



# NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA – 769 008, ODISHA

## ADVERTISED TENDER ENQUIRY

Department: Convocation Dress Procurement Committee-XVII Convo.

Tender Notice No: NITR/PW /CONV/2019/142

Date: 09/09/2019

To

### Important Dates

Through  
CPP Portal  
(E-Procurement)

Event	Date	Time
Pre-bid Conference	NA	NA
Last Date of submission of bid	23/09/2019	11:00 AM
Date of opening of techno-commercial bid	24/09/2019	11:00 AM

Dear Sir,

We intend to purchase the commodities specified below and invite quotations in accordance with the terms and conditions detailed in the bid document. If you are interested, kindly send your offer with prices and complete terms within the time mentioned above.

For any query, you may contact to:

**Attention: -**  
**Prof. M.R. Tripathy**  
**Convener, Convocation Dress**  
**Procurement Committee,**  
**Department of Mathematics [MA]**  
**NATIONAL INSTITUTE OF TECHNOLOGY**  
**ROURKELA – 769 008, ODISHA**  
Phone: 0661 – 2462707  
E-mail: [manas@nitrkl.ac.in](mailto:manas@nitrkl.ac.in)

Yours sincerely,

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Name: Prof. M. R. Tripathy  
Convener, Convocation Dress  
Procurement Committee

Encl:

- (1) Schedule of requirement, specifications, dates etc.
- (2) Bid document containing detail terms and conditions.

## 1. Schedule of requirements:

Sl. No.	Description of stores (As per the quotation)	Quantity*	
1	Kurta made of Sambalpuri* Fabric	Blue Shade**	425
		Green Shade**	400
		Maroon Shade**	125
2	Pajama made of Sambalpuri* Fabric	White Shade**	950
3	Sambalpuri* Bandha Saree	Blue Shade	140
		Green Shade	130
		Maroon Shade	40
4	Sambalpuri* Fabric [for stitching Kurta]	As per choice	100
5	Sambalpuri* Fabric [for stitching Pajama]	White Shade	100

\* As per Geographical Indication No. 208

\*\* Tentative Quantity of various Size of Kurta [item – 1] & Pajama [item – 2] is S - 140, M - 420, L - 280, XL - 100 and XXL - 10. Actual quantity will vary by +/- 10% which will be communicated before 30 days of delivery date.

### A. SPECIFICATION OF VARIOUS SIZES:

#### KURTA [TOP] SIZE CHART

Label size	Chest (in inches)	Waist (in inches)	Sleeve length (in inches)	Shoulder width (in inches)	Length (in inches)
Small	36	37	25	18	41
Medium	38	39	25.5	18.5	41
Large	40	41	26	19	42
X-Large	42	43.5	26	19.5	42
XX-Large	44	44.5	26.5	20	43

#### PAJAMA [BOTTOM] SIZE CHART

Label size	Waist (in inches)	Length (in inches)	Leg Opening (in inches)
Small	32	45	12.5
Medium	34	46	13
Large	36	47	13.5
X-Large	38	48	14
XX-Large	40	49	14

**2. Specifications and allied Technical Details**

**As mentioned in "Schedule of Requirements" in Tender Documents**

**3. Format of Quotation** (tick appropriate box)

It is a two-part bid with separate techno-commercial and price bids.

**4.** The bid should be submitted through <https://eprocure.gov.in/eprocure/app>

**5.** Quotations should be valid for a period of **90** days from the date of opening of price bid.

**6. Some important dates:**

i.	Pre-bid Conference:	Date: <b>NA</b>	Time: <b>NA</b>
ii.	Last date for submission of bid	Date: <b>23/09/2019</b>	Time: <b>11:00 AM</b>
iii.	Date of opening of techno-commercial bid	Date: <b>24/09/2019</b>	Time: <b>11:00 AM</b>

