

**OFFICE OF THE PRINCIPAL  
L.T.K. COLLEGE, P.O. AZAD  
DIST. LAKHIMPUR, ASSAM, INDIA  
Ph. 9954189103, website : [www.ltkcollege.ac.in](http://www.ltkcollege.ac.in)  
Email ID : [ltkcollege@yahoo.in](mailto:ltkcollege@yahoo.in)**

TENDER DOCUMENT

(Includes both Technical & Financial bid documents)

Name of Works:

**NIQ No A:** Supply of Sports Equipment

Issued To :

M/s.....  
.....  
.....  
.....

Ph/Mb No.....

Signature of the issuing authority with seal

Table of Contents:

1. Tender Notification
2. Eligibility criteria
3. Terms and Conditions
4. Instruction for submission of Tenders
5. Earnest money Deposited
6. Bid Evaluation Criteria

PART-A (Technical Bid)

PART-B (Financial Bid)

**TENDER NOTICE**

Sealed quotations are invited affixing court fees stamp of Rs. 8.25 (Rupees Eight and twenty-five paisa only) are invited from reputed firms/suppliers under RUSA 2.0 for supplying Sports Equipment. Visit college website [www.ltkcollege.ac.in](http://www.ltkcollege.ac.in) for details.

Sd/- Dr. B.K. Saikia  
Principal  
L.T.K. College, Azad  
North Lakhimpur  
e-mail : [ltkcollege@yahoo.in](mailto:ltkcollege@yahoo.in)

# Tender Notification

L.T.K. College  
Azad, North Lakhimpur  
Pin-7870031  
Rashtriya Uchchatar Siksha Abhiyan  
Mobile No : 9954189103, website : [ltkcollege.ac.in](http://ltkcollege.ac.in)  
Email ID : [ltkcollege@yahoo.in](mailto:ltkcollege@yahoo.in)

## NOTICE INVITING QUOTATIONS (NIQ)

Particulars	Details
Nature of work	<b>NIQ No A</b>  Supply of Sports Equipments ( List Enclosed in Annexure-IV)
Details of Contact Persons for Clarification/quarries	Mr. Manash Protim Borah Coordinator RUSA, L.T.K. College, Azad, North Lakhimpur, Assam Mobile No-9864178042 Email :mpborah36@gmail.com  OR  Dr. Bubul Kr. Saikia Principal L.T.K. College, Azad, North Lakhimpur, Assam Mobile No-9954189103 Email :bksaikia12@rediffmail.com
Mode of Tendering	<ol style="list-style-type: none"> <li>1. Details Terms and Conditions can be obtained /downloaded from the college website <a href="http://www.ltkcollege.ac.in">www.ltkcollege.ac.in</a>. Hard copy can be obtained from College Office during the office hours.</li> <li>2. Tenders have to be submitted in the College during the office hours</li> <li>3. The bidders have to submit the sealed tenders by affixing non refundable Court fee stamps of Rs. 8.25 (Eight rupees and twenty five paisa only)</li> <li>4. The bidders must have to submit their tenders separately including both Technical and financial bid</li> </ol>
Cost of Tender documents	Rs.1000/-
No. of Covers	1. Technical Bid 2. Financial Bid
Estimated Tender (Approx) Items included in Price Schedule Package D ( Annexure-II)	Sports Equipments

Token Earnest Money Deposited (EMD) (Refundable) Items included in Price Schedule Package D ( Annexure-VII)	Token Earnest Money Deposited (EMD) (Refundable) 0.5%
Date of Publishing Tender	20 <sup>th</sup> April, 2022
Website for obtaining / Downloading Tender Documents Etc	<a href="http://www.ltkcollege.ac.in">www.ltkcollege.ac.in</a> .
Last date of Pre Bid queries	23 <sup>rd</sup> April 2022
Starting date and time of Bid submission	20 <sup>th</sup> April, 2022
Closing date and time of Bid submission	27 <sup>th</sup> April, 2022
Opening date and time of Technical Bid and Financial Bid	It will be informed in due time
Address where Tenders are to be opened	Principal L.T.K. College, Azad, North Lakhimpur, Assam
Venue for opening Technical and Financial Bid	Office of the Principal, L.T.K. College, Azad, North Lakhimpur, Assam

### Notice Inviting Quotations

Sealed Quotations are hereby invited from Govt. Registered Company/ Firm/authorized dealer/ Suppliers for supplying and installation of the following items.

