

## **DIAMOND HARBOUR WOMEN'S UNIVERSITY**

Sarisha, Diamond Harbour Road, South 24 Parganas, Pin – 743368.

Phone: 03174-245801/245802 Website: [www.dhwu.ac.in](http://www.dhwu.ac.in)

Tender No.:DHWU/REG/LTI/19/2018

Date:12.12.2018

### **Limited Tender Inquiry for Supply of Sanitary Napkin Vending Machine & Incinerator**

Limited Tenders are invited from the reliable and nationally renowned manufacturers/ companies/vendors/dealers for supply of the items enclosed in the **Annexure –I** with specifications. Intending bidder may download the tender documents from the University website [www.dhwu.ac.in](http://www.dhwu.ac.in) at free of cost.

Last date of submission of the Tender in the University Office 20.12.2018 up to 11.30 a.m.

Date and time of opening the Tender: 20.12.2018 at 12 noon.

Tender will only be accepted in the University Office on all working days from 11 a.m. to 3 p.m. and in holiday you can dropped the sealed envelope in the designated tender box.

Registrar

**Note: For further inquiry University Office (03174-245801) may be contacted.**

## **1. Eligibility Criteria:**

- a. Bidders shall have OEM authorization or channel partnership or authorized distributorship / dealership.
- b. Bidders shall have been in existence for not less than three years.
- c. Bidders shall be having credentials of similar nature of work .
- d. Bidders shall have experience of supplying orders for Govt. Deptt./PSU/Univesities/Colleges etc. for more than 3 years and shall have PAN/TAN number, GST registration. Bidders should not blacklisted by any Ministry/ Department of the Government of India or any PSU or Govt. of West Bengal or any other organization.

**The bidder must submit documents related to eligibility criteria and detailed profile of the company and article of association along with the quotation.**

## **2 Terms and Conditions:**

2.1 Delivery Schedule: The Company shall be able to deliver the required items within 15 days of the receipt of order.

2.2Warranty: The bidder must give warranty of at least 12 months of the products supplied and should undertake to rectify/attend to the complaints within 2 days, excluding Sundays/Holidays during the warranty period.

2.3 Payment: There is no provision for making advance payment to the Company/suppliers. Payment will be made after vendor submits the Job completion report signed by our inspection committee.

2.4 Purchase Order: The purchase order for the entire quantity can be placed either in one lump sum or as per the requirement through repeat order subject to availability of fund of the required items. The quantity shown is tentative and may increase or decrease.

2.5 The bidder should clearly indicate the availability of service and maintenance facilities at Sarisha, South 24 Parganas, West Bengal for the items quoted.

2.6 The above mentioned details particularly the GST or any other duty, if not quoted properly, the bid can be cancelled.

2.7 The bidders are required to quote for each item separately in terms of basic price and all other charges. Prices can be quoted in Indian Currency only.

2.8 The bidder must submit along with the bids the copies of OEM license or authority from the manufacturer.

2.9 Diamond Harbour Women's University, Sarisha , South 24 Parganas, reserves the right to reject any or all tenders without assigning any reason whatsoever.

2.10 No advance payment or payment against Performa invoice will be made. Payment will be made after receipt, inspection, and installation/testing.

2.11 All damaged or unapproved goods shall be returned at the bidder's risk and cost and the incidental expenditure thereupon shall be recovered from the concerned party.

2.12 On acceptance of tender, the date of delivery should be strictly adhered to otherwise the authority of the Diamond Harbour Women's University reserves the right not to accept the delivery in full or in part. In case the order is not executed within the stipulated period, the Diamond Harbour Women's University will be at liberty to make purchases through other sources.

2.13 Acceptance of this tender form and submission of the quote within the stipulated time would be treated as: (a) The tenderer has understood all requirements as described in the Tender document. b) Agreed to execute order to the satisfaction of Diamond Harbour Women's University.

2.14 Performance Security: The vendor selected would be required to furnish a Performance Security equal to 5% of the cost of material/product supplied in the form of Demand Draft/FDR/Bank Guarantee from any Scheduled Bank in favour of "Diamond Harbour Women's University" payable at "Diamond Harbour, South 24 parganas".

2.15 No Part Bid Allowed: Bidders have to quote all the items mentioned in tender document. No part bid will be accepted. Otherwise, the bid(s) will be treated as cancelled.

2.16 Inclusion of freight & insurance: Price quoted should be inclusive of freight & insurance up to the delivery locations.

2.17 Governing Laws: This Tender Document and the contract shall be governed by and interpreted in accordance with Laws in force in India. The courts at Kolkata/Diamond Harbour shall have exclusive jurisdiction in all matters arising under the contract.

2.18 Late Proposals: Any proposal received by the University after the deadline for submission of proposals, as referred below shall not be accepted.