**7. Warranty: As per organization policy.**

**8. Technical bid evaluation criteria:**

- a) Should be user of GI No. 208 [Sambalpuri Bandha Saree and Fabrics] for at least last five years as on last date of receipt of bids.
- b) Should have successfully supplied similar materials of minimum value of Rs. 15.00 lakhs [inclusive of VAT/GST] against a single Purchase Order during last three financial years (i.e. for FY 2015-16, 2016-17 and 2017-18). In which out of 15.00 Lakhs value of kurta & pajama should not be less than 10 Lakh.
- c) Should have minimum turnover of Rs. 25.00 crores in each of the last three financial years. In support copy of audited Profit and Loss statement & Balance Sheet, etc. for last three financial years (i.e. for FY 2015-16, 2016-17 and 2017-18) must be uploaded along with technical bid.
- d) Sample of dress and saree need to provide by respective bidders on scheduled date and time at the technical bid evaluation stage. Sample of only those bidders be accepted for evaluation of quality who meet above requirements (a) to (c).
- e) During the course of technical bid evaluation, NIT Rourkela, may, at its discretion ask the bidder for clarification of its bid. The request for clarification and the response shall be in writing/email and no change in prices or substance of the bid shall be sought, offered or permitted.

**9. Financial bid evaluation criteria:**

- Financial bid will be opened only for those bidders who are technically qualified.
- Financial bid comparison for the award of contract will be made on overall items/overall L1 price basis, as quoted in BOQ.
- Note: Where there is no mention of packing, forwarding, freight, insurance charges, taxes etc., such offers shall be treated as inclusive of all these expenses.

**10. GST:** GST should be charge according to applicable rates.

**11. EMD (Earnest Money deposit)/ Bid Security (BS) and Tender Cost:** Bid security in shape of DD (Demand Draft) for **INR 44,000/- (Rupees Forty-Four Thousand Only)** and **Tender Cost (Non-refundable)** in the form of DD for **INR 500/- (Rupees Five Hundred Only)** in favour of **Director, NIT Rourkela** Payable at Rourkela from any Scheduled Commercial Bank except Co-operative and Gramin bank. DD for the EMD (Earnest Money deposit)/Bid Security (BS) should remain valid for a period of **45 days** beyond the bid validity period. EMD (Earnest Money deposit)/Bid Security (BS) of unsuccessful bidders should be return to them at the earliest and latest on or before the 30th days after the award of the contract. EMD (Earnest Money deposit)/Bid Security (BS) and Tender Cost should reach physically through speed post/ register post/courier, containing in an envelope & superscripted with subject, tender reference number addressing to **Registrar, NIT Rourkela - 769008, Odisha**; Attention: Prof. M.R. Tripathy (MA) **on or before 24/09/2019 by 11:00 AM**. The Bid Security (BS) and Tender Cost should be submitted in its original form.

**12. Performance Security: INR 1, 10,000/- (Rupees One Lakh Ten Thousand Only)** in shape of Demand Draft (DD)/Bank Guarantee in favour of "Director, NIT Rourkela" payable at Rourkela. And Performance security should remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the suppliers including warranty obligation. And EMD (Earnest Money Deposit) amount of successful bidder will be return after the receipt of performance security in case of award of contract to successful bidder.

**13.** Please go through the enclosed "bid document" carefully for other bidding instructions.

**14.** Please send your quotations through <https://eprocure.gov.in/eprocure/app>

**15.** For technical details, you may contact

**Prof. M.R. Tripathy**  
**Chairman, Institute Convocation Dress Procurement**  
**Committee,**  
**Department of Mathematics[MA]**  
**NATIONAL INSTITUTE OF TECHNOLOGY**  
**ROURKELA – 769 008, ODISHA**  
**Phone: 0661 – 2462707**  
**E-mail: [manas@nitrkl.ac.in](mailto:manas@nitrkl.ac.in)**

NB: ***Please furnish your Dealership Certificate (must) and Proprietary Nature Certificate (If applicable)***



# NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA – 769 008, ORISSA

## BID DOCUMENT

### 1. Instructions to the bidders

- 1.1 Bids are invited on behalf of the Director, National Institute of Technology (NIT), Rourkela – 769008, Odisha, from the intending bidders for supply of the goods/stores/ equipments for the Institute as detailed in the enquiry letter.
- 1.2 The bidders should quote their offer/rates in BOQ in clear terms without ambiguity.
- 1.3 In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.
- 1.4 The last date for receipt of the bid is marked in the tender document.
- 1.5 The bids should be uploaded in <https://eprocure.gov.in/eprocure/app> . Please follow the guidelines of the site.
- 1.6 If a prospective bidder requires any clarification in regard to the bidding documents, he may make a request the concerned officer or faculty member at least 15 days before the deadline for receipt of bids.
- 1.7 Bids received after the deadline of receipt indicated in para 1.4 above, shall not be taken in to consideration.
- 1.8 Each bidder shall submit only one bid. A bidder, who submits more than one bid, shall be disqualified and considered non-responsive.
- 1.9 (In respect of high value plant, machinery etc. of a complex and technical nature). The bids may be submitted in two parts, viz., technical bid and financial bid.
- 1.10 The bidder has to sign in full at all pages of the scanned part of the bidding document. No over-writing in those pages is acceptable.

### 2. Conditions of the bid

- 2.1 The rates quoted should preferably be net, inclusive of packing, forwarding, freight, Insurance and all other incidental charges excluding taxes. In case these charges are quoted extra in addition to the quoted rates, the amount thereof or Ad Valorem rate must be specified. Packing, forwarding, freight, entry tax etc., when quotes separately are reimbursable at actual. If external agencies are employed, their receipts must be enclosed with the invoice.
- 2.2 Duties and Taxes are to be quoted separately. Ad Valorem rates thereof should be clearly indicated with reference to the relevant Acts and Rules.

**It may be noted that the Institute is availing custom duty exemption in terms of notification no 51/96 – Customs dt. 23.07.1996, Notification no.- 47/2017-Integrated Tax (Rate) dt. 14.11.2017 and Notification No- 45/2017 – Central tax (Rate) dt. 14.11.2017 [vide Registration No.: TU/V/RG-CDE (227)/2016, dated: 13.11.2018]**

- 2.3 The goods are required to be delivered at the indenting Department of NIT, Rourkela, and must be reached **within 90 days of placement of P.O. for Items – 1, 2 and 3** and **within 45 days of placement of P.O. for Items – 4 and 5** from the date of placement of the supply of order under the risk and arrangement of the bidder and offers with delivery beyond the above period shall be treated as unresponsive. In case the delivery time is higher, the same must be mentioned clearly in the quotation.
- 2.4 The bid should remain valid for a period of **90 days** from the date of opening of price bid. In case your offer has a different validity period that should be clearly mentioned in the quotation.
- 2.5 Conditional discount, if any, offered by the bidder shall not be considered at the time of evaluation.
- 2.6 The goods offered should strictly conform to the specification and technical details mentioned in tender documents.
- 2.7 The Institute may like to conduct pre-dispatch inspection of goods, where applicable.
- 2.8 Period of guarantee/warranty, where applicable, should be specified in the bid.
- 2.9 If the successful bidder, on receipt of the supply order, fails to execute the order within the stipulated period, in full or part, it will be open to the Director, NIT, Rourkela to recover **liquidated damage** from the firm at the rate of 1 percent of the value of undelivered goods per month or part thereof, subject to a maximum of 5 percent of the value of undelivered goods. Alternatively, it will also be opened to the Director, to arrange procurement of the required goods from any other source at the risk and expenses of the bidder.
- 2.10 The successful bidder may be required to execute a contract, where applicable.
- 2.11 The bidder has to furnish up to date GST and Income Tax Clearance Certificate along with the bid.
- 2.12 Payment (*100 percent*) will be made by Account Payee Cheque/Bank Draft, within 30 days from the date of receipt of the goods in good condition or receipt of the bill, commissioning of the equipment, where applicable, whichever is later/latest.
- 2.13 In case of Advance payment, the payment will be made on either in Foreign Demand Draft or Wire Transfer only. The proforma invoice copy need to be sent for advance payment.
- 2.14 In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Director, NIT, Rourkela shall be final.
- 2.15 The bid document/resultant contract will be interpreted under Indian Laws.

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