



SARIYA COLLEGE, SURIYA

Registered Under 2(f) & 12(B) UGC Act. | ISO 21001:2018 Certified

Po: Suriya, Dist: Giridih, Jharkhand, India, PIN - 825320, Accredited with Grade 'B' by NAAC, CGPA 2.35

(Permanently affiliated to Vinoba Bhave University, Hazaribagh)

(Run under Sariya Mahavidyalya Shikshan Vikas Samiti, Society Registration Act 1860)

Short Tender Notice

Sealed tenders are invited in two envelopes containing (i) Technical bid and (ii) Financial bid separately from GST registered suppliers for the supply of Appliances at Sariya College, Suriya, Dist.: Giridih, Jharkhand in the prescribed formats.

Tender Paper for Purchasing Appliances (2025)

01	Name of the Supplier	
02	Registration No. & Address of the Registered office	
03	Cost of Tender Fee (Non-Refundable)	D.D. for Rs. 500/- (Five hundred) in favour of Sariya College, Suriya
04	E.M.D. (Refundable)	D.D. for Rs. 5,000/- (Five thousand) in favour of Sariya College, Suriya
05	PAN No	
06	GST No.	
07	Date of submission of tender envelopes	
08	Experience certificate	

NOTE –

1. Rate Should be quoted including all taxes, Installation and F.O.R
2. Tender documents to be downloaded from the College website – www.sariyacolledge.ac.in and it should be submitted along with Tender fee, EMD and other requisite papers within last date of submission.
3. Date of opening of Technical Bid – 08-08-2026 (12:30 PM to 02:00 PM)
4. Date of opening Financial Bid - 08-08-2026 (02:30 PM to 03:00 PM)
5. Management has right to accept or reject your proposal.

Signature of the Bidder



SARIYA COLLEGE, SURIYA

Registered Under 2(f) & 12(B) UGC Act. | ISO 21001:2018 Certified

Po: Suriya, Dist: Giridih, Jharkhand, India, PIN - 825320, Accredited with Grade 'B' by NAAC, CGPA 2.35

(Permanently affiliated to Vinoba Bhave University, Hazaribagh)

(Run under Sariya Mahavidyalya Shikshan Vikas Samiti, Society Registration Act 1860)

Invitation of Tender

All Interested bidders are requested to submit sealed tenders for Supply and Installation of following mentioned items in the Sariya College, Suriya, at the address of The Secretary / Principal, Sariya College, Suriya, Giridih, Jharkhand-825320 as per the specifications given below.

Sr. No.	Item Description	Company	Quantity	Price/Unit	Total
1.	Interactive Panel 65'' Flat Panel, Android 14, 8GB RAM, 128 GB Storage	Samsung/Benq/Maxhub/Class Teacher	03		
2.	Desktop Computer 8GB RAM, i3 -512GB ROM, 13 th Gen/812 Gen	Hp / Dell	04		
3.	KABADDI MAT -PVC Mats 28 mm		01 set		

NOTE: - Tender must be valid for at least 03 months

Rate should be quoted including all taxes, Installation and F.O.R Tender submitted on the following address

To, The Secretary / Principal, Sariya College, Suriya, Giridih, Jharkhand – 825320. Tender has to be submitted at the latest by 07.08.2026 (Friday) before 01:00 PM

Reference No.

(Secretary)
Sariya College, Suriya

Sariya College, Suriya

Notice Inviting Quotations

Secretary, Sariya College, Suriya, Giridih Jharkhand– 825320, invites Tender from reputed Vendors and Supplier (hereinafter referred to as “Bidder” till the award of Contract and thereafter on award of contract, referred to as “Vendor/Contractor/Supplier/Successful Bidder”) for Supply, Installation and Commissioning of Appliances for college.

Appliances Requirement-

Item Description	Company	Quantity
Xerox Machine Advance - Multifunctional (Wireless Laser Printer) Wide Formate	Canon/Hp/Epson	01 Set
Multifunctional Wi-fi colour Printer	Canon/Hp/Epson	01 Set
Digital Wall Watch with temperature reader	Ajanta/Titan/AERYS	02 Set
Loudspeaker for announcement-Mnz Handheld Megaphone		02 Set
Digital Camera 18 MP	Canon/ Sony / Nikon	01 Set

Tender Fee (Non-Refundable) shall will be in form of Demand Draft drawn on any Scheduled or Commercial Bank and in favour of Sariya College, Suriya Payable at Suriya, must be submitted at Sariya College, Suriya for purchasing of Tender Document along with request letter and evidence of work experience of Vendor/Contractor/Supplier.

Interested and eligible Bidders are required to submit the Technical and Financial Bids in two separate sealed envelopes. The Technical and Financial Bids should be accompanied by a bid security as specified in this Bid Document. The EMD Rs 5000/- (Five Thousand only) in favour of Sariya College, Suriya Payable at Suriya. (In the form of DD/FDR should be included in the same envelope containing the Technical Bid. The Technical and Financial Bids has to be put in a separate envelope, mentioning the name and address of the indenter, Tender enquiry Number, Due date of submission must be delivered to the Office of Secretary/Principal, Sariya College, Suriya, Dist.: Giridih, Jharkhand, PIN-825320.

The complete set of bid documents shall be submitted in the office of “ **The Secretary/Principal, Sariya College, Suriya, Giridih, Jharkhand– 825320**” all working days between 08:00 AM to 01:30 PM within the due date of tender.

For any other clarifications related to bid submission, the firm may contact the Secretary/Principal, Sariya College on or before the last date of submission of the bid document during working hours.

Bids without requisite details/documents are liable for rejection, and Management will not entertain any further communication. The Bidder must submit the competitive bids for all items with detailed technical literatures/catalogues/ Technical Compliance from OEM for each product.

Management reserves the right to accept or reject all or any of the proposals, and to annul the selection process and reject all proposals at any time prior to the award of contract, all or in part, without thereby incurring any liability or any obligation in any form to the affected firms on any grounds.

