

LAKSHMIBAI COLLEGE
(UNIVERSITY OF DELHI)



TENDER FOR SUPPLY OF SPORTS ITEMS/ EQUIPMENTS
LAKSHMIBAI COLLEGE, DELHI

e-TENDERDOCUMENT

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**LAKSHMIBAI COLLEGE
(UNIVERSITY OF DELHI)
ASHOK VIHAR – III
DELHI – 110052**

E-PROCUREMENT TENDER NOTICE

E-Tenders are invited online by the Lakshmibai College for supply of Sports Items/ Equipments in two bid system i.e. (**Part-I:** Technical bid and **Part-II:** Financial bid) from reputed & eligible agencies located in Delhi (preferably within the periphery of 12 kms. From Lakshmibai College)

Item	Details/Date
EMD	Rs.30,000/-FDR/BG valid for a period of 08 months
Bid Document Download Starts Date	06-02-2025
Bid Submission Start Date	06-02-2025
Bid Submission End Date	27-02-2025
Bid Opening Date	03-03-2025

Notes:

- (i) All details regarding the subject tender are available on our websites www.lakshmbaicollege.in Bidders are therefore, requested to visit our websites regularly to keep themselves updated.
- (ii) **Manual bids shall not be accepted.**
- (iii) For submission of E-Bids, bidders are required to get themselves registered with <http://eprocure.gov.in/eprocure/app>.
- (iv) EMD should reach the Principal, **Lakshmibai College, Ashok Vihar – III Delhi - 110052** before the end date and time of bid submission failing which the offer will be liable for rejection. Bidder, however have to attach scanned copies of EMD documents along with their e-tender.

PRINCIPAL

Principal 28/1/25
**Lakshmibai College
University of Delhi
Ashok Vihar - III Delhi-52**

1. INTRODUCTION

Lakshmibai College is a constituent college of the University of Delhi. It was established in 1965 and named in the honor of Rani Lakshmibai of Jhansi, the fearless warrior and patriot. It offers courses in the Humanities and Commerce at both the undergraduate and postgraduate levels. In addition to these regular courses, the College provides skill-based training to students through various add-on Certificate courses.

SCOPE OF WORK/ TERMS & CONDITIONS

- 1.1 The supply of sports items as and when required shall be provided by the bidder.
- 1.2 The Technical/Financial bids are to be submitted as per format in Annexure-I & II respectively.
- 1.3 Any declaration of rate in the Technical bid shall render the technical bid ineligible for further processing and the bid shall be summarily rejected.
- 1.4 The technical bids shall be opened online on the scheduled date and time.
- 1.5 The schedule of time for opening of financial bids will be indicated later on the website CPP Portal <https://eprocure.gov.in/eprocure/app>
- 1.6 The financial bids of only those bidders shall be opened who are found technically qualified.
- 1.7 Conditional bids shall not be accepted.
- 1.8 The contract can also be terminated if the approved vendor dishonors the contract in anyway, then the security amount deposited shall be forfeited.
- 1.9 The College reserves the right to terminate the contract at any time without assigning any reasons thereof.
- 1.10 The service providing agency is required to serve one month notice before termination of contract failing which the performance security will be forfeited.
- 1.11 The college is not bound to purchase all the items mentioned in the list of Sports Item/Equipments.

3. PERIOD OF CONTRACT

The contract will be awarded initially for a period of one year which can be further extended for another period of two years, one year at a time subject to satisfactory service of the agency.



4. BID SECURITY/EARNESTMONEYDEPOSIT (EMD):

- 4.1 Earnest Money Deposit is not required to be submitted by those bidders who are registered with Central Purchase Organization e.g. DGS&D or National Small Industries Corporation (NSIC)/Micro Small Medium Enterprises (MSME). Relevant document would be required to be furnished along with the Technical Bid.
- 4.2 The Earnest Money (EMD) of Rs. 30000/- (Rupees Thirty Thousands only) in the form of FDR/BG issued by a Nationalized/Commercial Bank in favour of "Principal, Lakshmibai College" must reach the Lakshmibai College, Ashok Vihar – III Delhi – 110052, on or before the closing date & time of bid submission. Bidders, however have to attach scanned copies of EMD documents along with the e-tender.
- 4.3 Bids without Earnest Money Deposit (EMD) shall summarily rejected. In case of successful bidder, the earnest money deposit will be returned on submission of Performance Bank Guarantee.
- 4.4 In the case of unsuccessful bidders, the Earnest Money Deposited will be refunded without any interest.

5. PERFORMANCEGUARANTEE:

- 5.1 The Performance Guarantee of Rs. 50,000/- (Rupees Fifty Thousands only) shall be deposited by the successful bidder within 10 days after issuance of the Work Award letter. The Performance Guarantee shall be accepted in the following form and shall be in favour of "**The Principal, Lakshmibai College**", payable at Delhi with a validity of months as under:-
- 5.2 Fixed Deposit Receipt (FDR)/BG of a nationalized bank (14 months validity)
- 5.3 The Performance Guarantee will be returned without any interest after the completion of all formalities under the contract.
- 5.4 In case of non-submission of Performance Guarantee within specified time, the earnest money will be forfeited and the College debarred him from doing business with College.
- 5.5 In case the contract period is extended further, the validity of the performance security/guarantee shall be extended by the agency accordingly within 10 days of award of renewal contract.

Technical Bid

6. Eligibility Criteria.

- 6.1 The bidder must be registered in GST and any other law applicable.
- 6.2 The bidder must have a PAN number of income Tax.
- 6.3 The bidder must have work experience of 3 years of similar nature work in offices run by the central /state government, public sector undertaking nationalized banks, autonomous bodies before the date of bid opening on portal. Bidder has to upload satisfactory "Work completion certificate" from the client /Employer in support of his claim, failing which if will not be considered as experience Merely attaching Award letter will not be considered.



