



**Principal,
ASPEE Agribusiness Management Institute
Navsari Agricultural University, Navsari-396450,
Gujarat**

**Tender Document for
Supply, fixing and Establishing Fiber Optic Connectivity
at NAU**

[NAU/IT/03-2019-20]

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Tender Name: Supply, fixing and Establishing Fiber Optic Connectivity at NAU [NAU/IT/03-2019-20] (Offline Tender)

Department of IT is presently working under ASPEE Agribusiness Management Institute, Navsari Agricultural University, and Navsari. It is providing the entire IT Services across the University Jurisdiction across the south Gujarat. This Tender is intended to Supply, fixing and Establishing Fiber Optic Connectivity at NAU.

Tender available for downloading and uploading	25/11/2019 to 19/12/2019
Last date for submission of tender fee, EMD, Price Bid and other mandatory documents by RPAD / Courier / Speed post in hardcopy.	20/12/2019 up to 18:00 Hrs.
Security Deposit	5% of purchase order
Bid Validity	365 Days

The details of Tender fee and EMD applicable is given below.

Sr. No	Procurement Group	Tender Fee	EMD (In Rs.)	Pre Bid Meeting (Date & Time)
1	Supply, Fixing and Establishing Fiber Optic Connectivity at NAU	1500/-	25,000/-	04/12/2019 09:00 AM to 10:00 AM

The detail requirements, specifications of procurements and tender document will be published on website www.nau.in under tender section. If any future updates /corrigendum regarding tender will be there, it will be only published in tender section of website www.nau.in only.

Pre Bid Meetings per above mentioned date and time .The scope of the procurement will be elaborated and discussion would be took place in the form of question answer between bidders and tender invitee. Participation in Pre Bid Meeting is not compulsory for participation in this tender, but bidder are requested to take part for understating requirement undoubtedly.

Venue of Pre Bid Meetings:

IT Server Room, ASPEE Agribusiness Management Institute, Navsari Agricultural University, Navsari – 396450

Principal
AABMI, NAU, Navsari

Chapter-2 General Guidelines and Terms and Conditions

1.	Contents of the Tender document & Clarification of tender document	
1.1		The parties are expected to examine all instructions, forms, terms and requirements in the tender document. Failure to furnish all information required by the tender document or submission of a bid not substantially responsive to the tender document in every respect will be at the party's risk and may result in the rejection of the bid.
1.2		A prospective party requiring any clarification on the tender document may clear their doubt in Pre Bid Meetings only. If any bidder is not attending this meeting is considered that he is well aware with requirements of this tender. In future bidder can't claim that they were not aware about pre-bid meeting discussions.
1.3		If Bidder is giving wrong information on specification will be black listed for the period of 5 years.
2.	Amendment of Tender document	
2.1		At any time prior to the last date for receipt of bids, the Purchaser, may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective party, modify the tender document by an amendment.
2.2		The amendment will be notified through website (www.nau.in) to all prospective parties. So all the bidders are requested to regularly visit the Navsari Agricultural University website www.nau.in .
2.3		In order to afford prospective parties reasonable time in which to take the amendment into account in preparing their bids, the Purchaser may, at its discretion, extend the last date for the receipt of Bids.
2.4		On Scrutiny of tender document if any queries raised by the committee have to be replied satisfactorily with all documentary proofs within specific time period.
3.	Bid Prices	
3.1		The bidders should have to quote the prices in Indian Rupees for the each including installation, configuring, commissioning, and labor, transportation and all taxes charges. Prices quoted must be firm and final and shall remain constant throughout the bid validity period of the contract and shall not be subject to any upward
3.2		Travel expenditures of man power for supply, installation and configuration will not be given by Navsari Agricultural University.
3.3		The Conditional Rate will not be approved and Tenderer shall be disqualified.
4.	Site Conditions	
4.1		It will be imperative on each party to fully acquaint him with the Navsari Agricultural University building conditions and factors which would have any effect on the performance of the work and / or the cost.
4.2		The selected bidder must have to carry out and complete the work of Supply, Install and Configuration of at any places/building of NAU's Navsari main Campus & all the sub centers Navsari, Surat, Waghai, Vyara, Paria, Bharuch, Dediapada, Achhaliya, Tanachha, Mangrol, Hansot, Danti-Ubharat, Vanarasi, Gandevi.
5.	Selection of Bidders	
5.1		Selection of Lowest bidder for procurement group will be done on the basis of the overall group grand total obtained for the respective procurement group.
5.2		The selected L1 bidder has to sign agreement with acceptance of terms and conditions for respective procurement group on Rs 300 stamp paper with NAU.