[NOTE: The bidder must read all the lines of the tender carefully; any shortcoming in submission of documentation, Sariya College, Suriya will reject the technical bid without any consideration.] **(submit declaration)**

Secretary
Sariya College, Suriya

Contents

1. Introduction.....	06
2. Scope of Work	06
2.1 Comprehensive On-Site Warranty & Maintenance.....	06
2.2 Replacement of Parts	07
2.3 Complaint Redressal System	07
3. General Terms & Conditions.....	07
4. Evaluation Process.....	08
4.1 Evaluation of Technical Bid	08
4.2 Evaluation of Financial Bid.....	08
5. Technical Qualification Criteria.....	08
6. Instruction to Bidders.....	10
6.1 Cost of bidding.	11
6.2 Composition of Tender.....	11
6.3 Amendment of Bidding Documents.....	11
6.4 Preparation of Bid.....	11
6.4.1 Language of Bid	11
6.4.2 Bid Currency	11
6.4.3 Technical Bid	12
6.4.4 Financial Bid	12
6.5 Bid Opening and Evaluation of Bids.....	12
6.6 Clarification of Bids.....	12
6.7 Contacting the Tendering Authority	12
6.8 Bid Validity.....	12
6.9 Award of Work	13
6.10 Performance Bank Guarantee	13
6.11 Corrupt or Fraudulent Practices	13
6.12 Interpretation of the clauses in Tender.....	14
6.13 Decision Taken	14
6.14 Delivery of Items	14
6.15 Troubleshooting and Maintenance Support	14
6.16 Force Majeure	15
6.17 Resolution of disputes.....	15
6.18 Legal Jurisdiction	15
6.19 Taxes and Duties.....	15
6.20 Binding Clause	15
6.21 Payment Terms.....	15
ANNEXURE 1- BIDDER PROFILE	17
ANNEXURE 2- BIDDER'S AUTHORIZATION CERTIFICATE	18
ANNEXURE 3- PROFORMA FOR PERFORMANCE BANK GUARANTEE	19
ANNEXURE 4- AFFIDAVIT	21
ANNEXURE 5- CERTIFICATE OF CONFORMITY	22
ANNEXURE 6- TECHNICAL BID FORM.....	23
ANNEXURE 7- REFERENCE WORK ORDER & COMPLETION CERTIFICATE	25
ANNEXURE 8- PRICE BID FORM.....	26
ANNEXURE 9- FINANCIAL INFORMATION	27
ANNEXURE 10- Requirement List.....	28
D I S C L A I M E R.....	29

1 Introduction

2 Scope of Work

The minimum specified Scope of Work that needs to be undertaken by the successful Bidder for installation and maintenance of Appliances and Accessories for Supply and Installation in the college. The work is to be performed as per the specifications and conditions mentioned in different parts of this document.

- Supply of all the products and equipment as per the requirement list included in the Tender as per site, which includes transporting the items safely and delivery to Sariya College, Suriya.
- The bidder must not bid/supply any equipment that is likely to be declared end of sale within the warranty period. The bidder would be required to replace all such equipment with the latest and at least of equivalent configuration in such case.
- To bring all the installation equipment and tools required for the installation and commissioning of the system without any extra charges.
- Provide all patches, accessories and updates for system software.
- Carry out all general tests such as power-on test on delivery, during installation checks to ensure correct connection, completeness of the requirement.
- It is the responsibility of the Bidder to supply all the hardware equipment, as mentioned in the schedule of requirements at the project site. Transportation of Goods and Material to the designated locations as per the Purchase Order is the responsibility of the bidder. Also, the Bidder has to make his own arrangement for loading and unloading of the goods at the designated locations.
- Bidder shall be responsible for installation of all the equipment supplied as per the Bill of Quantity/Material. Supply of all the installation materials/ software/ accessories necessary for the installation of the system at each location.

2.1 Comprehensive On-Site Warranty & Maintenance

- The bid proposal shall be inclusive of a comprehensive on-site warranty as per OEM standard terms and conditions with warranty declaration by OEM applicable for each line item from the date of Commissioning/User Acceptance. The bidder shall obtain the successful installation and commissioning report from the concerned authority at each location. The bidder shall maintain Hardware, Software and peripherals supplied Appliances and installed under this Tender in accordance with the provisions laid down in the clauses below during the warranty period.
- The bidder shall provide the following services under the warranty to keep the systems and peripherals in good working order:
 - i. Unscheduled on-call corrective and remedial maintenance service to set right the malfunctioning of the system. The parts replaced will either be new parts or equivalent in performance to new parts.
 - ii. Software and Hardware Support: The supply is comprehensive, inclusive of Software and Hardware support on all the systems supplied and installed under this contract. Any problem related to Software and Hardware maintenance, reloading of Software with all device drivers, Software upgrade, device drivers, system configuration and network configuration (if required) shall be attended & rectified by the supplier. All required device drivers shall be provided by the supplier. The supplier shall also keep a copy of all device drivers.
 - iii. The bidder will undertake preventive maintenance measures as a part of overall responsibility for maintenance of the Supplied Items.

2.2 Replacement of Parts

- a) If any Item or any part thereof before it is taken is found defective or fails to fulfil the requirements of the contract, the consignee shall give the notice setting forth details of such defects or failure. The bidder shall make the defective material good, or alter the same to make it comply with the requirements of the contract forthwith and in any case within a period not exceeding one month of the initial report. The replacements by the bidder shall be made free of all charges at site.
- b) Any Component that is reported to be down on a given date should be either fully repaired or replaced by a temporary substitute (of equivalent configuration) within the time frame indicated in the Tender Penalty Clause. In case the selected bidder fails to meet the above standards of maintenance, there will be a penalty as specified in the Tender.

2.3 Complaint Redressal System

The Bidder must have a complaint redressal system to register complaints about hardware issues and will also maintain a log of issues, time and date of receipt of call, cause/nature of problem, date & time of resolution provided, etc. The Bidder/OEM must also have a centralized toll-free call centre for after-sales support. The bidder must provide the details of the complaint redressal system with the technical bid. During the warranty period, the firm shall ensure proper functioning of the systems and complaints, if any, forwarded to the supplier against the system, will have to be attended to within 7 days of forwarding such complaints.

3 General Terms & Conditions

Bidders are advised to study all technical and financial aspects, instructions, forms, terms and specifications carefully in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender Document in every respect will be at the Bidder's risk and may result in the rejection of the bid. It will be imperative on each bidder to fully acquaint himself with all the local conditions and factors, which would have any effect on the performance of the contract.

