

LAXMI NARAIN DUBEY COLLEGE

MOTIHARI

Request for Proposal (RFP)

for

**Construction of books rack and Supply, Installation of Equipment in
the upgradation of the College Library**

Tender No: LNDC/PM-USHA/23/2026

Dated: 10/02/2026



LAXMI NARAIN DUBEY COLLEGE

Prof. Mrigendra Kumar
Principal
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Laxmi Narain Dubey College,
Shri Krishna Nagar,
(Opposite Red Cross Society)

Motihari -845401

Instruction to Bidders

This is a short and re-tender notice. Bidders are advised to visit the LND College website <https://lndcollege.co.in/> and Eproc2 website on regular basis for any updates.

- 1 This RFP process will be administered through the e-procurement portal (URL: <https://eproc2.bihar.gov.in>). The Bidders are required to submit soft copies of their proposals electronically on the e-procurement portal, using valid digital signature certificates of officers duly authorized to submit the bid in e-files. More information for submitting the bids online on the e-procurement portal may be obtained at <https://eproc2.bihar.gov.in>/
- 2 All the pages of the bid must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the bid. Failure to submit the bid on time could cause a bid to be rejected. The College will not accept delivery of the Bid by fax/e-mail or any other electronic/non- electronic means other than uploading on the procurement portal.
- 3 The corrigendum (if any) & clarifications to the queries from all Bidders will be posted on the www.eproc2.bihar.gov.in and on college website <https://lndcollege.co.in/>. Any such corrigendum shall be deemed to be incorporated into this RFP.
- 4 If a format for a specific document is not provided for in this RFP, the document shall be submitted in a format that makes it legally valid / binding on the Bidder and that is acceptable to the College. In any event, the institution shall have the right to seek clarifications, modifications etc. on the document submitted by the Bidder and the Bidder shall be obliged to provide such clarifications and modifications within the timelines specified by the College.
- 5 Interested parties, after careful review of all the clauses of this ‘Request for Proposal’, are encouraged to send their suggestions in writing to institution. Such suggestions, after review, may be incorporated into this ‘Request for Proposal’ as a corrigendum, which shall be uploaded onto the e-tendering website [https://www.eproc2.bihar.gov.in](http://www.eproc2.bihar.gov.in) and college website <https://lndcollege.co.in/>. All eligible tenders need to be registered on the following portals to generate login credentials and to download the bid documents for online bid preparation / decryption etc.
- 6 To participate in the e-tendering process, the bidders/agencies are required to get themselves registered with Bihar Government Centralized e-Procurement portal, i.e., [https://www.eproc2.bihar.gov.in](http://www.eproc2.bihar.gov.in), and may contact the helpdesk at the following address, “eProc 2.0 Help Desk Address: M junction services limited, RJ Complex, 2nd floor, Canara Bank Campus, Khajpura, Ashiana Road, P.S. – Shastri Nagar, Patna – 800 014, Bihar, Toll Free Number: 1800 572 6571 (Working hours: 8AM to 7PM, all days in week except Sunday and few selected state holidays) or may visit the link at [https://www.eproc2.bihar.gov.in](http://www.eproc2.bihar.gov.in).
- 7 Tenderer may also download the tender documents (a complete set of documents is available on website) from e-Procurement Portal ([https://www.eproc2.bihar.gov.in](http://www.eproc2.bihar.gov.in)) and also from the college website and submit its tender.
- 8 Tender Processing Fee (TPF) need to be paid as applicable through e-Payment mode (i.e. NEFT- RTGS, Internet Banking, Credit / Debit Card).
- 9 The technical and financial bids must be submitted/uploaded through e-Procurement Portal ([https://www.eproc2.bihar.gov.in](http://www.eproc2.bihar.gov.in)) on or before the date and time specified in the NIT. The institution doesn't take any responsibility for the delay / Non-Submission of Tender / Non-Reconciliation of online Payment caused due to non-availability of Internet Connection, Network Traffic/ Holidays or any other reason.

Background Information

1.1. Basic Information

Laxmi Narain Dubey (L.N.D.) College was established in 1966 in the district headquarters of East Champaran, Motihari, with a grand vision to contribute to the enhancement of the educational landscape in North Bihar. In 1980, it became a constituent unit of Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur, and was included in the list of colleges maintained under Section 2(f) and 12(B) of the UGC Act, 1956, under the category of Government College. Situated in the heart of the city, the college campus spans over 7 acres, featuring well-maintained roads, lush greenery, and well-structured buildings. It has earned a reputation as a premier center of higher education in Motihari, known for its excellence in teaching, disciplined academic environment, and fair examination system. The college offers a variety of courses, including four-year undergraduate degree programs (B.A., B.Sc.), six-semester vocational programs such as Bachelor in Computer Applications (BCA) and Bachelor in Business Administration (BBA), as well as a two-year Bachelor in Education (B.Ed.) program. With 16 departments covering humanities, social sciences, arts, sciences, computer applications, business administration, and education, the college serves as a multidisciplinary institution. Due to its growing popularity, more than nine thousand students are currently enrolled in various programs. The dedicated faculty members strive to provide an enriching classroom learning experience. In recent years, the college has embraced technological advancements, making it a leading institution in both offline and online teaching methodologies. Faculty members have been trained to adopt modern teaching technologies, ensuring alignment with global educational standards. While classroom teaching remains the primary focus, the institution also promotes academic excellence through regular national seminars and workshops organized by various departments and committees. As part of the Fit India Movement, a well-equipped gym with modern fitness equipment has been set up to encourage students and staff to adopt a healthy and active lifestyle. In terms of national security and social responsibility, the NCC and NSS units are actively contributing to their respective domains, demonstrating exemplary commitment to community service and discipline.

L.N.D. COLLEGE, MOTIHARI invites Agency for furnishing and upgrading of library and Supply, Installation of equipment and Services for its maintenance to L.N.D. COLLEGE, MOTIHARI. This infrastructural work will contribute towards creation of congenial academic ambience.

