



NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA – 769 008, ODISHA

Limited Tender Enquiry

Department: Mechanical Engineering

Tender Notice No: NITR/PW/ME/2021/250

Date: 09/03/2021

To

Important Dates

Event	Date	Time
Pre-bid Conference	NA	NA
Last Date of submission of bid	30/03/2021	11:00 AM
Date of opening of techno-commercial bid	31/03/2021	11:00 AM

- 1) M/S Elite Interior**
Plot No-566, Phase -2, Dumduma, HB Colony
Bhubaneswar (Odisha) -751019
Login ID: eliteinterior.bbsr@gmail.com
- 2) M/S Shanti Enterprises**
C/O- Ratnakar Murmu,
At-Jamia Colony (Near Taibah Masjid)
Plot No-1032/2857, Panposh, Rourkela-769004,
Phone No-9938108859
Login ID: surendramurmu1988@gmail.com
- 3) M/S Santosh Kumar Bhatta**
No-767, Phase-02, Dumduma H.B. Colony
Bhubaneswar-19, Odisha
Login ID: skb8240@gmail.com
- 4) M/S Subrat Jena**
Plot No-568, D.D.H.B Colony,
Bhubaneswar (Odisha)-751019,
Login ID: subratjena10@gmail.com
- 5) M/S JBS Associate**
Plot No-792, Dumduma Housing Board Colony,
Bhubaneswar (Odisha)-751019,
Login ID: jrpeee@gmail.com
- 6) M/S Nalini Enetprise**
House No-596, Phase -2, Dumuduma, HB Colony
Bhubaneswar-751019 (Odisha)
Login ID: nalinienterprises10@gmail.com

Dear Sir,

We intend to purchase various furniture for new Mechanical Science Building as 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

Attention:

Head, Department of Mechanical Engineering
Prof. S. K. Behera
NATIONAL INSTITUTE OF TECHNOLOGY
ROURKELA – 769 008, SUNDARGARH, ODISHA,
Ph.NO:- 0661-246-2508/(+91) 9040893760
Email: beherask@nitrkl.ac.in

Yours sincerely,

Name **Prof. Suraj Kumar Behera**
Department of Mechanical Engineering,
NIT Rourkela

Encl:

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

1. Schedule of requirements

Sl. No.	Description of Goods/Service	Quantity
01	Wooden Laboratories working Table	54
02	Plywood Student Desk	15
03	Plywood Podium structure	04
04	Classroom Lectures Desk	04

2. Specifications and allied Technical Details

For detailed specifications and drawing see Annexure- II

3. Format of Quotation

It is a two-part bid with separate covers,

Cover-I: Tender cost, Bid Security Declaration(Annexure-I), Techno-commercial bid
And

Cover-II: Price bid, (BOQ).

Please see e-Procurement module of CPP Portal <https://eprocure.gov.in/eprocure/app> for instructions for the method of bidding.

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 techno-commercial bid.

6. Some important dates:

i.	Pre-bid Conference	Date: NA	Time: NA
ii.	Last date for submission of bid	Date: 30/03/2021	Time: 11:00 AM
iii.	Opening of Techno-commercial bid	Date: 31/03 /2021	Time: 11:00 AM

7. **Warranty:** The furnitures must have comprehensive onsite warranty on manufacturing defects from the date of successful delivery for period of 06 months.

8. Technical Evaluation Criteria:

The vendor shall provide the following information with the bid to provide background information on vendor to Tender Committee. Weightage will be given to the vendors on point basis for the following details.

- The list of clients (contact details of a person phone/ mob no. with email ids should be attached) where the bidder had supplied the similar type of items (as mentioned in schedule of requirements) with successful delivery in last three years.
- Scanned copies of atleast one purchase orders of the furniture within last three years must be enclosed along with the technical bid.
- Delivery period from the date of placement of the Purchase Order.
- Customer support strength by the vendor.
- Possible quicker availability of the vendor when problem occurs.
- Mode of handling complains (whether by fault ticket/ complain given by email or by phone etc.).
- Turnover details of the firm.
- Necessary documents as mentioned in the bid document.