- A. Outsourcing and Subcontracting is not allowed at any stage of the project.
- B. Bid prepared in accordance with the procedure enumerated in the Tender document must be submitted in the name of Principal, Soriya College, Soriya, not later than the date and time laid down, at the address given in the schedule for Notice inviting Tender.
- C. All bids must be accompanied by receipt of Non-Refundable Bid fee Rs. 500/- (Five Hundred only) in form of Demand Draft and Earnest Money Deposit (EMD) of Rs 5,000/- (Five Thousand only) in the form of BG/DD/FDR Valid for period of 01 Year (period of validity of bid) drawn from any scheduled or Commercial bank in favour of Soriya College, Soriya Payable at B.O.I., Soriya Branch. In case bidders submit EMD in the form of Demand Draft, they need to submit a fresh Demand Draft (DD) before the expiry of the previous one, i.e. 90 days of the date of issue till the period of the bid validity. Bidders not accompanied by earnest Money and Bid fee or incomplete in any respect will be rejected outright.
- D. The EMD may be forfeited either in full or in part, at the discretion of the Principal, Soriya College, Soriya, on account of one or more of the following reasons:
 - i. The Bidder withdraws the Bid offer during the period of validity specified in the Tender.
 - ii. In case of a successful Bidder, the said Bidder fails to furnish the Performance Security.
 - iii. The successful bidder fails to supply the items within the maximum stipulated time period for delivery.
- E. This tender document is Non-Transferable.
- F. The Tender must be submitted in a sealed envelope indicating the tender notice number, and due date enclosed with the bid.

- G. The tenders will be opened on the date and time indicated in the presence of Bidders if any present on the occasion. If the date of opening is declared to be a holiday, the tenders will be opened on the next working day or as decided by Management members.
- H. The Bidder must indicate specifically the Make & Model of each item to be supplied and also attach the brochure for the same with the technical bid.
- I. Sariya College, Suriya has the right to take the final decision regarding the tender and the committee of the tender for verifying the supplied items.

Documentation:

As part of documentation, the Bidder must submit all documents associated with the requirement list as below:

- ✓ Detailed information of appliance prices, Company, taxes, warranty, etc.
- ✓ Step-by-step installation guide of hardware, accessories and software detailing the application & configuration.
- ✓ Document regarding the list of key personnel to be deployed on work must be submitted.
- ✓ Additional document regarding the performance monitoring of systems, if any. Troubleshooting manual for hardware, different accessories, and software (particularly specifying most common pitfalls and their remedies).
- ✓ Documents related to instructions for preventive maintenance and proper operation of the installed system must be submitted.
- ✓ All documents will be verified and authenticated by authorized representative Sariya College, Suriya and Concerned OEM if required before acceptance.

4 Evaluation Process

The bid document is Non-Transferable. The selection of the bidder under this Tender will be done on step wise evaluation process (i) Technical Bid and (ii) Financial Bid.

4.1 Evaluation of Technical Bid

The evaluation of the technical bids will be carried out in the following manner:

The bidders technical bid will be evaluated as per the technical qualification criteria specified in the Tender Sariya College, Suriya reserves the right to ask for any other supporting document or testimonial at any Point of time, during the evaluation of the Bid. The documents submitted by bidder is verifiable through OEM.

4.2 Evaluation of Financial Bid

After opening of the technical bids, those bidders, who are technically found eligible (i.e. who satisfy all the eligibility criteria) and have submitted all the required documents mentioned in technical qualification criteria, the financial bids of the only those technically qualified bidders will be opened. The Tendering Authority will award the work to the Successful bidder whose bid has been determined as the lowest evaluated bid i.e. L1 as per the bid price form under Turnkey Projects.

5 Technical Qualification Criteria

- ✓ The Bidding is open to all qualified Bidder who fully meet the following qualifying requirements: -
- ✓ The bidder must be a company registered under commercial taxes department/ Indian Companies Act 1956, since last 3 years. [Documentary Proof: Certificate of incorporation/ commercial taxes department registration certificate]

- ✓ The Bidder must submit Rs. 500/- (Five Hundred only) towards the cost of the Tender Document. [Submit DD for the same in favour of Sariya College, Suriya Payable at Suriya].
- ✓ The Bidder must furnish the EMD of Rs 5000/- (Five Thousand only) [Submit BG/DD/FDR in favour of Sariya College, Suriya, B.O.I., Payable at Suriya Branch].
- ✓ The bidder must produce audited balance sheet for last three financial years (2023-24,2024-25, 2025-26). [Submit audited Balance Sheet.]
- ✓ The bidder must submit ITR of the last three financial years (2023-24,2024-25, 2025-26). (Submit Documents & PAN) Certificate of registration for GST and acknowledgement of up-to-date filed return.
- ✓ Bidders submitting their bids shall produce up-to-date GST documents as well as a copy of latest returns submitted in the standard form from the Tax Authority or a Certificate that the assessment is under consideration. All such clearance certificates shall remain valid on the date of opening of Techno- Financial bids. In case if require, the original certificates have to be produced before the evaluation committee during evaluation; otherwise the bid will be treated as nonresponsive, and in that case the Tender Committee will have the right to decide accordingly. GST-related declaration must be submitted. (submit documents)
- ✓ a) The Bidder must have direct authorization from the Original Equipment Manufacturers (OEM) specifically for this tender strictly, for selling and supporting the components offered with escalation matrix.
b) The Bidder shall submit a valid letter Manufacturer's Authorization Form (MAF) from all the OEMs confirming the following: Confirm that the products quoted are not "end of life or end of sale products" as on Bid Submission date. If in case the support for the product quoted has been stopped/ withdrawn till the time of delivery of equipment, the same will be changed with the superior product at no extra cost, in case of failure to maintain the product within warranty period the manufacturer will take the responsibility of getting the service done by the manufacturer by its other partner under the same terms & conditions without any cost. Relevant documentary evidence, like MAF (Manufacturers Authorization Form) from major Vendors whose products are being quoted by the Bidder, is to be submitted with the bid. (submit documents)
- ✓ The bidder shall append a certificate with the quotation/tender that the firm has not been debarred/blacklisted for any reason/period by any Central/State Govt. Dept. / University / PSU, etc. If so, particulars of the same may be furnished. Concealment of facts shall not only lead to cancellation of the order, but may also warrant legal action. [Affidavit in this regard by the bidder]
- ✓ The bidder must have local presence in Jharkhand. [Submit Self Declaration with the valid address proof of the Office in Jharkhand]
- ✓ OEM must have existing service centres or resident engineers in Jharkhand for prompt service support (Submit document for proof of declaration of OEM)
- ✓ The Bidder must be ISO certified. (Submit document)
- ✓ Certificate of registration for GST and acknowledgement of up-to-date filed return (Submit document)
- ✓ A copy of registration for the Employees' State Insurance Corporation (ESIC), along with the contribution statement, must be furnished. (Submit document)
- ✓ The bidder must quote all items of the requirement list & must have the capability of executing the entire work on a Turnkey Basis. (Submit document)
- ✓ The bidder must submit a warranty declaration of equipment from the date of commissioning /installation equipment.
- ✓ Undertaking for factory preloaded OS from OEM for the Company.