2. Schedules of Events

Sl No.	Event Description	Timeline
2.1	Last date and time for downloading the RFP	Till 19/02/2026 up to 03:00 PM , on the e-Procurement Portal (https://www.eproc2.bihar.gov.in)
2.2	Last date and time for submission (upload) of online bidding document	Till 19/02/2026 up to 05:00 PM , on the e-Procurement Portal (https://www.eproc2.bihar.gov.in)
2.3	Time, Date of opening of Technical Bid	20/02/2026 at 12:00 PM on the e-Procurement Portal (https://www.eproc2.bihar.gov.in)
2.4	Time, Date of opening of Financial Bid	To be announced later on the e-Procurement Portal Website (https://www.eproc2.bihar.gov.in)

2.5	Pre-bid meeting (Date & time)	13/02/2026 at 12:00 PM Online Meeting link: https://meet.google.com/vja-dfnr-iov
2.6	College Contact Person and Number	Prof. Mrigendra Kumar (Principal) & 9431204401 Dr. Durbadal Bhattacharya (Nodal Officer – PM USHA) & 8171805031

2.1. Right to Terminate the Process

- i. L.N.D. COLLEGE, MOTIHARI may terminate the RFP process at any time and without assigning any reason. L.N.D. COLLEGE, MOTIHARI makes no commitments, express or implied, that this process will result in a business transaction with anyone.
- ii. This RFP does not constitute an offer by L.N.D. COLLEGE, MOTIHARI. The bidder's participation in this process may result in L.N.D. COLLEGE, MOTIHARI selecting the bidder to engage towards execution of the contract.

2.2. Submission of Response/Proposal

The bidders should submit their responses as per the format given in this RFP in the following manner:

- i. Response to Pre-Qualification Criterion
- ii. Technical Qualification Criterion
- iii. Financial Proposal

Prices should not be indicated in the Pre-Qualification Proposal or Technical Qualification Criteria Proposal but should only be indicated in the Commercial Proposal in the format given in e-procurement portal.

2.3. Site Inspection

Bidders are advised to inspect the site and its surroundings where this equipment is to be installed and satisfy them before submitting their tenders. A bidder shall be deemed to have full knowledge of the work whether he/she inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.

2.4. Acceptance

The Bidder shall provide such packing of the equipment as is required to prevent damage or deterioration during shipment. The Bidder shall promptly repair or replace any equipment that is damaged in transit. The packing, marking, and documentation within and outside the packages shall also comply strictly with the requirements. The Bidder shall insert in each case a packing list, fully itemized to show case number, contents, gross and net weight, and cubic measurement.

If the equipment fails to meet the standards of performance for Acceptance Testing and during warranty period due to faulty part/component, the replacement of faulty part/component has to be carried out by the Bidder free of cost. Freight, insurance and other allied expenditure like customs duties etc. for such part/component shall be the liability of the Bidder. Bidder will reimburse to L.N.D. COLLEGE, MOTIHARI the cost incurred by L.N.D. COLLEGE, MOTIHARI, if any, on replacement of such faulty part/component.

If it becomes necessary for the Bidder to replace or renew any defective portions of the equipment under this clause, the provisions of this clause shall apply to the portions of the Books and equipment so

replaced or renewed until the expiration of six months from the date of such replacement or renewal or until the end of the warranty period whichever may be the later. If any defects be not remedied within 15 (Fifteen) days from the date of communication thereof or within such other specific period as may be allowed by the L.N.D. COLLEGE, MOTIHARI in his discretion on application made to that effect by the Bidder, the L.N.D. COLLEGE, MOTIHARI may proceed to carry out the work at Bidder's risk and expense, but without prejudice to any other rights which the L.N.D. COLLEGE, MOTIHARI may have against the Bidder in respect of such defects.

2.5. Training to L.N.D. COLLEGE, MOTIHARI

Bidder shall provide training to the personnel nominated by the L.N.D. COLLEGE, MOTIHARI at their desired locations to enable them to have sufficient knowledge and skill to effectively manage, maintain, use and operate equipment and to change/modify programs during installation.

On-site training during the installation of the software and equipment shall be arranged by the Bidder. Arrangement of all training materials such as manuals, drawings, brochures etc. shall be the responsibility of the Bidder.

2.6. Preparation and Submission of Proposal

2.6.1. Proposal Preparation Costs

The bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by L.N.D. COLLEGE, MOTIHARI to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process.

L.N.D. COLLEGE, MOTIHARI will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

2.6.2. Language

The Proposal should be filled by the bidders in English language only. If any supporting documents submitted are in any language other than English and Hindi, translation of the same in English language is to be duly attested by the Bidders. For purposes of interpretation of the documents, the English translation shall govern.

2.6.3. Pre-Bid

- a) The L.N.D. COLLEGE, MOTIHARI shall hold a pre-bid meeting with the prospective Bidders as per information given in the schedules of events.
- b) The Bidders will have to ensure that their queries for pre-bid meetings should reach the point of contact (Nodal Officer) in written form either mail or in form of letter in company's letter head only as mentioned in the schedule of events within the timelines given. Email id collegelnd@gmail.com and online link <https://meet.google.com/vja-dfnr-iof>.
- c) The email should necessarily have subject as per the following nomenclature: "*Pre-bid Query - RFP L.N.D. COLLEGE, MOTIHARI **(Company's Name)*"
- d) The queries should necessarily be submitted in the following format in both PDF and Editable MS-Word/ Excel File Format:

Sr No	Name of mobile number of	RFP document reference(s).	Content of RFP requiring clarification	Bidders Query
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the authorized contact person and address of the bidder	(Section & page number)			

2.6.4. Evaluation process

The Technical evaluation committee shall be constituted by the L.N.D. COLLEGE, MOTIHARI. The Technical Evaluation Committee may ask for meetings with the Bidders to seek clarifications on their proposals.

The Technical Evaluation Committee reserves the right to reject any or all proposals on the basis of any deviations.

Each of the responses shall be evaluated as per the criteria and requirements specified in this RFP.

2.6.5. Tender Opening

The Proposals submitted by bidders will be opened online at Time, Date as mentioned in schedules of events by L.N.D. COLLEGE, MOTIHARI officials or any other officer authorized by L.N.D. COLLEGE, MOTIHARI, in the presence of such of those Bidders or their representatives who may be present at the time of opening. In the event that no bidders are present, the tender will still be opened as scheduled.