Sl. No	Name of the work	Details	Tentative Amount (In Lakh) (Including GST)	Token Earnest Money ( Refundable)	Cost of Tender Paper ( Non Refundable)	Date of Completion
1	Supply of Sports Equipments	List Enclosed in Annexure-IV	6.00	0.5	Rs.1000	15 days

#### 1. ELIGIBILITY:

1. The Vendors should have the experience of supply of Sports Equipment to colleges/universities, and should have the experience of supply of any one of the above item to any institutions at least last three years.
2. Application for tender must include attested certificate copies of valid GST, Income Tax, Professional Tax, Trade License, Pan Card and credential for works done.
3. No quoted price above the cost of work mentioned will be accepted.
4. No extra cost will be borne by the college.
5. The rate should be quoted both in figures as well as in words.
6. No extension of time will be allowed.

7. Payment will be made in favour of the selected bidder as per RUSA guidelines on successful completion of the works and observation of necessary formalities as the authority deems fit from time to time as per RUSA norms.
8. Since the entire work will be financed from RUSA Project Grant, payment will be made as per RUSA guideline
9. The successful bidder has to start of work within five days from the date of issue of work order.
10. Acceptance of the lowest tender is not obligatory and the undersigned reserves the right to accept or reject any or all the tenders without assigning any reason.
11. The eligible Bidders have to face the project monitoring committee of RUSA in order to negotiate and know the details of the proposed supply work.
12. Tender papers have to be collected from office of the undersigned within stipulated dates as mentioned below on showing necessary documents as mentioned and payment of non-refundable tender paper fees in the form of DD in favour of The Principal, L.T.K. College payable at North Lakhimpur.
13. Token earnest money at the rate of 0.5% percent of total amount has to be deposited in the form of DD in favour of Principal, L.T.K. College payable at North Lakhimpur.
14. Eligible bidders may be present at the time of opening of financial bid.
15. The firms/suppliers are requested to submit copies of the following documents along with the Technical Bid, failing which their Bids shall be rejected and shall not be further considered: -
  - a) Copy of Earnest Money Deposit (EMD)
  - b) Copy of PAN/GIR card, GST registration certificate
  - c) Copy of work experience of similar work during last three years
  - d) Original Tender document duly signed with seal of the firm on each page in token of acceptance of the terms and conditions of the tender.

16. Schedule

- (a) Last date of submission of sealed tender : **27<sup>th</sup> April, 2022**
- (b) Tentative Date & time of opening tender : It will be informed in due time
  - (i) Technical bid : It will be informed in due time
  - (ii) Financial bid : It will be informed in due time.

Note : In case the said date/s, happen to be a holiday for any reason, the activity will be held on the immediate next working day at the same time & place & as a consequence any change/s in the date/s of the subsequent activities will be informed through suitable media to all concerned. Selection of the agency will be at the sole discretion of the competent authority of the L.T.K. College who reserves its right to accept or reject any or all the proposals without assigning any reasons. The tender documents for the above work can be obtained from the office of the principal, L.T.K. College, Azad, North Lakhimpur, or can also be downloaded from [www.ltkcollege.ac.in](http://www.ltkcollege.ac.in)