2.19 Language of Proposal & Correspondence: The proposal submitted by the Bidder should be in English language only.

2.20 Proposal Currency: Prices shall be quoted in Indian Rupees, inclusive of all prevailing taxes, levies, duties, etc.

**2.21 Vendor should replace Sanitary Napkin Pads as soon as the quantity stored in the vending machine is exhausted. No vendors will be selected unless they are able to replace the Sanitary Napkin Pads.**

3. Bidders must submit the following documents along with the quotations:-

- a. Copies of valid PAN along with I-T return documents, for Financial Year 2017-18 is to be enclosed with the bid.
- b. Copy of Registration Certificate for GST is to be enclosed with the bid.
- c. Copy of valid Trade License is to be enclosed with the bid.

#### **4. IMPORTANT DATES:**

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## Annexure-I

To be filled up and submitted along with the tender document. Each page of this document should be signed by the authorized signatory

Sl. No	Item	Specification	Unit /Qty	Unit price (Rs.)	Total price (Rs.)	GST Percentage	GST Amount	Total
1.	Sanitary Napkin Vending Machine	<p><b>Type of Machine:</b> Electronically Operated with both manual &amp; electronic DATA retrieval</p> <p><b>No. of Product Columns:</b> Two columns of vertical Spiral( for 100% positive vend)</p> <p><b>Operational Method:</b> Electricity operated /optional on Battery fitted internally</p> <p><b>Dimensions (External):</b> Width-600mm, Depth-150mm, Height -650 mm +/- 10%</p> <p><b>Cabinet / Door Construction:</b>Should be made of 1.2 mm Thick CRC anti-corrosive, powder coated steel</p> <p><b>Mounting Method:</b>Wall flushed mounting with easily removable</p> <p><b>Vending Mechanism</b> Should vend one product when a coin is inserted and particular selection is pressed. The vending must be by vertical spirals. The space of the vertical columns and spiral design is as per the product dimensions and should be easily customizable. The spiral operates through DC Motors controlled electronically</p> <p><b>Product Storage Capacity</b> 78 napkins in two selections</p> <p><b>Coin Acceptance mechanism:</b>Electronic Coin acceptor, with minimum six variant acceptance, it accepts multiple coins to arrive at the total value the coin acceptor should be programmable in field for any new coins/ change of coins automatically block dummy coin entry when there is no stock .</p> <p><b>Programming features:</b> Allows price changing in the site itself. The machine should have facility for Zero price vending.Must be ELECTRONIC FOOL PROOF SYSTEM OF "no stock" LOCK OUT. Provision for recording sales in numbers and value and is displayed on certain action <b>Sales tracking:</b>Machine should have both Non-reversible and periodic Counterfor tracking sales.</p> <p><b>Electronic data Retrieval:</b>Can be retrievable thru electronic card convertible to excel format.</p> <p>Display: LCD display with Back Light and Dark characters should indicate transaction details. LCD should display product price</p>	1					
2.	Sanitary Napkin Incinerators	<p><b>Type:</b> Wall Mounted</p> <p><b>Dimensions (External):</b> Width-300mm, Depth-250mm, Height -600 mm,</p> <p>capacity of burning 15 to 20 used pad per cycle, with acapacity of 130 to 180 cycles per day.</p> <p><b>Cycle Time:</b>Each cycle should be completed in 30 to 45 minutes</p> <p><b>Cabinet Construction:</b> Should be made of 1.2 mm thick CRC anti-corrosive, powder coated steel with insulation</p> <p><b>Insulation:</b> Should have 25 mm thick ceramic insulation</p> <p><b>Power:</b> 230V / 50 Hz / 1000 Watt</p> <p><b>Auto cut off:</b> Must have Auto Cut-off feature</p> <p><b>Type of Heater:</b> Should have ceramic heater of 1000 Watt</p> <p><b>Temperature Indicator:</b> Should have good quality Temperature Indicator- settable</p> <p><b>Loading:</b> Should have front loading</p> <p><b>Ash tray :</b> The tray should be easily open able and disposable</p> <p><b>Electrical Safety:</b> Should have MCB for electrical safety, and cut off and overload Protector, easily re-settable</p> <p><b>Flue Gases:</b> Min 2 mtrs flexible flue gas pipe should be provided with the machinealong with proper clamping</p>	1					
3.	Sanitary Napkin Pads	<p>pH Value of absorbent material (IS – 1390-1983) : 6.0 to 8.5</p> <p>Absorbency ( IS – 5405-1980 ) : NLT 50ml at the rate of 15ml/min</p> <p>Weight of a pad : 9-10 gm</p> <p>Three napkins packed in one pack.</p> <p>Overall Length : 230 + 5 mm</p> <p>Fluff Core/Pad Length : 65 + 5 mm</p> <p>Overall Width : 150 + 10mm</p> <p>Thickness of Pad : 7-10 mm</p>	1					

In letterhead of the supplier quotation with seal to be submitted along with the tender documents.

To  
The Registrar  
Diamond Harbour Women's University  
Sarisha, Diamond Harbour Road, South 24 Parganas  
743368

Date:

We agree to supply the above goods/equipment/products in accordance with the technical specifications for a total contract price of Rs..... ( Amount in figures) ( Rupees  
.....amount in words) within the period specified in the invitation for Quotations.

We confirm that the normal commercial warranty/guarantee of .....months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the tender. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of supplier/vendor

Name & Address.....

Contact No.....