

**Government of Bihar  
Education Department.  
Vikash Bhawan, Patna**

**INVITATION FOR QUOTATION**

To

-----  
-----

**Sub:- Invitation for quotation of school safety awareness Day-2015 to be held in 1<sup>st</sup> week of July, 2015.**

Dear Sir,

You are invited to submit your most competitive quotations/rates for the following goods/services/supplies Wider mentioned packages.

**Package I Temporary Fabrication of GI sheetl 100ft. X 10ft. (for one Day)for.**

**Package II Temporary Water Proof Pandal with 5” plywood flooring at Gandhi Maidan side wall covering area of 40,000 Sq. ft. (for one Day)**

**Package III One Water Proof Pavilion consisting of exhibition stall of area 20 X 15 X 10 ft.**

**Package IV Water Proof Pandal at Gandhi Maidan Main Stage. Including Back Drop and sitting arrangement for gate of size of 20/10ft. futher, certion of main gate.**

**Package V Preparation of 2 Munch of 5 ft. height 8 x 8 ft. (for one Day)**

**Package VI Plastic Chari 6000, Wooden/PVC-1000. (for one Day)**

02. Delivery Place:

Bidder will install and deliver the materials in requisite number on Gandhi Maidan, Patna Transportation cost to & fro to be borne by the bidder and shall be included in the quoted price.

### 03. Qualification Conditions

- a) Bidder should be registered either as Partnership Firm, Society or Company. Bidder should be authorized supplier of the quoted items/works and should submit the relevant documents/certificates.
- b) Bidder should have experience of supplying such items and doing works and will have to furnish details of the work done.
- c) Bidder shall provide all relevant records required i.e. Income Tax Clearance Certificate (up to assessment year 2013-14) and also income tax submission proof for the assessment year 2014-15.
- d) Commercial Tax Clearance Certificate and other taxes (whichever apply) and Bank A/c Number in the name of the firm. Show also be made available.

### 04. Bid Price:-

- (a) The contract shall be for the full quantity for each package as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re-writing.
- (b) All Duties, taxes and other levies including the transportation expenses would be payable by the contractor under the contract and shall be included in total price.
- (c) The rates quoted by the bidder shall be fixed for the duration of the contract (for organizing the programmed) and shall not be subject to adjustment of any account.

II. Each bidder shall submit only one quotation in the format supplied with bid document. Bidders submitting more than one quotation for the same package will not be entertained. All

the columns and requisite information must be filled in the supplied format.

**05. Submission of Quotations/Bid:**

(a) Each bidder should submit sealed quotation (in two separate parts i.e. Technical (Part-I) and Financial (Part-II) in sealed envelopes) for every package. Super scribed on the envelop - **School Safety Awareness Day-2015** - package no. - (Name of the work) Part- ( I or II) (Technical/Financial)

(b) The following documents (Arranged serially) will form the Technical (Part- I)bid (Photocopy of documents duly self attested to be compulsorily enclosed)

1. Company /Firm Profile
2. Registration Certificate
3. Income Tax clearance Certificate (2013-14) &Income tax submission Proof (2014-15) with PAN number./TAN number
4. Commercial Tax Registration &Clearance Certificate (upto date)
5. Service Tax/VAT Registration [If the Firm/Agency having aggregate value of all taxable services is upto 10 Lacs per annum (Ten Lacs) they will have to submit an affidavit that they don't require service tax registration.]
6. Work/contract past experiences (Photocopy of work order) and testimonials of past works.
7. Bank account Number in the Name of firm/agency.
8. Bid Security as stipulated in the bid document.

(c) The Financial (Part-II) of the bid shall consist of only Rates/Price in Performs supplied with bid document on the company's letter pad. All the columns and requisite information must be filled in the prescribed format. No rebate should be offered by bidder in total package rate. If rebate is offered, it will not be considered for award of contract.