Sd/-  
Principal  
L.T.K. College, Azad  
North Lakhimpur, Assam

## 2. TERMS AND CONDITIONS:

1. The contract is to commence from the date of award of contract to the firm and shall continue for the period of six months, unless it is curtailed or terminated by L.T.K. College owing to deficiency of service or supply of substandard quality of materials.
2. **Submission of OEM authorization is must every product of Sports equipment.**
3. The contract shall automatically expire after six months from commencements of the contract unless extended further by the mutual consent of contracting firm and L.T.K. College .
4. The contract may be extended on the same terms and conditions or with some additions/ deletions/ modifications and on satisfactory performance, for a further period of three months with mutual consent.
5. The contracting firm shall not be allowed to transfer, assign, pledge or sub-contracts rights and liabilities under this contract to any other company/ firm/ agency etc.
6. The contracting firm will be bound by the details furnished by the firm to L.T.K. College, while submitting the tender or at subsequent stage. In case, any of such documents furnished by the firm is found to be false at any stage, it would be deemed to be a breach of terms of contract making the firm liable for legal action besides termination of contract.
7. Financial bids of only those firms that are technically qualified shall be evaluated.
8. L.T.K. College reserves the right to terminate the contract during initial period after giving a week's notice to the firm.
9. All expenses for sending the items supplied to L.T.K. College, Azad, North Lakhimpur, pin 787031, Assam should be borne by the firm.
10. The rates quoted shall remain same during the rate contract period and no request for any increase in the rates shall be entertained during the period of the contract
11. The owner / supplier/ firm should be available on his/ her own direct telephone (office as well as residence) and also on mobile phone so that he/ she may be contacted immediately in emergency cases.
12. Before award of contract, all original documents will be checked by the authority of L.T.K. College and at that time attested photocopies are required to be furnished.
13. L.T.K. College shall not be responsible for any financial loss or other injuries to any person deployed by the contracting firm in the course of their performing the duties to L.T.K. College in connection with the supply of items.
14. In case of breach of contract by the vendor, L.T.K. College shall have the authority to cancel/ terminate the contract, besides forfeiting the Security Deposits.
15. It may specifically be mentioned whether quotation is strictly as per tender specifications/ conditions. Deviation in any form will not be accepted.
16. L.T.K. College reserves the right to accept or reject any bid or cancel the tender proceeding without assigning any reason whatsoever. Further L.T.K. College reserve the right to purchase or to purchase any item listed in the price schedules.
17. The contract shall be subject to Lakhimpur Jurisdiction. This document and the contract or job award letter issued as a result of the tender process shall be interpreted in terms of Indian law.
18. All disputes arising out of this contract shall be settled amicably by L.T.K. College and the contractor. In the event of failure to reach amicable settlement, the change shall be settled by an Arbitrator appointed by L.T.K. College as per the provisions contained in Arbitration and Conciliations Act 1956.
19. The terms and conditions of Rastriya Uchchar Siksha Abhijan (RUSA) will be followed and implemented strictly.
20. The terms and conditions of Public Financial Management System (PFMS) will be followed in case of all financial transaction issues.

21. The successful Bidder (s) must sign an agreement with the Authority of the L.T.K. College regarding the contract and supply of materials as well.
22. The Contractor will be responsible for supply/installation/refilling/maintenance of all such /chemicals/items/equipment/machineries, etc., used in various facilities of the college

### **3. INSTRUCTIONS FOR SUBMISSION OF TENDERS:**

1. The Contractors are required to submit two separate Bids i.e. Technical and Financial as per prescribed proforma. The two bids should be submitted in two separately sealed envelopes superscribed 'TECHNICAL BID FOR SUPPLYING SPORTS EQUIPMENTS IN L.T.K. COLLEGE and "FINANCIAL BID FOR SPORTS EQUIPMENTS IN L.T.K. COLLEGE. Both sealed envelopes should be put in a third sealed envelope superscribed 'TENDER FOR SUPPLYING SPORTS EQUIPMENTS IN L.T.K. COLLEGE, AZAD, NORTH LAKHIMPUR'.
2. The financial bid of only those Contractors who qualify in technical bid evaluation by the concerned committee shall be opened. The financial bids of all those Contractors who have failed to qualify in the technical bid will not be opened under any circumstances.
3. The declaration in the prescribed proforma should be enclosed with the Technical Bid.
4. The Technical Bid should be accompanied by an Earnest Money Deposit (EMD) as notified elsewhere in the document in the form of DD/Bankers' Cheque for Earnest Money Deposit drawn on issued by any nationalized Bank drawn in favour of 'Principal, L.T.K. College' payable at North Lakhimpur, Lakhimpur.
5. The Bidders can submit the tender either by post or by submitting in the box provided in the college in the following address-

