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	SUPPLY AND INSTALLATION OF MOBILE PHONE STORAGE CABINETS AT SNGCE		Revision Date	
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Revised Time schedule for Tender Process :

1	Date of publication of revised tender notification on official website www.sngce.ac.in	1 Feb 2023 Free download from website Form can also be had from college office during working hours
2	Sale of tender document commence from	1 Feb 2023
3	Last date of sale of tender document	8 Feb 2023
4	Last date for receipt of duly filled- in tenders	9 Feb 2023 at 16:00Hours
5	Date and Time of the opening of Tenders	10 Feb2023 2 pm

Note : This tender documents contains (05 Pages) and tenderers are requested to sign on all the pages .

1. Introduction

Sree Narayana Gurukulam college of engineering (SNGCE), Kadayiruppu, Kolenchery, Ernakulam District is a premier institution started in the year 2002 imparting engineering and management education in the state of Kerala. The college is managed by the Sree Narayana Gurukulam Charitable Trust, Perumbavoor


Notice Inviting Tender :

The SNGCE invites sealed tenders for the supply of mobile phone storage cabinets and installation at class rooms as noted in annexure A and B

The details of the tender are given below :-

- a. Description of Services : Supply of mobile phone storage cabinets and installation at class rooms.
 - i. Correspondence address : The Secretary , SNGC Trust , Perumbavoor . Pin 683542.
 - ii. Bids can be sent by Email or by post :

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iii. Mail ID: sngctrust@gmail.com ; info@sngce.ac.in

iv. Bids can be sent directly by post to SNGC Trust office, Perumbavoor or SNGCE college, Kadayiruppu in sealed cover

Tenderer should take due care to submit the tender in accordance with requirement in sealed covers. Bids received shall be evaluated as per the criteria prescribed in the tender document. SNGC Trust will not entertain any modifications subsequent to opening of bids and bids not conforming to tender conditions shall be liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirement of tender document specifying their acceptance to all the clauses of Bid evaluation criteria, General Terms and conditions and compliance to the Scope of supply etc.

In case of any clarification required relating to this tender , the same can be sought from the following officers of SNGC Trust :

- a. The Secretary , SNGC Trust , Perumbavoor , 683542 Ph : 9447465232
- b. The Manager , SNGCE , Kadayiruppu Ph : 8281165770

3. General Terms and Conditions :

The tenderers are requested to go through the following terms and conditions before submitting their tender documents :

1. Tender shall be submitted in official tender form only. If submitted in any other form the same shall be summarily rejected.
2. The name and address of the tenderer shall be clearly written in the space provided and no overwriting , correction, insertion shall be permitted in any part of the tender unless countersigned by the tenderer. The tender should be filled in and submitted in strict accordance with the instruction laid down herein; otherwise the tender is liable to be ignored / rejected .
3. The tender shall be ignored, if complete information is not given there-in , or if the particulars and data (if any) asked for in the schedule to the tender are not filled in.

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4. Separate bids should be submitted for each kind of material (Multi wood or Particle Board) used for the cabinet
5. An Individual signing the tender or other documents connected with the tender must specify whether he signs as :-
 - i. A sole proprietor of the concern or constituted attorney of such sole proprietor .
 - ii. A partner of the firm if it is a partnership firm, in which case he/she must have authority to execute contracts on behalf of the firm and refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
 - iii. Copy of the certificate of registration of firm should be attached along with the tender papers
 - iv. The company or firm should provide GSTIN (Goods and Tax Registration No.) along with bid.
6. The tender submitted in sealed envelope super-scribed “ Tender for the supply of mobile phone storage cabinets and installation at class rooms “ and should be addressed to the Secretary , SNGC Trust , Perumbavoor , 683542 or directly handed over to SNGCE office on or before 9 Feb 2023
7. SNGC Trust reserves the right to accept or reject any or all the offers either fully or partly without assigning any reasons and is not bound to accept the lowest bid.
8. The payment shall be released against supply of the products as per annexure A. Each item shall be verified in the presence of supplier and invoice duly signed off after satisfactory acceptance by SNGCE. Billing for supply of cabinets and labour shall be separate. GST shall not be strictly applicable to labour . annexure B payment shall be released 100% against installation of billed quantity and certified by SNGCE.
9. Supplier to confirm delivery within 15 days against the LPO . Delivery to : SNGCE college, Kadayiruppu.
10. Warranty offered shall be specified by supplier (manufacturer’s guarantee certificate for the product).

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Annexure A. Scope of supply and PERFORMA OF FINANCIAL BID

SL. No.	Supply of mobile phone storage cabinet – customized							Warranty
	Item description	Qty	Rate Rs.	Total Rs	Tax%	Tax Amount	Total Rs	Years
1	<p>Mobile phone storage cabinet . Size Length: 60 cm , width: 60 cm , depth : 20 cm . (As per drawing attached) Material to be used : Multiwood white colour, plastic finish. (approved brands , first quality) or Particle Board first quality approved brand ; Sheet thickness rear side : 5mm Door , partition and other sides : 12.5 mm Partition : 8 numbers . spacing as per sample/drawing . Hinges required : 3 numbers . (Nut bolt arrangement preferred) Pad locking provision, door handle as per pictures attached. Fixing clamps , screws all made of Stainless steel . Pad lock and key set : 1 for each cabinet . Cabinet is suitable to store minimum 60 numbers of android phones in 9 rows (Phone size : 17 cm * 8 cm * 1.5 cm) Installation ; as per picture attached . Note : Bidders to visit SNGCE for physical inspection of existing cabinet. Material warranty minimum 7 years . Product warranty minimum 5 years .</p>	30						