- ✓ Document supporting Make in India under "Make in India" Govt. Scheme (Computer, Furniture and Power Backup Device, or if any)

6 Instructions to Bidders

- Supply, Installation, and Commissioning of Appliances will be done as per the work order.
- The bidders must quote the price of all the Appliances along with their installation charges in the financial bid, and the cumulative price shall be taken into consideration.
- The Supply, Installation, and Commissioning schedule shall be within 90 days from the date of issuing of the work order at the location as mentioned in the tender and should be tested by the OEM personnel individually.
- In case of any discrepancy between rates mentioned in figures and words, the offer shall prevail. If there is any discrepancy between the unit price and the total, the unit price shall prevail, and the total price shall be corrected.
- Price must be quoted in Indian rupees, inclusive of all taxes, and typed in both words and figures. Typing errors or cuts must be supported by due initials with the Date. Noncompliance or overwriting will lead to rejection of the quotation.
- The bidder whose tender is accepted has to supply the items within the stipulated Period as mentioned. After successful installation by the bidder company's/Authorized partner, technical support will be provided as and when required for a duration of 12 (Twelve) months or higher, or as per OEM standard terms and conditions.
- Sariya College, Suriya may forfeit the EMD amount deposited if the bidder fails to supply all the items in the stipulated period as mentioned above.
- The EMD amount of unsuccessful Bidders will be refunded/ returned without interest after completion of tender formalities.
- The price bid shall be evaluated on the L1 basis as well as on a Turnkey basis also.
- No representation for change of rate once accepted will be considered.
- The tender must be submitted in two cover systems i.e., A: Technical Bid along with Tender Fee and EMD, and B: Price Bid. There should be proper indication of the contents on each envelope.
- The Bidders shall seal envelope No.1 Technical envelope, and envelope No.2, Financial envelope, in separate inner envelopes, duly marking the envelopes as "envelope No.1, Technical Envelope" and "envelope No.2, Financial Envelope". He shall then place these two envelopes in an outer envelope. Both the inner envelopes and the outer envelope should be addressed to: The Principal, Sariya College, Suriya, Giridih, Jharkhand– 825320
- Any bid received by the Tendering Authority after the deadline for submission of bids prescribed by the Tendering Authority will be rejected and/or returned unopened to the Bidder.
- The Tendering Authority will award the work to the Successful bidder bid whose bid has been determined as the lowest evaluated bid, provided further that the bidder is technically eligible.
- Bidders are strictly advised to submit the Details of full specifications along with the warranty period with the technical bid.
- The supplier must assume on-site support of the supplied items.
- During the onsite, as Per OEM standard terms and conditions, the bidder shall have to rectify/change free of cost any hardware/software defect.
- Tender Notice No. and date must be prescribed/mentioned on the envelope containing Tenders.
- In case of a system integrator, if not a manufacturer, must submit the tie-up certificate with the manufacturer with assurance to supply the offered quantity.
- The Quantity of items in the B.O.Q (Bill of Quantity) may vary in case necessity arises.

- Bidder shall not have any dispute or claim for any kind of Compensation.
- The College reserves the right to accept or reject any tender without assigning any reason or relaxing any condition.
- All legal disputes are subject to the jurisdiction of Giridih courts only.
- Management of Sariya College Suriya reserves the right to verify, if it so desires, the correctness of documentary evidence furnished by the bidder. (In the absence of the above documents along with Annexure as per the Tender, the bid is likely to be rejected.)

6.1 Cost of bidding

The Bidder shall bear all costs associated with the preparation and submission of its bid, and Sariya College, Suriya will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

6.2 Composition of Tender

The goods required, bidding procedures, and contract terms are prescribed in the Tender document. In addition to the Invitation for Bids, the Tender document includes:

- Instructions to Bidders
- General Terms and Conditions
- Introduction
- Scope of work
- Annexure
- Supporting document of Tender

The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a Bid not substantially responsive in every respect will be at the Bidder's risk and may result in the rejection of its bid.

6.3 Amendment of Bidding Documents

- i. At any time prior to the deadline for submission of bids, the Tendering Authority may, for any reason, whether on its own initiative or in response to the clarification requested by a prospective Bidder, modify, change, incorporate, or delete certain conditions in the bidding document. Such amendments will be published on the website of the college; such publication will be considered as adequate notice to all prospective bidders.
- ii. In order to allow prospective Bidders reasonable time to take into consideration the amendments while preparing their bids the Tendering Authority, at its discretion, may extend the deadline for the submission of bids.

6.4 Preparation of Bid

6.4.1 Language of Bid

The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Tendering Authority, shall be in English only.

6.4.2 Bid Currency

Prices shall be quoted in Indian National Rupees only and must be inclusive of all taxes.

6.4.3 Technical Bid

The technical proposal should address all the areas/ sections as specified in the Technical Criteria as specified in this Tender. The technical proposal should demonstrate how the bidder will provide the required services outlined in this Tender. It should articulate in detail as to how the bidder's Technical Solution meets the requirements specified in the Tender. The technical proposal must not contain any pricing information. In submitting additional information, beyond

what has been explicitly asked for, please mark it as "supplemental" to the required response. If the bidder wishes to propose additional services (or enhanced levels of services) beyond the scope of this Tender, the proposal must include a description of such services as a separate attachment to the proposal.

