NATIONAL INSTITUTE OF TECHNOLOGYDURGAPUR

MAHATMA GANDHI AVENUE, DURGAPUR – 713209 (WEST BENGAL), INDIA

Tender No. NITD/ 01 /P&S/101/2018-19 Date: 25/ 05/ 2018

TENDER NOTICE

Comprehensive AMC of Water Purifiers (with/w/o RO), Water Purifier cum Cooler (with/w/o RO) & Water Coolers of NIT Durgapur.

Quotations are invited from all prospective bidders for comprehensive AMC Water Purifiers (with RO), Water Purifiers (without RO), Water Purifier cum Cooler (with RO), Water Purifier cum Cooler (without RO) & Water Coolers of NIT Durgapur as per the specifications, terms and conditions mentioned in this tender notice through e-procurement (Central Public Procurement Portal: https://eprocure.gov.in/eprocure/app). Only those firms with valid certificate of enlistment (Trade License), TIN, GST Registration no., PAN No. etc. will be considered. Prospective bidders are requested to ensure they are registered on CPPP & have a valid DSC.

SCHEDULE		
1	Pre-bid:	06/ 06 /2018 at 11.00 a.m.
2	Last date of submission of bids:	18/ 06 /2018 at 02.30 p.m.
3	Date of opening of technical bids:	19/ 06/2018 at 03.30 p.m.
4	Earnest Money Deposit (EMD)	Rs. 40,000/-

Chapter-1

General terms and conditions (Read the instructions carefully):

1 **Pre-Bid:** Interested bidders are requested to attend the pre-bid meeting on date and time mentioned above at Purchase & Stores Section, NITD. Representatives of bidders are requested to carry authorization letters for attending the same. Site inspection may be carried out on the same day with prior approval. *No queries will be entertained later.*

2 **The Bid has to be submitted in two parts:**

A) Technical Bid:

I) Online submission of documents for Technical Bid :

a) Signed and stamped copy of tender document. The bid document must be signed and stamped and enclosed with the bid as a token of acceptance of all terms and conditions in the bid document by the bidder.

b) Completely filled and signed form A (*Annexure I to this tender notice*), Checklist.

c) EMD of Rs. 40,000/-(Rupees Forty Thousand only) to be **deposited offline** (by the all vendor(s)) in the form of demand draft from any commercial bank, having branch at Durgapur, in favour of Director, NIT Durgapur payable at par. Same will be released to the unsuccessful vendor(s) on application after completion of the entire tendering process and to the successful vendor after submission of PBG on application.

25/5/18

The same should reach ***Dy. Registrar (Purchase& Stores), Purchase & Stores Section, NIT Durgapur, Mahatma Gandhi Avenue, Durgapur-713209, West Bengal at least 48 hours before opening of technical bid, failing which tenderer/bidder will be technically disqualified.*** Tender no. & date should be stated during submission of EMD. ***A scanned & duly attested copy of the EMD Demand Draft has to be uploaded with the technical bid.***

NSIC Registered firms under Single Point Registration Scheme are exempted from depositing the EMD. **The NSIC/MSME (Udgyog Aadhar) should be valid & not expired/suspended. Documentary evidence may be sought in this regard.** The bidders shall have to enclose documentary proof to authenticate their firm's registration with NSIC/MSME organizations etc. **for the specific service only** to avail this exemption. The original document projected for EMD exemption can be verified/checked at the discretion of the tendering authority. A scanned & self-attested stamped copy of the same is to be uploaded.

d) Self-attested copy of **valid PAN card, GST Registration certificate, Certificate of Enlistment (Trade License)/ Shops & Establishment Certificate** for relevant items and any other special license that may be required for the supply/provision of such items/goods/service, must be provided by the bidders, failing which the bid may be rejected without further reference. Self-attested copy of tax registration of any tax charged by the bidder is mandatory. If trade license for current FY(18-19) is not available till last date of submission, then a self-attested stamped copy of renewal receipt from concerned Municipality along with last FY (17-18) trade license is to be provided (**both offline & online**). This is provisional only. The bidder should note that valid trade license (FY 18-19) for said work/goods has to be provided by bidder to the Institute as soon as received.

e) The bidders should clearly state whether they are under the composite scheme of GST or regular GST registration.

f) EPF, ESI registration.

