

**TENDER FORM**



**ADMINSTRATIVE OFFICE  
SRI VENKATESWARA VETERINARY UNIVERSITY  
TIRUPATI- 517502, CHITTOOR DT.**

**SRI VENKATESWARA VETERINARY UNIVERSITY**  
ADMINISTRATIVE OFFICE, SVVU, TIRUPATI

**E-PROCUREMENT NOTICE**

Tender Notice No.9074/OP/2017

Date: 19.12.2017

E- Procurement tenders are invited from reputed/experienced (minimum 3 years experience) Labour Contractors having registration with Labour and Central Excise Departments, District Collector and having EPF, ESI, GST Numbers and experience in similar field for “Providing House Keeping and Sanitation work and Maintenance of Garden on activity basis at Administrative Office, Old Administrative Office and Guest Houses at Sri Venkateswara Veterinary University Campus Tirupati Details are as follows:-

1	Bid Document Download Start Date & Time	21.12.2017 11.00 AM
2	Bid Document Download End Date & Time	04.01.2018 04.00 PM
3	Bid Submission Closing Date & Time	05.01.2018 04.00 PM
4	Submission of all the uploaded documents (Hard Copies) at the Administrative Office, SVVU Tirupati	05.01.2018 04.00 PM
5	Bid online opening date at the Administrative Office, SVVU Tirupati	06.01.2018 11.00 AM

1. Bidders shall have GST Registration (for details log on to [www.apts.gov.in](http://www.apts.gov.in))
2. For details visit [www.apecurement.gov.in](http://www.apecurement.gov.in)

For any clarification, please contact :

CONTACT: 9989077834

Registrar  
Administrative Office  
SVVU Tirupati

### CHECK LIST

<b>S.No</b>	<b>Yes/No</b>	<b>Name of the Document</b>
1		DD of Application cost of Rs.1000/-
2		DD of Earnest Money Deposit Rs.20,000/-
3		Part-A
4		Declaration Form
5		Undertaking form
6		Certificate of Registration with Labour Department under Shops and Establishment Act, validity of Registration etc.,
7		PAN/TAN number (attested copies are to be enclosed) PAN should be in the name of firm only but not on individual's name.
8		ST Clearance Certificate, payment particulars for preceding two years along with supporting Documents. (2015-16 & 2016-17) GST certificate
9		Annual Turnover Assessment order for the preceding two years (2015-16 & 2016-17) certified by Commercial Tax Officer / Chartered Account
10		Copies of balance Sheet, Profit and loss Account for last two years i.e. (2015-16 & 2016-17) duly certified by the Auditor
11		Certificate of EPF Registration Number/Code number
12		Certificate of ESI Regulation Number /Code number
13		An Affidavit to be given to the effect that firm is not blacklisted by any Govt Dept. or any criminal cases registered against the firm or its owner/partner anywhere in India.
14		Certificate approved by the District Collector/ District Employment officer in the empanelled list.
15		Length of experience in the field in dealing with Government departments in the relevant field (indicate the names of the departments and years of dealing with those departments and attach copies of contract orders placed on the firm/agency duly attested by a Gazetted Officer
16		BIS / ISO/ CE issued by the Competent Authority

**NOTICE INVITING TENDER (Online version)**

S.No	Item	Description
1	Department Name	Sri Venkateswara Veterinary University, Tirupati
2	FILE / NIT Number	
3	Tender Subject	Providing House Keeping and Sanitation work and Maintenance of Garden on activity basis at Administrative Office, Old Administrative Office and Guest Houses at Sri Venkateswara Veterinary University Campus Tirupati.
4	Cost of Tender Document	Rs.1000/-
5	Tender Category	Providing workers on activity basis
6	Tender Type	Open
7	EMD amount	Rs.20,000/-
8	Cost of tender& EMD payable	The Comptroller, Sri Venkateswara Veterinary University, Tirupati on any nationalized bank only
9	Bid Document downloading Start Date	20.12.2017 11.00 AM
10	Bid Document downloading end Date	04.01.2018 04.00 PM
11	Last Date & Time for receipt of Bids	05.01.2018 04.00 PM
12	Technical Bid Opening Date and Time(Qualification and Eligibility Stage)	06.01.2018 11.00 AM
13	Price Bid Opening Date and Time (Financial Bid Stage) after finalization of technical bid	Financial bid shall be opened after finalization of technical bid
14	Place of Tender Opening	Administrative Office, SVVU Tirupati
15	Tender Inviting / Opening authority	Registrar, SVVU Tirupati
16	Address/E-mail id	<a href="mailto:registrarsvvu@yahoo.in">registrarsvvu@yahoo.in</a>
17	Contact Details/Telephone	9989077834
18	Procedure for Bid Submission	<p>1. Bids shall be submitted online.</p> <p>2. The participating bidders in the tender should register themselves free of cost on e-procurement platform in the website <a href="http://www.apecurement.gov.in">http://www.apecurement.gov.in</a>.</p> <p><b>Note:</b> After tendering, all Bidders should submit the attested copies of the uploaded certificates along with original EMD to the Registrar, SVVU, Tirupati on or before <b>05.01.2018</b></p>

		<p><b>4:00 PM</b>, failing which their tender will be summarily rejected.</p> <p><b>Transaction fee on e-Procurement Platform:</b>  All the participating bidders shall pay a transaction fee (non-refundable) as mentioned in the NIT payable to M/s APTS, Hyderabad and through on line. (0.03% of estimate contract value + GST). It is mandatory for all the participant bidders from 1<sup>st</sup> January 2006 to pay a Non-refundable Transaction fee electronically to the M.D., A.P.T.S, Hyderabad by the service provider through "Payment Gateway Service on E-Procurement platform".</p> <p>The bidder shall authenticate the bid with his digital certificate for submitting the bid electronically on e- procurement platform and the bids not authenticated by Digital certificate of the bidder will not be accepted on the e-procurement platform</p>
19	General Terms and Conditions	AS PUBLISHED IN THE TENDER DOCUMENT

Sd/- Registrar  
Sri Venkateswara Veterinary University  
Tirupati