(d) Bidder must quote the total rate for each package separately. Award of contract on the basis of lowest evaluated price shall be for each package cost. The bidder must quote the rate per item per day for the duration of hiring. The item-wise rate is only required for convenience of calculation in case of increase/decrease in order for that item.

## 06. Bid Security:

Each Bidder will have to submit bid security, in the form of Demand Draft in the name of Secretary, Bihar State Literacy Mission Authority, payable at Patna. Bid security for each package will be Rupees 5,000/- (Five Thousand) .

The bid security shall be forfeited -

(a) in case a bidder withdraws its bids after opening of Technical (Part-f) and before the validity period of the bid.

(b) if a bidder fails to deposit performance security within specified period as per intimation/request from the Department.

(c) if a bidder fails to execute the agreement within specified time as intimated/requested.

## 07. Validity of Quotation:

Quotation shall remain valid for programme period .

## 8. Evaluation of Quotations:

The purchaser will evaluate and compare quotations determined to be substantially responsive i.e.

(a) Are properly signed; &

(b) Conform to the terms condition, specification and qualification condition.

## 9. Terms of Contract :

(a) The purchaser 'will award the contract to the bidder whose quotation has been parched to be substantially responsive, and who has offered the lowest evaluated price.

(b) Not withstanding the above, the purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all the quotations at any time prior to the award of the contract.

(c) The bidder whose bid is accepted will be notified of the award of contract by the purchaser. The terms of the accepted offer shall be incorporated in the supply order.

(d) The purchaser may increase or decrease the number of items to be supplied/ work to be done, within the contract validity period. The purchaser may issue the work order in part on different delivery periods as per calendar of events.

## 10. Other Terms & Conditions

(a) The Department reserves the right to prepone /postpone/ cancel the programne. The bidder will have to abide with the decision.

(b) Final Payment shall be made after the function and submission of bills which will be subject to satisfactory work (certified by the committee constituted for the purpose).

Personnel incharge will certify the quality and quantity of the items supplied/work done as per specifications and recommend accordingly the extent of payment.

(c) No preference will be given to any bidder of class of bidders, either for price or for other terms and conditions.

(d) Quotation may be submitted on the printed letter head of the bidder in the prescribed format supplied with bid document.

(e) Successful bidder will have to enter into an agreement with the Department for timely execution of the work order.

(f) No payment will be made for any damages of goods supplied on hire basis.

Bidders are requested to send their offer during working hours on or before 3.00 PM on 19.06.2015 in the prescribed format (enclosed herewith) in sealed envelopes in form of Technical-(Part-I) and Financial (Part-II) bids/quotations will submitted to the Director (Mass Education) -cum-Secretary Bihar State Literacy Mission authority, Patna. Sealed quotations of technical bid (part-I & part-II) would be opened in the office as mentioned above on 18.06.2015 at 12:00 PM in the presence of bidders or their authorized representatives who desire to be present.

**(Sunil Kumar Singh)**  
Joint Secretary,  
Education Department,  
Bihar, Patna.

CC: Web-site of the Deptt.-[www.educationbihar.gov.in](http://www.educationbihar.gov.in)

## FORMAT FOR QUOTAION

Sr. No.	Package No.	Brief Description	Quantity	No. of Hiring days	Rate per Item per day (including all taxes)	Total Price
1.	Package I	Temporary Fabrication of GI sheet 100ft. X 10ft		ONE		
2.	Package II	Temporary Water Proof Pandal of 5" at Gandhi Maidan covering area 40,000 Sq. ft.		ONE		
3.	Package III	One Water Proof Pavilion area 20 X 15 X 10 ft. within construction of exhibition stall		ONE		
4.	Package IV	Water Proof Pandal at Gandhi Maidan Main Stage. As per instruction Back Drop & Sitting arrangement of should be arranged at organizing place of 20/10ft. as per instruction given.		ONE		
5.	Package V	Preparation of 2 Munch at 5 ft. height 8 x 8 ft.		ONE		
6.	Package VI	Plastic Chari 6000, Wooden/PVC-1000.		ONE		