

**Fresh Notice inviting e-tender for ignition of Iron stoves for the winter session  
2024-2025 at University of Kashmir, Srinagar.**

**Important Information**

<b><u>S.No.</u></b>	<b><u>Items</u></b>	<b><u>Description</u></b>
1.	Scope of Work	Ignition of iron stoves for winter session 2024-25
2.	Cost of bid Document	Bank Draft of Rs.500/- drawn on any nationalized bank favouring Registrar, University of Kashmir (non-refundable)
3.	Date of Publishing of e-tender	<b>14/11/2024</b>
4.	Date of start of bid Submission	<b>14/11/2024</b>
5.	Last Date & Time for upload/submission of bids	<b>20/11/2024</b> upto 2:00 p.m.
6.	Date of opening of technical bid (online)	<b>20/11/2024</b> at 3:00 p.m.
7.	Date of opening of Financial Bid	Will be communicated to bidders who qualify technical stage.
8.	Bid Security (Earnest Money Deposit)	<b>Rs.30,000/- as CDR/ FDR favouring Registrar University of Kashmir.</b>
9.	<b>Forming part of the bid Document:</b> i) Bidders/firms who fulfil the requirements as mentioned in this tender document shall be eligible to apply. ii) The bid can only be considered for evaluation after the deposition of original EMD in the University of Kashmir. In case of non-receipt of EMD, the bid will be rejected. iii) Bidder can upload documents in PDF format only.	
10.	<b>List of Documents to be scanned and uploaded in PDF format within the bid submission period:</b> i) CDRs/FDRs on a/c of EMD and Tender Fee. ii) PAN Card iii) Certificate of GST Registration iv) Labour Department Registration v) Affidavit vi) Compliance Sheet	
11.	Place of opening of bids online	Office Chamber of the Registrar, University of Kashmir
12.	Address for Communication	Assistant Registrar, Estates University of Kashmir Hazratbal Srinagar-190006 Tel: 0194-2272057/ 2017

**Fresh Notice inviting e-tender for ignition of iron stoves for the winter session  
2024-25 at University of Kashmir, Srinagar.**

For and on behalf of University of Kashmir, e-Tenders are invited from registered manpower service providers for ignition of iron stoves for winter season 2024-25 w.e.f 25.11.2024 to 15-03-2025 in the University of Kashmir. The detailed eligibility condition, terms and conditions of the contract are given in Annexure. The rates are to be quoted as prescribed in BOQ.

Complete tender documents can be downloaded from the University of Kashmir website (<http://www.kashmiruniversity.net/tenders.aspx>). Information on issuance of corrigendum, if any, related to this tender will also be available on the same website. The submission of e-tenders shall be done through [www.jktenders.gov.in](http://www.jktenders.gov.in).

NIT of e-Tender shall be two stages, one is Technical Bid (Documents) and another in Financial Bid (BOQ). Bids shall be accepted only in online mode through [www.jktenders.gov.in](http://www.jktenders.gov.in).

Bid Security/ Earnest Money Deposit (EMD) of Rs.30,000/- (Rupees Thirty Thousand only) has to be submitted along with Technical Bid in the form CDR/ FDR drawn on any nationalized bank in favour of Registrar, University of Kashmir, Srinagar. Bid Security should be valid for a period of 45 days beyond the final bid validity period. In case EMD is submitted late or not submitted at all, the bid will be considered unresponsive and incomplete and will be instantly rejected.

Bid Securities (EMD) of the unsuccessful bidders shall be returned to them at the earliest after expiry of the final bid validity and latest **on or before the 30<sup>th</sup> day after the award of contract.**

All the documents forming part of technical bid shall be placed in one envelop-1 superscripted with "A-Technical Bid Documents" while as financial bid documents shall be placed in envelop-2 superscripted with "B-Financial Bid". Both the envelops shall be placed in one big envelop superscripted with **"Tender for Ignition of Iron Stoves 2024-25"**.

The University of Kashmir, Srinagar reserves the right to cancel any/all the bid(s)/ tender at any time/ stage or relax/amend/withdraw any of the terms and conditions contained in the Tender Documents without assigning any reason thereof. Any query, after submission of the bid by the firm, shall not be entertained. In case of withdrawal of bid by the successful firm, the EMD will stand forfeited.

S/d.  
**Assistant Registrar**  
**(Estates)**

**No.F(Fresh-Tender-Ignition)Est/Ku/24**  
**Dated: 14-11-2024**

## **A. ELIGIBILITY, TERMS & CONDITIONS, EVALUATION OF BID.**

### **A1. Eligibility Conditions**

**Following bidders/firms will be eligible to submit the Bid.**

The bidder must be registered with the concerned Department for providing manpower services.

