

**OFFICE OF THE UNIVERSITY ENGINEER  
WORKS DEPARTMENT  
PATNA UNIVERSITY, PATNA- 800 005**

Phone No.: 0612&2678840, Email: puer@patnauniversity.ac.in

Website: [www.patnauniversity.ac.in](http://www.patnauniversity.ac.in)

Quotation No.: 34/2019-20

Date: 29/02/2020

**EMERGENT NOTICE INVITING QUOTATION**

Sealed Quotations are invited in prescribed format for Construction of Prefab structure in Patna University. For detail terms & conditions, please visit the office of the undersigned on any working days from 10:30 A.M. to 5:00 P.M. or obtain from Patna University website [www.patnauniversity.ac.in](http://www.patnauniversity.ac.in).

Designation of officer inviting quotation		University Engineer, Patna University, Patna			
Last date of issue/download of Quotation document with Time and place		Office of The University Engineer Patna University, Patna upto 5:00 pm on 12/03/2020			
Place, Time & Date of receiving of Quotation		Office of the University Engineer, Patna University, Patna upto 3:00 pm on 13/03/2020			
Place, Time & Date of opening quotation		Office of the University Engineer, Patna University, Patna at 3:30 pm on 13/03/2020			
Sr. No.	Particular	Roof Area	Cost of quotation document (₹)	EMD (₹)	Time of completion
1	Fabrication of store room from prefab over Patna University Guest House. Size-25'x20'	500 sft	1,250/-	11,600/-	One month
2	Construction of pre-fab panel for Ladies Toilet in Ambedkar Chair, Darbhanga House, P.U., Patna Size-6'x4'	24 sft	500/-	2,900/-	15 Days

**TERMS & CONDITIONS:**

- Paper submitted with quotation:
  - Registration of Firm in Govt. of Bihar/C.P.W.D./ M.E.S. for appropriate category for civil & Electrical work.
  - GST & PAN
  - Experience – upto 50% of quoted rate.
  - Turnover-Audit Balance Sheet last three years (Turn over-double of quoted amount for any one financial year)
  - Return File of last three years
- (a) Cost of quotation document is to be deposited in the shape of D.D./Banker's cheque in favour of "The University Engineer, Patna University, Patna" applicable for all quotationer/agencies (including MSME/NSIC registered agency)

(b) Earnest money is to be deposited in the shape of D.D./ Banker's cheque in favour of The University Engineer Patna University, Patna (except MSME/NSIC registered agency) which is refunded after six months from date of completion of work without interest.
- (a) Period of supply/installation: One month

(b) Warranty: 3 years from date of completion of work.
- Payment – 100% against completion of supply/installation.**
- The Bidder should inspect the site before filling in and submitting the quotation to get fully acquainted with the scope of work as no claim whatsoever will be entertained for any alleged ignorance thereof. Quotations must be submitted in original and without making any additions, alternations, and as per details given in other clauses given hereunder. The requisite details shall be filled in by the Bidder in the quotation document wherever required.
- The agency should have experience of similar type of work at any Government organization or Universities.

7. The ENIQ document can also be downloaded from the website [www.patnauniversity.ac.in](http://www.patnauniversity.ac.in) from intending quotationer and will be submitted with cost of Quotation Paper in the form of Demand Draft in favor of University Engineer. Quotation paper submitted without cost of Quotation Paper in the form of demand draft will be summarily rejected and the last date for downloading the quotation document from the website is one day prior to the last day of receipt of quotation. Accordingly, the draft towards the quotation fee shall be dated one day prior to the last date of receipt of quotation.
8. The sealed quotation should also be sent through courier/Registered/Speed Post. Conditional quotation or quotations received after the due time and date shall not be entertained in any circumstances. University Authority would not be responsible for any delay or loss of the quotation document. The quotations will be opened in the office of the undersigned in presence of any intending supplier or his/her authorized representative who may wish to be present at the designated time and place. If the fixed date turns out to be the holiday, the date of opening will be the next day.
9. At the time of opening of quotation only participant quotationer or his single authorized representative with authority letter will be allowed to present.
10. The EMD shall be forfeited if the bidder withdraws his bid during the period of bid validity.
11. All disputes, what so ever shall be referred to the sole arbitration of The University Engineer Patna University, Patna and his decision shall be final and binding on the agency.
12. All the matters subject to the jurisdiction of Patna High Court.
13. Bidders should submit details in the format given at Annexure-A and should quote the rates in the format given at Annexure-B (1 & 2). Incomplete bids will summarily be rejected. All corrections and alterations in the entries of quotation document will be signed in full by the Bidder with date. No erasing or over- writings are permissible.
14. The details may also be seen at website [www.patnauniversity.ac.in](http://www.patnauniversity.ac.in)
15. Any changes w.r.t. this quotation will be notified through website.
16. The undersigned reserve the right to accept or reject any or all the quotation without assigning any reasons.

