



Central Purchase unit
National Institute of Technology Srinagar (J&K) -190006

Email: cpu@nitsri.ac.in

Document for Tender Notice No. 31 of 2018 Dated 26.11.2018.

**"Tender Notice for Invitation of bids for the supply & Fixing of Library Racks ;
Book Trolley & Reading Tables for Library & Information Resources Centre (LIRC)"**

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1. Sealed Bids are invited for **the Library Racks ; Book Trolleys & Reading Tables** having detailed Specifications as given in Annexure –I, in a 2- bid format on the terms & conditions and as per the instructions given below from para-2, from interested eligible bidders:
- 2. Techno-Commercial Bid, Containing the following documents in Envelope- A:-**
 - (a) Proof of being Original equipment manufacturer or Distributor/Marketing agent/ Authorized dealer in the shape of copy of agreement and registration under law in force.
 - (b) *The OEM (Original Equipment Manufacturer) of offered product should be ISO 9001:2015 and ISO 14001:2015 certified.*
 - (c) PAN card & Tax registration document of the firm.
 - (d) ITR's of previous 3-years.
 - (e) *Proof of annual turnover of the firm for last three years, which shall not be less than Rs.1.00 Crore.*
 - (f) Proof of availability of after-sale support & service centre at Srinagar.
 - (g) Bid security for Rs. 1.00 lac in the form of DD/CDR/TDR pledged to Officer In-charge, Central Purchase Unit NIT Srinagar (J&K) and tender document fee Rs.1,000/- in the form of DD, favoring of Director, NIT Srinagar. Tender without CDR /document fee shall be rejected.
 - (h) Bid form in the format given in Annexure-II duly filled.
 - (i) List of organizations/ Institutions where such or similar items have been supplied & installed successfully during last 3-years.

3. Price Bid Containing the following documents in Envelope-B:-

- (a) Prices offered in INR only and quoted both in words & figures. Prices must be offered /quoted in the format enclosed as Annexure-III. The rates quoted should be covered with transparent tape.
- (b) The rate quoted should be FOR NIT Srinagar (J&K).
- (c) Bid price should be without over writing. However minor over writing should be clearly signed by the bidder. In case of any discrepancy between price quoted in figures and words, the price quoted in words will prevail. Bid price should be firm for the bid validity period.
- (d) All duties, taxes and levies (GST or other charges) payable, must be quoted separately. GST as applicable to Educational Research Institutes shall be charged. Any document required for this purpose must be mentioned in the offer which shall be provided along-with the Supply order.

(e) As per SRO 129 of Government of Jammu & Kashmir, the institute is Exempted from state entry tax. The Institute will provide Entry tax exemption certificate to successful bidder with supply order. The Institute is also exempted from Custom/Excise duty.

4. Validity of Bids

Bids shall remain valid at least for 120 days from the date of opening of the bids.

5. Evaluation of Bids.

(a) The purchaser shall first evaluate and compare the technical bids as per following criteria to determine the techno-commercially qualified bidders:

- (i) Properly filled and signed as per given formats
- (ii) Conform to terms and conditions and technical specifications.
- (iii) Are accompanied with Bid security and all other documents

(b) *In the 2nd step, the financial bids of only those bidders who have technically and commercially qualified and whose samples are approved by a committee framed by NIT Srinagar authorities shall be opened and evaluated. The samples shall have to be delivered at NIT Srinagar by the bidders who qualify techno-commercially within 10 days of intimation by NIT Srinagar through email.*

6. Award of contract

(a) Contract shall be awarded to the bidder whose bid is commercially, technically qualified and offered at lowest reasonable evaluated price.

(b) Successful bidder shall be notified about the award of the contract through a supply order where- in terms and conditions of supply shall be incorporated.

7. Payment & Performance Guarantee:

100% (90% + 10%) payment shall be made after successful delivery of goods in good condition and accepted as per prescribed specifications by the nominated committee and after successful installation & commissioning. 10% will however be retained as security deposit against performance guarantee for the warranty period.

8. Warranty and after sale service:

(a) All items shall carry comprehensive standard warranty as per the relevant IS code from the date of installation & commissioning and service support after expiry of warranty.

9. Settlement of disputes.

Settlement of disputes if any shall be subject to the jurisdiction of Srinagar Courts only.

