

राष्ट्रीय प्रौद्योगिकी संस्थान पुदुच्चेरी
कारैक्काल – 609 609
NATIONAL INSTITUTE OF TECHNOLOGY PUDUCHERRY
Karaikal – 609 609



Tender Document

For

Supply of Laboratory working table for EEE Department

at

**National Institute of Technology Puducherry
Thiruvattakudy, Karaikal – 609 609
Union Territory of Puducherry
India.**

National Institute of Technology Puducherry @ Karaikal an autonomous Institute established under Ministry of Human Resource Development, Government of India would like to procure the following items.

Item	:	Laboratory working table
Tender Enquiry No	:	NITPY/EEE/TAB/2018/028 Dated: 20.06.2018
Due Date (For submission of bids)	:	09.07.2018; 3.00 PM
Technical Bid Opening time	:	09.07.2018; 3.30 PM
EMD	:	<p>The bidders shall furnish, as part of his bid, a Earnest money deposit (EMD)/ Bid security for an amount of Rs.10,000/- should be paid through online State Bank Collect mode under the payment category of Administrative Miscellaneous https://www.onlinesbi.com/prelogin/icollecthome.htm. The EMD or Performance security will bear no interest whatsoever. The copy of the payment receipt should be enclosed along with the Technical bid of tender document.</p> <p>EMD exemption is applicable to bidders registered with NSIC.</p>
Eligibility Criteria	:	The Contractors / Tenderers should have experience in supply of similar item with ONE similar work of Rs.10,00,000/- or above (or) TWO similar works each of Rs.5,00,000/- (or) above executed during the last 3 years with reputed educational institutions, organizations, etc., along with the copy of orders.
Submission of Offer	:	<p>Two Bid System:</p> <p>Two bid system will be followed for this tender. In this system the bidder must submit his offer in two separate sealed envelopes. Both the technical bid and commercial bid envelopes should be securely sealed and stamped separately and clearly marked as “Envelope No: 1 – Technical Bid” and “Envelope No: 2 – Commercial Bid” respectively. EMD should be placed in the Envelope No: 1, Technical Bid.</p>
Place of Submission	:	<p>The Registrar National Institute of Technology Puducherry Thiruvattakudy, Karaikal – 609 609 Union Territory of Puducherry India.</p>

Terms and Conditions

1. The Bidders are requested to give detailed tender in their **own forms** in two bids.
Part-1 : **Technical Bid**
Part-2 : **Commercial Bid**
2. Tenders, which are submitted without following the two bid offer system will summarily be rejected.
3. The tender document can be downloaded from the National Institute of Technology Puducherry website www.nitpy.ac.in
4. **Envelope No-1 : Technical Bid**
The technical offer **should not contain any price information**. The technical offer should comprise of the following:
 - i) Earnest Money Deposit (EMD).
 - ii) The technical bid should be comprehensive and shall indicate all specification of the all products and services. Each page of the bid and cutting / corrections shall be duly signed and stamped by the bidder. Failure to comply with this requirement may result in the bid being rejected.
 - iii) If the bid is for branded makes, an authorization letter from principals clearly indicating that the vendor is competent and authorized to sell and provide services towards the items shall be enclosed.
 - iv) List of deliverables / bill of materials and services.
 - v) Bids should have a validity of **90 days**.
5. **Envelope No-2 : Commercial Bid**
This should contain only the price information along with commercial terms and conditions. The commercial bids of **only the shortlisted bidders** shall be considered for further processing.
6. **Technical Evaluation Committee**
 - i) A committee duly constituted by The Registrar (i/c), NIT Puducherry will go through the technical aspects of the tender and recommend short listed firms. The recommendation of the technical committee shall be final and binding on all the parties.
 - ii) The technical committee will examine all the technical aspects of the bids received. Further, the technical committee may seek additional information from the existing users at NIT Puducherry or from other Institutes and also call for technical presentations from the bidders if required.
 - iii) The bidders are required to submit the sample for evaluation before the stipulated time.
 - iv) No cost will be paid by NIT Puducherry for sample.

7. **Opening of Commercial Bids**

- i) NIT Puducherry will open commercial bids of only the shortlisted bidders in the presence of the bidders or their authorized representatives who choose to attend the commercial bid opening. The date and time of opening the commercial bid will be intimated only to pre-qualified and technically acceptable bidders for the item at a later date. The representatives of shortlisted firms only will be allowed for commercial bid opening.
- ii) No sub-contracting is allowed with regard to installation, commissioning, training, warranty, maintenance and after sales service. This is the sole responsibility of the principals / their authorized agents.
- iii) The NIT Puducherry reserves the right to accept the offer in full or in parts or reject summarily or partly.

8. **Delivery Period / Timelines**

The deliveries and installation must be completed within 03 weeks from the date of purchase order. The time is the essence of the contract. It is mandatory for the bidders who respond to this bid to meet this expectation, as this is linked to student's admission and shifting the college to permanent campus.

9. **Locations for the supply / services**

The items covered by this document is required to be supplied and installed at

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Thiruvattakudy, Karaikal – 609 609
Union Territory of Puducherry
India

10. NIT Puducherry will not provide any accommodation / transportation for the engineers / representatives for attending installation, commissioning and demonstration work. It is the absolute responsibility of the principal supplier / agent to make their own arrangements.

11. **Purchasers right to vary quantities at the time of award**

NIT Puducherry reserves the right at the time of award of contract to increase or decrease the quantity of items specified in the schedule of requirements without any change in price or other terms and conditions.