To

The Principal  
L.T.K. COLLEGE  
Azad, North Lakhimpur  
Pin-787031, Assam

1. The earnest money shall be refunded to all the unsuccessful Contractors, Without any interest after finalization of the contract. EMD shall be refunded to the successful Contractor on receipt of performance security deposit. No interest is payable on the EMD to either the successful Contractor or the unsuccessful Contractor. Exemption from payment of EMD is applicable as per the existing law if accompanied by the relevant orders/instructions issued by the appropriate authorities.
2. All entries in the tender form should be legible and filled clearly. Any overwriting or cutting which is unavoidable shall be signed by the authorized signatory. Any alterations without authentication will be treated as a 'NIL' entry.
3. The Contractor may quote for all or any facilities. However, tender in respect of each facility should be complete in all respects failing which the bid shall be considered non-responsive.
4. Tender incomplete in any form will be rejected outright. Conditional tenders will also be rejected outright.
5. The closing date and time for receipt of tenders will be as detailed elsewhere in this tender document.
6. The technical bid shall be opened at a date & time as specified elsewhere in this tender document in presence of the authorized representatives of the Contractor, who wish to be present at that time. All the technical bids will be scrutinized, relevant documents checked for their authenticity and the Contractor whose technical tenders are accepted will participate in the financial bids on date & time as stipulated elsewhere in this tender document.
7. In case the successful bidder declines the offer of contract, for whatsoever reasons(s), his EMD will be forfeited.
8. The Contractor shall enter into a formal contract with the College within three days from the date of receipt of intimation of their selection. They shall further get prior approval of the draft copy of the agreement from the college.
9. Each page of the tender document should be signed and stamped by authorized representative of the contractor as a token of acceptance of the terms and conditions laid down by the college.
10. The competent authority of college reserves the right to withdraw/relax any of the terms and conditions mentioned above, under such circumstances the Contractor will be given adequate time to take the changes into account.
11. The competent authority of the college reserves its right to reject all or any tender in whole, or in part or cancel the entire tender process, without assigning any reason thereof.

#### **4. EARNEST MONEY DEPOSITED:**

Technical Bid must be accompanied by DD/Bankers' Cheque for Earnest Money Deposit drawn on any Nationalized Bank in favour of Principal, L.T.K.College. EMD shall be valid for a maximum period of 90 days from the closing date (original) of the tender. Quotation submitted without EMD shall be summarily rejected.

The DD/Bankers' Cheque in physical form duly sealed in envelop superscribed with "DD towards EMD and Tender Document cost for the tender No.....for SUPPLYING SPORTS EQUIPMENTS" shall be dispatched/ submitted at the office of the Principal, L.T.K. College at the address mentioned below.



To

The Principal  
L.T.K. COLLEGE  
Azad, North Lakhimpur  
Pin-787031, Assam

**5. BID EVALUATION CRITERIA:**

1. In the first instance the Technical Bids shall be opened by the Authority of L.T.K. College in the presence of representative of Bidders, if available.
2. The date and time of the Technical Bids and Financial Bids is given for all.
3. The Bidders may depute their representatives for the opening of the Bids.
4. The Technical Bids will then be evaluated by the L.T.K. College internally.
5. Once the Technical Bids are accepted, the Financial Bids of the vendors (whose Technical Bids have been accepted) shall be opened.
6. If any vendors so desires, it may depute its representative for Financial Bid opening event also.
7. The decision of the Principal, L.T.K. College shall be final and binding.
8. The terms and conditions of Rastriya Ucchatar Shiksha Abhijan (RUSA) will be followed and implemented.
9. The terms and conditions of Public Financial Management System (PFMS) will be followed in case of all financial transaction issues.

ANNEXURE-I  
TENDER DOCUMENT  
Name of Work  
PART-A : TECHNICAL BID

Issued to :

M/S.....  
.....  
.....  
Ph/Mb No.....

Signature of the issuing authority with seal

Brief description of the firm

- 1. Sl. No. :
- 2. Name of the Firms :
- 3. Name of owner/Partner/Directors :
- 4. Full particulars of office :
  - (a) Address :
  - (b) Telephone No. :
  - (c) Fax No. :
  - (d) E-mail ID :
- 5. Full particulars of the bankers of the farm :
  - (a) Name of the Bank and Branch :
  - (b) Account type :
  - (c) Account No. :
  - (d) IFSC :
- 6. Registration details : (Self attested copies of all Certificates/Licenses/Permits/Registrations etc. should be enclosed failing which the application is liable to be rejected outright)
  - a. PAN/GIR No. :
  - b. GST Registration No. :
  - c. Service tax registration No. :
  - d. EPF registration No. :
  - e. ESI registration No. :
  - f. Labour License issued under the Contract Labour Act., 1970 :
- 7. Details of Earnest Money Deposited :
  - a. Amount :
  - b. DD No. and Date :
  - c. Drawn on bank :
  - d. Valid up :

The above format may be used to provide requisite details.

