



MAHARAJA AGRASEN COLLEGE

University of Delhi
VASUNDHARA ENCLAVE, DELHI-110096

**E-TENDER FOR PROVIDING PURCHASE OF CEMENTED BENCHES, FLOWER
POTS, BOLLARD CUM STOOL AT MAHARAJA AGRASEN COLLEGE,
VASUNDHARA ENCLAVE, DELHI-110096**

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MAHARAJA AGRASEN COLLEGE

University of Delhi
VASUNDHARA ENCLAVE, DELHI-110096

No. MAC/2022-23/ADMN/CEMENTED BENCHES/09

**Maharaja Agrasen College
Vasundhara Enclave
Delhi-110096**

SECTION – I

(NOTICE INVITING E-TENDER)



MAHARAJA AGRASEN COLLEGE

University of Delhi
VASUNDHARA ENCLAVE, DELHI-110096

No. MAC/2022-23/ADMN/CEMENTED BENCHES/09

Dated: - 08.09.2022

NOTICE INVITING E-TENDER

E-TENDER FOR PROVIDING PURCHASE OF CEMENTED BENCHES, FLOWER POTS, BOLLARD CUM STOOL AT MAHARAJA AGRASEN COLLEGE, VASUNDHARA ENCLAVE, DELHI-110096

Maharaja Agrasen College invites online bids for **PURCHASE OF CEMENTED BENCHES, FLOWER POTS, BOLLARD CUM STOOL** at Maharaja Agrasen College, Vasundhara Enclave, Delhi-110096 from registered and authorized firms/agencies/contractors/manufacturers as per details given in the tender document. Maharaja Agrasen College has total strength of approx. 2700 students, 200 teaching & administrative staff. It also has a hostel for girl students with 60 students approx.

Tender No. MAC/2022-23/ADMN/CEMENTED BENCHES/09

Important Dates

Date of Publishing	-	08.09.2022
Bid Document Download Start Date	-	08.09.2022
Bid Submission Start Date (online)	-	08.09.2022
Pre-Bid Meeting	-	15.09.2022
Bid Submission End Date (online)	-	23.09.2022
Date of Technical Bid Opening (online)	-	26.09.2022

EMD Amount of Rs. 10,000/- to be submitted in the form of NEFT/RTGS. The details of Account are as under: -

- Account No. 481701213
 - IFSC: - IDIB000M102
 - Bank Name: - INDIAN BANK
 - Beneficiary: - Principal, Maharaja Agrasen College
- Manual bids shall not be accepted. The bid shall be submitted online only at Central Public Procurement Portal Website: <http://eprocure.gov.in/eprocure/app>
 - The Competent Authority reserves the right to reject any or all the bids without assigning any reason thereof. The decision of the Competent Authority of the College shall be final and binding.

Principal



MAHARAJA AGRASEN COLLEGE

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VASUNDHARA ENCLAVE, DELHI-110096

No. MAC/2022-23/ADMN/CEMENTED BENCHES/06

Maharaja Agrasen College Vasundhara Enclave Delhi-110096

SECTION – 2

(AFFIDAVIT)



MAHARAJA AGRASEN COLLEGE

University of Delhi
VASUNDHARA ENCLAVE, DELHI-110096

(ON NON-JUDICIAL STAMP PAPER OF RS. 10/-)

AFFIDAVIT

I /we Partner(s)/Legal
Attorney/Proprietor(s)/Accredited Representative(s) of
solemnly declare that:

I/we are submitting tender for **PURCHASE OF CEMENTED BENCHES, FLOWER POTS, BOLLARD CUM STOOL** at Maharaja Agrasen College Tender Notice No. MAC/2022-23/ADMN/CEMENTED BENCHES/09 dated

All information furnished by me/us in fulfilment of eligibility criteria and information given in this tender is complete, correct and true. All documents/credentials submitted along with this tender are genuine, authentic, true and valid.

My/our bid shall be valid for a period of 180 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents and shall remain binding upon us and maybe accepted at any time before the expiry of the period.

If my/our bid is accepted, we commit to submit a Performance Security Deposit in accordance with the Bidding Documents. The Price Bid submitted by me/us is "WITHOUT ANY CONDITION".

If any information or document submitted is found to be false/incorrect, the college may cancel my/our Tender and can take any action as deemed fit including termination of the contract, forfeiture of all dues including Earnest Money (EMD)/Performance Guarantee and blacklisting of my/our firm and all partners of the firm etc.

