



24 January 2019

Terms and conditions for supply of green vegetables in the Hostel Messes at BIT, Mesra

1. The vendor shall have valid registration or trade license to carry/supply the item in question. (Shops and Establishment Registration or Registered under certain enactment or GST or any other certificate issue by government or Government Agency)
2. The Vendor must have PAN No and Bank Account in any of the Nationalized Banks/ Scheduled Banks. (In case of Ltd./Pvt. Ltd./Partnership Firm, the PAN and Account shall be in the name of the Firm/Company and in case of Individual Ownership, the PAN and Account may be in the name of Owner.)
3. Vendor shall comply with all the statutory requirements/ norms issued by the Govt. from time to time.
4. For any dispute regarding quality / service and rates the decision of the BIT Welfare Society shall be final and binding to the Contractor.
5. Vendor will have to give an undertaking to the effect that they have not been blacklisted or their business dealings with the Government departments have not been banned. This undertaking may be furnished in the format given in Annexure – A.
6. Vendor will have to give declaration in the format given in Annexure – B.
7. Each page of the annexures shall be signed and stamped by authorized representative of Vendor in token of acceptance of the terms and conditions laid under the Contract Document.
8. No transportation charges (cartage), Labour charges in any form whatsoever, will be paid extra.
9. All the vendors will supply green vegetables thrice a week in their allotted hostels. Allotment of hostels will be done for a calendar month which will be notified to the suppliers by 25th of previous month.



BIT WELFARE SOCIETY

10. The variation of 5% from the lowest quoted rate on the supply date is applicable to all the vendors. However,
 - a. If a supplier is quoting highest rate for consecutive three weeks, his/her supplies shall be cut down to 50% for a month with a short notice of two days.
 - b. If a supplier is quoting lowest rate for consecutive three weeks, the number of allotted hostel to him/her shall be increased as deemed suitable by the purchase committee.
11. Quality of green vegetables supplied should be maintained.
12. Either party can terminate the contract of vegetable supply by giving a written notice 10 day in advance.
13. Contract will be valid from 1 February 2019 to 30 June 2019.
14. Demand list must be collected by the respective vendors from the store keeper of their allotted hostels every Saturday for the next week. Vendors must supply the exact quantity as per the demand list.
15. Demand list must be signed by the storekeeper, clerk, mess secretary & warden of the respective hostels.
16. Supply item must be supported with delivery challan.
17. Bill must be submitted by the vendors to the respective hostels within one day of supply.
18. Bill submitted by the vendors to the respective hostels must supported with demand slip and a copy of challan.
19. Preference will be given to established/reputed firms who are registered to do business and have similar prior experience.



UNDERTAKING

1. I the undersigned certify that I have gone through the terms and conditions mentioned in the quotation document and undertake to comply with them.
2. It is certified that the rate of the vegetables will not be more than the market rate. Online rates of vegetables in Ranchi may be taken as reference.

It is also certified that vegetables that will be supplied to the BIT hostels will be of Standard Quality and workmanship.

3. There is no vigilance/CBI case or court case pending against the firm.
4. This is to declare & certify that neither myself nor my firm has ever been blacklisted by any Govt./Semi Govt./Public/Private Intuition.
5. I/We hereby certify that the firm poses all the required license/certification to perform the work.
6. I/We certify that during the Basic Term, and any extension of the Basic Term under this Agreement, I/We shall not engage, either directly or indirectly, in any activity (a Conflict of Interest) of BIT Welfare Society or Birla Institute of Technology which might adversely affect purchase/supply procedure, including employment (Self/family members) at BIT Welfare Society or Birla Institute of Technology. I/We further agree(s) to disclose any other facts which may give rise to a Conflict of Interest or potential Conflict of Interest.

Date:

Signature of the vendor

Place:

Full Name:

Designation:



APPLICATION/DECLARATION FORM

1	Name of the firm	
2	A	Full Postal Address
	B	Mobile No
	C	Telephone No
	D	Fax No
	E	E-Mail Address
3	Ownership Details:	
	A	Name of Director/Prop/Partner(s)
	B	Residential Address of Director/Prop/Partner(s)
4	If your Firm Registered under:	
	A	GST No.
	B	Trade License Authority and Registration No.
5	Bank Details:	Name of A/c holder:
		Bank Name:
		Branch:
		Account No.:
		IFSC Code:

Submit photocopy of all support documents as applicable.