

Ref. No.: MAKAUT-WB/2021-22/LAB-INST.-IEM/001

Dated: 21-02-2022

Maulana Abul Kalam Azad University of Technology, West Bengal (MAKAUT, WB) invites quotation from authorised supplier for Supply, Installation, testing and commissioning of Work system Design laboratory in the Department of Industrial Engineering and Management at Haringhata Campus of the University.

Please follow the Part-A, Part-B, Part-C, Part-D and Part-E of this tender for further details.

**PART-A: KEY INFORMATION**

Sl. No.	About	Remarks / Date
1.	About the Assignment:	Supply, Installation, testing and commissioning of Work system Design laboratory in the Department of Industrial Engineering and Management at Haringhata Campus of the University.
2.	Name of the Tender Inviting Authority:	Registrar, MAKAUT, WB
3.	Opening date of Submission of Bids	21-02-2022
4.	Last date of Submission of bids:	03-03-2022
5.	Tender Fee:	Rs. 500/- (Rupees Five Hundred only)
6.	University Bank Details for collecting Tender Fee: -	
7.a.	Bank & Branch:	Indian Bank, Salt Lake Branch
7.b.	Bank Account Number:	6360279330
7.c.	Name of the Account:	MAKAUT-WB
7.d.	Type of Account:	Current Account
7.e.	IFS Code:	IDIB000S147

**PART-B: SPECIFICATIONS OF THE ITEM(S) / JOB(S)**

<b><u>Sl. No.</u></b>	<b><u>Item</u></b>	<b><u>Specification</u></b>	<b><u>No. of Units</u></b>
1.	Anthropometric Kit	<p>Anthropometric Kit Includes:</p> <ul style="list-style-type: none"> <li>• complete with straight and recurved branches,</li> <li>• a spare counter,</li> <li>• beam extensions for the measuring of heights of up to two meters</li> <li>• carrying case</li> </ul> <p>This instrument should give a direct and accurate reading, to the nearest millimeter, over a range of 50 mm to 570 mm. The light alloy anodised to its natural colour is desired material for the instrument.</p>	1 set
2.	O'Connor Finger Dexterity Test	O'Connor Finger Dexterity Test kit including 315 pins with the board and a user manual (Approx. size: 21" x 2" x 12")	1 set
3.	Metal Goniometer	<p>Metal Goniometer- Set of 6 goniometers includes the following metal goniometers:</p> <ul style="list-style-type: none"> <li>• 6" 180° - 1 pc</li> <li>• 14" 180° - 1 pc</li> <li>• 14" 360° - 1 pc</li> <li>• 8" 180° - 1 pc</li> <li>• 6" finger goniometer and the following x-ray goniometer:</li> <li>• 8" 180° - 1 pc</li> </ul> <p>All 6 instruments are in a protective carry case. (Approx. size: 15" x 3.25" x 11").</p>	1 set
4.	ISOM Chart	36" x 30" wall ISOM Chart illustrates measurement and recording rules from the American Academy of Orthopedic Surgeons goniometry, x-ray evaluation & anthropometric measurement	1 nos

**NOTE:**

**Bid evaluation criteria-compliance confirmation for each specifications/parameter as per compliance sheet should be provided by the bidder.**

**PART-C: TECHNICAL INFORMATION / DOCUMENTS (TO BE PROVIDED BY THE BIDDER)**

Basic Information (to be provided on Company's Official Letterhead):

Name

Address

Contact No.

E-mail ID

Contact Person's details (Name, Designation, Contact No. E-mail id)

Valid Trade License for Financial Year 2021-2022

PAN

GSTIN

P. Tax Registration Number

Last paid Electricity Bill / Telephone Bill (at Official address)

Tender Fee deposit details:

Sl. No.	Item	Amount	TransactionDetails*	Bank Details**	Date
1.	Tender Fee	Rs. 500/-			

\* Mode of Payment (NEFT / Net Banking / UPI / IMPS / Any other mode), Transaction Reference No. with the Date of transaction .

\*\* Bank Name & Branch, Bank Account No. of the Bidder from which the amount will be credited to the University Account.