I/we declare that the Government of India or any other Government body/PSU/Autonomous bodies has not issued any show cause notice or declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.

I/we also accept all the terms and conditions of this bidding document and undertake to abide by them, including the condition that Maharaja Agrasen College is not bound to accept highest ranked bid/lowest bid or any other bid that may receive.

(Signature of the Tenderer with Seal)

Seal of Notary & Date



MAHARAJA AGRASEN COLLEGE

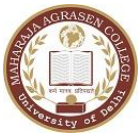
University of Delhi
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No. MAC/2022-23/ADMN/CEMENTED BENCHES/06

Maharaja Agrasen College Vasundhara Enclave Delhi-110096

SECTION – 3

(INSTRUCTIONS TO BIDDERS)



MAHARAJA AGRASEN COLLEGE

University of Delhi
VASUNDHARA ENCLAVE, DELHI-110096

TECHNICAL CRITERIA

The following shall be the minimum eligibility criteria for selection of bidders at technical bid stage of the bidding process: -

1.1 The bidder should have awarded a minimum 3 order w.e.f. 01.04.2017 to 31.08.2022. in installing CEMENTED BENCHES, FLOWER POTS, BOLLARD CUM STOOL of an educational institution/ government department/organization. **(Proof to be submitted as per prescribed format).**

1.2 The bidder's minimum annual financial turnover (gross) during the last three financial years, i.e., 2020-21, 2019-20 and 2018-19, should not be less than Rs. 05 Lakh per year. A certificate to this effect from an authorized Chartered Accountant should be submitted. **(Proof to be submitted as per prescribed format).**

1.3. EMD of Rs. 10,000/- (Rupees Ten Thousand Only) through Demand Draft in favour of Principal, Maharaja Agrasen College.

3. SUBMISSION OF ONLINE BIDS:

2.1 The bid shall be submitted online only at Central Public Procurement Portal Website: <http://eprocure.gov.in/eprocure/app>. Manual bids will not be accepted under any circumstances.

2.2 Tenderer/Bidders are advised to follow the instructions provided in the "Instruction Tenderer" specified at Section 3 of this Tender document for e-submission of the bids online through CPP Portal Website: <http://eprocure.gov.in/eprocure/app> before proceeding with the tender.

2.3 All documents as per tender requirement shall be uploaded online through CPP Portal Website: <http://eprocure.gov.in/eprocure/app> and no documents except original demand draft towards EMD will be accepted offline.

2.4 Bid of bidders not submitting any of the required documents online will be summarily rejected.

2.5 Both technical and financial bid are to be submitted concurrently duly digitally signed on the Central Public Procurement Portal.

2.6 The bidders shall have a valid digital signature certificate for participation in the online tender. The cost of digital signatures, if any, will be borne by respective bidders.

2.7 Prospective bidders are accordingly advised to go through instructions provided at Central Public Procurement Portal.



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2.8 The online bids (complete in all respect) must be uploaded online in Two Covers (Cover-I: Technical and Cover-II: Financial bid) as per Annexure-I and Annexure-II to IV respectively in PDF Format.

3. EARNEST MONEY DEPOSIT (EMD)

3.1. The original hard copy of Earnest Money Deposit (EMD) of Rs.10,000/- (Rupees Ten Thousand Only) in the form of Demand Draft in favour of "Principal, Maharaja Agrasen College" payable at New Delhi is required to be submitted in a sealed envelope superscribed "Tender for **PURCHASE OF CEMENTED BENCHES, FLOWER POTS, BOLLARD CUM STOOL** in Maharaja Agrasen College", on or before the closing date and time of e-submission of online bids to Principal, MAHARAJA AGRASEN COLLEGE, VASUNDHARA ENCLAVE, DELHI-110096, failing which the bids will not be considered.

3.2. Tender received without EMD or EMD for lesser amount will be summarily rejected.

3.4. The EMD shall be returned to the bidder(s) whose offer is not accepted by the college within 30 days from the date of signing the agreement with the successful bidder. The EMD shall not carry any interest. However, if the return of EMD is delayed for any reason, no interest/penalty shall be payable to the bidder.

3.5. The EMD of the successful bidder(s) will be returned on receipt of Performance Guarantee.

3.6. EMD of a tenderer will be forfeited, if the tenderer withdraws or amend its tender or impairs or derogates from the tender in any respect within the period of validity of its tender.

