



National Institute of Technology, Silchar

(An Institution of National Importance)

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No: Tech/873/15-16 (Pt-II)/ 52-61

Date: - 22/04/21

NOTICE INVITING TENDER

E-tender invited from for items rate contract towards day to day Civil maintenance works at NIT Silchar, from the agencies registered with Central PWD, Assam PWD, MES, Railway, BSNL / nationally reputed firm / shop / dealer for the supply of items as per price schedule.

Sl. no.	Item NIT No. NIT-E/Estate/2021-22/01	Validity for rate	Cost of Tender Paper (Non refundable)
1	The items rate contract for supply of water supply, sanitary, hardware & miscellaneous items for civil works at NIT Silchar inclusive of all taxes and levies, including carrying charges.	12 month from the date of submission of Tender.	1000.00
2	The items rate contract for supply of Electrical Items at NIT Silchar inclusive of all taxes and levies, including carrying charges.		1000.00

Last date of submission of duly filled in e-tender on **04.05.2021 up to 4.00 PM**

Date of opening of Technical Bid: **05.05.2021 at 3.30 PM** at Estate Engineering Branch

Hard copy of the same (Technical document & undertaking for the acceptance of terms & conditions of the tender only) duly page numbering (in proper book binding form) & self-attested to be submitted by **05.05.2021 at 3.00 PM** at Office of the Estate Engineering Branch. Loose documents will not be accepted.

Date of opening of Financial Bid: **07.05.2021 at 3.30 PM**

The bid forms and other details can be obtained from the website www.tenderwizard.com/NITS.

Tender documents must be uploaded self attested copies of the following certificates, issued by the competent authority.

MSME registered agencies are also eligible.

The contractor/agency is to satisfy the following conditions. Failing which the tender is liable for rejection

Pre-qualification criteria of the agency (to be furnished along with technical bid document duly filled up).

A. CONDITIONS FOR SUBMISSION OF TENDER:

The registered firms/ agencies/shops/dealers are to satisfy the following requirements, failing which the tender is liable for rejection.

1. G.S.T registration: Self attested copy of G.S.T registration certificate for Shop Holders/Dealers/firm/Individual only. Applied for G.S.T registration is not valid. The firm should submit the following –

- a. GSTR-3B return for the month of March, 2021 along-with copy of paid challan.
 - b. Supporting document (s) which justifies that the firm is registered under GST for providing above services.
2. Valid Trade License / Contractor Registration registered with Central PWD, Assam PWD, MES, Railway, BSNL and nationally reputed firm only.
 3. Experience of having successfully completed similar nature for supply of Civil / Electrical items at Govt. Deptt / Govt. Organization / Govt. autonomous body during last 3 years ending last day of the month costing not less than Rs. 10.00 Lakh per year (For Civil) & Rs. 1.00 Lakh per year (For Electrical). Copies of the work order & completion certificate should be submitted.
 4. PAN Card: Self attested copy of PAN card.
 5. Financial solvency:
Financial solvency certificate issued by the Scheduled Bank as per proforma given in technical bid document (Proforma-2C) for amount not below Rs. 10.00 Lakh during current financial year.
 - (i) Bankers certificates should be on letter head of the Bank in original address to the Director, NIT Silchar in sealed envelope.
 - (ii) In case of partnership firm, certificate should include names of all partners as recorded with the Bank.

A pre-qualification criteria of the agency / firm / shop / dealer is to be furnished along with schedule of rate.

B. TERMS & CONDITIONS:

- 1. Institute shall purchase the item(s) as per requirement & based on the priority to the lowest quoted rate. This shall be the responsibility of the supplier to provide the item(s) as and when necessary within the validity period of the supply order.** If the agency / firm / shop / dealer fails to deliver any or all of the items / services within the time period (s) specified in the purchase order or any extension thereof granted by NIT Silchar, the Institute may terminate the contract and cancel the purchase order in whole or in part as applicable.

2. MATERIAL ESCALATION

No material escalation will be given to agency / firm / shop / dealer for the initial contract period (i.e. one year from the date of award of contract). However, if the contract is renewed for further period, the escalation will be calculated as below:

$$\% \text{ Escalation} = \frac{B-A}{A} \times 100$$

Where A= Whole sale price index on the date of tender opening

B= Whole sale price index at the end of first year (for calculating escalation of 2nd year) / Wholesale price index at the end of 2nd year (for calculating escalation of 3rd year).

- 3. All the materials supplied by the contractor shall be ISI marked (wherever applicable) and of reputed & approved makes (as per CPWD SPECIFICATION) and their makes / brands / colour / finish will be approved by Engineer before supplying the materials.**

4. Normal commercial warranty / guarantee shall be applicable to the supplied goods.
5. Carrying charges will not be paid separately. All materials should be F.O.R at NIT Silchar.
6. No addition or alternations in Tender forms shall be made by the bidder and if any such modification is made, the Tender is liable for rejection.
7. Demurrages and penalty, if any, paid by the agency / firm / shop / dealer shall not be borne by the Institute. In case of delay in delivery of ordered material penalty @ 2% of the total value of the order per one week may be imposed and after completion of the specified delivery period the contract may be terminated.
8. The duration of this contract shall be for a period of 12 months which is extendable for a further period of another six (6) months at the discretion of the Institute, except in the event of earlier termination under the terms and conditions. The contract shall automatically expire after completion of 12 months, unless extended further by mutual consent of the two parties in writing.
9. GST will be applicable as extra.
10. All the Items & make should be as per CPWD specifications unless specified in the tender.
11. NIT will not be in the binding with the lowest bidder for procure the item for which tender was called for. NIT may procure items from local market also and for which no claim will be entertained.