Annexure B. Scope of supply and PERFORMA OF FINANCIAL BID

SL. No.	Labour for fixing mobile phone storage cabinets at SNGCE class rooms							Warranty
	Item description	Qty	Rate Rs.	Total Rs	Tax%	Tax Amount	Total Rs	Years

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Installation ; as per picture attached.
 Fixing on the wall shall be followed by standard operation procedures . ie Drilling , insertion of screw grips , use screws of minimum 2 inch length in size.
 Additional wood support required at bottom of the cabinet to hold the weight. Screws must be made of stainless steel. Any damages to wall or internal pipelines during the execution of the task shall be rectified within the scope of contractor.
 Installation warranty minimum 5 years . (Class room details will be provided during installation)

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11. Tenderers can quote following combinations 1. annexure A & B , 2. Item in Annexure A 3. Item Annexure B .



Mobile phone storage cabinet are already installed at some of the SNGCE class rooms. Bidders are requested to measure the physical size, quality, workmanship, installation details prior to quote.

Place :

Date :

Signature and seal of Supplier

Address :

Office Phone :

Mobile number :

Email Id:

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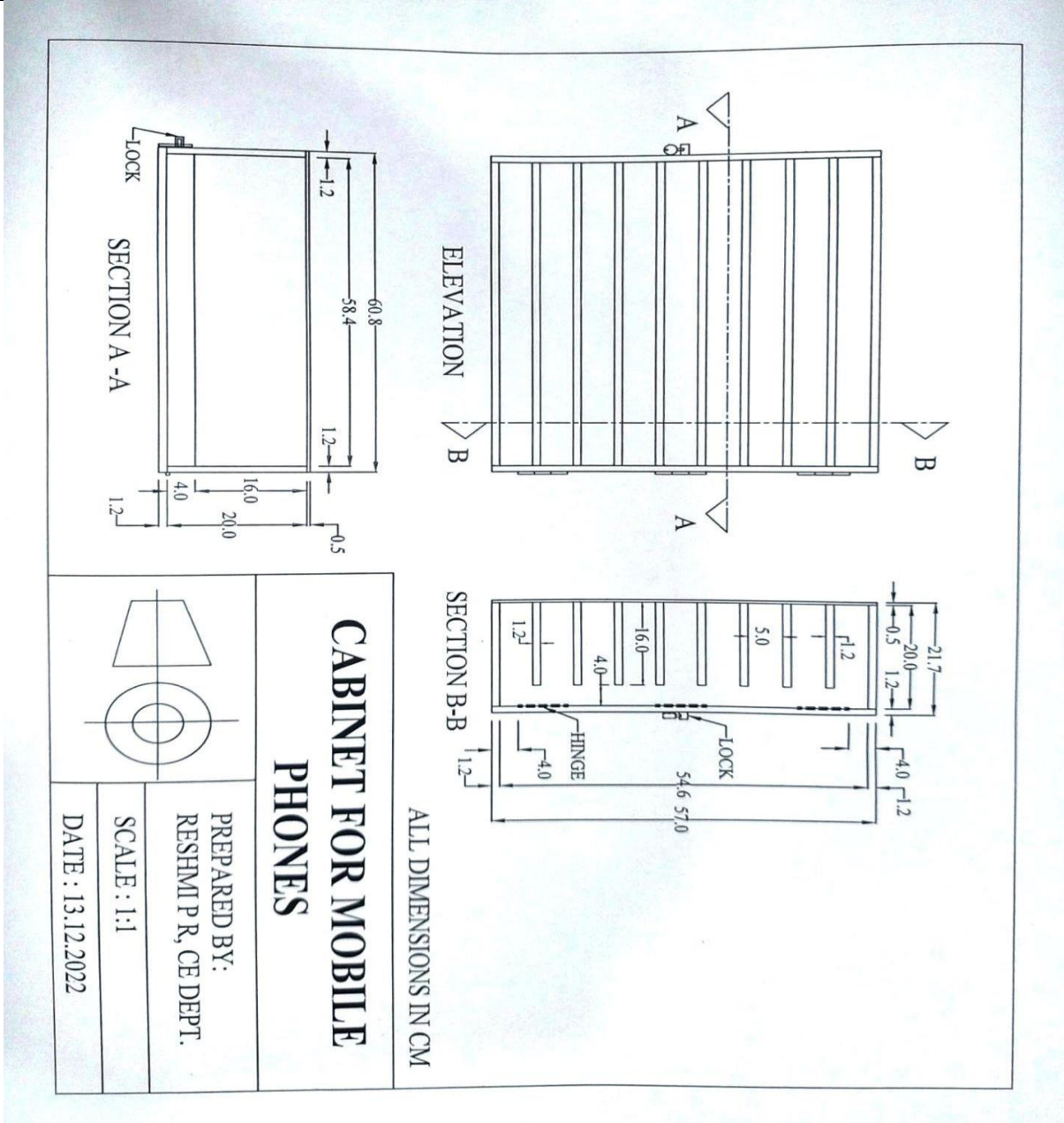
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