



**GUJARAT TECHNOLOGICAL UNIVERSITY
L.D. COLLEGE OF ENGG. CAMPUS, NAVRANGPURA,
AHMEDABAD-380015.**

Phone: 079-26300499,599 Mail: registrar@gtu.ac.in, URL: www.gtu.ac.in

CORRIEGENDUM

(EXTENSION IN LAST DATES OF SALE/RECEIPT AND OPENING OF THE TENDER)

Short Tender Notice 08/12-13

**TENDER FOR SERVICES OF MOVERS AND PACKERS FOR SHIFTING OF OFFICE
BELONGINGS FROM EXISTING CAMPUS TO NEW CAMPUS
(APPROXIMATELY 15 KM)**

EXISTING CAMPUS:

Gujarat Technological University
2ND Floor, ACPC Building,
L.D.Engineering College Campus,
Navarangpura,
Ahmedabad - 380015

NEW CAMPUS:

Gujarat Technological University
Vishwakarma Government Engineering College Campus,
Near Vishat Petrol Pump,
Chandkheda,
Ahmedabad.

The Registrar
Gujarat Technological University (GTU)
2ND Floor, ACPC Building,
L.D.Engineering College Campus,
Navarangpura,
Ahmedabad - 380015
Ph: 079-26300499
Fax: 079-26301500
Website: www.gtu.ac.in



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SHORT NOTICE INVITING TENDER

**SERVICES OF MOVERS AND PACKERS FOR SHIFTING OFFICE BELONGINGS
FROM EXISTING CAMPUS TO NEW CAMPUS
(APPROXIMATELY 15 KM)**

On behalf of Gujarat Technological University, Ahmedabad, Gujarat, the Registrar invites sealed tenders in two bid systems from the reputed agencies in the field of “Packers & Movers” for the work of shifting of the library, computers, printers, office furniture & fixtures, equipment and other items of Gujarat Technological University from existing campus to new campus (approximately 10 km away).

Estimated value of work: Rs. 3,00,000/- only

Schedule of Tender and Time Limit

- 1) Time of completion : within one week from the date of award
- 2) Cost of bid document is Rs. 1,000/- either in cash or in the form of DD in favour of “Gujarat Technological University”, payable at Ahmedabad. Tender document can be downloaded from the University website www.gtu.ac.in under **tender** option
- 3) Last date and time of sale of tender-**27 September 2012, 5 pm**
- 4) Last date of tender submission of tender - **28 September 2012, 12 noon**
- 5) Time of opening Tender (Technical and Financial Bid) – **28 September 2012 at 15:00 hrs** at Gujarat Technological University (GTU), 2nd Floor, ACPC Building, L.D.Engineering College Campus, Navrangpura, Ahmedabad – 380 015.



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INSTRUCTIONS TO BIDDERS

Please furnish required information and rates in two sealed envelopes kept in a single envelope in the following manner

1. **Envelop no. 1 marked as Technical bid containing the following;**
 - a) **EMD of Rs. 5,000/-** (Five Thousand only) in the form of DD/ Bank draft drawn in favour of "Gujarat Technological University" payable at Ahmedabad.
 - b) List of major similar works executed in the last three years along with the Name of clients their address & phone numbers.
 - c) Copy of similar work orders executed.
 - d) Registration Number of the agency should be written in the tender along with the PAN number and Service Tax Number.
 - e) In-house facilities available for packaging, transportation & no. of vehicles, No. of skilled labours available, Supervisory and managerial staff.
2. **Envelope no. 2 marked as Financial bid containing the** Quoted price in total for shifting of all listed items in Annexure II from existing campus to the new campus.
3. Both the envelop no.1 & 2 to be kept in a single envelop marked as Envelop no. 3 which should be superscripted as **"Tender for Services of Movers and Packers"**
4. Last date of submission of tender - **28 September 2012, 12 noon**
5. Time of opening Tender (Technical and Financial Bid) – **28 September 2012, 15:00 hrs** at Gujarat Technological University (GTU), 2nd Floor, ACPC Building, L.D.Engineering College Campus, Navrangpura, Ahmedabad – 380 015.
6. The terms and conditions of the tender shall be as per Annexure I and the schedule of rates shall be quoted separately for shifting of all listed items in Annexure II from existing campus to new campus.
7. Tender received after due date i.e **28 September 2012, 12 noon** will be rejected.
8. GTU reserves the right to accept/reject any or all tenders in full or part without assigning any reason therefore.
9. Tenderer shall sign each & every page of tender document along with their rubber stamp.
10. The EMD of unsuccessful bidders shall be refunded after two weeks after award of work to the successful bidder.
11. Rates shall be quoted in figures and words. In case of discrepancy rates in words shall prevail.
12. Competent authority of GTU reserves the right to accept or reject lowest or any other tenders without assigning any reason.
13. Rates are firm and inclusive of cost of manpower, material, machinery, all taxes including service tax, duties, levies, Insurance etc. No escalation of whatsoever nature shall be payable.
14. These instructions shall form the part of tender document.