The representatives of the bidders should be advised to carry the identity card or a letter of authority from the tendering firms to identify their bonafides for attending the opening of the proposal.

2.6.6. Tender Validity

The offer submitted by the Bidders should be valid for a period of 180 days from the date of submission of Tender.

2.6.7. Tender Processing Fee:

Tender Processing Fee as applicable through e-payment mode (i.e. NEFT/RTGS/Credit Card/Debit Card) on eProc2 Portal.

2.6.8. Earnest Money Deposit (EMD):

- An EMD of Rs. **60,000/- (Rupees Sixty Thousand only)** through e-payment mode (i.e. NEFT/RTGS/Credit Card/Debit Card) on E-Proc2 Portal or in form of bank guarantee or online, well before the last date/time for submission/ uploading of offer/Bid, failing which the bid will be rejected. This EMD will be non-interest bearing and refundable. If the selected bidder fails to submit the requisite performance guarantee or to execute the agreement, this EMD will be forfeited
- MSME certificate state of BIHAR or start up agencies registered DPIIT along with Agency registration with Govt. of Bihar for doing similar work, are exempted from payment of EMD. EMD

- exemption is subject to submission of valid registration certificate with the bid. MSMEs with
- certificates from outside the Govt. of Bihar shall have to deposit the EMD.

3. Criteria for Evaluation

3.1. Pre-Qualification (PQ) / Eligibility Criteria

Sr. No.	Basic Requirement	Specific Requirement	Documents Required
1	Registration Certificate	Bidder should be a Company/ firm/ Sole Proprietorship, registered under the Indian Companies Act (or) a firm registered under the Limited Liability Partnership Act, 2008 (or) a firm registered under the Partnership Act, 1932 for the last 5 years.	Certificate of Incorporation required and Articles of Association of the Participant in case of Company / Limited Liability Partnership Agreement in case of LLP. In case of proprietorship a trade license or latest MSME certificate (2025-26) is required
2	Sales Turnover in Books and equipment services	Average Annual turnover of the applicant firms/registered/ authorized dealers during each of the last three financial years (FY 2022-23, 2023-24, 2024-25), should be a minimum of Rs. 60 lac.	Extracts from Audited/Certified financial statements and Balance sheet for last three financial years as per financial year of participating company/firm OR. Certificate from Chartered Accountant.
3	Certificates	Apart from company / firm registration, Participant must have registered under the following: <ul style="list-style-type: none"> •Valid GST Registration Certificate. •Income Tax Return with for last three (FY 2022-23, 2023-24, 2024-25) 	Copy of all the mentioned certificates/ITR certified by authorized signatory.
4	Technical Capability	Bidder must have successfully undertaken the work with <ul style="list-style-type: none"> • Experience of working or supplying of order of similar nature (setting up of library/ supply of books, etc) with at least 5 	Work Order/ Completion Certificates from the client. It is essential to include experience certificates from each client. If the agency's work is ongoing, please include the relevant supporting.

		<p>Educational colleges or universities.</p> <ul style="list-style-type: none"> At least 1 single supply orders to the Education Institution on and above Rs. 15 Lakhs. <p>Ongoing projects will be considered.</p>	
5	Local Office	<p>The bidder should have technical manpower/service centers to provide service in Bihar for support.</p>	Self-Certified letter by authorized signatory to provide services.
6	Participant should not be an entity which has been black- listed by Government	<p>A self-certified letter by the authorized signatory of the bidder that the bidder has not been blacklisted by any Central / State Government (Central/State Government and Public Sector) or under a declaration of ineligibility for corrupt or fraudulent practices as on bid submission date, must be submitted on original letter head of the bidder with signature and stamp</p>	Self-Certified letter by authorized signatory

Note: -

- Notwithstanding anything contained in this tender document, technical assessment shall be made at the sole discretion of L.N.D. COLLEGE, MOTIHARI and its decision shall be final and not challengeable.
- All the bidders to note that the bidder who will be technically qualified only their financial bid shall be opened.
- In case of a tie in the L1 price of two bidders, the work will be awarded based on the highest average annual turnover submitted in the tender. In case of further tie, the institution shall be taking the decision which shall be binding on all the bidders.
- Conditional bids will be summarily rejected.

3.2. Financial Bid Evaluation

The Financial Bids of technically qualified bidders will be opened on the prescribed date in the presence of bidder representatives. In the event that no bidders are present, the tender will still be opened as scheduled. Any conditional bid would be summarily rejected.

4. Appointment of vendor

4.1. Right to reject Proposal

L.N.D. COLLEGE, MOTIHARI reserves the right to accept or reject any proposal, and to annul the

tendering process / procurement process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for L.N.D. COLLEGE, MOTIHARI action.

4.2. Performance Guarantee

The L.N.D. COLLEGE, MOTIHARI will require the selected bidder to provide an irrevocably, unconditionally Performance Bank Guarantee, within 21 days from the Notification of award, for a value equivalent to 5% of the total cost of ownership. The Performance Guarantee should be valid for a period of 24 months from the date of award of the contract. The Performance Guarantee shall be kept valid till completion of the supply order and the Warranty period. The selected bidder shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of the supply order and Warranty period. In case the selected bidder fails to submit performance guarantee within the stipulated time, the L.N.D. COLLEGE, MOTIHARI at its discretion may cancel the order placed on the selected bidder without giving any notice. L.N.D. COLLEGE, MOTIHARI shall invoke the EMD in case the selected Vendor fails to discharge their contractual obligations during the period or L.N.D. COLLEGE, MOTIHARI incurs any loss due to Vendor's negligence in carrying out the supply order implementation as per the agreed terms & conditions.

Further, failure to submit the performance guarantee within the stipulated time, the L.N.D. COLLEGE, MOTIHARI will initiate the process for confiscation of EMD from the L1 bidder and initiate the award of contract to the next L2 bidder but at the rate of L1 bidder.

4.3. Signing of Contract

A work order shall be awarded.

4.4. Sub-Contracting, Consortium and Joint Ventures

Consortium, Joint venture, AOP (Association of Persons), subletting, Subcontracting and Outsourcing will not be allowed.