6.	Documentation	
	6.1	The Selected Bidder is required to submit fiber optic connectivity diagram of the work they carry out at NAU.
7.	Terms of Payment	
	7.1	The Bidder should specifically note that no advance payment will be made. The payment will be done only after Issue of completion certificate.
	7.2	The payment of all charges shall be made after satisfactory completion of the work as specified in scope of work and work orders for procurement group respectively.
	7.3	As per the government norms Income Tax and GST will be deducted from paid bill amount as applicable.
8.	Rights	
	8.1	Right is reserved to accept or reject any or all tender without assigning any reasons thereof.
	8.2	The Authority of Navsari Agricultural University Reserve all rights to issue work order of selected items from procurement group subject to requirements, needs and grant availability.
	8.3	NAU reserves the right to postpone the date of opening of tender or to cancel the tender notice without assigning any reasons thereof. Any request from prospective bidder to postpone or to change date of opening of the tender due to any reason, whatsoever, will not be considered.
9	Warranty	
	9.1	The parties should warrants that the Goods supplied under this tender are new, unused, of the most recent or current models and those they incorporate all recent improvements in design and materials unless provided otherwise in the tender. This warranty shall remain valid as per Technical specifications and scope of work after the Goods or any portion thereof as the case may be, have been delivered, commissioned and accepted at the final destination.
	9.2	The Purchaser shall promptly notify the party in writing of any claims arising under this warranty.
	9.3	Upon receipt of such notice, the party shall, within 48 hours and with all reasonable speed, repair or replace the defective Goods or parts thereof, without any cost to the Purchaser.
	9.4	If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in 9.3 above, the Purchaser may proceed to take such remedial action as may be necessary, at the party's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.
	9.5	In case of defective items, the same shall have to be replaced by the party concerned at its own cost, and risk, and within stipulated time.
10	Penalty Clause	
	10.1	In any case bidder will be failed to provide satisfaction in any of the above Terms & Conditions then bidder will lose security deposit and other necessary actions will be take place like selected bidder will be blacklisted by NAU and bidder has to pay back total paid amount with 10% penalty charges.

Signature of Bidder

(With Stamp, Name & Designation)

Chapter 3: Bidder Information

1. Name of supplier / firm :

2. Company Registration No. :

3. Complete postal address :

4. Telephone /Mobile Number :

5. FAX Number (if any) :

6. E-mail address :

7. Sales Tax / Service Tax No. :

8. GST No. :

9. PAN No. :

10. Any other details:

We agree to abide by the terms and conditions of supply mentioned in this tender document.

Signature of Bidder
(With Stamp, Name & Designation)

Chapter 4: Technical Bid Documents (Checklist Documents)

Name of the bidder:

Sr. No.	Check List Documents	Submitted Yes/No	Page No.
1	Tender Fee: Demand draft only. (Non-Refundable).		
2	EMD: Demand draft only. (Refundable).		
3	Valid Registration Certificate of bidders firm.		
4	GST Registration Certificate.		
5	Signed Copy of Chapter 2: Guidelines and Terms & conditions.		
6	Signed Copy of Chapter 3: Bidder Information.		
7	Signed Copy of Chapter 7 on Bidder's Company Letter Head.		
8	3 Year Income Tax Returns of Assessment Year 2017-18, 2018-19 and 2019-20.		
9	Original affidavit from the bidder that business entity is not blacked listed by any government organization. (notarized on Rs. 300 stamp paper)		

DECLARATION

I/We solemnly declare that we have attached all the documents mentioned here above and mentioned in the tender. It is verified that all the certificates/ permissions/ documents are valid and current as on date and have not been withdrawn/ cancelled by the issuing authority. I/We further undertake to produce on demand the original certificate/ permission/ document for verification at any stage during the processing of the tender. I/We also understand that non-compliance of any documents will be treated as non-respective tender and we will lose our claim to participate in the Tender Enquiry automatically and our tender will be liable to reject.