12. **Price**

The price quoted shall be considered firm and no price escalation will be permitted. The quote should be for **FOR Destination** at National Institute of Technology Puducherry, Thiruvattakudy, Karaikal – 609 609, Union Territory of Puducherry.

- i) The packing, forwarding, freight, insurance and commissioning charges, if any extra may be quoted separately in commercial bid.
- ii) The actual sales tax percentage (without form "C") if any, should be specified.

13. Performance Bank Guarantee

The vendor will have to furnish performance bank guarantee for 10% of the total purchase order value, to be valid for one year plus two months from the date of installation and acceptance.

14. Installation

- i) Bidder shall be responsible for installation / demonstration as applicable and for after sales service during the warranty and thereafter.
- ii) Installation and demonstration to be arranged by the supplier free of cost and the same is to be done within 15 days of the arrival of the equipment at site.

15. Warranty / Support

- i) The items supplied shall carry a minimum of **ONE year of comprehensive warranty** from the date of acceptance of the equipment.
- ii) The defects, if any, during the guarantee / warranty period are to be rectified free of charge by arranging free replacement wherever necessary. This includes cost, insurance, freight, custom duty, octroi, local taxes if any and should be borne by the beneficiary or his agent. A clear confirmation should be given for this item.

16. Indemnity

The vendor shall indemnify, protect and save NIT Puducherry against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc., or such other statutory infringements in respect of all the items supplied by him.

17. Freight and Insurance

The items to be supplied will be insured by the vendor against all risks of loss or damage from the date of shipment till such time it is delivered at NIT Puducherry permanent campus.

18. Payment

90% payment shall be made at site against delivery, installation, commissioning and acceptance as per purchase order and balance 10% shall be made after receipt of performance bank guarantee. If no bank guarantee is given, the balance 10% will be paid after the warranty period plus two months.

19. Penalty for delayed services / LD

- i) As time is the essence of the contract, delivery period mentioned in the purchase order should be strictly adhered to. Otherwise the NIT Puducherry will forfeit EMD and also LD clause will be applied / enforced.
- ii) If the supplier fails to supply, and fix the item as per specifications mentioned in the order within the due date, the supplier is liable to pay liquidated damages of 1% of order value for delay of every week subject to a maximum of 10% beyond

the due date. Such money will be deducted from any amount due or which may become due to the supplier.

- iii) NIT Puducherry reserves the right to cancel the order in case the delay is more than 10 weeks. Penalty as at (ii) above, will be deducted from the security deposit.

20. Jurisdiction

The disputes, legal matters, court matters, if any, shall be subject to Karaikal Court Jurisdiction only.

21. Force Majeure

NIT Puducherry may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that the delay, in performance or other failure to perform its obligations under the contract, is the result of a force majeure.

22. Arbitration


All disputes of any kind arising out of supply, commissioning, acceptance, warranty maintenance etc., shall be referred by either party (NIT Puducherry or the bidder) after issuance of 30 days notice in writing to the other party clearly mentioning the nature of dispute and will be referred to the arbitrator to be nominated by The Registrar (i/c), NIT Puducherry, Karaikal. The Venue for arbitration shall be Karaikal, Union Territory of Puducherry, India.

23. Interpretation of the clauses in the Tender Document / Contract Document

In case of any ambiguity / dispute in the interpretation of any of the clause in this tender document, interpretation of The Registrar (i/c), NIT Puducherry, Karaikal shall be final and binding on all parties.

**-Sd-
Registrar (i/c)
NIT Puducherry**

ITEMS REQUIRED WITH SPECIFICATIONS AND SAMPLE PICTURE

S.no	Item and specification	Quantity
1	<p>Wooden WORKING TABLE : Double decker table</p> <ol style="list-style-type: none"> 1. Teak Wood Table Size: Length: 1400mm, Width: 900mm, Height: 850mm. 2. Height of second top: (850mm+520mm). 3. Width of second top: 400mm (minimum 15mm thickness) 4. Top should be Teak plans of 30mm Thick. 5. All Side Closing should be Teak plans of 10mm except lateral sides. 6. Two lateral sides, slanting circuit board and vertical closing should be closed with 6mm hylam sheet. 7. All legs should be 70mm x 70mm Thick of Teak wood. 8. All top bars should be 30mm x 100mm Thick of Teak wood. 9. All bottom bars should be 30mm x 70mm Thick of Teak wood. 10. One side drawer and cup board should be completely made up of teak wood (min thickness of any portion is 10mm). (Provided with high quality lock). 11. Wooden top plank fitting with Iron. 12. A Frame bracket (2 Nos), finishing with polish. 13. Tables are to be inspected by NITPY inspection team before dispatched from vendor works. 	07

Note: A sample design should be supplied during design evaluation which shall be a part of the selection process.

NATIONAL INSTITUTE OF TECHNOLOGY PUDUCHERRY

Annexure-A

MODEL PRICE BID FORMAT FOR INDIAN BIDDERS

Tender No. & Date:

Bidder's Offer No. & Date:

S. No. (1)	Description of item (2)	QTY (3)	Rate /Qty in Rs. (excluding of all taxes) (4)	Sub Total (in INR) (5)	GST%/GST Amount (in INR) (6)	Total amount (in INR) (7)
1	Supply portion (The price indicated shall be exclusive of accessories, spares etc. as given in the scope of supply)					
2	Packing & Forwarding charges (extra, if any)					
3	Total all inclusive price delivered, installed and commissioned at NIT Puducherry					
4	Net cost to be paid by NIT Puducherry					

Signature & Seal of Vendor

Note: The price bid should be submitted only as per the above format. No row shall be left blank. Please indicate NA, in case the item is "Not applicable". If this format is not used or any column is left blank, then the bid will be rejected.