Additional information, if any.

Date :  
Place :

Signature of authorized person  
Full Name :  
(Company's Seal)

DECLARATION

I.....  
.....son/daughter of  
Shri.....Propriet  
or/Partner/Director/Authorized Signatory of.....am  
competent to sign this declaration and execute this tender document.

I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.

The information/document furnished along with the above application are true and authentic to the best of my knowledge and belief. I/We/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Date :

Signature of authorized person

Place :

Full Name :

(Company's Seal)

N.B. The above declaration, duly signed and sealed by the authorized signatory of the company should be enclosed with Technical tender.

## Annexure I

*FINANCIAL BIDS**Price Schedule: A(Supply of Sports Equipments)*

Sl. No	Items Name/ Description	Brand with Model/ Specifications	Quantity	Unit Rate	Total Cost	Discount	Others (if any)	Actual Cost
1	Supply of Sports Equipments (List enclosed in Annexure II)							

Signature of the authorized signatory with seal of the tendering firm/company/agency

Date:

Signature

Place:

Full name

Designation & Seal

Address:

## Annexure-II

<b>SL NO.</b>	<b>Description of Item</b>	<b>Qty</b>	<b>Unit</b>
1	Volleyball court providing levelling/ Rolling of existing/Dressing of court area with Sand and earth filling as directed including all labour and necessary materials. Court Sizes As per FIVB regulation Standard - 60 feet x 30 feet with the safety area (1800 Sq Feet)	1	Set
2	Volleyball Cosco Super Volley (Leather)	6	Pcs
3	Volleyball Net Vixen Tournament	2	Pcs
4	Volleyball Post (Made as per Standard Specification. Made of Heavy Duty 75mm Round Steel Pipe with Telescopic System for Adjusting Net. KOXTON KX-VBPTF (Including Civil works for installation of Post)	1	Pair
5	Electrifications or illumination of Volleyball Court with installation and commissioning. (Light Pole with arm 4 Nos, LED Light 200 (8Nos) watt, Cables 2.5mm & 4mm, Underground Armored Cable Laying, Switch, MCB, Switch Box for outdoor and Other accessories. (Rates inclusive of Civil Works/ Fabrication of Light Post Installations, Concealed wiring through C Pvc Pipe and fittings etc.	1	Set
6	Volleyball Net Antena Vixen Standard	2	Pair
7	Volleyball Jersey (Boys and Girls) Pesko Dryfit Dotknitt	18	Pair
8	Volleyball/Cricket Guard Net 100x10	3	Pcs
9	Cricket Bat SG English Willow	3	Pcs
10	Batting Pad SG Light Weight (Leather)	3	Pair
11	Cricket Helmet SG Aeroselect	3	Pcs
12	Batting Gloves SG Light Weight (Leather)	3	Pair
13	Wicket Keeping Gloves SG League	1	Pair
14	Thigh Pad SG Test	3	Pcs
15	Wicket Keeping Legguard SG Club	1	Pair
16	Kit Bag SG Teampak	2	Pcs
17	Inner Gloves SG Test	3	Pair
18	Cricket Ball SG Club	12	Pcs
19	Stump Set SG Tournament	1	Set
20	Cricket Mat	1	Pc
21	Cricket Dress with pant SG Club	14	Pair
22	Trunk Tournament with Sticker	1	Pc
23	Badminton Racket Li-Ning/Yonex	4	Pcs
24	Shuttle Cock Li-Ning	4	Tube
25	Badminton Net KTR	1	Pc
26	Football No-5 NIVIA	2	Pcs
27	Football Jersey Pesko	16	Pair
28	Cones 6" for training and competitions	15	Pcs

29	<b>Cones 9" for training and competitions</b>	<b>10</b>	<b>Pcs</b>
30	<b>Cones 12" for training and competitions</b>	<b>10</b>	<b>Pcs</b>
31	<b>Measuring Tape 100mtr</b>	<b>1</b>	<b>Pc</b>
32	<b>PA System for Sporting Event</b>	<b>1</b>	<b>Pc</b>