Signature of Bidder

(With Stamp, Name & Designation)

Chapter 5: Tender Fee, EMD Submission Address

Tender Fee: Bidder has to submit nonrefundable Tender Fee in the form of Bank Draft in favor of “**Drawing and Disbursing Officer (DDO) ASPEE Agri. Mgmt. Inst. A/c**”, payable at Navsari. Tender fee is compulsory for tender participation in procurement group, without which tenders will not be considered.

Earnest Money Deposit: Tender shall be accompanied by an earnest money, without which tenders will not be considered. The EMD should be submitted in the form of Nationalized or Scheduled Bank Demand Draft in favor of “**Drawing and Disbursing Officer (DDO) ASPEE Agri. Mgmt. Inst. A/c**”, payable at Navsari.

Bidder has to submit Tender fee and EMD Demand draft Separate for group as applicable.

Sr. No	Procurement Group	Tender Fee	EMD (In Rs.)
1	Supply, fixing and Establishing Fiber Optic Connectivity at NAU	1500/-	15,000/-

Refund of earnest money: The earnest money of unsuccessful Bidder will be refunded.

Forfeiture of earnest money: The earnest money will be forfeited in the following cases:

- When Bidder withdraws or modifies the offer after opening of tender.
- When the Bidder does not deposit the security money after the work/purchase order is given.

Security Deposit: Successful bidder shall deposit security/performance guarantee money (5% of purchase/work order) in the form of Bank Draft in favor of “**Drawing and Disbursing Officer (DDO) ASPEE Agri. Mgmt. Inst. A/c**”, payable at Navsari or Performance Bank Guarantee (25% of purchase/work order).

Refund of Security Deposit: The amount of security deposit will be refunded after completion of warranty period/service contract/AMC.

Forfeiture of Security Deposit: The security deposit will be forfeited in the following cases:

- When works/services are not successfully executed as per requirement mentioned in the tender document and work order.
- When successful bidder terminate the works/services in during execution period.
- When any issue raised in quality or services during warranty period/warranty period/service contract/ AMC.

Tender Fee, EMD and Tender Submission Address:

Principal

ASPEE Agribusiness Management Institute,

Navsari Agricultural University, Eru Char Rasta, Navsari– 396450 (Gujarat)

Email: itcell@nau.in, Phone: 02637-282960

Chapter 6: Instructions to bidders for Tender Participation

1.	All tender documents can be downloaded from the website www.nau.in under tender section.	
2.	All The Mandatory documents must be submitted offline on or before Last date for submission of tender.	
3.	Procedure for Submission of Technical Bids.	
	3.1	It is proposed to have a Two Cover System for this tender.
		a) Technical bid cover (It includes all the check list documents (Chapter-4))
		b) Price bid cover (Chapter-7)
	3.2	Technical bid of the tender should be covered in a separate sealed cover super scribing the wordings " Technical Bid ". Please Note that Prices Should Not be indicated in the Technical bid at all. If price details found in Technical bid the supplier is rejected from the Tender.
	3.3	Price bid of the tender should be covered in a separate sealed cover super scribing the wordings " Price Bid ".
	3.4	Tender Fee & EMD must be submitted separately for group as applicable.
	3.5	Both the Technical bid cover and Price bid cover prepared as above, are to be kept in a single sealed cover super scribed with "Tender: Supply, fixing and Establishing Fiber Optic Connectivity at NAU"
	3.6	The cover thus prepared should also indicate clearly the name and address of the parties, to enable the Bid to be returned unopened in case it is declared "Late".