6.4.4 Financial Bid

Unless explicitly indicated, the bidder shall not include any technical information regarding the services in the financial proposal. A conditional price bid would not be acceptable to the Tendering Authority.

6.5 Bid Opening and Evaluation of Bids

- a) Bids will be opened on the date and time indicated in the presence of Bidders or their representatives who choose to attend on the specified date and time.
- b) After opening of the technical bids, those bidders who are technically eligible (i.e., who satisfy the Qualification criteria) and have submitted all the documents mentioned in the Qualification criteria, the financial bids of the technically qualified bidders will be opened. The date of this meeting shall be announced.
- c) The Bidder's representative who is present shall sign an attendance. In the event of the specified date of bid opening being declared a holiday for the tendering authority, the bid shall be opened at the appointed time and location on the next working day.

6.6 Clarification of Bids

During the evaluation of bids, the Tendering Authority may, at its discretion, ask the Bidder for clarification of its bid. The request for clarification and response shall be in writing, and no change in prices or substance of the bid shall be sought, offered, or permitted.

6.7 Contacting the Tendering Authority

- No Bidder shall contact the Tendering Authority on any matter relating to its bid, from time of opening to the time the contract is awarded. If he wishes to bring additional information to the notice of the Tendering Authority, he should do so in writing. The Tendering Authority reserves the right as to whether such additional information should be considered or otherwise.
- Any effort by a Bidder to influence the Tendering Authority in its decision on bid evaluation, bid comparison or contract award may result in disqualification of the Bidder's bid and also forfeiture of his/her bid security.

6.8 Bid Validity

The quoted offer and/or rates must be valid for a minimum period of 180 Days from the date of opening the Techno-Financial bids. The tender inviting authority reserves the right to seek extension of validity of offered rates from the qualified Bidder(s). Acceptance of such a request during the actual offer is, however optional to the Bidder. A bid valid for a shorter period shall be rejected by the tendering authority as nonresponsive. In exceptional circumstances, the Tendering Authority may solicit the Bidders' consent to an extension of the period of validity. The request and response there to shall be made in writing.

6.9 Award of Work

- a) The finalization of the tenders will be done by the tender committee constituted by the Secretary/Principal, Sariya College, Suriya, Giridih, Jharkhand– 825320
- b) The Tendering Authority will award the work to the Successful bidder whose bid has been determined as the lowest evaluated bid provided further that the bidder is found technically eligible.

- c) The successful bidder will complete the entire job of the college up to operationalization of the project & submit the performance guarantee; the bidder may take the payment.

6.10 Performance Bank Guarantee

At the time of or before submission of the bill to Sariya College, Suriya, the successful Bidder shall furnish a performance guarantee bond to The Principal, Sariya College, Suriya, which shall be equal to 05 (Five) percent of the bill value and shall be in the form of a Performance Bank Guarantee from a Commercial & Scheduled Bank as per the Proforma given in **Annexure 3**. The validity of BG/FDR shall be **01 year** after the award of the contract.

6.11 Corrupt or Fraudulent Practices

The Tendering Authority requires that the Bidders/suppliers/contractors under this tender observe the highest standards of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Tendering Authority:

- a) Defines, for the purposes of this provision, the terms set forth as follows:
 - i. “Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official in the procurement process or in contract execution; and
 - ii. “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or an execution of a contract to the detriment of the Tendering Authority, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Tendering Authority of the benefits of the free and open competition.
- b) The tendering Authority will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
- c) The tendering Authority will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing, a contract.
- d) The past performance of the Bidder will be cross-checked if necessary. If the facts are proven to be dubious, the Bidder's tender will be ineligible for further processing.

6.12 Interpretation of the clauses in Tender

In case of any ambiguity in the interpretation of any of the clauses in the Tender Document or the Contract Document, the Tendering Authority's interpretation of the clauses shall be final and binding on all parties.

6.13 Decision Taken

The decision taken by the Tender Committee in the process of Tender evaluation will be final and final.

6.14 Delivery of Items

The bidder shall be responsible for delivery and installation of the ordered items at the college level for making them fully operational. Delivery of the Items shall be made by the Provider in accordance with the terms and specifications specified in the work order. The timeline for the implementation of the project will be effective from the issuing date of the work order.

6.15 Troubleshooting and Maintenance Support:

Support, in terms of Troubleshooting and Maintenance of the system in totality and parts comprising it thereof at individual locations, shall be provided to The Principal, Sariya College, Suriya by Selected Bidder for onsite warranty as per OEM standard terms and for the entire term of the warranty period. OEM warranty will continue to exist so long as provided by the OEM and shall be carried out by Selected Bidder within the stipulated warranty period. The following terms and conditions apply to Operational and Maintenance support as would be provided by Selected Bidder to The Principal, Sariya College, Suriya. All support should be made available at the site of installation as per OEM standard terms and conditions.

For all failures due to malfunctioning and/or damage, the replacement/repair should be completed and the system back in its usual operational state as it was before the failure, guarding useful data from corruption/loss within stipulated Periods. This is applicable to the system in totality or in parts thereof.

For similar situations arising beyond the period as per OEM standard terms and conditions as decided upon, but within the period of OEM warranty, the Bidder will make available the OEM's support within the shortest possible time.

For all sorts of operational and performance failures, Selected Bidder would extend support to Sariya College, Suriya in bringing the system back to normal operating state. This would be applicable irrespective of the reason of the failure and/or malfunction. Maintenance of equipment will be done by the Selected Bidder within the time frame.

Selected Bidder will render these services to Secretary/Principal, Sariya College, Suriya with System and Administration Services within the stipulated time of the project.

The maintenance and support services should be made available to Sariya College, Suriya, Giridih, Jharkhand on-site by the Selected Bidder within the stipulated time as mentioned earlier and would be available at any time between 10:00 AM and 03:00 PM on all days except Sundays & Holidays. In case of emergency repair work, however, the timings and day schedule might change. The work shall include running and maintaining the entire supplied items for colleges. All appliances to the concerned colleges will have to be provided by the bidder. All accessories have to be arranged and maintained on a 24x7 basis for one year or higher or as per OEM standard terms and conditions. (Submit document).