Any other necessary information that the bidder would like to mention:a)

b)

c)

d)

e)

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**PART-D: BOQ**

<b><u>Sl. No.</u></b>	<b><u>Item/Job</u></b>	<b><u>Make</u></b>	<b><u>Quantity</u></b>	<b><u>Item Rate (Rs.)</u></b>	<b><u>Item Value (Rs.)</u></b>
1.	Anthropometric Kit		1 set		
2.	O'Connor Finger Dexterity Test		1 set		
3.	Metal Goniometer		1 set		
4.	ISOM Chart		1 nos.		
				<b>Item Value (excl. GST)</b>	
				<b>Add: GST @ .....%</b>	
				<b>Grand Total (incl. all)</b>	

**Bids must be submitted as per the “Part-E” of this tender (General Terms & Conditions). So, before submitting the bid documents, interested vendors are requested to carefully go through the same to avoid cancellation / rejection of the bid or any unnecessary complications in future in this regard.**

**PART-E: GENERAL TERMS & CONDITIONS**

1. The bidder should be a registered firm under prevailing rules having an office in West Bengal, preferably in Nadia, North 24 Parganas or Kolkata and will provide essential registration numbers like PAN, GSTIN, Profession Tax, etc.
2. The web tendering process will be two-stage bidding: (a) Technical and (b) Financial.
3. In order to maintain the confidentiality, the financial bid (BoQ) must be a password-protected file. The bidders have to send both Technical and Financial bids to [purchase@makautwb.ac.in](mailto:purchase@makautwb.ac.in) mail address and the password of the password-protected financial bids file to [registrar@makautwb.ac.in](mailto:registrar@makautwb.ac.in) mail address.
4. Any firm already having any legal dispute with the University need not to submit the bid.
5. Apart from the above list mentioned in Part-C of this tender notice, the University may ask the bidder for any other document(s) / information, if feels necessary. The bidder has to furnish the document(s) / information immediately failing which his bids will be rejected.
6. All the documents should be authenticated with official stamp and signature / signatures thereon by the bidder.
7. Submission of false document(s) / information by the bidder will result into cancellation of bid and the University may take strict action against that bidder.
8. Any document sent in .jpeg / .jpg / .doc / .docx / .xls / .xlsx format will not be accepted.
9. The University reserves the right to accept or reject any bid without showing any reason.
10. Any dispute which may arise between the bidder and the University regarding this bidding shall be referred to the Vice Chancellor of the University whose decision shall be final and irrevocable in this regard.
11. Being the lowest bidder (L1) in term of quoted amount (incl. all) may not be the only condition to receive the order, other criteria like having PAN, GSTIN, location of office, etc. may also be considered during selection of the eligible bidder. Decision of the University in such case will be the final.
12. In case the selected bidder is unable to supply the items after being selected to supply the items or after receiving the respective order from the University, the bidder should immediately inform the University Authority about the same by e-mail. Decision of the University in such case will be the final.
13. Delivery of the items to the destination is solely the bidder's responsibility and no extra charge will be paid by the University for the same. Any damage of the item during transit will be the responsibility of the bidder.
14. Govt. levies will be as per existing Government Rules. The University will provide DSIR Certificate against which all permissible tax relief has to be ensured.
15. If any vendor is registered under GST Composite Scheme, the same is to be mentioned in Part-C (Item No.4). The same may also be mentioned in the BOQ.
16. Payment will be subject to successful delivery and installation of the required items and necessary approval of the Competent Authority of the University. No additional payment will be made by the University towards installation charges.
17. The bidder should submit GST-compliant bill / invoice for GST bill / invoice. Copy of the order received by the vendor always should be attached to the challan and bill / invoice.
18. PAN, GSTIN and Bank details of the bidder are to be mentioned in the bill / invoice.



**MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL**

(Formerly WEST BENGAL UNIVERSITY OF TECHNOLOGY)

**Main Campus: NH 12, Haringhata, Post Office - Simhat, Police Station – Haringhata, Pin - 741249**

**City Campus: BF-142, Sector -I, Salt Lake, Kolkata -700 064**

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19. Statutory deductions (if any) during payment process will be made as per existing Government Rules.
20. Payment will be made only in favour of the bidder's bank account and any exception in this regard will be subject to the consideration of the Competent University Authority only.

**Sd/-  
Registrar  
MAKAUT, WB**