9. **Financial Bid Evaluation Criteria:** The comparison will be made for the award of contract on the overall price basis.
10. **GST:** GST should be charged according to applicable rates (if applicable).
11. **Tender Cost:** Tender cost (Non- refundable) in the shape of Demand Draft for **INR 500/- (Rupees Five Hundred only)** in favor of **"Director, NIT Rourkela" Payable at Rourkela** from any Scheduled Commercial Bank except Co-operative and Gramin bank. Tender Cost should reach physically through **speed post/ registered post/courier**, containing in an envelope & superscripted with subject, tender reference number addressing to **Registrar, NIT Rourkela-769008, Odisha; on or before 31/03/2021 at 11:00 AM.**, failing which the bid will be summarily rejected.
12. **Bid Security:** It is mandatory to submit the "Bid Security declaration" form as mentioned in Annexure I, failing which the bid will be summarily rejected.
13. **Performance Security: 3 % of the contract value** should be deposited to the Institute within 15 days from the date of issue of Purchase Order, in shape of Demand Draft (DD)/Bank Guarantee in favor of "Director, NIT Rourkela and payable at Rourkela" from any Scheduled Commercial Bank except Co-operative and Gramin bank. 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.
14. Please go through the enclosed "bid document" carefully for other bidding instructions.
15. Please send your quotations through <https://eprocure.gov.in/eprocure/app>
16. For technical details, you may contact

Prof. S. K. Behera

NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA –

769 008, SUNDERGARH, ORISSA

Ph.NO:- 0661-246-2508/(+91) 9040893760

Email: beherask@nitrkl.ac.in

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



NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA – 769 008, ODISHA

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 enquiry.
- 1.5 The Bid should be uploaded in <https://eprocure.gov.in/eprocure/app> . Please follow the guideline 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 into consideration.
- 1.8 Each bidder shall submit only one bid. A bidder, who submits more than one bid, shall be disqualified and considered nonresponsive.
- 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., techno-commercial 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 are acceptable.
- 1.11 Bidders registered with any of the following agencies/ bodies as per Public procurement policy for Micro & Small Enterprises (MSE) order 2012 are exempted categories from payment of EMD & Tender cost provided that the registration Certificate issued by any one of these below mentioned agencies must be valid as on close date of tender. Micro small or medium enterprises who have applied for registration or renewal of registration with any of these agencies/bodies but have not obtained the valid Certificate as on close date of tender are not eligible for exemption.
 - i) Khadi and Village Industries Commission (KVIC)
 - ii) National Small Industries Corporation (NSIC)
 - iii) Any other body specified by Ministry of MSME/GOI

2. Conditions of the bid:

- 2.1 The rates quoted should preferably be net, inclusive of all taxes and duties, packing, forwarding, freight, insurance and all other incidental charges. 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 etc., when quotes separately are reimbursable at actuals. 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 – Integrated tax (Rate) dt. 14/11/2017 & Notification No. - 45/2017- Central tax (Rate) dt. 14.11.2017, Notification No. - 45/2017- Union Territory Tax (Rate) dt. 14/11/2017 [Vide DSIR, Ministry of Science and Technology, Government of India, 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** 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 techno-commercial 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 **Annexure II**.
- 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 Income Tax Clearance Certificate along with the bid.
- 2.12 Purchase order / Work order shall be placed on the bidding firm(s). In case of deviation to this, if any, the bidding firm should produce any such sufficient documents/credentials i.e. Agreements, MOUs, Arrangements etc. with the third party/ OEM to satisfy the buyer. A consent letter from the third party/ OEM to that effect must be enclosed along with the bidding documents.
- 2.13 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.
- 2.14 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.
- 2.15 State Bank of India is the sole Banking partner for NIT Rourkela for operation of LC (Letter of Credit).
- 2.16 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.
- 2.17 The bid document/resultant contract will be interpreted under Indian Laws.