- 6.4 The bidder must have an average annual turnover of 10 Lakh during the last three financial year i.e. 2021-22, 2022-23 and 2023-24. The average annual turnover of bidders must be duly certified by the appropriate chartered accountant.
- 6.5 The bidder must have declared that the firm/company/proprietorship is not blacklisted by any Govt. institutions, CPSUs and PSUs. The undertaking must also include the their firm/agency has no criminal case pending under the court of law (Annexure – III).
- 6.6 The bidders have to submit samples of all items on bid opening date. Financial Bids of only those tenderers shall be opened only in respect of those items whose technical bids and samples are approved.

7. INSTRUCTIONS TO BIDDERS FOR ONLINE BID SUBMISSION

- 7.1 The tender shall be submitted online in two parts viz., “Technical Bid” and “Financial Bid”.
All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents be for uploading. The offers submitted by Telegram/Fax/email shall not be considered. No correspondence will be entertained in this matter.
- 7.2 “Technical Bid” shall comprise of all documents as per **Annexure-I**. Cover-1 along with scanned copy of EMD & Tender document
- 7.3 “Financial Bid” Cover-2 shall comprise of the price bids as per format in **Annexure-II**.
- 7.4 Tender acceptance letter must be signed by the authorized signatory of the bidder with seal. (**Annexure-III**)
- 7.5 Conditional bids will not be accepted.
- 7.6 Bids shall be submitted online only at CPP portal: <https://eprocure.gov.in/eprocure/app>.
- 7.7 Bidders are advised to follow the instructions provided in the ‘Instructions to the bidder for the e-submission of the bids online through the Central Public Procurement Portal for e-procurement at <https://eprocure.gov.in/eprocure/app>.
- 7.8 Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 7.9 Bidder who has downloaded the tender from the Lakshmibai College website lakshmibaicollege.in and Central Public Procurement Portal (CPPP) <https://eprocure.gov.in/eprocure/app>, shall not tamper/modify the tender form including downloaded financial bid template in any manner. In case the same is found to be tempered/modified in any manner, the bid shall summarily rejected without prejudice to any further consequential action by the College and EMD would be forfeited and bidder is liable to be debarred from doing business with College.



8. OPENING OF FINANCIAL BID AND EVALUATION

After, the Technical Evaluation of the bids, the college will open the "Financial Bids" of all the technically qualified bidders at notified date and time. The lowest financial bid (L-1) shall be considered for award in each category.

9. AMENDMENT OF TENDER DOCUMENT:

- 9.1 Before the closing date & time for submission of bid, the College may modify the tender document by issuing addendum/corrigendum.
- 9.2 Any addendum/corrigendum thus issued shall be a part of the tender document and shall be uploaded on the College website (lakshmbacollege.in) and CPPP <https://eprocure.gov.in/eprocure/app>. Prospective bidders must visit the website before filling and submission of Tender Document for such information.

10. ARBITRATION AND SETTLEMENT OF DISPUTES:

In case of any question, dispute or difference arising under this agreement or in connection therewith (except as to matter the decision of which is specifically provided under this agreement) which may at any time arise between the parties, touching or arising out of or in respect of this agreement shall be settled by the parties amicably and mutually.

In case any dispute is not settled or resolved mutually, then such dispute may be referred by the parties signed hereto for arbitration in terms of the Arbitration & Conciliation Act 1996 and the Rules amendments made there under for time being in force shall be deemed to apply to such arbitration proceedings under this clause.

All such arbitration proceedings shall be conducted in English and place of Arbitration will be New Delhi. The expenses of arbitration shall be borne by the parties equally.

The jurisdictions for any Court proceeding arising out of this, will be within the jurisdiction of Courts of Law at Delhi Jurisdiction only.

11. TERMS OF PAYMENT:

- 11.1 The payment will be made as per billing on the basis of work order.
- 11.2 Payment will be released through RTGS/NEFT only, subject to deduction of applicable taxes.



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(Technical Bid)
Check List

Sr. No	Particulars	Details
1	Name of the Party	
2	Address: (With telephone number)	
3	Name & Address of the: proprietor/Partners/Directors (with mobile numbers)	
4	Contact person(s) (with mobile numbers)	
5	PAN No.	
6	GST No.	
7	Experience certificate	
8	Turnover certificate	
9	Blacklisting certificate	
10	Registered office in Delhi/NCR	
11	Security Money certificate	

Declaration

I hereby certify that the information furnished above are full and correct to the best of our knowledge. We understand that in case of any deviation is found in the above statement at any stage, the company will be black-listed.

Authorized Signature with Seal of Company



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DELHI

FINANCIAL BID OF SUPPLY OF SPORTS ITEMS/ EQUIPMENTS

Name of Agency
(Full Name and Address with Tel. No.)

Requirements:

- a. Rates to be quoted should be inclusive of GST.
- b. Certified that all the terms and conditions of the tender document are acceptable.

Date:

(Signature of the Authorized signatory)



TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

ANNEX. III

To,

Sub: Acceptance of Terms & Condition of Tender.

Tender Reference No: _____

Name of Tender/Work:-

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

As per your advertisement, given in the above mentioned website (s).

2. I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. to (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby by the terms / conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirely.
5. I/we do hereby declare that our firm has not been blacklisted/ debarred by any Govt. Department/Public Sector undertaking.
6. I/we certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official Seal)

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