4.5. Transition And Exit Plan:

- The Selected Vendor shall ensure that the transition is smooth in case the contract is terminated or foreclosed with mutual consent. In addition to the cancellation of contract, the L.N.D. COLLEGE, MOTIHARI reserves the right to charge appropriate penalties and liquidated damages from the selected agency.
- All risks during the transition stage shall be properly documented to ensure smooth transition without any service disruption.
- The transition plan along with the period shall be mutually agreed between the firm and the L.N.D. COLLEGE, MOTIHARI when the situation occurs. Selected Vendor shall be released from the project once successful transition is done meeting the parameters defined for the successful transition.

5. Terms and Conditions: Applicable Post Award of Contract

5.1. Right to Terminate the Process

L.N.D. COLLEGE, MOTIHARI reserves the right to cancel the contract entered with the selected bidder and recover expenditure incurred by L.N.D. COLLEGE, MOTIHARI under the following circumstances: -

- a) The selected bidder commits a breach of any of the terms and conditions of the bid.
- b) The bidder goes into liquidation, voluntarily or otherwise,
 - If the selected bidder fails to complete the assignment as per the timelines prescribed in the RFP and the extension if any allowed, it will not be a breach of contract.
 - The L.N.D. COLLEGE, MOTIHARI reserves its right to cancel the order in the event of delay and forfeit the bid security as liquidated damages for the delay.
 - If deductions of account of liquidated damages exceed more than 10% of the total contract price.
 - In case the selected bidder fails to deliver the quantity as stipulated in the delivery schedule, L.N.D. COLLEGE, MOTIHARI reserves the right to procure the same or similar product from alternate sources at the risk, cost and responsibility of the selected bidder.

5.2. Liquidated Damages

- a) Notwithstanding L.N.D. COLLEGE, MOTIHARI's right to cancel the order, liquidated damages for late delivery at 1% (One percent) of the undelivered portion of order value per week will be charged for every week's delay in the specified delivery schedule subject to a maximum of 10% of the value of the order value.
- b) Liquidated damages for late commissioning at 1% (One percent) of the order value per week will be charged for every week's delay in commissioning to a maximum of 10% of the value of the order value.
- c) Please note that the above LD for delay in delivery and delay in commissioning are independent of each other and shall be levied as the case may be.
- d) L.N.D. COLLEGE, MOTIHARI reserves its right to recover these amounts by any mode such as adjusting from any payments to be made by L.N.D. COLLEGE, MOTIHARI to the bidder. Liquidated damages will be calculated on a per week basis.

5.3. Limitation of Liability

- a) Neither party shall be liable to the other for any special, indirect, incidental, consequential (including loss of profit or revenue), exemplary or punitive damages whether in contract, tort or other theories of law, even if such party has been advised of the possibility of such damages.
- b) The total cumulative liability of either party arising from or relating to this contract shall not exceed the total amount paid to the Bidder by the client under that applicable statement of work that gives rise to such liability (as of the date the liability arose); provided however, that this limitation shall not apply to any liability for damages arising from (a) Willful misconduct or (b) Indemnification against third party claims for infringement.

5.4. Penalty

- a) The Bidder shall perform its obligations under the agreement entered into with the L.N.D. COLLEGE, MOTIHARI, in a professional manner.
- b) The Bidder should perform all the activities as per timelines and parameters stipulated by L.N.D. COLLEGE, MOTIHARI in this RFP, failing which L.N.D. COLLEGE, MOTIHARI may at its discretion impose penalties on the Bidder as defined in the RFP. The penalties on the delivery of the Books and equipment will be deducted from the payment to the vendor @ 1%

of the project cost per week subject to a maximum of 10% or termination of the contract.

5.5. Dispute Resolution Mechanism

In case any dispute between the Parties does not settle by negotiation in the manner as mentioned above, the same may be resolved exclusively by arbitration and such dispute may be submitted by either party for arbitration within 20 days of the failure of negotiations. Arbitration shall be held in Bihar and conducted in accordance with the provisions of Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof. Each Party to the dispute shall appoint one arbitrator each and the two arbitrators shall jointly appoint the third or the presiding arbitrator.

The Provisions of this RFP shall be governed and construed in accordance with the Laws of India and would come under the exclusive jurisdiction of the Courts in Motihari, (Bihar).

5.6. Force Majeure

Force Majeure is herein defined as any cause, which is beyond the control of the selected bidder or L.N.D. COLLEGE, MOTIHARI as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as:

- Natural phenomenon, including but not limited to floods, droughts, earthquakes and epidemics.
- Acts of any government, including but not limited to war, declared or undeclared priorities, quarantines and embargos
- Terrorist attack, public unrest in work area provided either party shall within 10 days from occurrence of such a cause, notifies the other in writing of such causes.

The bidder or L.N.D. COLLEGE, MOTIHARI shall not be liable for delay in performing his/her obligations resulting from any force majeure cause as referred to and/or defined above. Any delay beyond 30 days shall lead to termination of contract by parties and all obligations expressed quantitatively shall be calculated as on date of termination. Notwithstanding this, provisions relating to indemnity, confidentiality survive termination of the contract.

5.7. Fraud Or Corrupt Practices

- a) The Bidders shall observe the highest standard of ethics during the Bidding Process and after the issue of the Letter of Intent (LOI)/Work Order (WO) and during the subsistence of the Agreement. Notwithstanding anything to the contrary contained in this RFP, or in LOI/WO or the Agreement, the L.N.D. COLLEGE, MOTIHARI may reject a bid, withdraw the LOI/WO, debar the bidder for a period of one year from participating in the future projects of the L.N.D. COLLEGE, MOTIHARI or terminate the Agreement, as the case may be without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practices. In such an event, the L.N.D. COLLEGE, MOTIHARI shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Bid Security or Performance Security as mutually agreed genuine pre- estimated compensation and damages payable to the Authority for, inter alia, time, cost and effort of the Authority, in regard to the RFP, including consideration and evaluation of such Bidders Proposal.
- b) Without prejudice to the rights of the L.N.D. COLLEGE, MOTIHARI under Clause above and the rights and remedies which the L.N.D. COLLEGE, MOTIHARI may have under the LOI /WO or the Agreement, if a Bidder, is found by the Authority to have directly or indirectly or through

an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, or after the issue of the LOI /WO or the execution of the Agreement, such Bidder shall not be eligible to participate in any tender or RFP issued by L.N.D. COLLEGE, MOTIHARI during a period of 1 (one) year from the date such Bidder is found by the L.N.D. COLLEGE, MOTIHARI to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.