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ANNEXURE -I
TERMS & CONDITIONS

1. Scope of work:

The scope of work shall be to

- 1.1 Physically survey the items to be shifted and to assess the packing requirement and identify suitable type of vehicle for transportation.
- 1.2 To prepare a list of materials.
- 1.3 To arrange suitable packing of items as required and as approved by the service engineer of the equipment.
- 1.4 To place suitable vehicle as identified, at the premises of the GTU.
- 1.5 Arrange loading into the vehicle by providing sufficient number of skilled laborers to avoid any damage to materials.
- 1.6 Issue of goods consignment Note
- 1.7 Collection of certificate from respective departments/organization, wherever required, to the effect that the materials under transportation are old and used goods and no Levy / similar tax should be charged on it.
- 1.8 Safe transportation to destination without changing the vehicle in which the goods were loaded at the started point, except in case beyond contractor's control with prior approval of the GTU.
- 1.9 Coordinate with the consignee and organize delivery.
- 1.10 Unloading the material at the destination address in appropriate floors by providing required number of skilled laborers.
- 1.11 To unpack all items, with the help of skilled labour and to place the same at the desired place and manner to the entire satisfaction of GTU.
- 1.12 In the event of theft/loss/damage in transit, proper reporting to be made to the GTU and to be compensated for the same.
- 1.13 To unpack & pack goods carefully in the event, goods are to be got verified at any check post and obtain certificate.

2. Validity of Bids:

The tender shall be valid for a period of two month from the due date of offer and the rates once submitted shall not be changed/ varied during the entire period of execution.

3. Security Deposit:

EMD of successful agency will be retained and will be converted in Security Deposit. Additional **Rs. 50,000/- (Fifty Thousand only)** in form of Demand Draft in the name of "**Gujarat Technological University**" payable at **Ahmedabad** shall have to be paid by the agency as Security Deposit before award of contract which is refunded after successful execution/completion of the contract.

4. Rates:

The tenderer shall submit their firm rates in financials bids for shifting of all listed items in Annexure II from existing campus to new campus. Offers submitted otherwise are liable for rejection. Rates shall be all written in the schedule both in figures and words. Rates quoted shall be inclusive of all taxes duties levies etc including service tax.



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5. Billing and Payment:

After completion of scope of work the bill shall be submitted in triplicate along with acknowledgment of the Authorized Officer (Consignee) on the reverse of the goods consignment Note to the Registrar, Gujarat Technological University. Payment shall be made by crossed cheque within 30 days if found in order after effecting recovery, if any, No advance shall be made on this account.

6. Insurance:

As it is evident from the list of material, that nature of material is very delicate and expensive. It requires highest level of careful handling, so contracting agency shall be solely responsible for the safety, security and proper handling of material. Contractor has to insure all the material and cost of insurance shall be in the scope of work of the contractor. Contractor has to quote the rates including the cost of insurance. Contractor has to produce proof of insurance before start of work.

7. Income Tax:

Tax deduction at source (TDS) for income tax as per law shall be made from the bills while releasing the payment

8. Arbitration:

All disputes or differences whatsoever arise any point of time during execution of the contract, shall be settled by the Director, GTU and contractor as per provisions of the contract. However in the event of dispute cannot be settled mutually, such disputes shall be settled as per Arbitration and reconciliation Act, 1996 of the Govt. of India and its subsequent amendment.

9. Force Majure:

Any delays of failures of the performance of either party caused by Acts of God. Or the public enemy shall not constitute default hereunder or given rise to any claim for damages.

10. Jurisdiction:

The Contract shall be governed by and construed according to laws in force in India. The contractor hereby submits to the jurisdiction of courts situated at **Ahmedabad** for the purpose of actions and proceeding arising out of the contract and courts at Ahmedabad only will have the jurisdiction to hear and decide such action and proceedings.

