



COOCH BEHAR COLLEGE



1NO. KALIGHAT ROAD, P.O. & DIST: COOCH BEHAR, 736101, W.B. INDIA

Website: <http://www.coochbeharcollege.org.in> email: principal@coochbeharcollege.org.in

Ph no. & Fax no. 03582 256798

REFERENCE NO.19/41-2021

DATED. 14/01/2021

NOTICE INVITING E-TENDER FOR TURNKEY INSTALLATION OF LANGUAGE LABORATORY OF COOCH BEHAR COLLEGE FROM RUSA 2.0 GRANT

Tender No. 19/41-2021

(Submission of Bid through *online*)

Principal, Cooch Behar College invites e-tender for the Turnkey Installation of Language Laboratory with Interactive ,Software Integrated Learning System (ISILS) Or Similar for English Department of Cooch Behar College as per Annexure IV (Serial No. A) floor plan and Specification from the resourceful, experienced, bonafied, reputed contractors. Necessary earnest money to be submitted only through online mode for participation in the e-Tender process as appended in the table below;

Table-1

Name of the Item	Earnest Money
Turnkey Installation of Language Laboratory with Interactive ,Software Integrated Learning System (ISILS) Or Similar for English Department of Cooch Behar College	Rs. 34,000/- (Thirty four thousand Only)

Table-2

Name of Work	Processing Fee (Rs.)
Procurement of different item under RUSA 2.0 Grant.	1000.00

1. GENERAL INSTRUCTIONS

In the event of tendering process, intending bidder may download the tender documents free of cost from the website; <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary earnest money may be remitted in favour of Principal, Cooch Behar College, strictly **through online mode only**.

2. SUBMISSION OF BIDS

Both Technical bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>. All papers must be submitted in English language.

3. ELIGIBILITY FOR QUOTING

Bidder must have a minimum prior experience of 3 years of executing similar work of language lab and room acoustics. Three nos. Purchase orders from academic sector of same

Bidders should furnish tender specific Manufacturer Authorization for all relevant branded items.

Language Lab accent should be Indian & not in foreign accent.

Bidder should be an ISO certified company

MSME Bidders would be preferred and would be exempted from paying tender EMD.

4. SUBMISSION OF THE TENDERS

The Tender is to be submitted in a two Bid System.

5. EVALUATION OF THE TENDER

During the tender evaluation process, the “Bid A” will be opened first. Those Tenderer who have qualified the evaluation of technical bid will be identified and only their “Bid B”, i.e., financial bid will be opened. The “Bid B” of those Tenderer failing to meet the technical and other requirements of participating in the tender will not be opened and will be rejected. The tenderer offering the item found suitable and being as per the tender specifications will only be selected.

The “Bid B” (Financial Bids) of only these tenderers passing the technical bid evaluation will be opened.

If found suitable in the context of above condition etc. the Tenderer quoting the lowest rate will be considered as successful.

6. COST OF EARNEST MONEY

Each tenderer has to submit, unless exempted under the existing orders of the West Bengal Government If the bidder does not provide the EMD (wherever applicable) for any quoted bid value of any department/section in respect of in Bid A, the bid of the respective bidder should be treated as cancelled.

For participating the agency shall have to deposit earnest money and processing fee in the **Account number 50266786735 of Allahabad Bank of B.S. Road branch Cooch Behar (IFSC CODE: ALLA0211721)**. But in case of co-operative society only processing fee is deposited, earnest money deposit is exempted. After the date of publication of this notice, for the amounts mentioned in the list of works under Table-1 . The receipt copy of earnest money deposited slip and processing fee deposited slip should be scan and uploaded to the technical file.

The EMD will be refunded to the bidder(s) as per following manners--

I. If the bidder(s) do not get any offer, the EMD will be automatically be refunded to the bidder(s) account through online mode only after finalization of the tender or within 120 (one hundred twenty) days from the date of opening of tender whichever is later against the specific prayer of Tenderer. No request for receiving the EMD amount in any other offline / online mode will be entertained at any stage by the College authority.