c) For the purposes of this Section, the following terms shall have the meaning here in after respectively assigned to them:

- I. **“Corrupt practice”** means the offering, giving, receiving, or soliciting of anything of value, pressurizing to influence the action of a public official in the process of tendering and execution of the project.
- II. **“Fraudulent practice”** means aim is representation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process.
- III. **“Coercive practice”** means impairing or harming or threatening to impaired harm, directly or indirectly, any person or property to influence any person's participation or action in the Selection Process.
- IV. **“Undesirable practice”** means (I) establishing contact with any person connected with or employed or engaged by L.N.D. COLLEGE, MOTIHARI with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest.
- V. **“Restrictive practice”** means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Selection process.

6. Technical Requirements

- i. The successful Bidder shall construct the rack, procure the equipment as required from a reputed OEM. The Bidder shall note that the specification provided is the minimum requirement and can supply better specification if required. The Bidder shall supply all components as per requirements of the RFP. The Bidder shall be responsible for construction of rack, supply of equipment and installation at site.
- ii. Equipment proposed by the bidder shall be licensed to L.N.D. COLLEGE, MOTIHARI and will be the property of L.N.D. COLLEGE, MOTIHARI. The Bidder has to prepare and submit a delivery report including details of all components supplied. The delivery report will be validated by L.N.D. COLLEGE, MOTIHARI.
- iii. Equipment provided by the Successful Bidder shall meet all the requirements as mentioned in the RFP. While the basic specification as mentioned in this RFP will not change, any change in the basic specification will be done only to provide a higher specification.
- iv. Successful bidders will be expected to bring all the tools required for the installation of the, software and equipment. All the work shall be done in a conscientious manner and best industry practices. The software and equipment shall be subjected to inspection at various stages. Local regulation/codes shall be followed at all times. The Successful Bidder shall follow all Safety Regulations and Practices at the time of installation and implementation.
- v. The Successful Bidder shall not cause any damage to buildings/installation site and property and will perform restoration to the original condition to the satisfaction of Board authorities, if any

damage occurs.

- vi. L.N.D. COLLEGE, MOTIHARI shall perform the acceptance test (AT) ensuring that all equipment supplied are performing as per the specification. L.N.D. COLLEGE, MOTIHARI would issue certification of completion after verifying all activity and installed equipment.
- vii. The bidder should provide all relevant documentation including:
 - Original Manuals, Data Sheets, Installation Documents and any other documents relevant to the hardware and peripherals supplied by the Bidder.
 - Documentation should be provided by the selected Bidder on a regular basis as and when desired by L.N.D. COLLEGE, MOTIHARI during the entire period of Contract.

6.1. Supply and Installation of items

Particulars	Target
Installation and supply of equipment	Within 4 weeks from receipt of purchase order
Construction of Books rack and book issuing counter	Within 7 weeks from the receipt of work order

6.2. Manpower Related Service Levels

The support personnel should be available over the phone. In critical situations or when directed by L.N.D. COLLEGE, MOTIHARI, the support personnel must be available on site within 4 Days of request from L.N.D. COLLEGE, MOTIHARI at the locations. Non-availability of the support personnel as stated above will be treated equivalent to a single occasion of non-conformity.

Measurement	Target	Penalty
No of Occasions of Non-Conformity	Up to 5 in year	No penalty
	More than 5 occasions of non-conformity in a Year	0.2% of the Performance Bank Guarantee for every occasion of non-conformity exceeding 5
	More than 25 occasions of non- conformity in a year	0.5% of the Performance Bank Guarantee) for every occasion of non- conformity exceeding 25 (in addition to the penalty for exceeding 5 occasions of non-conformity as mentioned above)

7. Details on Scope of Work

The scope of work for this RFP will include the following activities:

- a) **Construction of Book racks with books issue counter** - The bidder shall provide a comprehensive solution for construction and installation of book racks with books issue counter for a space of around 1050 sq.ft. Bidder may visit the site on all working days.
- b) **Provide furniture for office:** Provide furniture for office and reading room

c) Support and Training:

- Provide comprehensive installation, configuration, and data migration services (if applicable).
- Conduct detailed training sessions for library staff and administrators.

d) Supply, Installation, and Commissioning of Desktops and IT Equipment

The bidder shall supply brand-new, high-performance IT hardware to facilitate all library operations.

Installation and Configuration:

- Unbox, set up, and connect all hardware.
- Install all necessary operating systems, drivers, and software applications.
- Ensure all devices are connected to the network and configured for secure access.

Implementation and Project Management

- All equipment and software must be new and of the current manufacturer's model.

NOTE:

- i. Technically qualified lowest bidder (L1) for total BOQ will be selected.
- ii. In case of a tie at the L1 price, the work shall be awarded to the bidder with the highest average annual turnover as submitted in the bid. In case of further tie, the management decision shall be final and binding to all the bidders.

7.1. Supply and Installation of furnishing, software and equipment

The items should be installed and demonstrated by the supplier at the site of the college immediately after receipt of the item and the same will be put under operation to the satisfaction of L.N.D. COLLEGE, MOTIHARI who will test the performance of the items. No separate charges for installation / demonstration will be paid to the party beyond the quoted prices.

7.2. Warranty period, maintenance & technical support

The warranty period of all capital items shall commence after receipt of the items in good working condition and from the date of its satisfactory installation and acceptance test by the consignee.

The warranty period and validity of Performance Guarantee shall be extended for the period of delay in satisfactory installation and delay in warranty services.

All the Capital items and equipment shall be covered under one year onsite comprehensive warranty with Maintenance & Technical support services.

7.3. Deliverables & Timelines

The Bidder should complete the work of racks and supply of equipment, commissioning and Installation within **seven weeks** from the date of issuance of purchase order.

8. Payment Terms and Procedure

8.1. Payment Schedules

The payment amount will be equal to the amount specified in the financial bid of the bidder.

