

**COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT**

**TENDER No. CEMK/TENDER/FANS SUPPLY/ELECTRICAL/101/2024 - 25**

***Date: 5th DECEMBER, 2024.***

**LIMITED TENDER DOCUMENT**

**FOR**

**SUPPLY OF 100NOS CEILING FANS**

  
Director

College of Engineering & Management, Kolaghat,

P.O- KTPP Township, Dist - Purba Medinipur, Pin- 721171

Director  
Dr. Dilip Kumar Gayen  
College of Engineering  
& Management, Kolaghat



AR (ECS)

COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT  
TENDER NO: CEMK/TENDER/FANS SUPPLY/ELECTRICAL/101/2024 - 25

Dated: 5<sup>th</sup> DECEMBER, 2024.

ISSUE LETTER OF LIMITED TENDER DOCUMENT

FOR

SUPPLY OF 100NOS CEILING FANS

One set of Tender Documents containing six no. of

Pages are issued to:

Name of Tenderer: \_\_\_\_\_

Address of Tenderer: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

*Sambhunath Maiti*

AR (ECS)

*Dilip Kumar Gayen*

Director

College of Engineering &  
Management, Kolaghat, P.O- KTPP  
Township, Dist.- Purba Medinipur,  
Pin- 721171

Director  
Dr. Dilip Kumar Gayen  
College of Engineering  
& Management, Kolaghat

**COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT**

**NOTICE INVITING LIMITED TENDER**

(Tender No: CEMK/TENDER/FANS SUPPLY/ELECTRICAL/101/2024 - 25)

**Dated: 5<sup>th</sup> DECEMBER, 2024.**

Sealed **Percentage Rate** tender for the subject job are invited from bonafide experienced contractors with sound technical & financial capabilities and reputation, fulfilling the qualifying requirements stated hereunder for the following job:

Name of Work	SUPPLY OF 100NOS CEILING FANS.
Total ordered Value	Quoted prices shall be Inclusive of all taxes, including GST, supply of materials, labour, delivery and other incidental charges without any cost escalation.
Sale Period	05.12.2024 to 14.12.2024
Date of completion of supply	30 <sup>th</sup> December,2024
Cost of Tender Paper	Rs. 500.00(Rupees Five hundred only)
Earnest Money (EMD to be submitted by DD in favour of college of engineering & management, Kolaghat)	Rs.3600.00(Rupees Three thousand six hundred only)

*Sambhu nath Maity*

AR (ECS)

## CHECKLIST FOR SUBMISSION OF TENDER

(Mark  $\gamma$  in Appropriate Box as Applicable)

1.	Confirm original tender signed on each page & included in the offer.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.	Confirm all item rates have been filled without any conditions & deviation and submitted in sealed envelope marked "Priced Part". For item rate tenders, the price bid should mention rate, both in figure as well as in words and the amount corresponding to each rate is to be mentioned. For percentage rate tenders, the price bid should mention the percentage above/below both in figure as well as in words.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3.	Confirm EMD is submitted with part -I (Technical & Un-priced Commercial Part) of offer	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Details of EMD – Value Rs. _____ Demand Draft/Pay Order No. _____ Banker Name _____ Date of D.D./PO _____			
4.	Confirm latest Assessment Order/IT return enclosed	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5.	Confirm details of GST Furnished	Yes <input type="checkbox"/>	No <input type="checkbox"/>
GST Registration No. _____ Place of Registration _____			
6.	Confirm submission of PQ requirement – Work orders with completion certificate (executed in any of last 5 financial years) of similar nature furnished	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7.	Confirm submission of PQ requirement –copy of Audited Balance Sheet and Profit & Loss Account Of last 3 financial years furnished.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8.	Copy of Permanent Account Number (PAN) furnished	Yes <input type="checkbox"/>	No <input type="checkbox"/>
9.	PF and ESI registration certificates furnished	Yes <input type="checkbox"/>	No <input type="checkbox"/>
10.	Power of Attorney / Proof of Proprietorship furnished	Yes <input type="checkbox"/>	No <input type="checkbox"/>
11.	Partnership Deed/Article of Association furnished	Yes <input type="checkbox"/>	No <input type="checkbox"/>

*Sambhu Nath Maity*

AR (ECS)

## INSTRUCTIONS TO BIDDER

1. Tender Documents (Non-transferable) can be had from the office of Assistant Registrar (ECS).
2. The tenderers shall submit proof of their pre-qualifications experience (Work orders along with completion certificate executed in any of last 3 financial years), Permanent Account Number (PAN), GST Registration No.
3. Similar nature of work is defined as having executed the construction of Office / Institute Building/ Public Sectors etc.
4. Tender documents shall be sealed in separate cover and super scribed with Tender Number, Name of the work and Due Date of its opening. The name of the tenderer shall also be super scribed very clearly on these covers.
5. Tender document in a sealed envelope shall be submitted on or before **11:00 hrs. On 14<sup>th</sup> December 2024** in the office of the Director, College of Engineering & Management, Kolaghat. Tenders shall be opened **on 14<sup>th</sup> December 2024 at 15:00 hrs.** In presence of attending representative(s) of tenderers. If the last date of sale/ receiving/ opening of tenders coincide with a holiday, then the next working day shall be the date of sale/ receiving/ opening.
6. CEMK reserves the right to cancel the tender in part or full/ extend the due date of tender submission etc. without assigning any reason. Any legal dispute shall be within the jurisdiction of local court.
7. Earnest money can be deposited through DD in favour of college of engineering & management, Kolaghat from any nationalised bank. Any tender received without requisite EMD shall be summarily rejected and treated as cancelled. The earnest money received shall be refunded to the unsuccessful bidder without any interest. The EMD of the successful tenderer shall be retained and converted as part of security deposit. The EMD will be forfeited in the following cases.
  - A) If the tenderer withdrawn/modifies his tender during the period of Bid validity.
  - B) If the tenderer does not accept the correction of arithmetical errors of his tender.
  - C) If the tenderer after award of the work does not start the work within the stipulated time period as per letter of acceptance /work order.
8. The DD in respect of EMD & cost of form should be kept in different envelope duly sealed and put together in a third envelope.

*Sambhu rath Maity*

AR (ECS)

ITEM RATE BOQ

SL NO	DESCRIPTION	MAKE	QUANTITY	PRICE PER pes	TOTAL AMOUNT
1.	1200mm ceiling fan ,star rated Energy efficient, superior air delivery, high speed ,360rpm ,52watt and 2years warranty.(colour – Brown)	Havells Reo(Tejos H/S)	100		
2.	1200mm ceiling fan ,star rated Energy efficient, superior air delivery, high speed ,360rpm ,52watt and 2years warranty.(colour – Brown)	Orient(Rapido)	100		
3.	1200mm ceiling fan ,star rated Energy efficient, superior air delivery, high speed ,360rpm ,52watt and 2years warranty.(colour – Brown)	Crompton(Reverab H/S)	100		

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