6.16 Force Majeure

- a) For purposes of this clause, “Force Majeure” means an event beyond the control of the Provider and not involving the Provider’s fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- b) If a force Majeure situation arises, the Provider shall promptly notify the Tendering Authority in writing of such conditions and the cause thereof. Unless otherwise directed by the Tendering Authority in writing, the Provider shall continue to perform its obligations under the Contract as far as it reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure.

6.17 Resolution of disputes

The matter regarding any dispute shall first be sorted out at the level of Sariya College, Suriya, If the dispute persists to remain unresolved then it will be entertained, heard & finalized as per the provisions of the Arbitration and Conciliation Act, 1996.

6.18 Legal Jurisdiction

All legal disputes are subject to the jurisdiction of Giridih courts only.

6.19 Taxes and Duties

The rates quoted shall be in Indian Rupees and shall be inclusive of all taxes, duties as applicable up to the completion of job. Any increase in the rates will not be allowed.

6.20 Binding Clause

All decisions taken by The Tendering Authority regarding the processing of this tender and award of contract shall be final and binding on all concerned parties.

6.21 Payment Terms

- ✓ Payment shall be made after quality and quantity of items supplied is installed.
- ✓ The Bidder must produce Cancelled Cheque & Bank Details for making e-payment through Cheque/RTGS/NEFT along with Tender.
- ✓ 100% payment will be made along with submission of Performance, submitted bill and proof of Delivery, installation and commissioning of supplied items. Payment Bill of the Bidder will be made after satisfactory report given by the Sariya College, Suriya

Annexures Annexure 1- Supplier Profile

S.No.	Particulars	Details to be Furnished
Details of the Bidders (Firm/Company)		
1.	Name	
2.	Address	
3.	Telephone/Mobile no.:	
4.	Email:	Website (If any):
Details of Authorized Person		
5.	Name	
6.	Address	
7.	Telephone/Mobile no:	Email:
Information about the company (Submit document)		
8.	Status of company (Public Ltd/Private Ltd/Proprietor/Partner)	Status: Date of establishment:
9.	Number of Professionals	
10.	Location and Address of Offices (In Jharkhand and India (Head office))	
11.	Goods and Services Tax (GST) Registration Number	
12.	Income Tax Registration Number (PAN)	

Signature of the Bidder

Annexure 2- Supplier Authorization Certificate

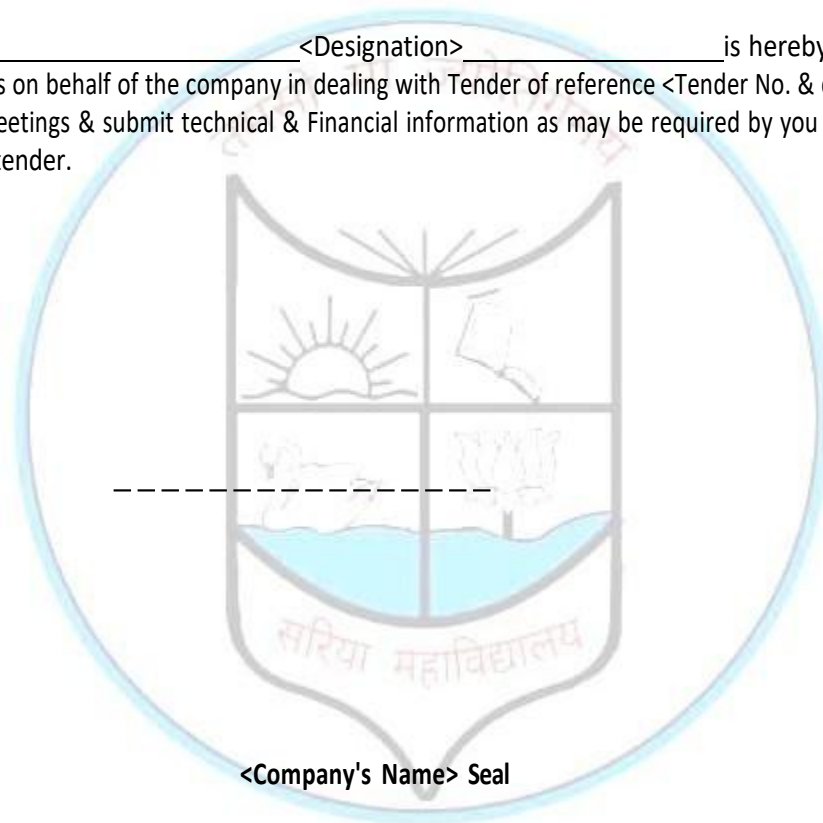
**To,
The Secretary
Sariya College, Suriya,
Jharkhand**

<Bidder's Name>, _____ <Designation> _____ is hereby authorized to sign relevant documents on behalf of the company in dealing with Tender of reference <Tender No. & date>. He is also authorized to attend meetings & submit technical & Financial information as may be required by you in the course of processing above said tender.

Thanking You!

Authorized Signatory

<Company's Name> Seal



Annexure 3- Proforma for Performance Bank Guarantee (Not Essential)

Ref: _____

Bank Guarantee No _____

To,

**The Secretary,
Sariya College, Suriya ,
Jharkhand**

Against Contract vide Advance Acceptance of the Tender No..... Dated of Sariya College, Suriya covering the Supply, All Appliances entered into between Sariya College, Suriya and the____ (Hereinafter called the "The Bidder"), this is to certify that at the request of the Bidder we Bank are holding in trust in favour of the client, the amount (write the sum here in words) to indemnify and keep indemnified the department against any loss or damage that may be caused to or suffered by Sariya College, Suriya by reason of the said Contract and H or in the performance thereof. We agree that the decision of Sariya College, Suriya whether any breach of any of the terms and conditions of the said contract and H or in the performance thereof has been committed by the Bidder and the amount of loss or damage that has been caused or suffered by Sariya College, Suriya shall be final and binding on us and the amount of the said loss or damage shall be paid by us forthwith on demand and without demur to Sariya College, Suriya

We Bank further agree that the guarantee herein contained shall remain in full force and effect during the period that could be taken for satisfactory performance and fulfillment in all respects of the said Contract by the Bidder i.e. till hereinafter called the said date and that if any claim arises against us _____ Bank by virtue of this guarantee before the said date, the same shall be enforceable against us Bank _____ notwithstanding the fact that the same is enforced within one year after the said date, provided that the notice of any such claim has been given to us Bank by the purchaser before the said date. Payment under this letter of guarantee shall be made promptly upon our receipt of notice to that effect from Sariya College, Suriya. It is fully understood that this guarantee is effective from the date of the said Contract and that we Bank undertake not to revoke this guarantee during its currency without the consent in writing of Sariya College, Suriya.