Payments will be released only on satisfactory acceptance of the deliverables for each Lab at each location (as mentioned in this RFP) as per the following schedule:

- i. 50% of the Contract amount towards the respective lab shall be paid through **SNA SPARSH (DIRECT CREDIT INTO BIDDER ACCOUNT)** after submission of the bill within 14 days (in normal circumstances) to **LAXMI NARAIN DUBEY COLLEGE, MOTIHARI**
- ii. 40% of the contract Amount towards the respective lab shall be paid through **SNA SPARSH** after submission of the bill within 14 days (in normal circumstances) to **LAXMI NARAIN DUBEY COLLEGE, MOTIHARI**
- iii. 10% of the Contract Amount shall be paid through **SNA SPARSH** after submission of the bill within 14 days (in normal circumstances) to **LAXMI NARAIN DUBEY COLLEGE, MOTIHARI.**

Annexure A- List and Technical Specification for construction of Book rack, installation of equipment and ancillary items

Annexure I: TECHNICAL BID TEMPLATES

The bidders are expected to respond to the RFP using the forms given in this section and all documents supporting Technical Evaluation Criteria.

Form I: Particulars of the Bidders

Form II: Letter of Proposal

Form III: Format of Bank guarantee for EMD submission

Form IV - Undertaking of Authenticity for Books and equipment

Form V: - Self-Declaration about non-Black-Listing

Form VI: - Format of Bank guarantee for performance security deposit

Annexure III: FINANCIAL PROPOSAL TEMPLATE

Forms to be used in Financial Bid Proposal

Form 1: Financial Proposal

Annexure A - Technical Specification of Books and equipment

Sl. No.	Item Description	Quantity	Detailed Specification
1	Construction of Books rack and Book issue counter	1050 sq. ft.	<p>HDHMR 18,12,9,6 mm (green/century or equivalent) internal & external laminated, with extra clear tuff. glass, soft closed auto hinges of reputed brand for 1050 sqft.</p> <p>The book issue counter will be made up of HDHMR board of 18,12,9,6 mm with external lamination</p>
2	Office Table	2	<p>Table Office Table of size 900 X 590 X 750 made of MS ERW square tube 18 mm x 25mm x 1.2mm thick with Pre-Laminated top size 1199 X 590 X 750 mm thick with single side one drawers.</p> <p>Drawer unit made of .5mm thick MS CRCA sheet, All steel components have powder coated paint.</p> <p>The Manufacturer OEM preferably should have ISO-9001-2015, ISO-14001-2015, ISO-45001-2015, ISO-5001-2018 certificates & ISO-13485:2016 issued by NABCB Accelerated Agency, BIFMA Membership Certificate by CII, SEFA, BIFMA, Level 1/Level 2 Certificate with Screen Shot from BIFMA Website. The Manufacturer/OEM preferably have indoor Advantage Gold issued by SCS Global Service USA Green Co Certificate issued by CII.</p>
3	Office Chairs	5	<p>Mid Back Chair-Mid Back Chair (W)590mm X (D)660mm X (H)1080mm. Back & seat cover cushion chair upholstered in fabric & adjustable armrest locks any position. Synchro mechanism with locking system and Chrome base with nylon casters. Seat & Back made up of 14mm thick boiling water proof plywood as ISI303. Chair rotates a full 360 degree in either direction for ease of motion. Standard on every executive with task chair & controls rate and ease with which chair reclines to different weight and strengths of users. Quick and easy adjustment regulated height of chair relative to floor. Back reclines at A 2-to-1 ratio to the seat. 5% post consumed recycled content & 30% total recycled content. The Manufacturer OEM preferably should have ISO-9001-2015, ISO-14001-2015, ISO-45001-2015, ISO-5001-2018 certificates & ISO-13485:2016 issued by NABCB Accelerated Agency, BIFMA</p>

Sl. No.	Item Description	Quantity	Detailed Specification
			Membership Certificate by CII, SEFA, BIFMA, Level 1/Level 2 Certificate with a screenshot from BIFMA Website. The Manufacturer/OEM preferably should have indoor Advantage Gold issued by SCS Global Service USA Green Co Certificate issued by CII.
4	Computers for Access Terminals (AIO)	6	Supply, Installation of All in one desktop- CPU: Intel Core i5-13700 - RAM: 8 GB DDR5 (Expandable to 16GB) - Storage: 512GB NVMe SSD -, OS: Windows 11 or above - Monitor: 24" FHD IPS (Dell/HP/Lenovo and other reputed brand) - Peripherals: Keyboard, Mouse (Wired, USB) - AMC: 3 years (Onsite support, parts replacement)".
5	Printer-Scanner-Copier (Multifunction)	2	Printer Type- Laser, Functionality- All-in-One (Print, Scan, Copy); Printer Output- Mono (Black) Connectivity- USB 2.0; Display panel- 6.9cm BW LCD Compatibility: Windows 10 (32 / 64bit), Windows 8.1 (32 / 64bit), Windows 8 (32 / 64-bit), Windows 7 (32 / 64-bit), Windows Vista (32 / 64-bit), Mac OS X (*4) Pages per minute -Up to 27ppm (A4) ; FPOT- 6.0s; Print Language- UFR II LT; Device Memory- 128MB; Duplex-Yes Ideal usage - Office; Monthly Duty Cycle- 15000 pages
6	Reading Chairs	70	Ergonomic medium-back chair in black, measuring 46×46×95 cm. Features breathable net fabric seat, cushioned steel armrests, and sturdy metal frame. Designed for comfort and posture support, suitable for offices, reception areas, and conference rooms, combining durability with a professional look.