II. If the bidder(s) get the work offer, but is unable to supply the materials / carry out the work order successfully and satisfactorily, the EMD will be forfeited.

7. RATE

The price is to be quoted in Indian Rupees including all costs e.g. GST, insurance, custom duty, packing, forwarding, freight charges, clearing charges and transportation etc. payable in Indian Rupees should also be mentioned.

The Books is to be transported in such packaging so that there is no damage to the primary packaging during transportation process.

The basic rate should be furnished inclusive of all taxes duties & charges e.g. Customs Duty, Transportation Cost, Insurance, Freight, Testing charges, Incidental Charges and **GST** which shall be quoted in the template Rate cell for Bill of Quantities (BOQ).

8. ORDER AND SUPPLY

Orders for the execution of installation of the language lab will be placed with the successful tenderers after the execution of the agreements, and such supply shall have to be made in such installments as may be fixed or spread over a period to be specified in the supply orders to be made in purchase of the agreements. The successful tenderer will have to execute within the specified time schedule that had been assured at the time of selection as supplier. **The selected tenderer must have to complete the installation of the language lab within the stipulated time schedule, otherwise the supply order will automatically be cancelled and will pass to the next best supplier.**

9. WITHDRAWAL / CANCELLATION AND PURCHASE POLICY OF TENDERING AUTHORITY

The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any Tenderer, shall be treated as cancelled. The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the Tenderer will not be allowed unless otherwise required by the tendering authority. The tendering authority reserves the right to accept or reject any tender, in part or in full, without assigning any reason. Purchase will, however be made following the existing purchase policy of the Government of West Bengal and its amendment(s) made from time to time.

10. IMPORTANT INSTRUCTION WITH REGARD TO SUBMISSION OF TENDER

The rate should be quoted in Indian Rupees (both in figure and words) for a particular brand or model/model no. of the offered item only as mentioned in the appropriate column of the “Tender Form”, (Alternative offer will not be accepted). The tender shall be cancelled for the quotation of item without its brand name, model, model no. etc. the detail information regarding the manufacturer and the item quoted in the “Tender Form” shall be furnished.

11. SPECIAL TERMS AND CONDITIONS FOR TENDER SUBMISSION

The tender has to give a certificate that the firm has not been blacklisted in the past by any Institution Government/Private or convicted in any criminal case.

If the tenderer gives a false statement on any of the above information the firm/supplier will not be considered and their quotation/tender shall be rejected and the earnest money shall be forfeited.

The Publisher should submit all the quotations directly or through their authorized agent were applicable provided the publisher accepts responsibility for any lapse on the part of the agent and authorization certificate must be enclosed.

12. PENALTY CLAUSES

Penalty for formation of cartel or furnishing of fraudulent/misleading documents:

If during the tender process or at any stage during the validity of the tender period, it is found that a Tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenderers who have submitted false/misleading/fraudulent documents or made incorrect declarations. The penal measure will be Forfeiture of Earnest Money, Forfeiture of Performance Bank Guarantee if enlisted as a supplier.

13. AGREEMENT

On a tender being accepted, intimation of acceptance will be forwarded to the Tenderer by Principal, COOCH BEHAR COLLEGE, Cooch Behar. After communication of the same, the Tenderer and the selected distributor (in the event of distributor to receive order and payment in his name) will have to execute agreement in the prescribed form with Principal, COOCH BEHAR COLLEGE, Cooch Behar. The present document and the tender forms filled in by the Tenderer or copies thereof in so far as they are not inconsistent with these terms and conditions will be incorporated as part of the agreement. Such agreement will be binding on the Tenderer and distributor.

14. VALIDITY PERIOD OF AGREEMENT

The contract period will be for a period decided by the tendering authority while giving work order to the bidder depending upon the job.

15. INSPECTION

Before submitting the tender, the intending tenderers should thoroughly acquaint themselves with the proposed installation by local inspection of site and make into consideration the site condition and other criterion for effecting smooth supply. No claim whatsoever will be entertained afterwards.

16. PAYMENT TERMS

No advance money will be provided to the eligible bidders/suppliers.

Payment will be made through e-payment system following the guidelines of RUSA 2.0. the payment is subject to:

- i. Installation of language lab as per specification as provided in the tender documents and the catalogue.
- ii. Installation of language lab within the supplied period as specified in the work orders.

On being selected, the successful vendors will have to submit one application to Principal, COOCH BEHAR COLLEGE, Cooch Behar and concerned procuring authorities stating the name of the payee/recipient, Bank account no with MICR code, IFSC of the payee/recipient for making e payment.

No manual payment is allowed to be made as far as practicable.

Payment will be made after successful delivery of the items.

17. DATES & INFORMATION:

Sl. No.	Items	Publishing Date(s)
01.	Date of uploading of N.I.T. & Tender documents (online) from this end	14.01.2021
02.	Starting of Documents download (online)	14.01.2021 from 05:00 pm
03.	Bid Submission starting (on line)	14.01.2021 from 05:00 pm
04.	Last date of Documents download and submission of bid (on line)	28.01.2021 up to 05:00 pm
05.	Date of Technical Bid opening	02.02.2021 after 11.00 am
06.	Date of uploading list for Technically qualified Bidder (on line)(Bid A)	To be notified Later
07.	Date and Place for opening of Financial Proposal (Bid B) (online)	To be notified Later
08.	Date of uploading of list of bidders along with the approved rate	To be notified later

PRINCIPAL, COOCH BEHAR COLLEGE, COOCH BEHAR RESERVES THE RIGHT TO CHANGE THE ABOVE SCHEDULE IN CASE OF ANY EXIGENCIES AFTER PUTTING UP A NOTICE IN THE WEBSITE; <https://wbtenders.gov.in> AND OFFICE NOTICE BOARD.

18. VALIDITY OF TENDER:

The contract period will be for a period decided by the tendering authority while giving work order to the bidder depending upon the job.

No objections in this respect will be entertained raised by any Bidder who will remain present during opening of bid, or from any Bidder who will remain absent at the time of opening of Financial Bid. No informal tenderer will be entertained in the Bid further.

During the scrutiny, if it come to the notice to tender inviting authority that the credential or any other paper found incorrect/manufacture/fabricated, that bidder would not allowed to participate in the tender and that application will be out rightly rejected without any prejudice.

Prospective bidders must take training from authorized agencies before submission of their bids.

The Central Tender & Purchase Advisory Committee of the College reserves the right to cancel the

N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

19. ELIGIBILITY CRITERIA FOR PARTICIPATION IN TENDER:

i) Uploading of scanned copies of Pan Card, up to date Income tax Return receipts, up to date Professional Tax receipts, GST registration certificate and GST return, scan of EMD and processing fees receipt in the Technical Proposal as Non-statutory Documents.

ii) All tenderers should have to upload only their self attested copies of the requisite documents in the website for submitting their Tender.

Notice:- i)Tenders will be summarily rejected if any item in the statutory cover is missing.

ii) Necessary deduction i.e GST will be made as per relevant Govt. Order.

20. NON-STATUTORY TECHNICAL COVER CONTAINING:

i) Up to date Professional Tax (P.T.), Clearance receipts, IT PAN Card and Income tax return receipts valid up to the date of opening of tenders. Valid application for such clearance to the competent authority may also be considered if necessary.

21. FINANCIAL PROPOSAL:

i) Financial Proposal should contain the following documents in one folder i.e. Bill of quantities (BOQ) the bidder is to quote the rate (item wise) on lumpsum basis. It may please be noted that the rate quoted in BOQ should match with the rate quoted in the tender form.

ii) Only downloaded copies of the above documents are to be uploaded virus scanned and digitally signed by the bidder.

22.NOTE:

During evaluation, the Tender Inviting Authority may summon the tenderers (if required) & seek clarification/ information or additional documents or original hard copy of any of the documents already submitted & if they are not produced within the stipulated time frame, their bid will liable to be rejected.

Sd/-

**Principal
Cooch Behar Collage
Cooch Behar**

ANNEXURE I: APPLICATION

TENDER FOR TURNKEY INSTALLATION OF LANGUAGE LABORATORY, COOCH BEHAR COLLEGE, COOCH BEHAR.

NIT No _____

1	Name and address of Firm/Agency/ Company	
2	Registration No with ROC with Date	
3	GOC Membership No and Date	
4	Telephone	
5	Cell phone Numbers	
6	E-mail ID	
7	Name, Designation & Mobile No of Authorised Signatory	
8	Please specify as to whether tenderer is sole proprietor/ Partnership firm/Private or	
9	Name, Address and Telephone No of Directors/partners	
10	Account Details i) Account Number: ii) Bank Name and Branch:	
11	Details of Earnest Money Deposit a) Amount b) Demand Draft/Bankers Cheque No: c) Date of Issue	
12	Any other information:	
Declaration by the Bidder: This is to certify that I/We before signing this tender have read and fully understood all the terms and		

(Signature of the Bidder)
(Name and Address with Seal)

Annexure II

APPLICATION FOR TENDER

(To be furnished in the Company's official letter pad with full address and contact no, Email address etc)

To

The PRINCIPAL

COOCH BEHAR COLLEGE

COOCH BEHAR

Cooch Behar-736101

West Bengal

Sub: NIT FOR TURNKEY INSTALLATION OF LANGUAGE LABORATORY, COOCH BEHAR COLLEGE FROM RUSA 2.0 GRANT

Ref: - _____ N.I.T. Nodated Sir,

Having examined the pre-qualification & other documents published in the N.I.T, I/we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me/us on behalf ofin the capacity duly authorized to submit the offer. The authorization letter from the Company is attached in Annexure II.
2. We accept the terms and conditions as laid down in the tender document and declare that we shall abide by it throughout the tender period including its extensions, if any.
3. We have gone through the Tender Document thoroughly and quoted the tendered items keeping in mind all sorts of information as furnished in the tender document including Corrigendum/Addendum as published from time to time.
4. We are offering rate for the following item /items with manufacturing capacity and assured supply to COOCH BEHAR COLLEGE, COOCH BEHAR, West Bengal.

Sl. No.	Description of item	Make	Model No	Quantity	Offer

5. In the event of being selected, I will make the supply within the stipulated period excepting the condition which is beyond our control.

Date :-

Contact no:

Signature of applicant including title and capacity in which application is made.

Postal Address:

E-mail address

Annexure
III

(Authorization letter in favour of the applicant (other than Managing Director/ Proprietor/Partner) from the competent authority.)

FORMAT

(To be furnished in the Company's official letter pad with full address and contact no,
Email address etc)

(TO WHOM IT MAY CONCERN)

This is to certify that Mr.(Name), employee of this Organisation as (Official Designation) is hereby authorised to submit tender online, Vide NIT No....., on behalf of the Organisation.

Signature of the competent authority with Seal

(Signature of the Authorised Person)

Signature of Mr.....is hereby attested.

Signature of the competent authority with Seal

RUSA VENDOR REGISTRATION FORM

Type	Commercial / Govt. official - Imprest Advance / Departmental officer
Name	
GST no.	
Pan	
Service Tax no.	
TIN Number	
TAN Number	
Address 1	
City	
Country	
District	
Mobile No	
Email	
Address 2	
Address 3	
State	
Pin Code	
Phone No	
BANK DETAILS	
Bank Name	
Name as in Bank A/c	
Type of Account	
Account No	
IFSC	
MICR	
Branch Name	
Branch Code	
Branch Address	
Cancelled Cheque No.	

1 (one) Cancelled cheque to be submitted along with this form

Signature of Vendor

Date :

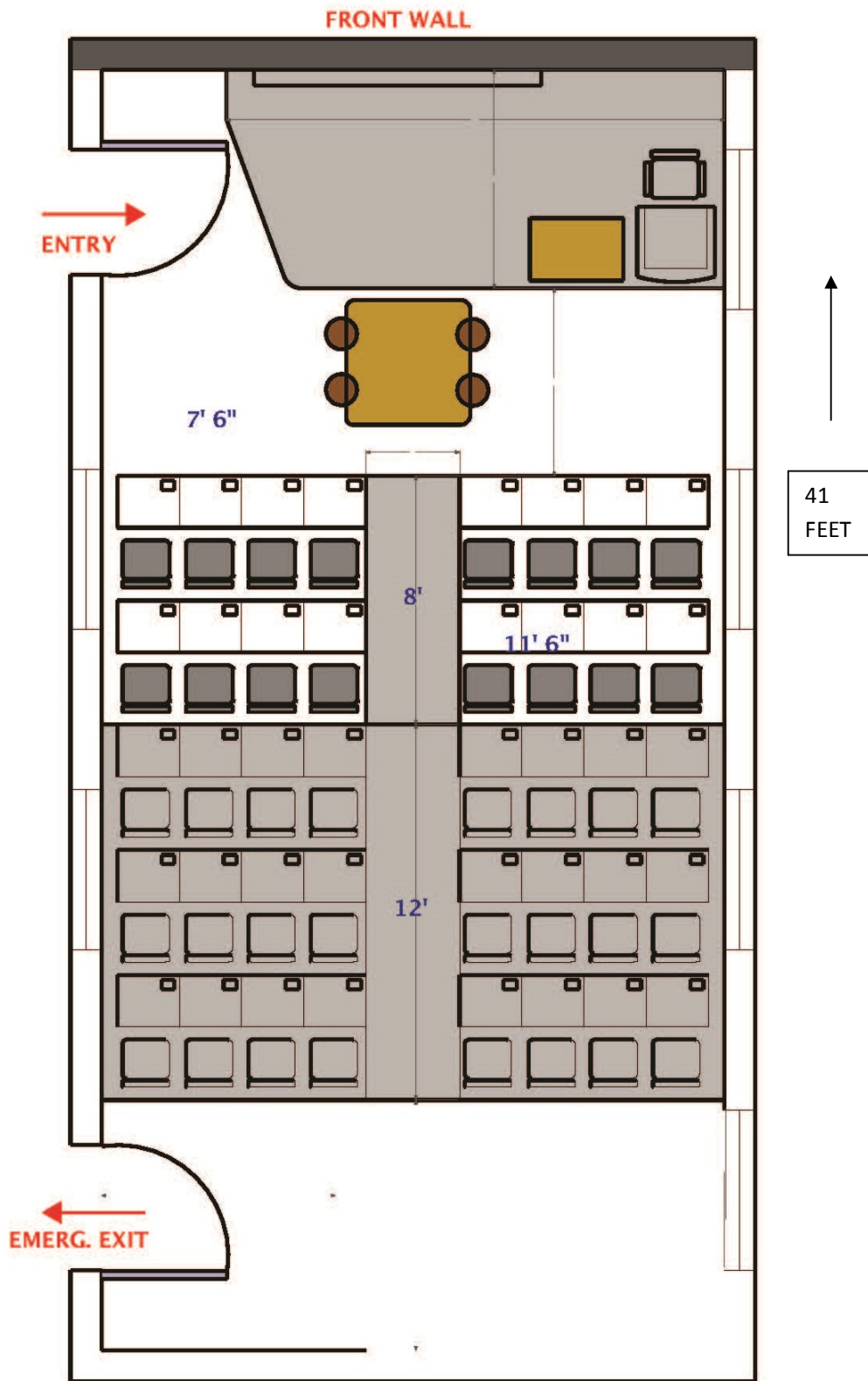
Seal :

SERIAL NO. A

ANNEXURE - IV

FLOOR PLAN OF LANGUAGE LAB

20 FEET →



Objectives & Specification:-

The allotted space (41ft x 20ft) should be designed for the following purpose.

1. Enhancement of knowledge of English.
2. Development of communication skill in English.
3. Enhancement of ability for role-play, conversation, presentation, group discussion and facing interview.

System & accessories for delivery of lessons & interactions should support the same. The class may also be used for technical presentation. Thus, there should be no obstruction of vision so that the students can learn and interact in both verbal and nonverbal forms of communication without any hindrance.

The Proposed Language laboratory may include the following equipment:

Sl No	Items	Quantity	Descriptions /Specifications
	Interactive, Software Integrated Learning System or similar wired version compatible to Windows 10 operating system	Equipment's as required for 40 users and 1 instructor	ISIL System should include the following features /Items. 1. ISILS Graphical User Interface (GUI) with embedded multimedia interactive content on language & communication skill development along with the Teacher's Handbook 2. ISILS master control interface with 3. Compatible computer to run the interface. 4. ISILS Interactive User Interface (UIU) with headset (one for each user) 5. ISILS control panel unit to place on top of the lectern or instructor's desk 6. All required connecting cables & power adapter
2	Speakers make Ahuja & Amplifier Make Ahuja	4Nos Speaker 1 no Amplifier	Standard
3	Aisle in between the chairs	1 nos	
4	Front Wall Pelmet & Front wall Painting	Finished In all Respect	
5	Finished Instructor Area Decking & Lectern with UCU slot	1 no's	Lectern -Structure made with 19mm plywood as per IS specification 303/1989. Suitable Laminate of 0.8 mm or higher of reputed make finished in all respect.
6	Desk & Chairs for Users	10 Nos desk(40 students seating arrangement) 40 nos Chair	Specially fabricated Desk & chair with an arrangement to install the ISILS user Interactive unit.
7	Projector with 3000 Lumens, Projection Screen and White Board	1 Nos Screen Size min 6ft x 4ft and white board	Standard
8	Wired Microphone	1Nos	Standard and Compatible
9	Power Backup Offline UPS	1 no's	1000 VA or more with minimum 15-20 Mins of Battery Backup. Make APC Make or similar.
10	Full Room Painting including Roof	1Nos	Standard
11	Side and Back wall Cladding to prevent sound reverberation-	160 Sq. ft approx.....	Standard
12	Chair For Instructor	1 No	Standard
13	Freight & Forward	1 job	As applicable
14	Packing & Insurance	1 job	As applicable
15	GST		As applicable

Interactive Software Integrated Learning System with hardware & graphical user interface or similar software & hardware interface for multimedia delivery of lessons, lecture & interaction

ISILS interface comprising the following components in the master unit Intel processor with 8 GB or more RAM, 500 GB or more Hard disk, 21 inch or more screen along with mouse, keyboard with latest licensed Windows Operating System and antivirus.

Master Control unit with

In-built amplifier with Power Output 120W Max., Outputs Preamp 200mV/600, Line 1V/1k Power Supply AC: 220-240V 50/60Hz DC: 12V. Power Consumption AC: 250VA DC: 5.5A

The Interface must be able to perform the following features using ISILS or similar Graphical user Interface for Single Screen Multimedia Content Delivery & Voice – Data Interaction

Content Delivery

Delivery of Embedded Multimedia Content & Multimedia contents from internet to all Users Headset / PA system

Instructors Microphone to all Users Headset / PA system

Delivery of audio contents to all Users Headset / PA system

Delivery of audio contents from auxiliary sources to all Users Headset / PA system

Voice Interaction

Receiving Calls from all the users i.e. broadcasting the Audio to all Users Headset / PA system. Talking to any user without interrupting others. Attending Calls on One to One mode, Open Group discussion, Closed Group discussion, Open House discussion, Recording conversation, Data Interaction, Poll using fastest finger first, Poll using multiple option.

Design of the Laboratory should be approved by the Principal before Installation

Appropriate Training regarding how to use the Laboratory should be provided free of Cost by the bidder.