11. Liquidated Damages.

If the bidder after accepting the purchase order of goods/equipments or services, fails to deliver any or all of the goods/equipments or to perform the services with-in the specified period, a penalty of 0.50%(half percent) of the price value of the item per week or part-thereof shall be imposed. The maximum penalty shall be limited to 10% of the cost. Once maximum is reached, NIT Srinagar shall proceed on its own to consider the termination of the supply order, on the risk & responsibility of the defaulting bidder.

12. Submission of Bids.

(a) ***The last date for submission of bids is 19-12-2018 up-to 16.00 hours.***

(b) Bids should be properly sealed.

(c) The two envelopes A & B should be separately sealed and superscripted as Techno-Commercial Bid & Price Bid. The due date of submission, Name of equipment/item and tender number should also be written .

These two sealed envelopes should be sealed in a bigger Envelop with the address of the Tender receiving Officer & Tender Number.

(d) Bids should be addressed to Officer In-charge, Central Purchase Unit NIT Srinagar (J&K)

(e) Bids not from Srinagar shall be dispatched sufficiently well in advance so as to reach the destination as per scheduled time & date. NIT Srinagar shall not be responsible for any delay caused by Post or Courier agency.

13. Bid opening.

(a) The Technical Bid (Envelope- A) will be opened first on 20-12-2018 at 2.30 pm in the office room of the undersigned in the administrative block of the Institute.

Price Bid (Envelope-B) of the qualified bidders as detailed above will be opened subsequently. Interested bidders can attend the Bid opening.

14. Notwithstanding above, the purchaser reserves the right to reject any or all the bids received in response to this N.I.T. or withdraw it without assigning any reasons thereof.

15. For any future information or corrigendum or addendum regarding this tender, please be in touch with our website: **www.nitsri.ac.in**.

Officer In-charge
Central Purchase unit, NIT Srinagar
Email: cpu@nitsri.ac.in

N.B.

1. Before preparing your valuable bid kindly go through the document fully and take care of all the requirements.
2. Bidders from outside Srinagar may please send their Bids well in advance so that these are received in time.

No. NIT/CPU/18/ 4471

Dated 26/11/2018

Annexure-I
**“Technical Details /Specifications for the Library Racks;
Book Trolleys & Reading Tables”**

<i>S. No</i>	<i>Item</i>	<i>Specifications</i>	<i>Quantity</i>	Delivery Period
1	Library Rack incl. fixing at site	Double faced, wooden book racks, as per IS-1829 (Part 1) : 2017, Height: 2200 mm	250 rft	45 days
2	Library Book Trolley	Wooden Book Trolley as per IS-1829 (Part 1) : 2017	10 Nos	
3	Library Reading Tables	Library reading wooden tables 5' X 3.5' (1 table for 4 persons)	10 Nos	

Annexure-II
BID FORM

To,
Officer In-charge,
Central Purchase unit,
NIT Srinagar.

Ref: Tender No. _____ issued under No.: NITS/CPU/ 2018/.....
Dated..... for-----
ForDepartment

Sir,

With reference to above invitation for bids, we would like to say that we have gone through your bid document thoroughly and hence offer our competitive Technical/Price Bid in sealed envelope for the supply of various goods/equipment listed in your document.

The following documents constitute our Bid:

- Technical specification/ literature attached:- Yes/No
- Valid tax clearance certificate attached:- Yes/ No
- OEM/ Authorized Dealership / certificate attached Yes/ No
- Revenue stamp affixed. Yes/ No
- Rates covered with transparent tape:- Yes/ No
- Bid document fee deposited:- Yes/ No
- Call Deposit Receipt enclosed:- Yes/ No
- Bid price in Indian Rupees:- Yes/ No
- FOR Srinagar:- Yes/No
- Bid without correction/overwriting:- Yes/ No
- Price Bid schedule in the requisite format
- List of organization where this equipment has been supplied/Installed

Kindly feel free for any enquiries and clarifications.

Yours Sincerely

From M/S.....

Place:

Telephone No.....Email:

Date.....

Annexure-III

Price Schedule

S. No	Name of equipment/ Goods /item	Basic cost	GST	Any other tax	Total unit price	Quantity	Total Price
1							
2							
3							
4							
5							

Note: Award will be decided on item-wise basis.