BID SECURITY DECLARATION

Tender Ref. No.: _____ Dated: _____

Tender ID: _____

To

**The Registrar,
National Institute of Technology, Rourkela
Sundargarh, Odisha-769008**

The undersigned, declare that I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration. I/We accept that I/We may be disqualified/ suspended from bidding for any tender /contract in your Institute (NIT Rourkela) for a period of Five Years from the date of notification of present tender, if I am /We are in a breach of any obligation under the bid conditions as under, if I/We

- a) Withdraw/modify/amend, impair or derogate the tender/bids, during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity
 - (i.) fail or refuse to execute the contract, if required, or
 - (ii.) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

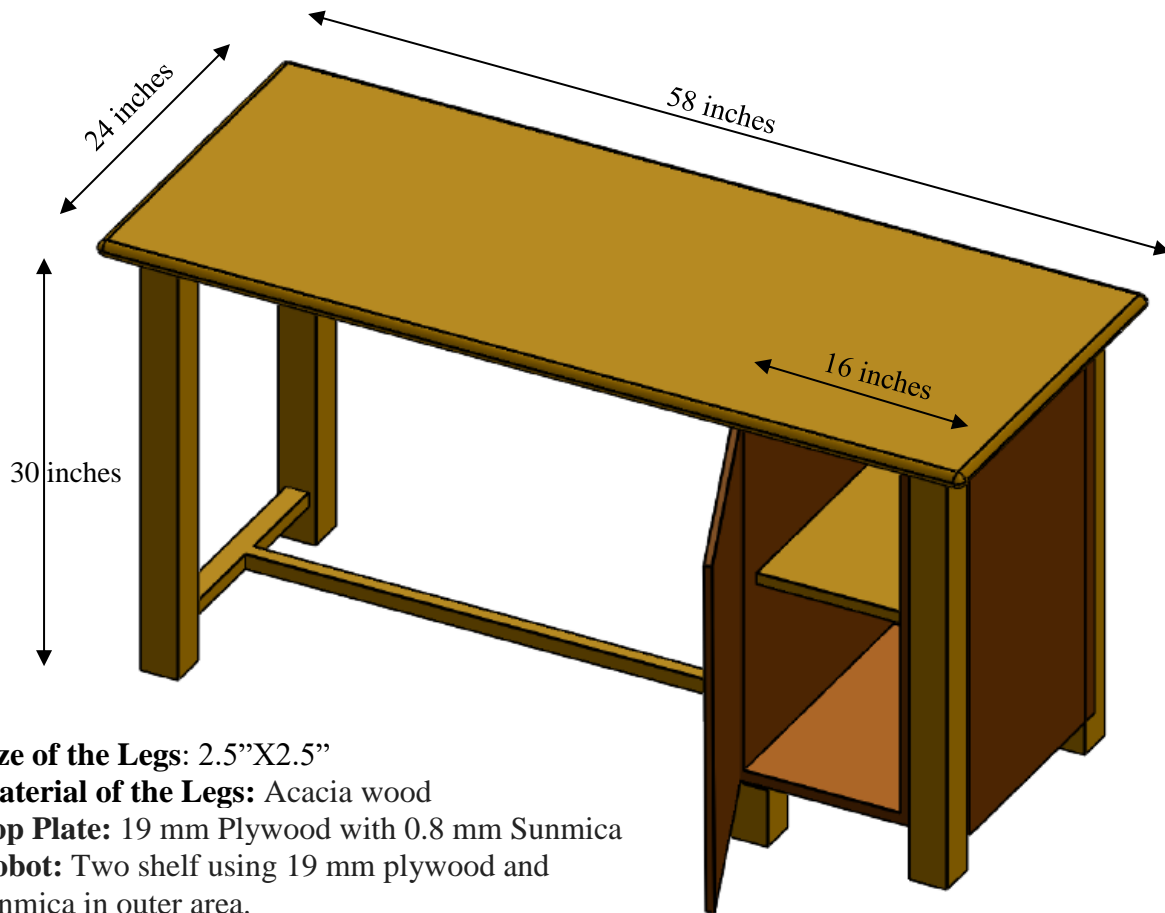
Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration) Duly authorized to sign the bid for and on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing) Corporate Seal
(where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