11. Indemnity:

The contractor hereby undertakes to indemnify GTU against all actions i.e. suit proceeding, claims losses, damages, road accidents etc. which may arise under minimum wages act. Fatal accident Act, Motor Vehicle Insurance Act, Workmen Compensation Act, Shops & Establishment Act, Family person & deposit Linked insurance or any other Act or statutes not herein specifically mentioned but having any direct or indirect application for the person(s) engaged under this contract by him.

The contractor shall defend, indemnify and hold GTU harmless from any liability which may be imposed by central, state or local authorities and also from all claims, suits arising out of or by reason of the work provided by this contract including any liability that may arise out of accident, whether brought by the employee/ labourers of the contractor or by third parties or by central or states Government authority or any sub-division thereof.



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GTU shall not be responsible for any claim, compensation that may arise due to damages/injuries pilferage to the contractor's employee(s) staff/laborers under any circumstances while an employee / laborers is engaged in the GTU's duty under the contract.

Date:-24-09-2012

Registrar



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ANNEXURE -II

List of items to be shifted with approximate cost

Sr. No.	Name of the item	Approx. No. of quantity	Approximate Costing in Rs.
1.	Anda Chair	10	
2.	Bag Lauage Trally	2	
3.	Book Table	2	
4.	Centre Table	1	
5.	Computer Chair	75	
6.	Computer Table	38	
7.	Conference Table	2	
8.	Cup Board Big	78	
9.	Cup Board Small	3	
10.	Drawer Padestal	15	
11.	Exe. Revolving Chair	50	
12.	Exe. Table with Rack	10	
13.	Executive Chair High Back	2	
14.	Executive Chair Medium Back	1	
15.	Executive Highback Revolving Chair	11	
16.	Executive Table with Rack	2	
17.	Filing Cabinet (Godrej)	2	
18.	Filing Cabinet Four Drawer (Godrej)	2	
19.	Filing Cabinet Four Drawer (Godrej) With visa file	2	
20.	Filing Cabinet four drawer	3	
21.	Mobile Drawer	1	
22.	Modular Table	24	
23.	Munda Table	1	
24.	Notice Board	6	
25.	Office Table	14	
26.	Platform Trally	7	
27.	Revolving Chair	1	
28.	Rubber wood Chair	75	
29.	Side Table	1	
30.	Sofa	4	
31.	Steel Cup Board	14	
32.	Steel Rack	35	
33.	Steel Safe (Godrej)	1	
34.	Stool	10	
35.	Storewell Cupboard (Godrej)	5	
36.	T-Pai	9	
37.	WorkTable	1	
38.	Computer	107	
39.	Printer	61	



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40.	Laptop	27	
41.	Xerox Machine	8	
42.	Other Limpsum Boxes of Document/Stationary	Approx 200 Boxes	
43.	Other Miscellaneous material	Approx 10 Ton	



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Financial Bid

(To be submitted in Sealed Envelope Only)

**SERVICES OF MOVERS AND PACKERS FOR SHIFTING WORK OF OFFICE
BELONGINGS FROM EXISTING CAMPUS TO NEWCAMPUS
(Approximate Distance :-15 KM)**

Sr. No.	Name of the Item	Rate per Unit (Rs.)			Charges Inclusive of All Taxes (Rs.)
		Packing	Loading	Unloading	
1	Anda Chair				
2	Bag Lauage Trally				
3	Book Table				
4	Centre Table				
5	Computer Chair				
6	Computer Table				
7	Conference Table				
8	Cup Board Big				
9	Cup Board Small				
10	Drawer Padestal				
11	Exe. Revolving Chair				
12	Exe. Table with Rack				
13	Executive Chair High Back				
14	Executive Chair Medium Back				
15	Executive Highback Revolving Chair				
16	Executive Table with Rack				
17	Filing Cabinet (Godrej)				
18	Filing Cabinet Four Drawer (Godrej)				
19	Filing Cabinet Four Drawer (Godrej) With visa file				
20	Filing Cabinet four drawer				
21	Mobile Drawer				
22	Modular Table				
23	Munda Table				
24	Notice Board				
25	Office Table				
26	Platform Trally				
27	Revolving Chair				
28	Rubber wood Chair				
29	Side Table				
30	Sofa				
31	Steel Cup Board				
32	Steel Rack				
33	Steel Safe (Godrej)				
34	Stool				
35	Storewell Cupboard (Godrej)				



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36	T-Pai				
37	WorkTable				
38	Computer				
39	Printer				
40	Laptop				
41	Xerox Machine				
42	Other Limpsum Boxes of Document/Stationary				
43	Other Miscellaneous material				

Signature of the Vendor with Organization Seal