Form I: Particulars of the Bidders

Name and full address of the organization	
Details of Registered Office Address Telephone No(s) E-mail address(<i>Official</i>): Organization website: Year of Incorporation:	
Turn Over of the Organization (in crore) 2022-23: 2023-24: 2024-25:	
Income Tax Registration number (PAN)	
Goods and Services Tax (GSTN):	
Type of organization (Company/Sole Prop/LLP)	
Name and addresses and designation of the persons who will represent the Bidder while dealing with the L.N.D. COLLEGE, MOTIHARI (Attach letter of authority)	
Has the organization blacklisted by any state or central government entity or any of its undertakings	
Business Results (last 3 years) 2022-23 2023-24 2024-25	Annual Turnover (Rs. in Lakhs)
(Authorized Signatory) Name: _____ Designation & Authority: _____ Place: _____ Date: _____ Stamp: _____	

Form II - PROPOSAL COVERING LETTER
[On the Letter head of the Bidder]

Date:

Dear Sir/Madam,

Having examined the Bid Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply in conformity with the said Bid documents in accordance with the schedule of prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods within the delivery period as specified in the Bid document. We will also submit the Performance Guarantee for an amount equal to 5% of the contract value.

We agreed to abide by all Terms and conditions of this Bid for a period of 180 days after the date fixed for Financial Bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed or purchase order is placed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding contract between us.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988". If we are found in Bid pooling which is against law and involves fraudulent or and corrupt practices, my / our firm may be blacklisted.

Further we also certify that our organization is not blacklisted by any Govt. Department as on date.

Dated _____

(Signature)

SEAL

Form III - EMD BANK GUARANTEE FORMAT

(To be stamped in accordance with Stamp Act)

Ref: Bank Guarantee No.:

Date:

WHEREAS M/s. _____ (Name & Address of the Firm) having their registered office at _____ (Address of the firms Registered office) (Hereinafter called the 'bidder') wish to participate in the tender No. _____ for _____ L.N.D. COLLEGE, MOTIHARI and

WHEREAS a Bank Guarantee for (Hereinafter called the "Beneficiary") a sum of Rs. 60,000, (Rupees Sixty Thousand) valid till _____ (Mention here date of validity of this Guarantee which from the date of the submission of Tender's offer) which is required to be submitted by the bidder along with the tender.

We, _____ (Name of the Bank and address of the Branch giving the Bank Guarantee) having our registered office at _____ (address of Bank's Registered office) hereby give this Bank Guarantee No. _____ dated _____ and hereby agree unequivocally and unconditionally to pay immediately on demand in writing from the L.N.D. COLLEGE, MOTIHARI or any officer authorized by it in this behalf any amount not exceeding Rs. 60,000, (Rupees Sixty Thousand) to the said L.N.D. COLLEGE, MOTIHARI on behalf of the bidder. We _____ (Name of the Bank) also agree that:

- 1 Withdrawal of the tender or part thereof by the bidder within its validity, or
- 2 Non submission of Performance Security Deposit by the bidder, or
- 3 Withdraws his participation from the bid during the period of validity of bid document, and
- 4 Fails or refuses to participate in the subsequent Tender process after having been shortlisted.

Would constitute a default on the part of the bidder and that this Bank Guarantee is liable to be invoked and encashed within its validity by the Beneficiary in case of any occurrence of a default on the part of the bidder and that the encashed amount is liable to be forfeited by the Beneficiary. This agreement shall be valid and binding on this Bank upto and inclusive of _____ (mention here the date of validity of Guarantee) and shall not be terminable by notice or by Guarantor change in the constitution of the Bank or the firm of bidder or by any reason whatsoever and our liability hereunder shall not be impaired or discharged by any extension of time or variations or alterations made, given, conceded with or without our knowledge or consent by or between the bidder and the L.N.D. COLLEGE, MOTIHARI. "Notwithstanding anything contrary contained in any law for the time being in force or banking practice, this Guarantee shall not be assignable, transferable by the beneficiary (i.e. L.N.D. COLLEGE, MOTIHARI). Notice or invocation by any person such as assignee, transferee or agent of beneficiary shall not be entertained by the Bank. Any invocation of the Guarantee can be made only by the beneficiary directly.

NOTWITHSTANDING anything contained hereinbefore,

1. Our liability under this guarantee is restricted to Rs. Rs. 60,000 (Rupees Sixty Thousand).
2. Our Guarantee shall remain in force till _____ (Date of validity of the Guarantee) and a claim period of one month thereafter
3. Unless demands or claims under this Bank Guarantee are made to us in writing on or before _____ (Date of validity of the Guarantee), all rights of Beneficiary under this Bank

Guarantee shall be forfeited and we shall be released and discharged from all liabilities there under:

Place:

Date:-

Please mention here Complete Postal Address of the Bank with Branch Code, Telephone and Fax Nos.
SIGNATURE OF THE BANK'S AUTHORISED SIGNATORY WITH OFFICIAL ROUND SEAL
NAME OF DESIGNATED BANKS:

Note1: The Bank Guarantee (B.G) shall be from the Nationalize Banks or any other Banks, as Notified by the Finance Department, from time to time.

Note2: The B.G shall be signed by two bank officer Jointly if the amount of B.G is more than Rs 50,000/- and B.G must have proper B.G number as per R.B.I guidelines.

Seal:

Date:

Form IV - Undertaking of Authenticity for Equipment and Furniture

To

The Principal
L.N.D. COLLEGE,
MOTIHARI

Date:

Sub: Request for Proposal (RFP) for Construction of rack, Supply, Installation and Commissioning of library furniture and equipment, vide our quotation number _____ dated _____

Dear Sir,

With reference to the Books and equipment being supplied / quoted to you vide our invoice no. / quotation no. / order no. cited above.

We hereby undertake that all the construction, components/parts/assembly/software used in the construction of book rack and book issue counter and equipment shall be original new components / parts / assembly / software only, from respective OEMs of the products and that no refurbished / duplicate / secondhand components / Parts / Assembly / Software is being used or shall be used.

We also undertake that in respect of licensed system if asked for by you in the purchase order, the same shall be supplied along with the authorized license certificate and also that it shall be sourced from the authorized source.

Should you require, we hereby undertake to produce the certificate from our OEM supplier in support of above undertaking at the time of delivery / installation. It will be our responsibility to produce such letters from our OEM Supplier's at the time of delivery or within a reasonable time.

In case of default and we are unable to comply with above at the time of delivery or during installation for Books and equipment already billed, we agree to take back the Books and equipment without demur, if already supplied and return the money if any paid to us by you in this regard.

We also take full responsibility of both Parts & Service SLA as per the content even if there is any defect by our authorized Service Centre / Reseller / SI etc.

Authorized Signatory Name:

Designation:

Form V: - SELF-DECLARATION ABOUT NON-BLACK-LISTING

SELF-DECLARATION ABOUT NON-BLACK-LISTING

(On the Letterhead of the Bidder and to be submitted/ uploaded online)

To
The Principal,
L.N.D. COLLEGE,
MOTIHARI

Dear Sir,

Subject: Request for Proposal (RFP) for Supply, Installation of Books and equipment.

I, M/s....., (the names and addresses of the registered office) hereby certify and confirm that we or any of our promoter(s) / director(s) are not blacklisted/barred/convicted by any court of law for any criminal or civil offences/declared ineligible by any L.N.D. COLLEGE, MOTIHARI or any other entity of GoB or any entity of state government or central government, or any local self-government body or public undertaking in India for participating in future bids for unsatisfactory performance, corrupt, fraudulent or any other unethical business practices or for any other reasons, as on date of submission (upload) of online bidding document.

And that we are hereby, declaring all ongoing litigations where our promoter(s)/director(s) are involved in with any government agency/state/central department/PSU, and as mentioned below:

- 1.
- 2.
- 3.

We further confirm that we are aware that, our application for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered at any stage of the Bidding Process or thereafter during the contract period and the amounts paid till date shall stand forfeited without further intimation.

Dated this..... Day of, 2026

Name of the Bidder/agency.....

Signature of the Authorized Person:.....

Name of the Authorized Person:.....

Designation of the Authorized Person:.....

Yours faithfully,
(Name & signature with stamp of the bidder)

Form VI - PROFORMA FOR BANK GUARANTEE FOR PERFORMANCE SECURITY

(To be stamped in accordance with Stamp Act)

Ref: Bank Guarantee No.:

Date:

WHEREAS(Name of Bidder) hereinafter called "the Bidder", has been identified and selected to supply, install of ancillary books and equipment, and has undertaken, in pursuance of work order number _____, dated _____ (hereinafter referred to as "the Contract") to construct book rack, supply, install of furniture and equipment in college.

AND WHEREAS it has been stipulated in the said Contract that the bidder shall furnish a Bank Guarantee ("the Guarantee") from a Scheduled Bank for the project/ performance for the construction of book rack, supply, install and commissioning of furniture and equipment as per the contract. WHEREAS we ("the Bank", which expression shall be deemed to include its successors and permitted assigns) have agreed to give the college, the Guarantee:

THEREFORE, the Bank hereby agrees and affirms as follows:

1. The Bank hereby irrevocably and unconditionally guarantees the payment of to the College under the terms of their contract dated on account of full or partial non- performance / non- implementation and/ or delayed and/ or defective performance / implementation. Provided, however, that the maximum liability of the Bank towards college, under this Guarantee shall not, under any circumstances, exceed in aggregate.
2. In pursuance of this Guarantee, the Bank shall, immediately upon the receipt of a written notice from college stating full or partial non-implementation and/ or delayed and or defective implementation, which shall not be called in question, in that behalf and without delay/demur or set off, pay to college any and all sums demanded by college under the said demand notice, subject to the maximum limits specified in **Clause 1** above. A notice from college, to the Bank shall be sent by Registered Post (Acknowledgement Due)/Email at the following address: Attention Mr.....(Mention the official address of the bidder) and email ID _____.
3. This Guarantee shall come into effect immediately upon execution and shall remain in force for a period of **24 months** from the date of its execution.
4. The liability of the Bank under the terms of this Guarantee shall not, in any manner whatsoever, be modified, discharged, or otherwise affected by:
 - a. any change or amendment to the terms and conditions of the Contract or the execution of any further contracts/Agreements.
 - b. any breach or non-compliance by the bidder with any of the terms and conditions of any contracts/credit arrangement, present or future, between bidder and the Bank.
5. The Bank also agrees that college at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against agency and notwithstanding any security or other guarantee that college may have in relation to the bidder's liabilities.
6. The Bank shall not be released of its obligations under these presents by reason of any act of omission or commission on the part of college or any other indulgence shown by college or by any other matter or thing whatsoever which under law would, but for this provision, have the effect of relieving the Bank.
7. This guarantee shall be governed by the laws of India and only the courts of Motihari, shall have exclusive jurisdiction in the adjudication of any dispute which may arise here under.

Dated this the Day of 2026

Witness

(Signature) (Signature)

(Name) (Name)

Bank Rubber Stamp(Official Address)

Designation with Bank

Form I: Financial Proposal

As per the Financial Forms provided with the Bid document.

1 The bidder/agency shall be required to quote for all the items mentioned in Annexure - A
 Format of financial quote is **shown** in the table below:

Sl No	Books and equipment	Status of AMC	Cost of all books and equipment (A)	Cost of Annual Maintenance Services for 3 years for required items only (B)	Total Price quote in figures (A+B)	Total Price in figures
1.	Computers for Access Terminals & printers Sl. No. 4 & 5	AMC required				
2.	Construction of Books rack and Book issue counter (Sl. no. 1)	AMC not required		XXX		
3.	Office table, executive chairs and reading chairs (Sl. no. 2,3, & 6)	AMC not required		XXX		
TOTAL						

- (a) No other allowances like TA/ DA etc. will be paid by L.N.D. COLLEGE, MOTIHARI.
- (b) It shall include all costs associated with the assignment including all freight, loading and unloading charges, transportation, or charges, insurance etc. including training by the selected agencies on required items as may be requested by the college. The College will not bear any cost other than the lump-sum total cost quoted in the financial proposal.
- (c) The financial bid will have to be submitted as per standard on-line format (E-proc2) only.
- (d) The decision of the L.N.D. COLLEGE, MOTIHARI will be final & will be binding on all firms.
- (e) During Evaluation of Financial proposals, the quoted Total Cost of the Construction of book racks, Book issue counter and equipment **including GST** shall be considered.
- (f) Final negotiation on rates given in the financial bid will be made after finalization of Tender.
- (g) The work order will be awarded based on the L1 basis explored by the L.N.D. COLLEGE, MOTIHARI.

Yours faithfully,

(Signature, name and designation of the authorized signatory)

Note: The Financial Proposal is to be submitted strictly as per forms given in the RFP