4. FINANCIAL BID: The bidder must submit their financial bid in the prescribed format (BOQ File) specified at Annexure II of this tender document and no other format is acceptable. Bidders are required to sign on every page of Financial Bid and upload the dully filled in bid documents online without changing the format.

5. EXTENTION OF LAST DATE AT THE DISCRETION OF THE COLLEGE: The COLLEGE, may in its discretion extend the last date for e-submission of the online bids and such extension shall be binding on all the Bidders. Addendum/Corrigendum/Re-tendering, if any in this regard, will be published on the CPP Portal: <http://eprocure.gov.in/eprocure/app> college website: www.mac.du.ac.in.

7. **NON TRANSFERABILITY:** This tender is non-transferable. The incomplete and conditional tenders will be summarily rejected;

8. **NON-WITHDRAWAL OF BIDS:** No bidders will be allowed to withdraw after e-submission of bids/ opening of the tender; otherwise the EMD submitted by the firm will be forfeited.

9. VALIDITY OF BIDS



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9.1. Bids shall remain valid and open for acceptance for a period of 180 days from the last date of submission of Bids.

9.2. The client may request for extension for another period of 60 days, without any modifications and without giving any reasons thereof.

10. RIGHT OF ACCEPTANCE:

10.1. The Competent Authority reserves all rights to reject any bid including bids of those bidders who fail to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific bids. The decision of the Competent Authority in the college in this regard shall be final and binding.

10.2. Any failure on the part of the bidder to observe the prescribed procedure and any attempt to canvass for the work shall render the bidder's bids liable for rejection.

10.3. The Competent Authority reserves the right to award the contract to any successful bidders at its discretion and this will be binding on the bidders. In case of failure to comply with the provisions of the terms and conditions mentioned by the college that has been awarded the contract, the Competent Authority in the college reserves the right to award the contract to the next highest bidder or any other outside agency and the difference of price shall be recovered from the defaulting agency/contractor, which has been awarded the initial contract and this will be binding on the bidders.

10.5. The college may terminate the contract if it is found that the Contractor is blacklisted on previous occasions by any of the Government Departments / Institutions / Local Bodies / Municipalities / Public Sector Undertakings etc.



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Vasundhara Enclave
Delhi-110096**

SECTION - 4

(TERMS & CONDITIONS)



MAHARAJA AGRASEN COLLEGE

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VASUNDHARA ENCLAVE, DELHI-110096

4. TERMS AND CONDITIONS (GENERAL)

1. The tenderer should have GST Registration.
2. The college reserves the right to change any condition of the tender before opening of the Technical Bids.
3. Canvassing in any form will make the tender liable to rejection.
4. The offer should be valid for a period of at least 180 days from the date of the tender opening.
5. The college reserves the right to reject any or all the tenders, wholly or partly without assigning any reason thereof. In all matters pertaining to this tender, the decision of the college shall be final and binding.
6. The tenderer is advised to visit and examine the site of works and its surroundings and obtain for himself all information that may be necessary for preparing the bid and entering into contract for execution of the works. The cost of visiting the site shall be bidder's own.
7. The tenderer should be prepared to come to MAC, to take part in discussion, if required at a short notice.
8. Request for any further extension of the above deadline shall not be entertained. Delayed and/ or incomplete tenders shall not be considered.
9. If the Agency fails to carry out the Jobs as per the terms and conditions agreed upon, he is liable for forfeiture of EMD/Security Deposit/Performance Guarantee in additions to penalty.
10. The Agency shall be solely responsible either for any injury, damage, accident to the workman employed by the agency or for any loss or damage to the equipment/property in the areas of work as a result of negligence/ carelessness of its workers.



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No. MAC/2022-23/ADMN/CEMENTED BENCHES/09

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SECTION – 6

(TECHNICAL & SCOPE OF WORK)



MAHARAJA AGRASEN COLLEGE

University of Delhi
VASUNDHARA ENCLAVE, DELHI-110096

TECHNICAL BID

No. MAC/2022-23/ADMN/CEMENTED BENCHES/09

Dated: -

Cover-I (Technical Bid) (following documents to be uploaded online in .pdf format)

S.No.	Document	File Type
1	Proof regarding experience in similar business minimum 3-years (Annexure-I)	.pdf
4	Financial Turnover (Certificate from CA to be uploaded) (Annexure-II)	.pdf
5	Contact Details/ Company Profile (Attach Details as per Annexure-III)	.pdf
6	EMD of Rs. 20,000/- (Rs. Twenty Thousand Only) (scanned copy)	.pdf
7	Scanned Copy of Affidavit (Annexure-IV)	.pdf