We undertake to Sariya College, Suriya any money so demanded notwithstanding any dispute or disputes raised by the Bidder in any suit or proceedings pending before any Court or Tribunal relation thereto our liability under this present bond being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Bidder shall have no claim against us for making such payment.

We _____ Bank further agree that Sariya College, Suriya shall have the fullest liberty, without

affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said Contract or to extend time of performance by the Bidder from time to time or to postpone for any time or from time to time any of the powers exercisable by Sariya College, Suriya against the said Bidder and to forebear or enforce any of the terms and conditions relating to the said Contract and we,

Bank shall not be released from our liability under these guarantees by reason of any such variations or extension being granted to the said forbearance and H or omission on the part of Sariya College, Suriya or any other matter or thing whatsoever, which under the law relating to sureties, would but for these provisions have the effect of so releasing us from our liability under this guarantee.

The guarantee is for an amount of Rs. _____ (In figures Rs. _____).

This guarantee shall not be discharged due to the change in the constitution of the Bank or the Bidder.

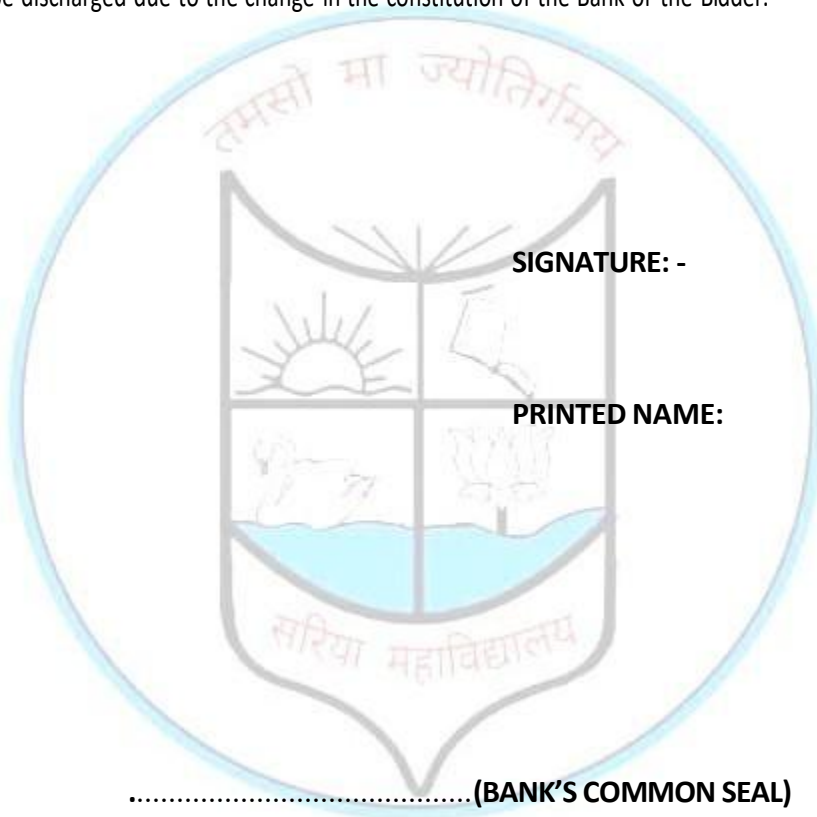
DATE: -

PLACE:

WITNESS: -

SIGNATURE: -

PRINTED NAME:



Date _____

Annexure 4 - Affidavit

Ref: _____

Date: _____

To,
The Secretary
Sariya College, Suriya

In response to the tender No. _____ dt. _____ Of

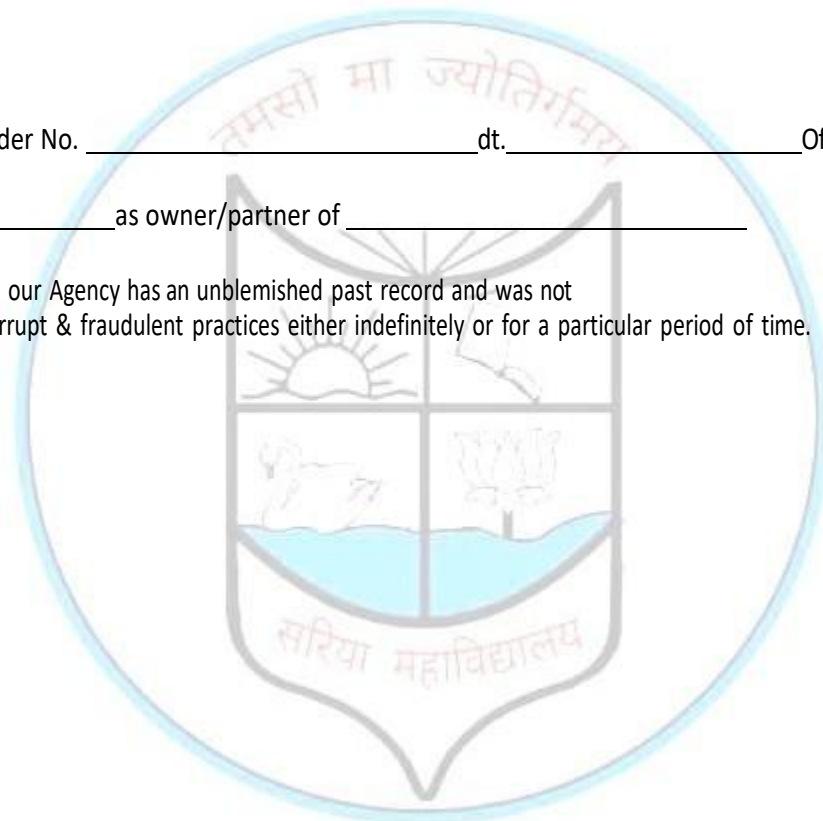
Ref. _____ as owner/partner of _____

I/We hereby declare that our Agency has an unblemished past record and was not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time.

