

NOTICE INVITING TENDER (E-PROCUREMENT MODE)



NATIONAL INSTITUTE OF TECHNOLOGY, DURGAPUR

MAHATMA GANDHI AVENUE

DURGAPUR –713 209, WEST BENGAL, INDIA

Department of Biotechnology

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NOTICE INVITING TENDER NO.: NITD/BT/Non-recurring Grant/2019-20/2	Date: 04.09.2019.
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National Institute of Technology Durgapur is in the process of purchasing following item(s) as per details as given as under.

Items	Laboratory Furniture: Supply and Installation (Quoted amount of the Bidders should be inclusive of all taxes)
Earnest Money Deposit to be submitted	INR 1,00,000 (Refer to item No. 3 of “Submission of Bid”)
Warranty	Onsite warranty of minimum 12 months from the date of delivery, installation and commissioning at NIT Durgapur.
Performance Security	The successful bidder must submit before release of payment a valid bank guarantee payable to “NIT Durgapur” on any nationalized bank amounting to 5 % of the order value towards Performance Security during the warranty period.
Calendar Completion/Delivery Period in Days	Within 90days from the date of issuing Purchase Order/Work Order/Award of Contract.

Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at ‘Instructions for online Bid Submission’.

Tenderers can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type ‘NIT’. Thereafter, Click on “GO” button to view all NIT Durgapur tenders). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <http://eprocure.gov.in/eprocure/app> as per the schedule given in the next page. No manual bids will be accepted. All quotation (both Technical and Financial should be submitted in the E-procurement portal).

SCHEDULE

Name of Organization	National Institute of Technology
Tender Type (Open/Limited/EOI/Auction/Single)	Open
Tender Category (Services/Goods/works)	Goods
Type/Form of Contract (Work/Supply/Auction/Service/Buy/Empanelment/ Sell)	Work and Supply
Product Category (Civil Works/Electrical Works/Fleet Management/Computer Systems/Laboratory Equipments)	Laboratory Furniture and Fixtures
Source of Fund (Institute/Project)	Non-recurring Grant
Is Multi Currency Allowed	NO
Date of Issue/Publishing	04/09/2019 (14:30 Hrs.)
Document Download/Sale Start Date	04/09/2019 (15:00 Hrs.)
Document Download/Sale End Date	08/10/2019 (18:00 Hrs)
Date for Pre- bid & Site inspection	Tuesday (Dt.-18/09/2019) (Site inspection: 12:30 p.m. & Pre-bid: 14:30 Hrs.)
Venue of Pre-Bid & Site inspection	Department of Biotechnology, NITD
Last Date and Time for Uploading of Bids	8/10/2019 (18:00 Hrs.)
Date and Time of Opening of Technical Bids	10/10/2019 (10:00 Hrs.)
Tender Fee	Rs. NIL /- (For Tender Fee)
EMD	INR 1,00,000
No. of Covers (1/2/3/4)	02
Bid Validity days (180/120/90/60/30)	120 days (From last date of opening of tender)
Address for Communication	Dr. Surabhi Chaudhuri, Head, Department of Biotechnology, National Institute of Technology, Durgapur Mahatma Gandhi Avenue Durgapur - 713209 West Bengal, India
Contact No.	+919434788095
Email Address	surabhi.chaudhuri@bt.nitdgp.ac.in

Instructions for Online Bid Submission:

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>). The bidders are required to submit soft copies of their bids electronically on the CPP portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<http://eprocure.gov.in/eprocure/app>

REGISTRATION

- Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>) by clicking on the link “Click here to Enroll”. Enrolment on the CPP Portal is free of charge.

- As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India, with their profile.
- Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- Bidder then logs in to the site through the secured log-in by entering their userID / password and the password of the DSC / eToken.

SEARCHING FOR TENDER DOCUMENTS

- There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- The bidder should make a note of the unique Tender ID assigned to each tender; in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. EMD - INR 1,00,000 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 successful supply of items on application & submission of security deposit / PGD. EMD must be submitted before opening of technical bid failing which bid may be declared as non-responsive.
4. A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
5. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
6. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done.
7. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
9. Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

ASSISTANCE TO BIDDERS

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

General Instructions to the Bidders

1. Pre- Bid: Interested bidders are requested to attend the pre bid meeting on date and time mentioned above of NITD Campus and to visit the site for inspection at aforementioned time & date. Representatives of bidders are requested to carry authorization letters for attending the same. No queries will be entertained later.
2. The tenders will be received online through portal <http://eprocure.gov.in/eprocure/app>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
3. Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link "Information about DSC".
4. Tenderer are advised to follow the instructions provided in the 'Instructions to the Tenderer for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>.
5. Self –attested copy of **valid PAN card, Aadhaar No., IT Return for last 3 years, GST Registration certificate, Certificate of Enlistment (Trade Licence)/ Shops & Establishment Certificate** for relevant items and any other special license that may be required for the supply/ provision of such items/ good/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. Manufacturers to provide **valid** certificate of incorporation/ factory license .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 .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 at time of order placing or else the order will be cancelled for even L-1 bidder.
6. The bidders should clearly state whether they are under the composite scheme of GST or regular GST registration.
7. Brochure of all the products quoted with complete technical specifications.
8. If certificates provided by bidders are not bilingual (i.e. in English as well as local language), then a transcript of the same should be provided in English.

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Contact No.: +91-9434788095

NOTICE INVITING TENDER NO.: NITD/BT/Non-recurring Grant/2019-20/2	Date: 04/09/2019
Subject: INVITATION FOR TENDERS FOR SUPPLY AND INSTALLATION OF LABORATORY FURNITURE AND FIXTURES FOR DEPARTMENT OF BIOTECHNOLOGY, NIT DURGAPUR	

Invitation for Tender Offers

National Institute of Technology Durgapur invites online Bids (Technical bid and Commercial bid) from eligible and experienced OEM (Original Equipment Manufacturer) or OEM Authorized Dealer for **LABORATORY FURNITURES** with (warranty period as stated) on site comprehensive warranty from the date of receipt of the material as per terms & conditions specified in the tender document, which is available on CPP Portal <http://eprocure.gov.in/eprocure/app>.

TECHNICAL SPECIFICATION:

Sl. No.	Brief Description of the Goods/items	Minimum Specifications	Quantity
01	Wall Bench for B.Tech Lab 1	<ul style="list-style-type: none">Quotation is asked for fabricating, finishing, and supplying of Wall Bench with following dimensions: A. 3700mm W x 760mm D with Granite Top, Ht. 900mm. B. 7350mm W x 760mm D with Granite Top, Ht. 900mm.	2 1
02	Island Bench for B.Tech Lab 1	<ul style="list-style-type: none">Quotation is asked for fabricating, finishing, and supplying of Island Bench with following dimensions: 1. 4650 W x 1520 D with Granite Top, Ht. 900mm.	1
03	Under Storage for B.Tech Lab 1	<ul style="list-style-type: none">Under Storage with 2 shutters 600mm W	20
04	Leg Space for B.Tech Lab 1	<ul style="list-style-type: none">Leg Space 750mm W	16
05	Sink Unit for B.Tech Lab 1	<ul style="list-style-type: none">Sink Unit 750mm with 3way Faucet.Sink Unit 600mm with 3way Faucet.	1 1
06	Reagent Shelf for B.Tech Lab 1	<ul style="list-style-type: none">Reagent Shelf 1500mm W with Electrical switches	3
07	Electrical trunking for B.Tech Lab 1	<ul style="list-style-type: none">Electrical Trunking 1200mm W with Electrical switches	7
08	Wall Bench for B.Tech Lab 2	<ul style="list-style-type: none">Quotation is asked for fabricating, finishing, and supplying of Wall Bench with following dimensions: A. 5600mm W x 760mm D with Granite Top, Ht. 900mm. B. 7550mm W x 760mm D with Granite Top, Ht. 900mm.	1 1

Sl. No.	Brief Description of the Goods/items	Minimum Specifications	Quantity
09	Island Bench for B.Tech Lab 2	<ul style="list-style-type: none"> Quotation is asked for fabricating, finishing, and supplying of Island Bench with following dimensions: 1. 4650 W x 1520 D with Granite Top, Ht. 900mm. 	1
10	Under Storage for B.Tech Lab 2	<ul style="list-style-type: none"> Under Storage with 2 shutters 600mm W 	18
11	Leg Space for B.Tech Lab 2	<ul style="list-style-type: none"> Leg Space 750mm W 	14
12	Sink Unit for B.Tech Lab 2	<ul style="list-style-type: none"> Sink Unit 600mm with 3way Faucet. 	2
13	Reagent Shelf for B.Tech Lab 2	<ul style="list-style-type: none"> Reagent Shelf 1500mm W with Electrical switches 	3
14	Electrical trunking for B.Tech Lab 2	<ul style="list-style-type: none"> Electrical Trunking 1200mm W with Electrical switches 	6
15	Wall Bench for SS DDE Lab	<ul style="list-style-type: none"> Quotation is asked for fabricating, finishing, and supplying of Wall Bench with following dimensions: 1. 2630mm W x 920mm D with Granite Top, Ht. 900mm. 2. 3230mm W x 920mm D with Granite Top, Ht. 900mm. 3. 1880mm W x 770mm D with Granite Top, Ht. 900mm. 	1
16	Island Bench for SS DDE Lab	<ul style="list-style-type: none"> Under Storage with 2 shutters 600mm W 	1
17	Under Storage for SS DDE Lab	<ul style="list-style-type: none"> Under Storage with 2 shutters 750mm W 	13
18	Leg Space for SS DDE Lab	<ul style="list-style-type: none"> Leg Space 640mm W Leg Space 715mm W 	6
19	Sink Unit for SS DDE Lab	<ul style="list-style-type: none"> Sink Unit 750mm with 3way Faucet. 	2
20	Reagent Shelf for SS DDE Lab	<ul style="list-style-type: none"> Reagent Shelf 1500mm W with Electrical switches Reagent Shelf 1200mm W with Electrical switches Reagent Shelf 1350mm W with Electrical switches 	1
21		<ul style="list-style-type: none"> Electrical Trunking 1200mm W with Electrical switches Electrical Trunking 600mm W with Electrical switches 	2
			3
			1
			1

Sl. No.	Brief Description of the Goods/items	Minimum Specifications	Quantity
22	Electrical trunking for SS DDE Lab	<ul style="list-style-type: none"> Wall hanging storage space with shutter, 1500mm W x 340mm D 	1
23	Wall hanging for SS DDE Lab	<ul style="list-style-type: none"> Quotation is asked for fabricating, finishing, and supplying of Wall Bench with following dimensions: <ol style="list-style-type: none"> 1880mm W x 920mm D with Granite Top, Ht. 900mm. 2480mm W x 770mm D with Granite Top, Ht. 900mm. 	1
	Wall Bench for OM Lab		1
24		<ul style="list-style-type: none"> Quotation is asked for fabricating, finishing, and supplying of Island Bench with following dimensions: <ol style="list-style-type: none"> 1880 W x 1540 D with Granite Top, Ht. 900mm. 	1
25	Island Bench for OM Lab	<ul style="list-style-type: none"> Under Storage with 2 shutters 600mm W Under Storage with 2 shutters 900mm W 	10
	Under Storage for OM Lab		1
26		<ul style="list-style-type: none"> Leg Space 680mm W 	3
27	Leg Space for OM Lab	<ul style="list-style-type: none"> Sink Unit 900mm with 3way Faucet. 	1
28	Sink Unit for OM Lab	<ul style="list-style-type: none"> Reagent Shelf 900mm W with Electrical switches Reagent Shelf 1200mm W with Electrical switches Reagent Shelf 1350mm W with Electrical switches 	4
	Reagent Shelf for OM Lab		3
29		<ul style="list-style-type: none"> Electrical Trunking 1200mm W with Electrical switches 	1
30	Electrical trunking for OM Lab	<ul style="list-style-type: none"> Wall hanging storage space with shutter, 2480mm W x 340mm D 	1
31	Wall hanging for OM Lab	<ul style="list-style-type: none"> 5700mm W x 760mm D with Granite Top, Ht. 900mm. 	1
32	Wall Bench for M. Tech. Lab	<ul style="list-style-type: none"> Sink Unit 900mm with 3way Faucet. 	1
	Sink unit for M. Tech. Lab		1

Special Terms & Conditions

Laboratory Furniture having SEFA – 8M or equivalent Certificate.

- a) The steel frames, panels & shutters are made from Prime Quality CRCA Steel. All cabinet bodies are of over closing design with fully knock down construction and having a main and add on construction to avoid any gaps in between two units

Sl. No.	Brief Description of the Goods/items	Minimum Specifications	Quantity
<p>b) Surface Treatment: The complete M.S. material of cabinet to be pre – treated (degreased, Zinc Phosphated) and epoxy powder coated for better corrosion resistance. The thickness of powder coat to be 50 microns</p> <p>c) Cabinet frame: Frame is a combination of 1.2 mm horizontal stiffeners and 0.8 mm vertical panel of CRCA MS sheet; Cover panels: End side panel, false panel and back panel of 0.8 mm thick CRCA MS sheet</p> <p>d) Shelves and Drawers: CRCA shelves have a load carrying capacity of 40 kg. The overall load carrying capacity of cabinet is 80 Kg of UDL</p> <p>e) Drawers: The outer drawer and door head shall have plastic inserts with half round post forming to eliminate sharp raw edges of steel</p> <p>f) Slides: High precision Double Extension Ball slides which enable the drawer to open fully</p> <p>g) Shutters: Metal Shutters are double walled and made up of 0.8mm thick CRCA MS sheet</p> <p>h) Hinges: Hinges shall be made corrosion resistance;</p> <p>i) Legs: All Legs to be made of plastic with a load carrying capacity of 450 kg/each;</p> <p>j) Support Bracket: Granite /Reagent Support Brackets serve the purpose of supporting the granite with carrying the service line</p> <p>k) Reagent Shelves – Reagent Shelves to be of complete modular design consisting of horizontal 2 stage storage shelves.</p> <p>l) Switches and Sockets (Northwest make) – It should be made of High gloss virgin grade engineering thermoplastics to impart a defect free surface</p> <p>m) Worktop- It should be 19mm (+/- 2mm) thick Jet-Black Granite worktop. The bottom of the worktop should be polished.</p> <p>n) Manufacturer should have at least one of the certifications like; BIFMA, ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, OHSAS 18001:2007, CE Certification, Greenguard etc.</p>			
Other Terms & Conditions			
01	Validity of quotation required: 120 days		
	Warranty: As mentioned above		
	Payment: 100 % Installation and commissioning at Department of Biotechnology, NIT, Durgapur.		

Delivery Period: 90 days from the date of placement of purchase order

Place of Delivery: Department of Biotechnology, NIT Durgapur

Installation / commissioning / demonstration requirement: Installation, commissioning, complete demonstration and successful running at **Department of Biotechnology, NIT, Durgapur.**

A complete set of tender documents may be downloaded by prospective bidder free of cost from the website <http://eprocure.gov.in/eprocure/app>.

Documents to be submitted in the Technical Folder:

1. Digitally signed copy of the filled in Notice Inviting Tender (NIT). Along with NIT, bidders should submit the technical specification of the items.
2. List of Other Important Documents (Serial Nos. are as per CPPP portal)

Sl. No.	Category	Sub Category	Sub Category Description
1	Certificate Details	Affidavit regarding No Near Relative working in department	Affidavit regarding No Near Relative working in department
		GST Registration Certificate	GST Registration Certificate
		Partnership Deed (If applicable)	Partnership Deed
		Permanent Account Number	Permanent Account Number Details
		Power of Attorney (If applicable)	Power of Attorney
		Registration Certificate	Registration Certificate Details
2	Financial Details	Annual Turn Over Details	Annual Turn Over Details
		Audited Profit and Loss Account and Balance Sheet Details for last 3 Years	Audited Profit and Loss Account and Balance Sheet Details for last 3 Years
3	Work Details	Existing Commitments	Existing Commitments Details
		Works Completed	Works Completed Details (Credential should be 40% of same type of works/supply)

Terms & Conditions Details

Sl. No.	Particulars / Specification
1	Due date: The tender has to be submitted on-line before the due date. The offers received after the due date and time will not be considered. No manual bids will be considered.
2	Preparation of Bids: The offer/bid should be submitted in two bid systems (i.e.) Technical bid and Financial bid. The technical bid should consist of all technical details along with commercial terms and conditions. Financial bid should indicate total price inclusive of all taxes for the items mentioned in the technical bid in the given format. The Technical bid and the financial bid should be submitted Online.
3	EMD (if applicable): The tenderer should submit an EMD amount 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 successful supply of items on application & submission of security deposit / PGD. EMD must be submitted before opening of technical bid failing which bid may be declared as non-responsive.
4	Refund of EMD: The EMD will be returned to unsuccessful Tenderer only after the Tenders are finalized. In case of successful Tenderer, it will be retained till the successful and complete installation of the equipment.
5	Opening of the tender: The online bid will be opened by a committee duly constituted for this purpose. Online bids (complete in all respect) received along with EMD (if any) will be opened as mentioned at “Annexure: Schedule” in presence of bidders representative if available. Only one representative will be allowed to participate in the tender opening. Bid received without EMD (if present) will be rejected straight way. The technical bid will be opened online first and it will be examined by a technical committee (as per specification and requirement). The financial offer/bid will be opened only for the offer/bid which technically meets all requirements as per the specification, and will be opened in the presence of the vendor’s representatives subsequently for further evaluation. The bidders if interested may participate on the tender opening Date and Time. The bidder should produce authorization letter from their company to participate in the tender opening.

6	<p>1. Acceptance/ Rejection of bids: The Purchaser will award the contract to the bidder whose Bid has been determined to be substantially responsive and who has offered the lowest evaluated Bid price. However, the decision of the Purchase / Tender Committee, which will have the power to decide over the right product, will be final in this regard. Notwithstanding the above, the Purchaser reserves the right to accept or reject any Bids and to cancel the bidding process and reject all Bids at any time prior to the award of contract.</p> <p>2. Purchasers' Right : Notwithstanding anything specified in this tender document/notice, the Institute unconditionally and without assigning any reasons, reserves the right to :(a) accept or reject the lowest tender/ bid or any other tender/bid or all the tenders/bids, at any time prior to the award of the purchase/work order, without incurring any liability to the affected bidder(s); (b) accept any tender in full or in part; (c) reject the tender offer not confirming to the tender terms; (d)cancel the bidding process and reject all quotations at any time prior to the award of contract.</p> <p>3. The final type, variant and 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 may not be the sole consideration. Bidders are requested to take care as not to quote sub- standard products in order to gain as order. 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. Bidders may be required to produce samples &/or price justification before/after placing of an order.</p>
7	<p>A) Genuine Pricing : The bidder has to ensure that the quoted price for NITD is not more than the Price Offered to any customer in India (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 Organisations, Research Establishments or any other Government Institutions in recent past (at least relevant FY). For this purpose, the vendor has to furnish a price reasonability certificate in the page 02 of Form-A of the Technical Bid. In no case will the Institute pay more than MRP of a particular product.</p> <p>B) Conditional bids will not be accepted.</p> <p>C) 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.</p>
8	<p>Performance Bank Guarantee /Security Deposit @ 5% of the quoted value (incl. taxes) is applicable. The successful bidder must submit before the release of payment a valid bank guarantee of any nationalized/commercial bank recognized by RBI of 5 % of the order value towards Performance Security/ Security Deposit during the warranty period. Else, 95 % of the payment will be released retaining 5 % of the order value towards Performance Security during the warrantee period. The bank Guarantee should be valid for sixty days after completion of warrantee. There is no exemption for Performance Guarantee Deposit (PGD) / Security Deposit. No interest will be paid by the Institute on EMD or PGD or Security Deposit.</p>
9	<p>Failure of Order Execution: In case the vendor fails to carry out the work as per directions of the Institute authority or terms & conditions of tender documents/ P.O./W.O. the order may be cancelled by the Institute without incurring any liability to the bidder. The Institute may impose fines in cases where it deems fit.</p> <p>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</p>

	Institute reserves the right to cancelled the order unilaterally. In such case, the EMD/SD of the bidder will be forfeited and no claim whatsoever will be entertained thereof.
	Scope of work: Supply of Furniture for laboratory etc. of NIT Durgapur as per directions of Competent Authority of the Institute. All Supplies 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. The work should be carried out within 30 working days of issue of P.O./W.O./LOI or as mentioned in the P.O./W.O./LOI. Free delivery, installation & commissioning at NIT Durgapur. Onsite warranty of minimum 12 months from date of delivery, installation & commissioning. Inventory numbering to be carried out by the vendor as provided by NIT Durgapur.
9	Force Majeure: The Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. <ul style="list-style-type: none"> • For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. • If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
10	Risk Purchase Clause: In event of failure of supply of the item/equipment within the stipulated delivery schedule, the purchaser has all the right to purchase the item/equipment from the other source on the total risk of the supplier under risk purchase clause.
11	Packing Instructions: Each package will be marked on three sides with proper paint/indelible ink, the following: <ol style="list-style-type: none"> i. Item Nomenclature ii. Order/Contract No. iii. Supplier's Name and Address v. Consignee details
12	Delivery and Documents: Delivery of the goods should be made within 90 days from the date of placement of purchase order and the opening of LC. Within 24 hours of shipment, the supplier shall notify the purchaser. The supplier shall mail the following documents to the purchaser: <ol style="list-style-type: none"> 1. Four copies of the Supplier invoice showing contract number, goods' description, quantity 2. unit price, total amount; 3. Manufacturer's/Supplier's warranty certificate; 4. Supplier's factory inspection report, if any; and 5. Two copies of the packing list identifying the contents of each package. 6. The above documents should be received by the Purchaser before arrival of the Goods (except where the Goods have been delivered directly to the Consignee with all documents) and, if not received, the Supplier will be responsible for any consequent expenses
13	Delayed delivery: L.D. charges @ 0.5 % per Week of Delay applicable. Institute reserves the right to cancel the order on accumulation of L.D. charge of 10 % if the vendor fails to execute the order within our stipulated period or do not fulfil any of the terms and conditions, the Institute authority reserves the right to cancel the order.
14	Prices: The price should be quoted in net per unit (after breakup) and must include all packing and delivery charges. The offer/bid should be exclusive of taxes and duties, which will be paid by the purchaser as applicable. However, the percentage of taxes & duties shall be clearly indicated. The price should be quoted without custom duty and excise duty, since NIT Durgapur is exempted from payment of Excise Duty and is eligible for concessional rate of custom duty. Necessary certificate will be issued on demand.

15	<p>Notices: For the purpose of all notices, the following shall be the address of the Purchaser and Supplier.</p> <p>Purchaser: Prof. Surabhi Chaudhuri, Head, Department of Biotechnology, National Institute of Technology, Durgapur Mahatma Gandhi Avenue Durgapur - 713209 West Bengal, India</p> <p>Supplier: (To be filled in by the supplier) (All suppliers should submit its supplies information as per Annexure-II).</p>
16	<p>Progress of Supply: Wherever applicable, supplier shall regularly intimate progress of supply, in writing, to the Purchaser as under:</p> <ol style="list-style-type: none"> 1. Quantity offered for inspection and date; 2. Quantity accepted/rejected by inspecting agency and date; 3. Quantity dispatched/delivered to consignees and date; 4. Quantity where incidental services have been satisfactorily completed with date; 5. Quantity where rectification/repair/replacement effected/completed on receipt of any communication from consignee/Purchaser with date; 6. Date of completion of entire Contract including incidental services, if any; and 7. Date of receipt of entire payments under the Contract (In case of stage-wise inspection, details required may also be specified).
17	<p>Inspection and Tests: Inspection and tests prior to shipment of Goods and at final acceptance are as follows:</p> <ul style="list-style-type: none"> • After the goods are manufactured and assembled, inspection and testing of the goods shall be carried out at the supplier's plant by the supplier, prior to shipment to check whether the goods are in conformity with the technical specifications attached to the purchase order. Manufacturer's test certificate with data sheet shall be issued to this effect and submitted along with the delivery documents. The purchaser shall be present at the supplier's premises during such inspection and testing if need is felt. The location where the inspection is required to be conducted should be clearly indicated. The supplier shall inform the purchaser about the site preparation, if any, needed for installation of the goods at the purchaser's site at the time of submission of order acceptance. • The acceptance test will be conducted by the Purchaser, their consultant or other such person nominated by the Purchaser at its option after the equipment is installed at purchaser's site in the presence of supplier's representatives. The acceptance will involve trouble free operation and ascertaining conformity with the ordered specifications and quality. There shall not be any additional charges for carrying out acceptance test. No malfunction, partial or complete failure of any part of the equipment is expected to occur. The Supplier shall maintain necessary log in respect of the result of the test to establish to the entire satisfaction of the Purchaser, the successful completion of the test specified. • In the event of the ordered item failing to pass the acceptance test, a period not exceeding one week will be given to rectify the defects and clear the acceptance test, failing which the Purchaser reserve the right to get the equipment replaced by the Supplier at no extra cost to the Purchaser. • Successful conduct and conclusion of the acceptance test for the installed goods and equipment shall also be the responsibility and at the cost of the Supplier.
18	<p>Resolution of Disputes: The dispute resolution mechanism to be applied pursuant shall be as follows:</p> <ul style="list-style-type: none"> • In case of Dispute or difference arising between the Purchaser and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Director, National Institute of Technology Durgapur and if he is unable or unwilling to act, to the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.

	<ul style="list-style-type: none"> In the case of a dispute between the purchaser and a Foreign Supplier, the dispute shall be settled by arbitration in accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules. The venue of the arbitration shall be the place from where the order is issued.
19	Applicable Law: The Contract shall be interpreted in accordance with the laws of the Union of India. Settlement of any dispute will be made under the jurisdiction of Durgapur Court.
20	Right to Use Defective Goods If after delivery, acceptance and installation and within the guarantee and warranty period, the operation or use of the goods proves to be unsatisfactory, the Purchaser shall have the right to continue to operate or use such goods until rectifications of defects, errors or omissions by repair or by partial or complete replacement is made without interfering with the Purchaser's operation.
21	Supplier Integrity The Supplier is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state of the art methods and economic principles and exercising all means available to achieve the performance specified in the contract.
24	Warranty: (i) Warranty period shall be from date of installation of Goods at the NITD site of installation. The Supplier shall, in addition, comply with the performance guarantees specified under the contract. If for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall at its discretion make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests. The warranty should be comprehensive on site. (ii) The Purchaser shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall immediately within in 02 days arrange to repair or replace the defective goods or parts thereof free of cost at the ultimate destination. The Supplier shall take over the replaced parts/goods at the time of their replacement. No claim whatsoever shall lie on the Purchaser for the replaced parts/goods thereafter. The period for correction of defects in the warranty period is 02 days. If the supplier having been notified fails to remedy the defects within 02 days, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expenses and without prejudice to any other rights, which the purchaser may have against the supplier under the contract. (iii) The warranty period should be clearly mentioned. The comprehensive warranty will commence from the date of the satisfactory installation/commissioning of the equipment against the defect of any manufacturing, workmanship and poor quality of the components.
25	Governing Language The contract shall be written in English language. English language version of the Contract shall govern its interpretation. All correspondence and other documents pertaining to the Contract, which are exchanged by the parties, shall be written in the same language.
26	Notices <ul style="list-style-type: none"> Any notice given by one party to the other pursuant to this contract/order shall be sent to the other party in writing or by cable, FAX or e mail and confirmed in writing to the other party's address. A notice shall be effective when delivered or on the notice's effective date, whichever is later.
27	Taxes Suppliers shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser. However, GST in respect of the transaction between the Purchaser and the Supplier shall be payable extra, if so stipulated in the order.
28	Payment: Our normal terms of payment are 100 % within 45 working days on submission of bills if the bills and documents are in order and after due inspection, installation & commissioning (wherever applicable) of the item(s) supplied. Installation report duly signed by end user & warrantee certificate wherever applicable is to be provided with the bill. If required test reports may be required to be provided for quality assurance. However,

	a single part payment (of 75% of the work executed and supplied/commissioned) may entertained if applied.
29	<p>Spare Parts The Supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <p>i. Such spare parts as the Purchaser may elect to purchase from the Supplier, providing that this election shall not relieve the Supplier of any warranty obligations under the Contract; and ii. In the event of termination of production of the spare parts: iii. Advance notification to the Purchaser of the pending termination, in sufficient time to permit the Purchaser to procure needed requirements; and iv. Following such termination, furnishing at no cost to the Purchaser, the blueprints, drawings and specifications of the spare parts, if requested.</p> <p>Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the Goods, such as gaskets, plugs, washers, belts etc. Other spare parts and components shall be supplied as promptly as possible but, in any case, within six months of placement of order.</p>
30	<p>Defective Item: If any of the items supplied by the Tenderer is found to be substandard, refurbished, un-merchantable or not in accordance with the description/specification or otherwise faulty, the committee will have the right to reject the equipment or its part. The prices of such equipment shall be refunded by the Tenderer with 18% interest if such payments for such equipment have already been made. All damaged or unapproved goods shall be returned at suppliers cost and risk and the incidental expenses incurred thereon shall be recovered from the supplier. Defective part in equipment, if found before installation and/or during warranty period, shall be replaced within 30 days on receipt of the intimation from this office at the cost and risk of supplier including all other charges. In case supplier fails to replace above item as per above terms & conditions, NIT Durgapur may consider "Banning" the supplier.</p>
31	<p>Termination for Default The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part:</p> <p>i. If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the order, or within any extension thereof granted by the Purchaser; or ii If the Supplier fails to perform any other obligation(s) under the Contract. iii If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.</p> <p><input type="checkbox"/> For the purpose of this Clause:</p> <p>i. "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution. ii. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition;"</p> <p><input type="checkbox"/> In the event the Purchaser terminates the Contract in whole or in part, the Purchaser may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Supplier shall continue the performance of the Contract to the extent not terminated.</p>
32	<p>Compliance certificate: This certificate must be provided indicating conformity to the technical specifications. (Annexure-I)</p>
33	<p>Blacklisting: 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 Institutes or PSUs</p>

COMPLIANCE SHEET

Sl. No.	Brief Description of the Goods/items	Minimum Specifications	Quantity
01	Wall Bench for B.Tech Lab 1	<ul style="list-style-type: none"> Quotation is asked for fabricating, finishing, and supplying of Wall Bench with following dimensions: A. 3700mm W x 760mm D with Granite Top, Ht. 900mm. 	2
		<ul style="list-style-type: none"> B. 7350mm W x 760mm D with Granite Top, Ht. 900mm. 	1
02	Island Bench for B.Tech Lab 1	<ul style="list-style-type: none"> Quotation is asked for fabricating, finishing, and supplying of Island Bench with following dimensions: 1. 4650 W x 1520 D with Granite Top, Ht. 900mm. 	1
03	Under Storage for B.Tech Lab 1	<ul style="list-style-type: none"> Under Storage with 2 shutters 600mm W 	20
04	Leg Space for B.Tech Lab 1	<ul style="list-style-type: none"> Leg Space 750mm W 	16
05	Sink Unit for B.Tech Lab 1	<ul style="list-style-type: none"> Sink Unit 750mm with 3way Faucet. 	1
		<ul style="list-style-type: none"> Sink Unit 600mm with 3way Faucet. 	1
06	Reagent Shelf for B.Tech Lab 1	<ul style="list-style-type: none"> Reagent Shelf 1500mm W with Electrical switches 	3
07	Electrical trunking for B.Tech Lab 1	<ul style="list-style-type: none"> Electrical Trunking 1200mm W with Electrical switches 	7
08	Wall Bench for B.Tech Lab 2	<ul style="list-style-type: none"> Quotation is asked for fabricating, finishing, and supplying of Wall Bench with following dimensions: A. 5600mm W x 760mm D with Granite Top, Ht. 900mm. 	1
		<ul style="list-style-type: none"> B. 7550mm W x 760mm D with Granite Top, Ht. 900mm. 	1
09	Island Bench for B.Tech Lab 2	<ul style="list-style-type: none"> Quotation is asked for fabricating, finishing, and supplying of Island Bench with following dimensions: 1. 4650 W x 1520 D with Granite Top, Ht. 900mm. 	1
10	Under Storage for B.Tech Lab 2	<ul style="list-style-type: none"> Under Storage with 2 shutters 600mm W 	18
11	Leg Space for B.Tech Lab 2	<ul style="list-style-type: none"> Leg Space 750mm W 	14
12	Sink Unit for B.Tech Lab 2	<ul style="list-style-type: none"> Sink Unit 600mm with 3way Faucet. 	2
13	Reagent Shelf for B.Tech Lab 2	<ul style="list-style-type: none"> Reagent Shelf 1500mm W with Electrical switches 	3

Sl. No.	Brief Description of the Goods/items	Minimum Specifications	Quantity
14	Electrical trunking for B.Tech Lab 2	<ul style="list-style-type: none"> Electrical Trunking 1200mm W with Electrical switches 	6
15	Wall Bench for SS DDE Lab	<ul style="list-style-type: none"> Quotation is asked for fabricating, finishing, and supplying of Wall Bench with following dimensions: <ol style="list-style-type: none"> 2630mm W x 920mm D with Granite Top, Ht. 900mm. 3230mm W x 920mm D with Granite Top, Ht. 900mm. 1880mm W x 770mm D with Granite Top, Ht. 900mm. 	1 1 1
16	Island Bench for SS DDE Lab	<ul style="list-style-type: none"> Quotation is asked for fabricating, finishing, and supplying of Island Bench with following dimensions: <ol style="list-style-type: none"> 3080 W x 1540 D with Granite Top, Ht. 900mm. 	1
17	Under Storage for SS DDE Lab	<ul style="list-style-type: none"> Under Storage with 2 shutters 600mm W Under Storage with 2 shutters 750mm W 	13 1
18	Leg Space for SS DDE Lab	<ul style="list-style-type: none"> Leg Space 640mm W Leg Space 715mm W 	6 2
19	Sink Unit for SS DDE Lab	<ul style="list-style-type: none"> Sink Unit 750mm with 3way Faucet. 	1
20	Reagent Shelf for SS DDE Lab	<ul style="list-style-type: none"> Reagent Shelf 1500mm W with Electrical switches Reagent Shelf 1200mm W with Electrical switches Reagent Shelf 1350mm W with Electrical switches 	2 3 1
21	Electrical trunking for SS DDE Lab	<ul style="list-style-type: none"> Electrical Trunking 1200mm W with Electrical switches Electrical Trunking 600mm W with Electrical switches 	1 1
22	Wall hanging for SS DDE Lab	<ul style="list-style-type: none"> Wall hanging storage space with shutter, 1500mm W x 340mm D 	1
23	Wall Bench for OM Lab	<ul style="list-style-type: none"> Quotation is asked for fabricating, finishing, and supplying of Wall Bench with following dimensions: <ol style="list-style-type: none"> 1880mm W x 920mm D with Granite Top, Ht. 900mm. 2480mm W x 770mm D with Granite Top, Ht. 900mm. 	1 1
24	Island Bench for OM Lab	<ul style="list-style-type: none"> Quotation is asked for fabricating, finishing, and supplying of Island Bench with following dimensions: <ol style="list-style-type: none"> 1880 W x 1540 D with Granite Top, Ht. 900mm. 	1
25	Under Storage for OM Lab	<ul style="list-style-type: none"> Under Storage with 2 shutters 600mm W Under Storage with 2 shutters 900mm W 	10 1

Sl. No.	Brief Description of the Goods/items	Minimum Specifications	Quantity
26	Leg Space for OM Lab	<ul style="list-style-type: none"> Leg Space 680mm W 	3
27	Sink Unit for OM Lab	<ul style="list-style-type: none"> Sink Unit 900mm with 3way Faucet. 	1
28	Reagent Shelf for OM Lab	<ul style="list-style-type: none"> Reagent Shelf 900mm W with Electrical switches Reagent Shelf 1200mm W with Electrical switches Reagent Shelf 1350mm W with Electrical switches 	4 3 1
29	Electrical trunking for OM Lab	<ul style="list-style-type: none"> Electrical Trunking 1200mm W with Electrical switches 	2
30	Wall hanging for OM Lab	<ul style="list-style-type: none"> Wall hanging storage space with shutter, 2480mm W x 340mm D 	1
31	Wall Bench for M. Tech. Lab	<ul style="list-style-type: none"> 5700mm W x 760mm D with Granite Top, Ht. 900mm. 	1
32	Sink unit for M. Tech. Lab	<ul style="list-style-type: none"> Sink Unit 900mm with 3way Faucet. 	1

Special Terms & Conditions

Laboratory Furniture having SEFA – 8M or equivalent Certificate.

- The steel frames, panels & shutters are made from Prime Quality CRCA Steel. All cabinet bodies are of over closing design with fully knock down construction and having a main and add on construction to avoid any gaps in between two units
- Surface Treatment: The complete M.S. material of cabinet to be pre – treated (degreased, Zinc Phosphated) and epoxy powder coated for better corrosion resistance. The thickness of powder coat to be 50 microns
- Cabinet frame: Frame is a combination of 1.2 mm horizontal stiffeners and 0.8 mm vertical panel of CRCA MS sheet; Cover panels: End side panel, false panel and back panel of 0.8 mm thick CRCA MS sheet
- Shelves and Drawers: CRCA shelves have a load carrying capacity of 40 kg. The overall load carrying capacity of cabinet is 80 Kg of UDL
- Drawers: The outer drawer and door head shall have plastic inserts with half round post forming to eliminate sharp raw edges of steel
- Slides: High precision Double Extension Ball slides which enable the drawer to open fully
- Shutters: Metal Shutters are double walled and made up of 0.8mm thick CRCA MS sheet
- Hinges: Hinges shall be made corrosion resistance;
- Legs: All Legs to be made of plastic with a load carrying capacity of 450 kg/each;
- Support Bracket: Granite /Reagent Support Brackets serve the purpose of supporting the granite with carrying the service line
- Reagent Shelves – Reagent Shelves to be of complete modular design consisting of horizontal 2 stage storage shelves.

l) Switches and Sockets (Northwest make) – It should be made of High gloss virgin grade engineering thermoplastics to impart a defect free surface m) Worktop- It should be 19mm (+/- 2mm) thick Jet Black Granite worktop. The bottom of the worktop should be polished. n) Manufacturer should have at least one of the certifications like; BIFMA, ISO 9001:2015, ISO 14001:2015, ISO 50001:2011, OHSAS 18001:2007, CE Certification, Greenguard etc.		
Other Terms & Conditions		
01	Validity of quotation required : 120 days	
	Warranty: As mentioned above	
	Payment: 100 % Installation, commissioning, complete demonstration and successful running at Department of Biotechnology, NIT, Durgapur.	

I have also enclosed all relevant documents in support of my claims, (as above) in the following pages.

Signature of Bidder with date

Name:

Designation:

Organization Name:

Contact No. :

E-mail Id:

NATIONAL INSTITUTE OF TECHNOLOGY DUGAPUR
 MAHATMA GANDHI AVENUE, DURGAPUR – 713209 (WEST BENGAL), INDIA
ANNEXURE-II TO NOTICE NO NITD/Estt./Furn./..... dated

FORM-A

<u>Sl No.</u>	<u>Particulars</u>	
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	GST Registration no. (Attach self-attested copy)	
8	Valid Trade License No. –(Attach self-attested copy)	
9	Valid Certificate of Incorporation (for manufacturers) – (Attach self-attested copy)	
10	Whether minimum specification mentioned in tender notice are fulfilled by all the product/services whose price has been quoted	
11	Whether Rates Quoted Inclusive of All taxes or not	
12	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.	
13	Whether EMD in Form of DD has been enclosed? Write DD NO & Date & Bank Name and Branch.	
14	Whether Brochures of all the products are attached	
15	Aadhaar No. of Proprietor / Authorized agent/dealer	
16	IT Returns for Last Three Years	

(Signature of the authorized signatory with seal of tendering firm & date)

Name:

Contact no:

DECLARATION CERTIFICATE (Form – A contd..)

1. Price reasonability: It is certified that the RATE quoted against the NITD's tender number/notice inviting quotation _____ 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 (current financial year). 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. 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 _____ S/o or D/o _____ r/o _____ hereby certify that none of my relative(s) is/are employed in NITD.
4. 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. I agree to abide by the terms & conditions of this NIT/NIQ.
5. In the event of any such information pertaining to the aforesaid matter found at any given point of time 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.

Yours faithfully,

Authorized signatory of Bidder with Seal

Name.....

Designation.....

Date.....

LIST OF GOVT. ORGANIZATION/DEPTT

List of Government Organizations for whom the Bidder has undertaken such work during last fiveyears (must be supported with work orders)			
Sl. No.	Name of the organization with address	Name of Contact Person	Contact No.

Name of application specialist / Service Engineer who have the technical competency to handle and support the quoted product during the warranty period.			
Sl. No.	Name of the organization with address	Name of Contact Person	Contact No.

Signature of Bidder with date

Name:

Designation:

Organization Name:

Contact No. :

E-mail Id:

ANNEXURE-IV

NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR
MAHATMA GANDHI AVENUE, DURGAPUR 713209 (WEST BENGAL), INDIA
ANNEXURE-2 TO NOTICE NO NITD/Estt./Furn./.....dated

FORM-B (PRICE BID)

<u>S No.</u>	<u>Item</u>	<u>Qty.(nos.)</u>	<u>MRP per unit</u> <u>(incl. all taxes)</u> <u>Rs. P.</u>	<u>Price offered</u> <u>excl. Tax per</u> <u>unit in Rs. P.</u>	<u>GST</u> <u>in %</u>	<u>Total price for total qty.</u> <u>Including taxes & all</u> <u>charges in Rs. P.</u>
1						
2						
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(Signatures of the authorized signatory with seal of tendering firm & date)

SUBMISSION OF BID

The Online bids (complete in all respect) must be uploaded online into **two** Envelopes as explained below:

Envelope – 1 (Following documents to be provided as single PDF file)			
Sl. No.	Documents	Content	File Types
1	TECHNICAL BID	Compliance Sheet as per Annexure - I	.PDF
2		Organization Declaration Sheet as per Annexure - II	.PDF
3		List of organizations/ clients where the same products have been supplied (in last five years) along with their Contact number(s). (Annexure-III)	.PDF
4		Technical supporting documents in support of all claims	.PDF
Envelope – 2			
Sl. No.	TYPES	Content	File Types
1	Financial Bid	Price bid should be submitted in .xls format (Annexure-IV)	.xls