g) Credentials (job completion certificate & work orders) of successfully completing same work on similar scale for last 03 (three) financial years (2014-15, 2015-16 & 2016-17). For Work Orders, bidders have to provide:

Three (03) Work Orders of same work (AMC Water Purifiers, Purifiers cum coolers, water Coolers) for each of the three FY (2014-15, 2015-16 & 2016-17) amounting to a total of at least Rs. 10 lakhs per FY.

h) Bank solvency certificate of the current financial year of a minimum of Rs. 3 Lakhs of any nationalized bank.

i) Balance Sheet & Profit & Loss Statement of last three financial years audited by CA wherever applicable by law. The bidders should have a minimum turnover of Rs. 15 lakhs per year.

j) Authorized Service Provider documents of at least one reputed brand of Water Purifier, Purifier cum cooler, Cooler whose machines are already in use in NIT Durgapur.

II) **Hard Copies of Technical Bid Documents:** The following **hard copies** should reach ***Dy. Registrar (Purchase& Stores), Purchase & Stores Section, NIT Durgapur, Mahatma Gandhi Avenue, Durgapur-713209, West Bengal at least 48 hours before opening of technical bid, failing which tenderer/bidder will be technically disqualified.*** The envelope(s) should clearly mention the tender

25/5/18

no., date & title. The Institute is not responsible for any postal delay, holiday or any other reason, therefore bidders may ensure their documents reach on time.

1. **EMD DD in original.** The envelope should clearly mention the tender no., date & title & "EMD" is to be super-scribed. The EMD should be in a separate envelope.
2. Attested & stamped copy of valid NSIC/MSME certificate for the said work and said scale of operations.
3. Attested & stamped copy of valid GST, trade license certificate/shops & establishment certificate, PAN card etc.
4. Attested & stamped copy of valid EPF, ESI registration certificate.
5. Attested & stamped copy of Credentials (job completion certificate & work orders) of successfully completing same work on similar scale for last 03 (three) financial years (2014-15, 2015-16 & 2016-17). For Work Orders, bidders have to provide:Three (03) Work Orders of same work (AMC AC) for each of the three FY (2014-15, 2015-16 & 2016-17) amounting to a total of at least Rs. 10 lakhs per FY.
6. Bank solvency certificate of the current financial year of a minimum of Rs. 3 Lakhs of any nationalized bank.
7. Balance Sheet & Profit & Loss Statement of last three financial years audited by CA wherever applicable by law. The bidders should have a minimum turnover of Rs. 15 lakhs per year.
8. Authorized Service Provider documents of at least one reputed brand of Water Purifier, Purifier cum cooler and Cooler whose machines are already in use in NIT Durgapur.

B) **Price Bid:** Completely filled BOQ (Annexure II: Form-B to this tender notice) available in CPPP (e-procure) **to be submitted online only.** The price bid must be quoted in **Indian Rupees. Any indication of prices/rates in the Technical Bid will result in automatic disqualification. Price Bids will be opened after due scrutiny of technical bids.**

3) **Please fill in the attached sheets FORM A &B (Annexure I and II to this tender notice) otherwise the tender will be rejected. Do not change or modify the content. You may download it from institute website/CPPP (e-procurement). Form-B refers to the BoQ. No changes are to be made to the BoQ. Any tampering with the BoQ will result in disqualification.**
4) Bidders are requested to provide valid email IDs, contact numbers and other information. The same should be clearly written/ typed without any error. Failure of any communication due to invalid email ID /phone no. etc. is not the responsibility of the Institute.
5) The Institute reserves the right to seek further documentations/clarifications from all/any of the bidders, if so desired.
6) It is the bidder's responsibility to ensure that the scanned documents should be clear. Set the resolution (DPI) while scanning to maximum (**min. 200 dpi**). The Institute is not responsible for any disqualification if the documents can't be verified/ascertained on account of poorly scanned images. Any misrepresentation/concealment/ fraud/collusion on part of the bidders, is an offence and the Institute reserves the right to take action against the bidder(s). The order/tender/bid may be cancelled and/or the bidder(s) debarred from further tendering process of the Institute.