**Signature of the
authorized signatory of the
Tenderer with seal of the
firm/company with Name, Mob
No & date**



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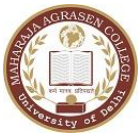
SCOPE OF WORK

Annexure-II

E-TENDER FOR PROVIDING PURCHASE OF CEMENTED BENCHES, FLOWER POTS, BOLLARD CUM STOOL AT MAHARAJA AGRASEN COLLEGE, VASUNDHARA ENCLAVE, DELHI-110096

Fixed Benches and Tables in Canteen Area

S. No.	Name of work	Quantity
1	Circular benches with backrest; base seating platform size: 1600 mm dia; 50 mm thickness, made from M- 30 grade concrete	10
2	Round table with round bench, red colour finish, Height of table: 780 mm, height of bench: 450 mm, made from M-30 grade concrete	02
3	Rectangular table with 2 benches, red colour finish,, height of table: 780 mm, height of bench: 450 mm, made from M-30 grade concrete	02
4	Rectangular bench type II, 450 mm made from M-30 grade concrete	04
5	Cylindrical Stool, 400 mm dia X 400 mm height X 100 mm seat thickness, made from M-30 grade concrete	10



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Cemented Flower Pots

S. No.	Name of work	Quantity
1.	Rectangular Planter, 600 mm x 450 mm x 300 mm, made from M- 30 grade concrete	10
2.	Square planter Large, 600 mm x 600 mm x 600 mm, made from M-30 grade concrete	20
3.	Ribbed Planter, 380 mm x 508 mm x 203 mm made from M-30 grade concrete	40
4.	Cuboid Planter, 800 mm x 500 mm x 400 mm, made from M-30 grade concrete	08



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Cemented benches, bollard cum stool and spinal cord exerciser

S.No.	Name of Work/Item	Qty
1	Rectangular bench type II sitting platform size 1800 mm x 450mm x 50 mm thickness, manufactured using M-30 grade concrete	10
2	Cylindrical bollard cum stool, 400mm top x 300mm bottom x 475mm height, manufactured using M-30 grade concrete	10
3	Spinal cord exerciser, semicircular M-30 grade precast concrete ring of outside diameter of 1150 mm, 400 mm width and 75 mm thickness	02



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No. MAC/2022-23/ADMN/CEMENTED BENCHES/09

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SECTION – 6

(FINANCIAL)



MAHARAJA AGRASEN COLLEGE

University of Delhi
VASUNDHARA ENCLAVE, DELHI-110096

Annexure-II

FINANCIAL BID

Fixed Benches and Tables in Canteen Area

S. No.	Name of work	Quantity	Unit Price	Total Amount (in Rs.)
1	Circular benches with backrest; base seating platform size: 1600 mm dia; 50 mm thickness, made from M- 30 grade concrete	10		
2	Round table with round bench, red colour finish, Height of table: 780 mm, height of bench: 450 mm, made from M-30 grade concrete	02		
3	Rectangular table with 2 benches, red colour finish,, height of table: 780 mm, height of bench: 450 mm, made from M-30 grade concrete	02		
4	Rectangular bench type II, 450 mm made from M-30 grade concrete	04		
5	Cylindrical Stool, 400 mm dia X 400 mm height X 100 mm seat thickness, made from M-30 grade concrete	10		

Cemented Flower Pots

S. No.	Name of work	Quantity	Unit Price	Total Amount (in Rs.)
1.	Rectangular Planter, 600 mm x 450 mm x 300 mm, made from M- 30 grade concrete	10		



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2.	Square planter Large, 600 mm x 600 mm x 600 mm, made from M-30 grade concrete	20		
3.	Ribbed Planter, 380 mm x 508 mm x 203 mm made from M-30 grade concrete	40		
4.	Cuboid Planter, 800 mm x 500 mm x 400 mm, made from M-30 grade concrete	08		

Cemented benches, bollard cum stool and spinal cord exerciser

S.No.	Name of Work/Item	Qty	Unit Price	Total Amount (in Rs.)
1	Rectangular bench type II sitting platform size 1800 mm x 450mm x 50 mm thickness, manufactured using M-30 grade concrete	10		
2	Cylindrical bollard cum stool, 400mm top x 300mm bottom x 475mm height, manufactured using M-30 grade concrete	10		
3	Spinal cord exerciser, semicircular M-30 grade precast concrete ring of outside diameter of 1150 mm, 400 mm width and 75 mm thickness	02		