Chapter-7 Specifications, Requirements and Scope of work for Supply, Fixing and Establishing Fiber Optic Connectivity at NAU

Item Specifications, Requirements and Scope of work and Conditions				
Sr. No.	Item with Specifications	Unit	Qty.	Price with all Taxes
1	Providing and fixing of 6 Core Fiber Optic Cable (Armored) (Brand: Finolex/Willett/ Optilink)	Meter	1	
2	Providing and fixing of 12 Core Fiber Optic Cable (Armored) (Brand: Finolex/Willett/ Optilink)	Meter	1	
3	Providing and fixing of 24 Core Fiber Optic Cable (Armored) (Brand: Finolex/Willett/ Optilink)	Meter	1	
4	Providing and fixing of 6 Core Fiber Optic Cable (Non-Armored) (Brand: Finolex/Willett/ Optilink)	Meter	1	
5	Providing and fixing of 12 Core Fiber Optic Cable (Non-Armored) (Brand: Finolex/Willett/ Optilink)	Meter	1	
6	Providing and fixing of 24 Core Fiber Optic Cable (Non-Armored) (Brand: Finolex/Willett/ Optilink)	Meter	1	
7	Providing and fixing of Fiber Optic Cable Box Closure (Small Size) (ISO Certified)	Nos.	1	
8	Providing and fixing of Fiber Optic Cable Box Closure (Medium Size) (ISO Certified)	Nos.	1	
9	Providing and fixing of Fiber Optic Cable Box Closure (Large Size) (ISO Certified)	Nos.	1	
10	Providing and fixing of Fiber Optic Cable Drum Closure (Small Size) (ISO Certified)	Nos.	1	
11	Providing and fixing of Fiber Optic Cable Drum Closure (Medium Size) (ISO Certified)	Nos.	1	
12	Providing and fixing of Fiber Optic Cable Drum Closure (Large Size) (ISO Certified)	Nos.	1	
13	Providing and fixing of Fiber Optic Patch Cable - Single - (2 meter) (LC to LC) (Brand: DBC/ Willett/ Optilink/ D-Link)	Nos.	1	
14	Providing and fixing of Fiber Optic Patch Cable - Dual - (2 meter) (LC to LC) (Brand: DBC/ Willett/ Optilink/ D-Link)	Nos.	1	
15	Providing and fixing of Fiber Optic Patch Cable - Single - (2 meter) (SC to SC) (Brand: DBC/ Willett/ Optilink/ D-Link)	Nos.	1	
16	Providing and fixing of Fiber Optic Patch Cable - Dual - (2 meter) (SC to SC) (Brand: DBC/ Willett/ Optilink/ D-Link)	Nos.	1	

17	Providing and fixing of Fiber Optic Patch Cable - Single - (2 meter) (LC to SC) (Brand: DBC/ Willett/ Optilink/ D-Link)	Nos.	1	
18	Providing and fixing of Fiber Optic Patch Cable - Dual - (5 meter) (LC to SC) (Brand: DBC/ Willett/ Optilink/ D-Link)	Nos.	1	
19	Providing and fixing of Fiber Optic Patch Cable - Single - (5 meter) (LC to LC) (Brand: DBC/ Willett/ Optilink/ D-Link)	Nos.	1	
20	Providing and fixing of Fiber Optic Patch Cable - Dual - (5 meter) (LC to LC) (Brand: DBC/ Willett/ Optilink/ D-Link)	Nos.	1	
21	Providing and fixing of Fiber Optic Patch Cable - Single - (5 meter) (SC to SC) (Brand: DBC/ Willett/ Optilink/ D-Link)	Nos.	1	
22	Providing and fixing of Fiber Optic Patch Cable - Dual - (5 meter) (SC to SC) (Brand: DBC/ Willett/ Optilink/ D-Link)	Nos.	1	
23	Providing and fixing of Fiber Optic Patch Cable - Single - (5 meter) (LC to SC) (Brand: DBC/ Willett/ Optilink/ D-Link)	Nos.	1	
24	Providing and fixing of Fiber Optic Patch Cable - Dual - (5 meter) (LC to SC) (Brand: DBC/ Willett/ Optilink/ D-Link)	Nos.	1	
25	Providing and fixing of Fiber Optic Patch Panel LIU (6 Channel) (Brand: Optilink/ D-Link)	Nos.	1	
26	Providing and fixing of Fiber Optic Patch Panel LIU (12 Channel) (Brand: Optilink/ D-Link)	Nos.	1	
27	Providing and fixing of Fiber Optic Patch Panel LIU (24 Channel) (Brand: Optilink/ D-Link)	Nos.	1	
28	Providing and fixing of Fiber Optic Patch Splicing (Single Core)	Nos.	1	
29	Providing and fixing of Fiber Optic Patch jointer (Single Core) (Brand: Optilink/ D-Link)	Nos.	1	
30	Any kind of Land/ Road Drilling with Feeling (1.5 Foot) (Manual) Excavating hard rock or bituminous road (B.T.) by chiselling or using tool and tackles for preparing pit for poles or earth plates or for laying pipes & clearing the site by removing debris & making site good.	Cu.Mtr	1	
31	Any kind of Land/ Road Drilling with Feeling (1.5 Foot) (Manual) Excavating hard Murrum or Metal road by chiselling for preparing pit for poles or earth plates or for laying pipes & clearing the site by removing debris & making site good.	Cu.Mtr	1	