25/5/18

7) The documents as requested must be uploaded in CPPP website correctly in order and within time. The hard copies of documents as stated in this tender document must reach on time. *The Institute will not be responsible for any postal/courier delay or server problems. Bids submitted after time will be rejected.*

Chapter-2

1. **Validity of Quotation**: Quotation shall remain valid for a period of not less than 120 days after opening of price bid.
2. **Purchasers' Right:** Notwithstanding anything specified in this tender document, the Institute unconditionally and without assigning any reasons, reserves the right to :(a) accept or reject the lowest tender or any other tender or all the tenders, at any time prior to the award of the purchase/work order, without incurring any liability to the affected tenderer or tenderers; (b) accept any tender in full or in part; (c) reject the tender offer not confirming to the tender terms; (d) give purchase preference to Public Sector Undertaking, MSME wherever applicable as per Govt. Policy/ Guidelines applicable for autonomous bodies; (e) cancel the bidding process and reject all quotations at any time prior to the award of contract.
3. The final type, variant & quantity of goods in question to be serviced/purchased are to be as per the discretion of the Institute keeping in mind our requirements. Therefore price/rates may not be the sole consideration. The Institute reserves the right to cancel an order, if on inspection, it is deemed by the Institute to be of sub-standard quality or not meeting our specifications/requirements, as the case may be, irrespective of the price/rate. Bidders may be required to produce samples &/or price/rate justification even before placing of an order.
4. **Genuine Pricing:** The bidder has to ensure that the quoted price/rate for NITD is not more than the Price/rates offered to any other customer in India in the recent past (except for revision in tax rates) to whom this particular item has been sold/services rendered, particularly to Indian Institute of Technology, National Institute of Technology, State/ Central or Deemed Universities, Defence Organizations, Research Establishments or any other Government Institutions. For this purpose the vendor has to furnish a price reasonability certificate in the page 02 of Form –A of the Technical Bid.
5. **Black listing:** The bidder should not have been blacklisted or debarred from participating in tenders in any State/ Central Government agencies or autonomous bodies or Universities / Educational Institutions or PSUs. A declaration to this effect is to be uploaded with the technical bid.
6. It will be the sole responsibility of the Service Provider to abide by the provisions of the following acts as to the workers engaged by him for performance of this contract :

i. Employment of Children Act, ii. Workmen Compensation Act, iii. Employment of Labour/Contract Labour Act, iv. Industrial Employment Act, v. Contract Labour Abolition and Regulation Act 1970, vi. Minimum Wages Act, 1948, vii. Employee Provident Fund Act, viii. Employees State Insurance Act, 1948 and ix. Any other act or legislation which may govern the nature of the contract.

7. The Service Provider will be required to pay wages as per *Minimum Wages fixed by the Central Government from time to time. The Service Provider will be required to take labour license, if required.*
8. All supplies of spare parts are to be guaranteed against manufacturing defects and must be replaced at suppliers' cost. Removal and replacement of rejected goods will be supplier's responsibility and at supplier's cost.

25/5/18

9. All invoices raised should bear printed serial number, date and should mention the Purchase Order no. and date. Prices/rates and taxes (rate, % & type of tax) are to be shown separately and the Challan should bear Security entry stamp of NIT Main Gate. The Challan should clearly state the make/manufacturer, model, specifications; quantity etc. of the items supplied.
10. The Institute is exempted from payment of custom and excise duty on items for research purpose mentioned below, wherever applicable:
    a) Scientific and technical instruments, apparatus, equipment (including computers)
    b) Accessories, spare parts and consumables thereof
    c) Computer software, CD-ROM, recorded magnetic tapes, microfilms, and microchips.
11. If the date of tender opening happens to be a holiday or the Institute remains closed due to any reason, the date for the same will be shifted to the next working day at the same time.
12. Changes, if any, to this Tender Notice will be intimated as corrigendum/addendum to the same on the Institute website (www.nitdgp.ac.in)/ CPPP portal, so bidders are requested to check the same regularly. No personal intimation will be given.

Chapter-3

1. **Scope of work:** The contract shall be inclusive of cost of spare parts of water purifier with R.O., water purifier without R.O., water purifier with cooler & water cooler, carbon, pre- filter candles, RO membrane, pump, replacement of compressor, fan motors, rewinding of motors, gas filling /charging including cost of gas, cleaning, oiling, chemical washing, greasing (General servicing), all kind of filter replacement, relay, thermostat, drain/water & copper pipe replacement including cost of gas/repair of any or all parts including metal clad plug, fixing of wires/plugs, insulation, running/starting capacitors, cartridge replacement for the model applicable or any other parts which may be required for keeping the system operational, labour charges etc. The Service providers will be required to keep stock of items/spare parts/substitute machine units etc. locally, so that no machines are left in non-working condition till parts are repaired/replaced/serviced.
2. The contractor/service provider should carry out survey before commencing work to ascertain the exact number, type, make etc. of machines. A duly signed report of the same is to be provided to the Institute.
3. The contractor/service provider shall use the material of BIS specification for repairs/replacement. Service Provider must show the new parts to concerned Department/Section Head. The old parts, which are replaced, must be deposited in the Purchase & Stores Section. If the firm uses a non-ISI marked Part, it will have to intimate the reason for doing so to this Institute. Spare parts are to be genuine & of respective brand. If a particular make/brand of machine is no longer manufactured a written declaration to that effect is to be given by the Service Provider. In case of spare parts declaration to that effect may be required from OEM. For any part/machine condemned, the report is to be placed to Institute Authority/committee for decision).
4. **Preventive Maintenance:** Every machine shall be serviced at least once every quarter. A record of such services duly acknowledged by the person using the machine or in his absence, in charge of the location of the machine shall be maintained. These original servicing reports duly signed are to be provided with the bills every quarter.

25/5/18

5. **Breakdown Maintenance:** The contractor/service provider will be required to attend to the 'break down' calls of the machines within 24 hours of the complaint. No machine or any part thereof shall be taken out by the mechanic to the workshop. The work is to be carried out in the premises of the Institute. However, the work which cannot be done in the office premises would be allowed to be done outside and no extra charges will be paid for this work.

6. **Failure of Order Execution:**

a) If a successful bidder after receiving the order fails to execute the order within the stipulated period or does not fulfil any of the terms and conditions in any respect, the Institute reserves the right to cancel the order unilaterally. In such case, the EMD/SD of the bidder will be forfeited and no claim whatsoever will be entertained thereof.

b) Firms who are exempted from giving Earnest Money and fail to execute the order have to pay an amount equivalent to Earnest Money. If this the second time of the firm, being unable to execute its orders, the concerned firm may be de-listed/debarred for 02 years or more by the Competent Authority of the Institute.

7. **Performance Guarantee Deposit (PGD)/ Security Deposit:** There is no exemption for PGD. Successful bidder will be required to submit PGD @ 10% of total contract value in the form of bank guarantee valid for a period of 60 days beyond expiry of the total contract period. In case the same is not deposited the PGD will be deducted from the 1st &/or subsequent bills of the Service provider depending on the amount before releasing payment. PGD will be required to be renewed by the Service Provider accordingly in case of any extension.

8. No interest will be paid by the Institute on EMD/Security Deposit.

9. In case the vendor fails to carry out the work as per directions of the Institute authority or terms & conditions of tender document/P.O./W.O. the order may be cancelled by the Institute without incurring any liability to the bidder. The EMD/Security deposit stands to be forfeited. The Institute may impose fines in cases where it deems fit.

10. Bidders should be authorized service provider of at least one reputed OEM (Eureka Forbes etc.). Bidders should note that even though the Service Provider may be the authorized representative of only one or more specific brands, they will be required to carry out servicing of all brands & types which the Institute decides to bring under the contract.

11. Bidders are **requested to quote for all the variants of machines under AMC**. The technically responsive bidders whose price bids may be opened. The Award of Contract will be to the bidder who is adjudged L-1 on the whole (not item-wise) and found technically responsive. However, the Institute reserves the right to seek price/rate justification or cancel the tendering process if the rate of even the L-1 bidder appears/is deemed to be unjustified. Bidders who do not quote for AMC of all items in BOQ will be disqualified after opening price bid, even if found technically responsive in the first place.

12. The Service Provider shall personally be responsible for the conduct of his staff and in case of any complaint against any staff; the Service Provider will be under obligation to change the staff immediately when instructed by Authority. Police verification of all staff deployed should be carried out by the Service Provider. The Service Provider shall observe all the laws and will be responsible for any prosecution or liability arising from breach of any of those laws. NIT Durgapur will not hold any responsibility with regard to staff on the role of the Service Provider what so ever.

25/5/18

13. The Service Provider and his/her staff shall follow the rules and regulations of the Institute in force and instructions issued from time to time. NIT Durgapur will be free to take action against the Service Provider for violating the same. Company ID cards should be carried by the staff at all times. Security gate pass of the Institute needs to be made for all the staff of the Service Provider.
14. The Service Provider shall station *at least one team consisting of 02 people* (out of which one will function as the Service provider's supervisor on site) on full time basis in the Institute premises, at any point of the time. The Supervisor should have Electrical Supervisor License.
15. *The teams shall be suitably increased in order to provide satisfactory services.* The daily attendance and timings of the Service Provider's personnel shall be maintained by the Service Provider's supervisor on the site. The supervisor shall be one point contact between the end user(s) and the service provider. Contact (mobile) no. of such personnel is to be made available to the Institute for registering of calls/complaints. The uniforms, daily ration and place of staying of the service personnel of the Service Provider shall be the responsibility of the Service Provider. All tools and equipments required for such servicing work including ladders, harness, helmets and other safety equipments are to be provided by the Service Provider.
16. Service Provider will be fully responsible for any accident or mishaps involving workers engaged by the Service Provider and the Service Provider would pay claims made on this part. The Service Provider shall indemnify the Institute from any claims arising out of accidents, disabilities of any nature or death arising out of provisions under law, or any other nature in respect of all workers engaged by the Service Provider. The Service Provider is to pay for any damage to the Institute property in course of work.
17. **Duration of Contract:** The successful bidder will be required to enter into a contractual agreement on non-judicial stamp paper of Rs. 100/- with the NIT Durgapur. The period of annual contract shall be for 01 (one) year which may be extended for another 02 years (01 year at time) or part thereof, by the Institute authorities on the basis of satisfactory report by the users and performance of the service provider. The renewal is subject to reviewing of performance of the service provide at the end of 1st and 2nd year respectively at the discretion of Institute Authorities. The rates shall remain fixed during the entire duration of contract. Only government dues/charges/taxes may change. In case of unsatisfactory service/complaints, the Institute Authority reserves the right to cancel the contract at any moment. PGD is to be submitted each year accordingly.
18. *Any additional machines whose warranty may expire during the duration of contract will come under the contract and their payment will be made on pro-rata basis* depending on the duration of contract left. In case only 03 months are left in the contract period (contract year taken 01 year at a time) then 01 preventive servicing should be carried out. In case 06 months are left then 02 servicing of such machines are required to be carried out etc.. These are besides any breakdown maintenance required.
19. **Payment for the AMC yearly charges** will be made in three instalments as per the details below:
    (i) 30% of the total amount after all the machines have been serviced at least once and brought to good working condition, duly certified by the user and on production of bill with detailed breakup and original servicing reports duly certified by Heads of Department/Section/Centre/central facilities.
    (ii) Of the remaining 30% will be paid after 6 months and 40 % on the expiry of the year/contract, on the submission of the bill by the vendor duly supported by the service report cum installation and

25/5/18

commissioning certificates to the effect that the machines remained in good working condition during the last one year. At the end of the contract the Service Provider should handover the machines in running condition to the next Service provider.

The documents of EPF, ESI payment and minimum wage payment (as per Central Govt. rates) are to be provided with bills/invoice.

20. In case the Service Provider fails to carry out a work, the Institute reserves the right to get the work done from outside and the cost is to be indemnified to the Institute by the Service Provider.
21. The purchaser reserves its right to terminate the maintenance contract at any time after giving due notice without assigning any reason. The Service Provider will not be entitled to claim any compensation against such termination. However, while terminating the contract, if any payment is due to the Service Provider for maintenance services already performed in terms of the contract, these would be paid to it/him as per the contract terms.
22. The Contractor/Service Provider cannot sub-let the contract or any part thereof.
23. Settlement of any dispute will be made under the jurisdiction of Durgapur Court. Settlement of any dispute will be made by Competent Authority of NIT Durgapur failing which through arbitration by Director, NITD or may be made under the jurisdiction of Durgapur Court.
24. The terms of the accepted offer shall be incorporated in the work order. The bidders should be ready to carry out the work on urgent basis.
25. Conditional bids will not be accepted. No advance payment will be made by the Institute.
26. All other terms and conditions of GFR 2017 of the Government of India, the Institute's rules/orders etc. will be applicable. Integrity pact as per GFR 2017 must be adhered to.

Yours sincerely,

25/5/18

Dy. Registrar (P & S)

Copy to: 1. Registrar Secretariat, 2. Notice Board: a)Purchase & Stores Section, b) Admin Building, c) Academic Building, 3. Institute Website, 4. Central Public Procurement Portal (CPPP).

Chapter-4

Technical Specifications

S. no.	Type of Machine	Item Code	Tentative Qty.	Units
1	**Water Purifier without RO (Make: Eureka Forbes, Kent & Alfa UV)**	item1	137	Nos
2	**Water Purifier with RO (Make: Kent, Eureka Forbes)**	item2	3	Nos.
3	**Water Purifier cum Cooler without RO (Make: Eureka Forbes etc.) (with storage ex- Eureka Forbes 80 SS, 120 SS etc.)**	Item3	13	Nos.
4	**Water Purifier cum Cooler without RO (without storage- ex- AGCCP)**	Item4	33	Nos.
5	**Water Purifier cum Cooler with RO (Make: Eureka Forbes, Kent)**	Item5	10	Nos.
6	**Water Cooler with storage (150/150 approx.) (Make: Usha, Voltas, Blue Star etc.)**	Item6	82	Nos.

Note: 1. For serial no. 1 to 6, the contract shall be **inclusive** of cost of (water purifier with R.O., water purifier without R.O., water purifier with cooler & water cooler) spare parts, carbon, pre- filter candles, RO membrane, pump, replacement of compressor, fan motors, rewinding of motors, gas filling /charging including cost of gas, cleaning, oiling, chemical washing, greasing (General servicing), all kind of filter replacement, relay, thermostat, drain/water & copper pipe replacement including cost of gas/repair of any or all parts including metal clad plug, fixing of wires/plugs, insulation, running/starting capacitors, drain pipe, cartridge replacement for the model applicable or any other parts which may be required for keeping the system operational, labour charges etc.

2. The above quantities, type of machines etc. are tentative & subject to change.

25/5/18

CHECKLIST:

A. SCANNED COPIES (Self attested & stamped copies of all):

A) TECHNICAL BID	Tick the documents attached
1. The entire tender document (all 14 pages) signed, stamped & dated as token of acceptance.	
2. This Checklist	
3. A) Valid Trade License, B) GST certificate, C) PAN Card, D) EPF, E) ESI Registration certificate	
4. EMD DD of Rs. 40,000/- ; MSME/NSIC Certificate for same work & scale of operations. (Hard copy to be sent at least 48 hours before technical bid opening & scanned attested & stamped copy to be uploaded)	
5. FORM-A (incl. price reasonability certificate, blacklisting) duly filled signed, stamped with date	
6. Authorization of at least one OEM	
7. Balance Sheet & Profit & Loss for last 03 financial years.	
8. A) Bank Solvency Certificate of current FY, B) Job Completion certificate & Work Orders of same work (as per specifications mentioned in this tender document)	
B) PRICE BID: Form-B of this tender document duly filled (BOQ) (uploaded online)	

It is the bidder's responsibility to ensure that the scanned documents should be clear, legible & set the resolution while scanning to maximum. The Institute is not responsible for any disqualification if the documents can't be verified/ascertained on account of poorly scanned images. Any misrepresentation/concealment/ fraud/collusion on part of the bidders, is an offence, the Institute reserves the right to take appropriate action in this regard. The order/tender/bid may be cancelled or the bidder debarred from further bidding.

B. HARD COPIES:

NOTE: Along with the scanned attested & stamped documents mentioned above the following **hard copies** should reach *Dy. Registrar (Purchase& Stores), Purchase & Stores Section, NIT Durgapur, Mahatma Gandhi Avenue, Durgapur-713209, West Bengal* ***at least 48 hours before opening of technical bid, failing which tenderer/bidder will be technically disqualified.*** The envelope(s) should clearly mention the tender no., date & title. The Institute is not responsible for any postal delay or any other reason; therefore bidders may ensure their documents reach on time.

1. **EMD DD in original.** The envelope should clearly mention the tender no., date & title & "EMD" is to be super-scribed. The EMD should be in a separate envelope.
2. Attested & stamped copy of valid NSIC/MSME certificate for the said work and said scale of operations.
3. Attested & stamped copy of valid GST, trade license certificate/shops & establishment certificate valid EPF, ESI registration certificate.
4. Attested & stamped copy of Credentials (job completion certificate & work orders) of successfully completing same work on similar scale for last 03 (three) financial years (2014-15, 2015-16 & 2016-

Nityabodhy 25/5/18

17). For Work Orders, bidders have to provide: Three (03) Work Orders of same work (AMC Water Purifiers/Purifiers cum Coolers & Coolers) for each of the three FY (2014-15, 2015-16 & 2016-17) amounting to a total of at least Rs. 10 lakhs per FY.

5. Bank solvency certificate of the current financial year of a minimum of Rs. 3 Lakhs of any nationalized bank.
6. Balance Sheet & Profit & Loss Statement of last three financial years audited by CA wherever applicable by law. The bidders should have a minimum turnover of Rs. 15 lakhs per year.
7. Authorized Service Provider documents of at least one reputed brand of Water Purifier/Purifier cum Cooler/Cooler.

25/5/18

NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

MAHATMA GANDHI AVENUE, DURGAPUR – 713209 (WEST BENGAL), INDIA

ANNEXURE-1 TO TENDER NOTICE NO. NITD/01/P&S/101/18-19 dated 25/05/2017

FORM-A

Sl. No.	Particulars	
1	Name of the Supplier/Vendor/Firm/Distributor:	
2	Name of the Contact person/Proprietor:	
3	Registered /Contact Address of the Supplier/ Vendor/ Firm/Distributor	
4	Contact No (Mobile No/Telephone No)	
5	Email Addresses	
6	PAN / GIR NO-(**Attach self-attested copy**)	
7	EPF No. -(**Attach self-attested copy**)	
8	GST Registration no. (**Attach self-attested copy**)	
9	Valid Trade License No. -(**Attach self-attested copy**)	
10	ESI. no. -(**Attach self-attested copy**)	
11	Whether bank solvency certificate for current FY, Job completion certificate, Work orders as required in tender notice are attached?	
12	Whether Balance Sheet & Profit & Loss audited by CA as applicable by law are attached?	
13	Whether minimum specification mentioned in tender notice are fulfilled by all the product/services whose price/rates has been quoted	
14	Whether Rates Quoted Inclusive of All taxes or not	
15	Whether Supplier/ Vendor / Distributor / Firm have been ever blacklisted in any state / central government agencies or Autonomous bodies or universities/ Educational Institute or PSU's? If such blacklisting has been revoked.	

25/5/18

Sl. No.	Particulars	
16	Whether EMD RS. 40,000/- in Form of DD has been enclosed? Write DD no & Date & Bank Name and Branch.	
17	Authorized Service Providers have to provide proof of authorization	

25/5/18

(Signatures of the authorized signatory with seal of tendering firm)

Name:

Contact no.:

Date:

DECLARATION CERTIFICATE (Form –A contd..)

1. Price reasonability: It is certified that the RATE quoted against the NITD's tender number _____dated_____ _____ for the supply/installation/commissioning/servicing of ....., is not more than the rates charged to other NIT's / IIT's / Central or State Government Organizations / Research Laboratories / Defence establishments/Autonomous Bodies/PSUs, for similar supplies/works made by our firm, in the recent past. If at any stage, it has been found that the quoted rate to NITD is higher than the rates charged to above mentioned Institutions, then in such a situation / condition, NITD shall have the right to take appropriate action against us, for recovery of excess rates. NITD reserves the right to cancel the tender or reject the bid.
2. Blacklisting: I_____ Contractor/ partner/ sole proprietor (Strike off word which is not applicable) of firm M/s. _____do also hereby solemnly affirm and declare that my/our individual/firm/companies is not/has not been blacklisted by NIT's / IIT's / Central or State Government Organizations / Research Laboratories / Defence establishments/Autonomous Bodies/PSUs etc..
3. I do hereby solemnly declare and affirm that the above declaration and all details provided by me in the tender/bid document is true and correct to the best of my knowledge and belief. No part of it is false and nothing has been concealed therein.
4. In the event of any such information pertaining to the aforesaid matter found at any given point of time either during the course of the contract or at the bidding stage, my bid/contract shall be liable for truncation / cancellation / termination without any notice at the sole discretion of the Institute.

25/5/18

Yours faithfully,

Authorized signatory of Bidder with Seal

Name.....

Designation.....

Date: .....