Sd/-  
University Engineer  
Patna University, Patna

Memo No.: 34/UE

Date:29/02/2020

Copy to:

1. Pro Vice-Chancellor, Patna University, Patna, 2. Financial Advisor, Patna University, Patna 3. Registrar, Patna University, Patna, 5. Finance Officer, Patna University, Patna, 6. Budget and Accounts Officer, Patna University, Patna, 7. Incharge Guest House, Patna University Guest House, Patna, 8. Research Office, Dr. Ambedkar Chair, PG Deptt. of Philosophy, Darbhanga House, PU, 9. Incharge, Patna University Computer Centre for upload quotation document in Patna University website([www.patnauniversity.ac.in](http://www.patnauniversity.ac.in)). The approval of same has been taken on concern file. 10. Personal Assistant to Vice Chancellor, Patna University, Patna, 11. Engineer Assistant(Site Incharge), Patna University, Patna, 12. Mr. Manoj Kumar Mahto, Draftsman Gr-2 and Mr. Satyendra Kumar, UDC of Works Department, Patna University, Patna for information.

Sd/-  
University Engineer  
Patna University, Patna

**भ्रष्टाचारी के दबाव में मत रहें, निगरानी विभाग से मिलकर कहें**

**BID DOCUMENT****Name of work:** \_\_\_\_\_  
\_\_\_\_\_

<b>Cost of quotation document(Compulsory for all type of quotationer/agencies)</b>		
DD No.	Date	Amount
		₹
<b>EMD Amount(except MSME/NSIC registered agency)</b>		
DD No.	Date	Amount
		₹
Registration no. (If registered with MSME/NSIC):		

**Bid should indicate following information along with the self-attested photocopies of supporting documents:**

## 1. THE FIRM

- a) Name .(As per GST Registered)\_\_\_\_\_
- b) Registration No. of firm \_\_\_\_\_
- c) Address of Office at Patna \_\_\_\_\_
- d) Contact Person's
- i) Name & Design. \_\_\_\_\_
- ii) Address \_\_\_\_\_
- iii) Tel No. Landline \_\_\_\_\_ Mobile \_\_\_\_\_
- iv) Email ID \_\_\_\_\_

2. Type of Firm : Proprietorship/ Private Ltd./Public Ltd./ Cooperative/ NGO/PSU (Please tick and enclose copy of Memorandum/ Articles of Association/ Certificate of Incorporation) As per GST Registration  
\_\_\_\_\_ enclosed. (Pl. specify)

3. PAN : \_\_\_\_\_ enclosed. (Pl. specify)

4. GST : \_\_\_\_\_ enclosed. (Pl. specify)

## 5. 3 years return file and Turn Over:

- (i) FY 2018-19- ITR Gross Value \_\_\_\_\_ Tax Deducted \_\_\_\_\_ Turn Over: \_\_\_\_\_.
- (ii) FY 2017-18- ITR Gross Value \_\_\_\_\_ Tax Deducted \_\_\_\_\_ Turn Over: \_\_\_\_\_.
- (iii) FY 2016-17- ITR Gross Value \_\_\_\_\_ Tax Deducted \_\_\_\_\_ Turn Over: \_\_\_\_\_.

6. Experience certificate of similar work: Value: ₹ \_\_\_\_\_ completion of year: \_\_\_\_\_.  
Name of Govt. Org./University: \_\_\_\_\_.

Signatures of authorized person

Name \_\_\_\_\_

Designation \_\_\_\_\_

**Annexure-B(1)**

**Financial Bid**

**Fabrication of store room from prefab over Patna University Guest House. Size-25'x20'**

<b>Sr. No.</b>	<b>Description</b>	<b>Unit</b>	<b>Qty.</b>	<b>Rate ₹</b>	<b>Amount ₹</b>
1	Wall (10ht.)	Sq.ft.	900		
2	Roof	Sq.ft.	572		
3	Ms Structure	Kg	900		
4	Window	Set	2		
5	Door (7'x4')	Set	1		
6	Electrical Points				
a	5 Amp Socket	Point	4		
b	15 Amp Socket	Point	2		
c	LED	Set	4		
d	MCB	Point	3		
				<b>Total Amount ₹</b>	
				<b>GST.....%</b>	
				<b>Grand Total Amount ₹</b>	
				<b>NET TOTAL AMOUNT ₹</b>	
<b>Warranty (minimum 3 years : ..... from date of completion of work)</b>					