Name of the Bidder: -

Signature: -

Seal of the Company: -



Annexure 5- Certificate of Conformity

Date: _____

To,
The Secretary,
Sariya College, Suriya

CERTIFICATE

This is to certify that the services for supply, installation, and maintenance and service which I shall provide, if I am awarded with the work, are in conformity with the Scope of Work in the Tender document. I also certify that the price I have quoted per unit cost basis is inclusive of all the cost factors involved in the execution of the project, to meet the desired standards set out in the Conditions of the contract.

Name:

Designation: Seal:



Annexure -6

TECHNICAL BID **(Enclosed with Technical Bid)**

Bidders Proposal Reference No. Date:
Bidders Name and Address: Person to
be contacted: Designation:
Telephone no(s):
Mob No.:

To

The Principal, Sariya College, Suriya

Subject: Submission of Technical Bid for Supply, Appliances Sir,

1. We, the undersigned Bidders, having read and examined in detail the Specifications and all the bidding documents as specified in the Tender Reference No.:, Dated:
2. Price and Validity
All the prices mentioned in our proposal are in accordance with the terms as specified in the bidding documents. All the prices and other terms and conditions of this proposal are valid for a period of 180 calendar days from the date of opening of the Bids. We are an Indian firm and do hereby confirm that our Bid prices are inclusive of all taxes.
3. Unit Rates
We have indicated in the relevant schedules enclosed the unit rates and in case of any discrepancy in the unit price & the total price, the unit price shall prevail and the total price shall be corrected.
4. Tender Fee
We have enclosed a Demand Draft in favor of Sariya College, Suriya, Payable at for a sum of Rs 500H- (Rs. Five Hundred only)
5. EMD
We have enclosed a BGHDDHFDR in favor of Sariya College, Suriya, Payable at Suriya, for a sum of Rs 5,000/- (Rs. Five Thousand only). This EMD is liable to be forfeited in accordance with the provisions of Bid documents.

We declare that all Services/Works shall be performed strictly in accordance with the Scope of Work.

6. Bid Pricing

We further declare that the prices stated in our proposal are in accordance with your Instructions to Bidders included in bidding documents.

7. Bid Price

We declare that our bid prices are for the entire scope of the work as specified in the technical specification and bid documents. These prices are indicated in Annexure 8 attached with our proposal as part of the Financial Bid. We hereby declare that our proposal is made in good faith, without collusion or fraud, and the information contained in the proposal is true and correct to the best of our knowledge and belief.

8. Performance Guarantee

We hereby declare that in case the Contract is awarded to us, we shall submit the Performance Guarantee Bond in the form prescribed at Annexure 3.

We hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of our knowledge and belief.

Format for Technical Bid

Sr. No.	Description of Item	Description of Item quoted by bidder	Compliance	Qty.	Unit	Unit Price	Total Price
1.						----	----
2.						----	----
3						----	----
4						----	----
5						----	----

Thanking you,

Yours faithfully,

(Signature)

Printed Name and Designation:

Seal:

Date:

Place:

Business Address:

Annexure-7 Reference Work Order & Completion Certificate

Name of the firm

Address:.....

Period fromto.....

SIN	Order No. & Date	Order Placed ay (Please furnish full contact)	Items Supplied	Order Value	Date of project completion	Remarks
1.						
2.						
3.						
4.						
5.						

Date:

Place:

Signature of the Bidder:

Note: The Bidder must enclose the relevant Work Order and Certificate of satisfactory completion for each such order

Annexure - 8

Financial Bid

(Enclosed with Financial Bid)

Financial Bid for Supply, All Appliances at Sariya College, Suriya as specified in Specifications and Bidding documents.

Bidders Proposal Reference No. Date:

Bidders Name and Address: Person to

be contacted: Designation:

Telephone No(s):

Mob No.:

To

The Principal, Sariya College, Suriya

Subject: Financial Bid for Supply, Appliances

Sir,

Format for Financial Bid

Sr. No.	Description of Item	Description of Item quoted by bidder	Qty.	Unit	Unit Price	Total Price
1.						
2.						
3.						
4.						
5.						

Total amount in Rupees

1) In figure.....

2) In Words.....

Prices are inclusive of taxes & duties and all other costs.

Date.....

Signature of Bidder with seal

Annexure - 9

Financial Information

- I. Financial Analysis- Details to be furnished duly supported by figures in balance sheet/profit & loss account for the last three years, duly certified by a Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).

S.No.	Description	Years		
		2023-24	2024-25	2025-26
i)	Gross Annual turnover			
ii)	Profit/Loss			

- II. Financial arrangements for carrying out the proposed work.

- III. Bank worthiness Certificate from the Bankers of the bidder.

Signature of a Chartered Accountant with Seal

Annexure - 10
Requirement List

Sr. No.	Item Description, Company	Quantity	Price/Unit (Rs)	Total Price (Rs)
1	Interactive Panel 65'' Flat Panel, Android 14, 8GB RAM, 128 GB Storage	<u>03</u>		
2	Desktop Computer 8GB RAM, i3 -512GB ROM, 13 th Gen/812 Gen	<u>04</u>		
3	KABADDI MAT -PVC Mats 28 mm	01 set		
4	Xerox Machine Advance - Multifunctional (Wireless Laser Printer) Wide Formate	01		
5	Multifunctional Wi-fi colour Printer	01		
6	Digital Wall Watch with temperature reader	02 sets		
7	Loudspeaker for announcement-Mnz Handheld Megaphone	02 Sets		
8	Digital Camera 18 MP	01		

Disclaimer

1. Although ample care has been taken while issuing this Tender Document, the Bidder must satisfy himself that the document is complete in all respects.
2. Sariya College, Suriya, reserves the right to Change any or all of the provisions of this Tender Document before date of submission. Such changes would be intimated to all parties procuring this Tender Document before date of submission.
3. Sariya College, Suriya, reserves the right to reject any or the entire tender without assigning any reasons whatsoever. No Correspondence will be entertained on this account.

Signature of Purchaser:

Signature

Secretary, Sariya College, Suriya
Giridih, Jharkhand 825320