Signature of the
authorized signatory of the
Tenderer with seal of the
firm/company with Name, Mob
No & date



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SECTION – 7

(ANNEXURES AND CHECK LIST)



MAHARAJA AGRASEN COLLEGE

University of Delhi
VASUNDHARA ENCLAVE, DELHI-110096

Annexure-I

DETAILS OF PREVIOUS CONTRACTS

Period of Contract		Name and Address of the Organization with reference letters	Name of the contact person & Phone No.	Value of Contract and other details	Remarks
From	To				

SEAL AND SIGNATURE OF THE BIDDER

Place:-

Date:-



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Annexure-III

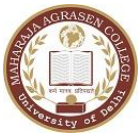
CONTACT DETAILS FORM/COMPANY PROFILE

GENERAL DETAILS OF BIDDERS

1. NAME OF THE COMPANY -
2. Date of Incorporation/Registration -
3. Whether Proprietary Firm/Partnership Firm, Partnership with limited liability/Private Ltd/Ltd. Company/Corp -
4. PAN and GST No. -
5. FSSAI Registration -
6. NAME AND DESIGNATION OF AUTHORISED REPRESENTATIVE -
7. COMMUNICATION ADDRESS -
8. TELEPHONE AND MOBILE NO. -
9. FAX NO. -
10. E-MAIL ID -

PARTICULAR DETAILS OF THE BIDDER'S REPRESENTATIVES

1. NAME OF THE CONTACT PERSON -
2. DESIGNATION -
3. COMMUNICATION ADDRESS -
4. TELEPHONE NO. -
5. MOBILE NO. -
6. E-MAIL ID -



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CHECK LIST

Sr.No.	Particulars	YES/NO
1	Have you filled and submitted all annexures (i) Technical bid, (ii) Financial bid, (iii) Annexure-I, Annexure-II, Annexure-III and (iv) Checklist?	
2	Have you read and understood various conditions of the Contract and shall abide by them?	
<u>TECHNICAL BID</u>		
3	Have you enclosed scanned copy of the draft for EMD of Rs. 20,000/- and uploaded with the Technical Bid?	
4	Have you submitted the original EMD draft of Rs. 20,000/- to college on or before submission of online bid?	
5	Legal Valid Entity: Have you uploaded the attested Certificate issued by the Registrar of firms/Companies?	
6	Financial Capacity: Have you uploaded certificate from CA as required?	
7	Experience: Have you uploaded the attested experience certificates issued by the organizations/Government Departments of the last five years?	
8	Have your Technical Bid been prepared and uploaded as per the requirements of the Tender?	
<u>FINANCIAL BID</u>		
9	Have your financial bid proposal duly filled and uploaded as per instructions?	
10	Have you quoted prices against each of the category/item?	

**Signature of the
authorized signatory of the
Tenderer with seal of the
firm/company with Name, Mob
No & date**



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SECTION – 8

(INSTRUCTIONS TO BIDDER FOR ONLINE BID SUBMISSION)



MAHARAJA AGRASEN COLLEGE

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VASUNDHARA ENCLAVE, DELHI-110096

Instruction to bidders for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<https://eprocure.gov.in/eprocure/app>.

REGISTRATION

1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal

(URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrollment" on the CPP Portal which is free of charge.

2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.

5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.

6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

10.6. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.

10.7. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective "My Tenders" folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.



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10.8. The bidder should make a note of the unique Tender 10 assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document I schedule and generally, they can be in PDF | XLS | RAR | DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or ,, "Other Important Documents"" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 8.1. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 8.2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 8.3. Bidder has to select the payment option as "offline" to pay the tender fee/ EMD as applicable and enter details of the instrument.
- 8.4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/ couriered given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DDI any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.



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University of Delhi

VASUNDHARA ENCLAVE, DELHI-110096

8.5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

8.6. The server time (which is displayed on the bidders" dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

8.7. All the documents being submitted by the bidders would be encrypted using PK encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to a symmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8.8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8.9. Upon the successful and timely submission of bids (ie after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

8.10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 3070 2232. Foreign bidder can get help at +91-7878007972, +91-7878007973.