C. INSTRUCTION OF THE BIDDER:

1. Tender is to be submitted in sealed envelope duly filed up & signed along with all relevant documents as prescribed. It is not binding for the bidding agency to quote for all the items. The rates should be **valid for 12 (Twelve) months** from the date of submission of Tender. The Institute reserves the right to accept the item wise lowest rate of all the bidders.
2. The agency / firm / shop / dealer should not debarred / terminated and / or blacklisted by any Govt. Deptt / Organization / autonomous body. Undertaking should be submitted.
3. The agency / firm / shop / dealer should submit the warranty / guarantee details for each of the items where applicable.
4. Every page of this Tender document shall be duly sealed & signed by an authorized person, on behalf of the bidding firm. The sealed & signed Tender document should be submitted along with the bid.
5. The Tender submitted shall clearly mention the name of the firm / person in whose favour the purchase order is to be placed.
6. National Institute of Technology, Silchar is not liable for non receipt of the Tender forms in time due to wrong address / any delivery delay of the mail service provider / force majeure. Tender documents received after the last date & time for receiving Tenders will be summarily rejected.

7. NIT Silchar will award the contract to the bidder whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price.
8. Cost of Tender paper (non refundable) should be deposited through online. The offers without cost of Tender shall be outright rejected.

REQUIREMENTS FOR VENDORS

- P.C. connected with internet.
- Registration with Service provider portal **www.tenderwizard.com/NITS**
- The vendor should possess a Class III Digital Signature certificate (Mandatory).
- (Bids will not be recorded without Digital Signature Certificate.)
- In case of any clarification please contact Chief Regional Manager, Regional office, ITI Limited f-29, Ground Floor ITI Bhavan, Dooravaninagar, Bangalore – 560 016 before the schedule time of the e-Procurement.

Contact Helpdesk:-

HELPDESK NO. 9073677150/151,152, E-mail: helplinetenderwizard@gmail.com

- a) For registration, Submission procedure and method of correspondence etc. Please visit our website: www.tenderwizard.com/NITS and click on the link Vendor Help.
- b) To obtain the Class III digital signature certificate or further details please visit our website: www.tenderwizard.com/NITS
- c) Registration/Enrolment of Bidder on e-procurement Portal of NIT Silchar:

In order to submit the Bid, the bidders have to get themselves registered online on the e-Procurement portal of National Institute of Technology, Silchar with valid Digital Signature Certificate (DSC) issued from any agency authorized by CCA and which can be traced up to the chain of trust to the Root Certificate of CCA. The registration should be in the name of bidder, whereas DSC holder may be either bidder himself or his duly authorized person.

The bidders will have to accept unconditionally the online user portal agreement, which contains the acceptance of all the Terms and Conditions of NIT (Notice Inviting Tender) including Commercial and General Terms & Conditions and other conditions, if any, along with on-line undertaking in support of the authenticity of the declarations regarding the facts, figures, information and documents furnished by the Bidder on-line in order to become an eligible bidder. No conditional bid shall be allowed / accepted.

The bidder will have to give an undertaking online that if the information/declaration/scanned documents furnished in support of the same in respect of eligibility criteria are found to be wrong or misleading at any stage, they will be liable to be punitive action.

d) Help for participating in e-tender:

The detailed methods for participating in the e-procurement are available in the website www.tenderwizard.com/NITS. The bidders have to Log on to National Institute of Technology, Silchar's web site and then click on the specified links to start participating in the e-tendering process.

Bidders are also free to communicate with the contact person of the service provider to get all clarifications regarding the mode of the e-procurement process.

NB: (I) please note that there is no provision to take out the list of parties downloading the tender document from the above referred web site. As such, tenderers are requested to see the website once again before due date of tender opening to ensure that they have not missed any corrigendum uploaded against the said tender after downloading the tender document. The responsibility of downloading the related corrigendum, if any, will be that of the downloading parties.

(ii) No separate intimation in respect of corrigendum to this NIT(if any) will be sent to tenderers who have down loaded the document of National Institute of Technology Silchar.

e) The offer should be submitted (uploaded) as per the terms and conditions and procedures laid down in the website of M/s ITI Ltd www.tenderwizard.com/NITS tender document failing which the offer is liable for rejection.

Bidders should download the complete NIT including the Annexure and read carefully before filling the details and uploading the documents.

f) The bidder must upload all the documents required as per the terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.

9. All legal disputes shall be under the jurisdiction of the Silchar Courts of Cachar District in the State of Assam.
10. The Director, NIT Silchar reserves the right to award the job whole to one or may split among more bidder(s).
11. The Director, NIT Silchar reserves the right to accept or reject any or all the Tenders without assigning any reason whatsoever.


Registrar

Copy to:

1. P.S. to Director – for information to the Director.
2. The Registrar, NIT Silchar - for information.
3. Dean (P&D), NIT Silchar – for information.
4. Dean (SW), NIT Silchar - for information.
5. Estate (i/c), NIT Silchar – for information & necessary action.
6. Bid Evaluation Committee – for information & necessary action.
7. The Deputy Registrar (Accounts), NIT Silchar - for information.
8. Webmaster, NIT Silchar – email Ids: (i) webmaster@nits.ac.in (ii) nitsupload@rediffmail.com with request to up load the Notice Inviting Tender to nits.ac.in & tenders.gov.in in soft copy of the NIT enclosed.
9. Nodal Officer, E-tender – with request to forward the tender at M/s ITI Ltd www.tenderwizard.com/NITS for upload.
10. Notice Board, Estate Engineering Branch, NIT Silchar.