32	Providing and fixing of HDPE Electrical Council Flexible Pipe (Thickness-3mm, Size-0.75 Inch, Diameter-16mm to 28mm) (ISO Certified)	Meter	1	
33	Providing and fixing of HDPE Electrical Council Flexible Pipe (Thickness-3mm, Size-1 Inch, Diameter-16mm to 28mm) (ISO Certified)	Meter	1	
34	Providing and fixing of PVC Pipe (Thickness-3mm, Size-3 Inch, Diameter- 28mm) (ISO Certified)	Meter	1	
35	Providing and fixing of Steel Warning Tag (2 Foot) with concrete work	Nos.	1	
36	Providing and fixing of Rope Wire (Armored)	Meter	1	
37	Providing and fixing of Rope Wire (Non-Armored)	Meter	1	
38	Providing and fixing of S Ring for Rope Wire	Nos.	1	
39	Self-Locking Nylon Cable Zip Tie (6 Inch 100 mm) (100 Nos.)	Box	1	
40	Self-Locking Nylon Cable Zip Tie (8 Inch 150 mm) (100 Nos.)	Box	1	
41	Self-Locking Nylon Cable Zip Tie with Label Marking Tag (100 mm) (100 Nos.)	Box	1	
Grand Total				

Supply and work Conditions for Supply, fixing and Establishing Fiber Optic Connectivity at NAU	
1	The Supply and Installation work should be as per the Work Orders, Item specification and scope of work.
2	NAU reserves right to issue work order as per requirements subject to grant availability.
3	Any failure to fulfill this requirement shall attract the penal provisions of this contract arising out of the resultant non-execution of the work in due time.
4	The Navsari Agricultural University reserves the right to increase the quantity & amount of the tender on the same terms & condition, rates & specifications.
5	The Selected bidder has to complete work as per the work order in 15 days after issuing purchase Order.
6	The NAU reserves right to extend or decrease contract period on same terms, conditions, rates and specifications with consent from selected bidder.
7	The selected bidder has to carry out installation work as per the existing infrastructure of NAU at different NAU Locations.
8	It is implied that the Bidders has inspected the site, including the surface strata, the soil, the surrounding, the nature and magnitude of work an ascertained the availability of power, water and accommodation and also obtained all necessary information directly affecting the work such as legal stipulation, possible delays and hindrance or interference in executing the work and has satisfied himself before making the offer. Unexpected difficulties or expenses will not be considered excuses for difficulties in performing the work.
9	It will be imperative on each party to fully acquaint him with the Navsari Agricultural University building conditions and factors which would have any effect on the performance of the work and / or the cost.

10	The selected bidder must take all care to avoid any injury to work man while working on the site. The selected bidder must adopt precautionary measures to save the work man from any mechanical or Electrical hazards. However, the NAU is not liable to make any compensation to any workman of the selected party in case of injury.
11	The selected bidder will be fully responsible for any damage to any NAU Property during set up of Fiber Optic Connectivity work and have to pay for damage if any event occurred at respective places mentioned in work order.
12	The NAU will not pay any extra Amount like traveling expenses, boarding, lodging expense for set up of Fiber Optic connectivity work at any places mentioned in scope of work and work order as requirement arises.
13	Bidders who are confident of executing the work in time by employing the required resources, men and materials may only participate in this tender offer.
14	The NAU IT Department will examine the work as per the scope of work and work order then only payment will be released. If selected bidder is deviating from scope of work specification then bidder will be black listed by NAU.

Signature of Bidder

(With Stamp, Name & Designation)