Signatures of authorized person  
Name  
Designation  
Seal

**Annexure-B(2)****Financial Bid****Construction of pre-fab panel for Ladies Toilet in Ambedkar Chair, Darbhanga House, P.U., Patna Size-6'x4'**

Sr. No.	Description	Unit	Qty.	Rate ₹	Amount ₹
1	Wall (10ht.)	Sq.ft.	160		
2	Roof	Sq.ft.	35		
3	Ms Structure	Kg	72		
4	Door (7'x4')	Set	1		
5	PCC with Floor Tiles	Sft	34		
6	Electrical Points				
a	5 Amp Socket	Point	2		
b	LED	Set	1		
c	MCB	Point	1		
d	Exhaust fan	Point	1		
7	Exhaust fan	No.	1		
8	Toilet Accessories: EWC, WB, CP fittings (All Internal connection)	Set	1		
				<b>Total Amount ₹</b>	
				<b>GST.....%</b>	
				<b>Grand Total Amount ₹</b>	
				<b>NET TOTAL AMOUNT ₹</b>	
<b>Warranty (minimum 3 years: ..... from date of completion of work)</b>					

Signatures of authorized person  
Name  
Designation  
Seal

**SPECIFICATION:**

**For (1) Fabrication of store room from prefab over Patna University Guest House. Size-25'x20'**

1.	<b><u>MS STRUCTURE:</u></b> Ms pipe 70x70mm, Trusses 75x38mm, 50x50mm, Tubular Pipe for purlins etc.
2.	<b><u>Walls :</u></b> GI Panesls: Pre-engineered GI Panels with 75 mm with Thermocole insulation, Held on U, H Section
3.	<b><u>ROOF:</u></b> Pre coated 0.5 mm sheet held on Ms framework, Truss, Pillar etc.
4.	<b><u>WINDOWS:</u></b> Aluminum section sliding windows. (As per Drawing) 3'x4' as per direction of E/I
5.	<b><u>DOOR:</u></b> Wooden Flush Door with Locking arrangements 2'6x7' as per instruction of E/I
6.	<b><u>PAINT:</u></b> Texture / OBD Paint.
7	<b><u>Warranty:</u></b> 3 Years from the date of completion of work.

**For (2) Construction of pre-fab panel for Ladies Toilet in Ambedkar Chair, Darbhanga House, P.U., Patna Size-6'x8'**

1.	<b><u>MS STRUCTURE:</u></b> Ms pipe 70x70mm, Trusses 75x38mm, 50x50mm, Purlins. Anchored with MS Plates.
2.	<b><u>Walls :</u></b> PUFF PANNELS: 50 MM PUF Panel with 50 mm polyutherance panel with 0.40 mm per coated sheet both side, U, L-Section, (Epoxy Coated Panels)
3.	<b><u>ROOF:</u></b> Pre coated 0.5 mm sheet held on Ms framework, Truss, Pillar etc.
4.	<b><u>VENTILATOR:</u></b> 1'x1' 1 No. for cut.
5.	<b><u>DOOR:</u></b> Wooden Flush Door with Locking arrangements. (As per Drawing).
6.	<b><u>PAINT:</u></b> Texture / OBD Paint (Not required in PUFF CABIN)
7.	<b><u>Warranty:</u></b> 3 Years from the date of completion of work.

**Special Terms & Conditions :**

1	Supply and installation to be completed with in 30 days from the date of supply order.
2	Taxes inclusive as applicable according to the government of India prevailing rates.
3	Billing will be done according to supply and installation quantity counts.
4	Rates are valid for 180 days from the date of submission of quotation.
5	Extra supply will be charged as per approved prevailing rates.
6	In the event of delay in supply after the stipulated period supplier shall pay as penalty upto 1/4 period of supply @2.50% and delay upto 1/2 of supply period @5%, delay upto 3/4 period of supply @7.5% and delay upto more than 3/4 period @ 10% maximum or 1/3 % per day.
7	If work will be awarded then Earnest money is converted into Security deposit which is refunded after six from date of completion of work without interest.

Place.....

Date.....

Signatures of authorize

Name \_\_\_\_\_

Seal: