



CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya- Panchanpur Road, Village- Karhara, Post- Fatehpur,
P.S- Tekari, District- Gaya (Bihar) PIN- 824 236

Limited Tender Enquiry

(For University empanelled vendors/ firms only registered vide Notification No.
CUSB/PSD/Vendor Registration/100, Dt. 16.02.2022)

Subject: Supply of Cleaning Items

To,

M/s. _____

Dear Sir/Madam,

Central University of South Bihar Gaya invites proposals for Gaya Campus for **Supply of Cleaning Items** as per detail mentioned below (**Annexure 'A'**) from the empanelled Suppliers of the University. You are requested to kindly send the quotations/ offer by registered post/ speed post/ courier/by hand in Tender Box latest by **30/05/2023 till 4:00 PM** to the below mentioned address:

To,
The Registrar
(Tender Document)
Central University of South Bihar
SH-7, Gaya- Panchanpur Road,
Village- Karhara, Post- Fatehpur,
P.S- Tekari, District- Gaya (Bihar)
PIN- 824 236
Contact – 0631-2229519
e-mail – registrar@cub.ac.in
website – www.cusb.ac.in

Index for Tender Form

Sl. No.	Details	:	Deadline
1.	Tender Notice No. (LTE)	:	CUSB/PSD/ADMIN/LTE/08/2023-24, Date: 09/05/2023
2.	Name of work	:	Supply of Cleaning Items
3.	Earnest Money Deposit	:	₹ 5,000/-
4.	Start of submission of Bids	:	09/05/2023
5.	Last date and time for receipt of Bids	:	30/05/2023 by 4:00 PM
6.	Place of opening of Bids	:	CUSB Panchanpur, Gaya

Note: Prospective bidders are required to visit the site before submission of bids to understand the specifications/ quality of each cleaning items.



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Tender documents will be on single bid system and must be accompanied by the Bid Security Form/Earnest Money Deposit (Refundable). The Earnest Money Deposit is to be paid in the form of Bank Draft in favour of the Central University of South Bihar payable at Gaya.

Price Bid: The bidder has to quote the rate per unit in '**Financial Bid Proforma**'. The rate quoted should be inclusive of all taxes, freight charges, insurance, etc. in figure as well as in words for total amount. The University reserves the right to cancel the tender, if any false information is furnished.

Terms & Conditions:

1. Enquiry will be sent by courier/ registered post/ speed post/ by hand (to be submitted in Tender Box) and will not be accepted after last date of submission.
2. The relevant papers in regards to eligibility criteria, EMD should be in sealed envelope. Bidders should clearly mentioned NIT reference on envelop **CUSB/PSD/ADMIN/LTE/08/2023-24, Dated: 09/05/2023.**
3. **EMD should be in favour of "Central University of South Bihar" Payable at Gaya.**
4. The rate offered should be quoted **F.O.R CUSB Gaya Campus.**
5. In case of Ex-Godown terms the amount of packaging forwarding freight etc. should clearly be mentioned by percentage or lump sum amount. Current rate of tax as and other statutory levels must be mentioned.
6. The firms are requested to give detailed description and specification together with detailed drawings and printed leaflets and literature of the articles quoted.
7. Quotation should have validity of at least 90 days from the date of opening.
8. CUSB reserve the right to reject all or any of the quotations and to split up the requirements or relax any or all of the above conditions without assigning any reason.
9. Material supplied should not be obsolete /used/old stock/ sub-standard quality but should be of requisite brand with **one year warranty**.
10. Delivery period for supply of material within 04 weeks, F.O.R. CUSB Gaya from the date of issuance of Purchase Order.
11. The penalty @ 1% per week subject to a maximum of 10% of the delivery price will be deducted from the balance payment if supply is not completed within stipulated period.
12. Our standard payment terms & condition is 100% against delivery and successful installation and approval.
13. Unless otherwise stated delivery of goods at **CUSB Gaya Campus** as per conditions as specified in Purchase Order.
14. Copies of GST registration certificate of the firm, with the TIN number clearly indicated therein will have to accompany the quotation to be submitted.
15. The bid documents are not transferrable and the seal and signature of the authorised official of firms must appear on all the papers and envelops submitted.
16. The quotation should be complete in all respects and duly signed wherever required. Incomplete and unsigned offer will not be accepted.
17. The quotations are liable to be rejected if the fore going conditions are not



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complied with.

18. Printed conditions of the firm, if any, will not be binding on us.
19. Late and delayed tender will not be considered.
20. All disputes are subject to exclusive jurisdiction of Competent Court and Forum in Gaya, India only.
21. CUSB reserves the right to cancel the tender at any stage.
22. Compliance sheet about the specification asked must be enclosed with the proposal.
23. The bidders to submit the signed copy of tender document with the proposal.

**Sd/-
Registrar**



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Bidder Information

Following proforma should be filled in and duly signed by the firm and send along with the bid.

1.	Tender Ref. No.	CUSB/PSD/ADMIN/LTE/08/2023-24
	Tender date	09/05/2023
2.	Name of the Firm :	
3.	Postal Address of the Office of the Firm	
4.	Details of Demand Draft for EMD in favour of Central University of South Bihar, Payable at Gaya (Refundable).	
	(i) Demand Draft No.	:
	(ii) Date of Issue	:
	(iii) Issuing Bank	:
5.	(iv) Amount	:
	<u>Contact Information :</u>	
	(a) Name of the contact person :	
	(b) Telephone Number :	
	(c) Mobile Number :	
	(d) Fax Number :	
6.	(e) E-Mail :	
	(f) Website address, if any :	
6.	(a) Your Permanent Account No. (PAN):	
	(b) Your Goods and Service Tax (GST) No.:	
7.	Bank Details	
	(a) Name of the Bank :	
	(b) Address :	
	(c) Bank Account No. :	
	(d) Name of the Account holder :	
(e) IFSC code :		

Signature of Partner/Proprietor/Director



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(Seal of the Firm)

Annexure 'A'

Description of Items

Sl. No.	Particulars	Brand Name	Unit	Total Qty. Req.
1	Duster Floor (20x20)	Standard quality	Piece	50
2	Duster White-Thick (Blue Border)	Standard quality	Piece	240
3	Hand Gloves Full	Standard quality	Pair	30
4	Harpic (500ml)	Harpic	Bottle	680
5	Liquid Soap (675ml)	Dettol	Bottle	33
6	Nepthalene Ball Pkt of 1 KG	Trishul	Packet	23
7	Room freshner, 150 gm	Ambipure/ Premium	Nos.	50
8	Acid (ISI Mark) 5 ltr. Tin	ISI Mark	Tin	124
9	Broom soft/ Phool Jhadu 500Gm	Good quality	Nos.	176
10	Colin (Glass Cleaner) 5 Ltr. Tin	Colin	Tin	22
11	Duster (Yellow) 20x20	Standard Quality	Piece	168
12	Phenol 5 Ltr. Tin	Good Quaity	Tin	558
13	Soap Cake mini size	Nirma/Lux/Dettol/Lifebouy	Piece	2100
14	Broom (Hard Narial Tilli with bans compound)	Good Quality	Piece	136
15	EZE Clean Plus (Mop) 75 Cm	UNI-R-Tech	Nos.	24
16	Hockey Brush	Good Quality	Piece	61
17	Dust Pan	Good Quality	Piece	38
18	Insert Plus 75 cm	UNI R Tech	Piece	37
19	Wiper small(UNI R Tech)	UNI R Tech	Piece	72
20	Toilet Freshener	Odonil	Piece	707
21	Surf (500 gm)	Ghari/Surf Exceel)	Packet	105
22	Brush Basin	Standard quality	Piece	109
23	Cob web broom	Standard quality and height	Piece	47
24	Scotch Brite	Standard Quality	Piece	144

Note:

1. Materials supplied should not be obsolete/ used/ old stock / sub-standard quality but should be requisite or standard brand as listed above.
2. Prospective bidders are required to visit the site before submission of bid to understand the specifications/quality of each cleaning items.



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FINANCIAL BID PROFORMA

(It should be submitted in a separate sealed envelope)

TENDER NOTICE NO.: CUSB/PSD/ADMIN/LTE/08/2023-24, Dated: 09/05/2023

SUB.: Supply Cleaning Items

Name of the Bidder: _____

Sl. No.	Particulars	Brand Name	Total Qty.	Unit	Unit Price (Rs.)	Total Price (Rs.)
1	Duster Floor (20x20)	Standard quality	50	Piece		
2	Duster White-Thick (Blue Border)	Standard quality	240	Piece		
3	Hand Gloves Full	Standard quality	30	Pair		
4	Harpic (500ml)	Harpic	680	Bottle		
5	Liquid Soap (675ml)	Dettol	33	Bottle		
6	Nephthalene Ball Pkt of 1 KG	Trishul	23	Packet		
7	Room freshner, 150 gm	Ambipure/ Premium	50	Nos.		
8	Acid (ISI Mark) 5 ltr. Tin	ISI Mark	124	Tin		
9	Broom soft/ Phool Jhadu 500Gm	Good quality	176	Nos.		
10	Colin (Glass Cleaner) 5 Ltr. Tin	Colin	22	Tin		
11	Duster (Yellow) 20x20	Standard Quality	168	Piece		
12	Phenol 5 Ltr. Tin	Good Quaity	558	Tin		
13	Soap Cake mini size	Nirma/Lux/Dettol/Lifebou y	2100	Piece		
14	Broom (Hard Narial Tilli with bans compound)	Good Quality	136	Piece		
15	EZE Clean Plus (Mop) 75 Cm	UNI-R-Tech	24	Nos.		
16	Hockey Brush	Good Quality	61	Piece		
17	Dust Pan	Good Quality	38	Piece		
18	Insert Plus 75 cm	UNI R Tech	37	Piece		
19	Wiper small(UNI R Tech)	UNI R Tech	72	Piece		
20	Toilet Freshener	Odonil	707	Piece		
21	Surf (500 gm)	Ghari/Surf Excel)	105	Packet		
22	Brush Basin	Standard quality	109	Piece		
23	Cob web broom	Standard quality and height	47	Piece		
24	Scotch Brite	Standard Quality	144	Piece		
Total Basic Amount (Rs.)						
GST%						
Amount Total inclusive of GST (Rs.)						

Note:

1. No overwriting or use of whitener is permitted. If done it will be summarily rejected.
2. Above rates are inclusive of all and no other charges shall be paid extra.

Date:

Signature _____

Name: _____

Designation & seal