### **A2. General Terms Conditions:**

1. Person signing the bid or other documents connected with tender must clearly write his/her name and also specify the capacity in which signing. The tender document must be filled in neatly and clearly. Incomplete or conditional tenders will not be entertained.
2. The rates must be written in figure as well as in words. Erasing and overwriting in the rates quoted will make the tender void.
3. University of Kashmir reserves the right to reject any or all tenders without assigning any reason thereof.
4. The firm will have to enter into an agreement with University of Kashmir before commencing the assignment.
5. Hard copy of tender submitted online shall be submitted in office of the Estates Wing (University of Kashmir) (Room No. 117) by or before 20.11.2024 upto 2:00 p.m. and shall be accompanied with
  - a) Bid Security of Rs.30,000/- in the shape of CDR/ FDR drawn on any nationalised bank favouring Registrar, University of Kashmir. The CDR of the successful firm will be retained by the University till the successful completion of contract and released thereafter only, while as the Bid security of unsuccessful firms shall be released after one month from the award of contract;
  - b) Registration Certificate of firm with GST clearance certificate.
  - c) Affidavit with regard to adherence of conditions mentioned below **S.No.2 to 12:**
6. The firm shall appoint a supervisor to oversee the work done i.e; ignition of bukharis in terms of quantity and quantity who shall be responsible for communicating/ liaison with Estates functionaries and should be available during office hours;
7. The ignited iron stoves must be installed at designated places/ sections on all working days between **9:15 a.m. to 9:30 a.m. and removed 4:45 p.m.**
8. Adequate manpower/ hand carts shall be arranged and put in place for ignition and distribution of the Bukharis to the designated places;
9. In the event of damage caused to Bukharis/furnishing/furniture or building etc. during installation and removal, the contractor shall be liable to compensate the loss;
- 10.No coal residue whatsoever should be thrown in corridors, stair-cases of the building while carrying/ removing iron stoves and arrange for its proper disposal the university campus. The coal waste should be taken out of the campus by the contractor;
- 11.Estates functionaries shall identify the places/ sections where Bukharis will be installed. The firm/ its manpower shall not install the Bukharis at its own;
- 12.The required hard coke/ firewood will be provided 12:00 Noon through firm engaged manpower who will lift the hardcoke/ firewood from Estates stores to place of ignition;
- 13.Extra Bukharis after office hours or for the holidays will be intimated to the contractor by the Estates functionaries;
- 14.The University reserves the right to accept or reject any or all offers without assigning any reasons and without any notice;
- 15.In case the terms and conditions are not followed in letter and spirit by the firm/ contractor, the University reserves the right to forfeit the CDR/ FDR and also penalty on the firm.
- 16.One labour should be for igniting of ten stoves each day.

**A3. Evaluation of Technical Bids:**

The Technical bid of the tenderers will be evaluated on the basis of conditions laid down in the notice and documents asked for in the notice.

**A4. Evaluation of Financial Bid:**

Financial bid of those bidders will be opened who qualify the technical Stage and Bidder offering the lowest rates will be awarded the contract. Further, the no. of Coal Stoves to be installed per day (300-350 approx.) at all Campuses, manpower shall be engaged by the contractor accordingly. The Bidders shall offer their rates/ charges per Coal Stove basis in the BoQ. Bidders in their own interest shall offer reasonable rates and follow labour laws strictly in payment of all dues workers includes the insurance cover.

**Annexure B- Compliance Sheet**

Please fill the sheet and upload on [www.jktenders.gov.in](http://www.jktenders.gov.in) in PDF format

1. Title of Applicant Firm		Upload valid Registration certificate (only Kashmir Valley based agencies may apply)
2. Proprietor/ Managing Director name		
3. Registered (postal) address of the firm	Landmark: Pin code:	
4. Landline no.		
5. Cell No.		
6. E-mail id:		
7. Have you uploaded Labour Department Registration Certificate.		Yes/ No
8. Have you uploaded scan copy of DD for Rs. 500/- on a/c of tender fee (non-refundable)	DD No. _____ Dated: _____	Yes/ No
9. Have you uploaded scan copy of DD for Rs. 30,000/- on a/c of EMD (refundable)		
10. Have u uploaded scan copy of PAN Card	PAN No:	Yes/ No
11. Have u uploaded scan copy of GST registration certificate	GST No.:	Yes/ No
12. Have u uploaded latest GST return documents (Quarter ended June, 2024)		Yes/ No
13. Have u uploaded scan copy of Affidavit as per Annexure C		Yes/ No
14. Have u earlier provided similar services to any Govt. Department/ Institution (if Yes, attach certificate)		Yes/ No

**CERTIFICATE**

1. The above details and uploaded documents are true/ correct/ genuine to the best of my knowledge and belief and nothing has been concealed;
2. I have read and understood the terms and conditions given in the annexure A to this notice and agree to abide by the same;

Authorized signatory (with seal)

Name: