



National Institute Of Technology, Durgapur
PURCHASE AND STORE SECTION
NIT Durgapur- 713209

Notice Inviting Quotation

Ref no.: NITD/P&S/Liveries/2018-19/01

Date: 19.03.2019

STITCHING OF LIVERIES (SHIRTS AND TROUSERS)

1. Quotations are invited from all prospective bidders for the Stitching of Liveries (Shirt and Trouser) including delivery of finished product, as per the specifications, terms and conditions mentioned below. All bidders are required to address their bid documents to the Dy. Registrar (Procurement), National Institute of Technology, Durgapur, (W.B) and drop the same in sealed condition in Purchase and Stores Section. The sealed envelope should be super-scribed with the quotation ref. no., date, title of the notice & date of opening. It should also mention the name & contact details of the bidder.

Sl. No.	Description	Tentative qty.	No. of Person
1.	Stitching of full shirt (For male) [One front pocket, additional cloth flap for collar of shirt, good quality bakhram, may include print matter on back of shirt, two extra buttons to be provided]	160 nos.	80 heads (02 shirts/ person)
2.	Stitching of trouser (For male) [Two side pockets, one back pocket, pant buckles to be of stainless steel, zip to be of YKK or equivalent quality, belt loop: at least 06 nos., two extra buttons to be provided]	160 nos.	80 heads (02 trousers/ person)

2. ***Bidders are requested to submit self-attested copies of valid trade license, GST certificate, a copy of this notice (as a token of acceptance of terms & conditions of the notice) etc. along with their quotations. Bids without the above documents will be rejected. The quotation is to be provided in the following format & duly signed & stamped by the bidder:***

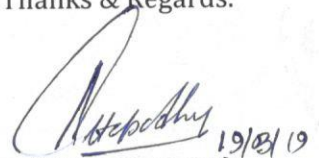
S. No. (1)	Item (2)	Tentative qty. (3)	Price offered per unit (excl. taxes) (Rs.) (4)	GST rate in % (5)	Total cost (incl. taxes) (Rs.) (6)
1.	Stitching of full shirt (For male)	160 nos.			
2.	Stitching of trouser (For male)	160 nos.			
Total cost (incl. all taxes & charges) (Rs.)					
<u>Total cost (incl. all taxes & charges) (Rs.) in words:</u>					

Note: Qty. indicated is tentative may increase or decrease.

General Terms and Conditions:

- a) EMD: Rs. 2000/- (Rupees Two Thousand only) to be deposited along with quotation (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 process and to the successful vendor on application after successful supply of items.
- b) The cloth will be provided by the Institute. The same is to be collected by L-1 bidder from the Institute at his/her own cost for stitching. Excess/unused cloth to be returned to the Institute. Workmanship to be of fine quality. Items to be machine stitched & closely stitched. Stitches should be interlocked where applicable. Stitching thread & buttons to be of matching colour to the cloth & should be durable. Inside cloth after stitch on both sides to be minimum 8 mm.
- c) Size/measurements shall be taken by the L-1 bidder to whom work is awarded, at date, time & place which shall be notified by the Institute. No extra charges shall be paid for the same.
- d) Quotation shall remain valid for 90 days from the date of opening of quotation. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account. The entire work will be awarded to one bidder. No splitting of items is applicable.
- e) The rates must be quoted in Indian Rupees.
- f) Delivery instructions: Free delivery to P&S Section, NIT Durgapur. Items to be separately packed & labelled/marked employee-wise & delivered to P&S Section, NIT Durgapur within 21 working days of issuing of P.O. In case of ill fit or loose stitch or wrong stitching, same is to be rectified by the bidder at no extra cost. LD charge @0.5% per week of delay is applicable. On accumulation of LD charge of 10%, the Institute may cancel the order without incurring any liability towards the vendor. In case of any damage to/ loss of cloth provided by the Institute, the Institute reserves the right to take necessary appropriate action against the bidder in this regard.
- g) Payment: Payment is ordinarily made within 45 working days after successful delivery & inspection of materials and provided that all documents including bill, challan etc. are in order. Bill/Invoice should bear printed serial no.. Challan should bear NITD entry gate security stamp & make, quality, quantity & other details of the item supplied. Original PO, Challan, GST cert., trade license & PFMS form are to be attached with the bill/invoice.
- h) The sealed quotations to be submit at "Deputy Registrar (Procurement), Purchase & Stores Section, NIT Durgapur, Durgapur-713209" **by 3.00 pm on 28/03/2019**. Date of opening of quotations to be intimated later.
- i) Prospective 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 &/or phone no. etc. is not the responsibility of the Institute.
- j) Changes, if any, to this Notice will be intimated as corrigendum/addendum to the same on the Institute website (www.nitdgp.ac.in), so bidders are requested to check the same regularly. No personal intimation will be given.
- k) 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 & same venue.
- l) All other rules/orders/notifications of NIT Durgapur & GFR 2017 shall be applicable.

Thanks & Regards.


Deputy Registrar (Procurement)
NIT Durgapur

Copy to: - A) Institute website, B) Notice Board: 1. P&S Section, 2. Academic Building, 3. Administrative Building