01: Laboratories wooden working Table



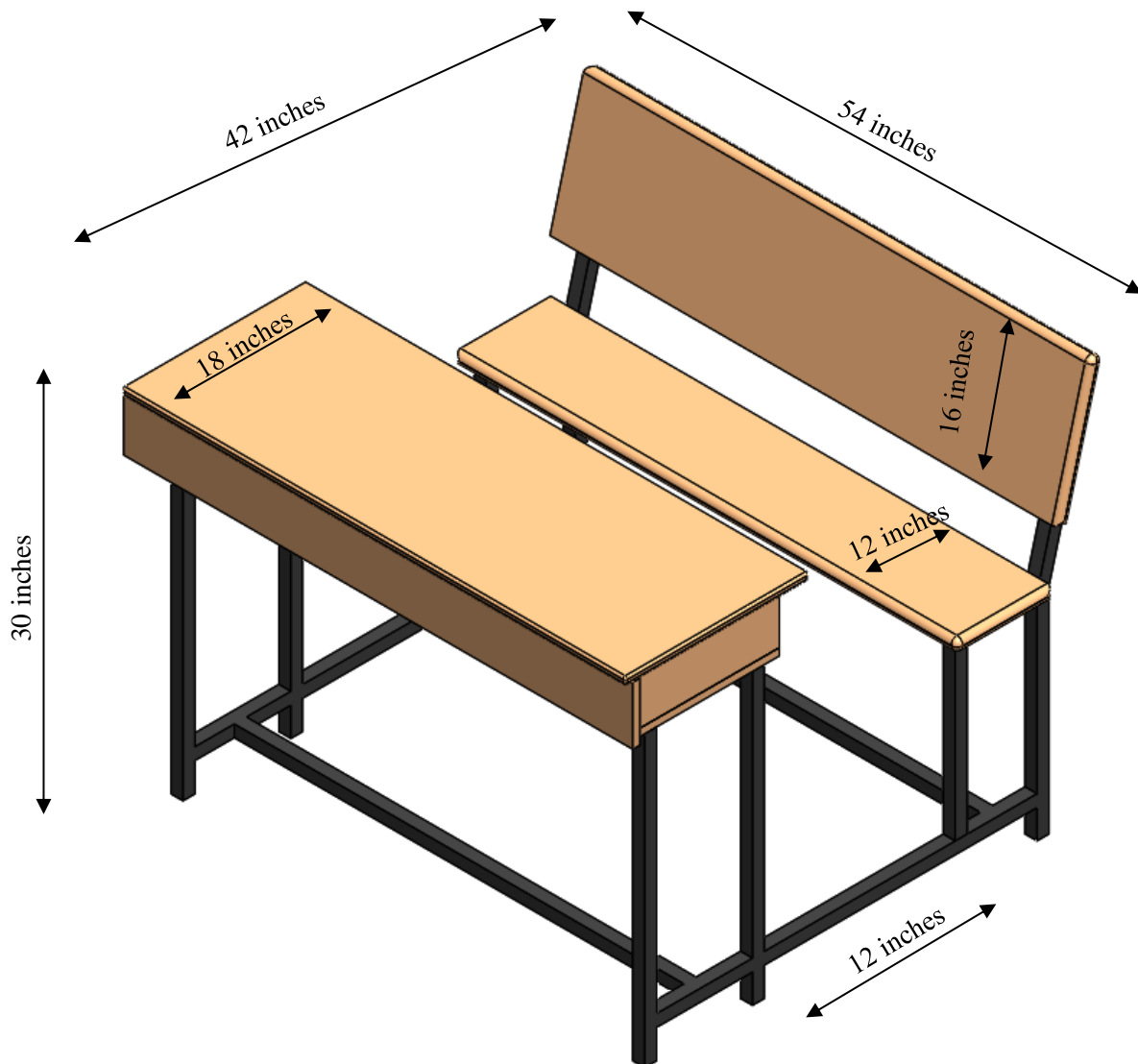
Size of the Legs: 2.5"X2.5"

Material of the Legs: Acacia wood

Top Plate: 19 mm Plywood with 0.8 mm Sunmica

Cobot: Two shelf using 19 mm plywood and sunmica in outer area.

02: Student study bench with plywood

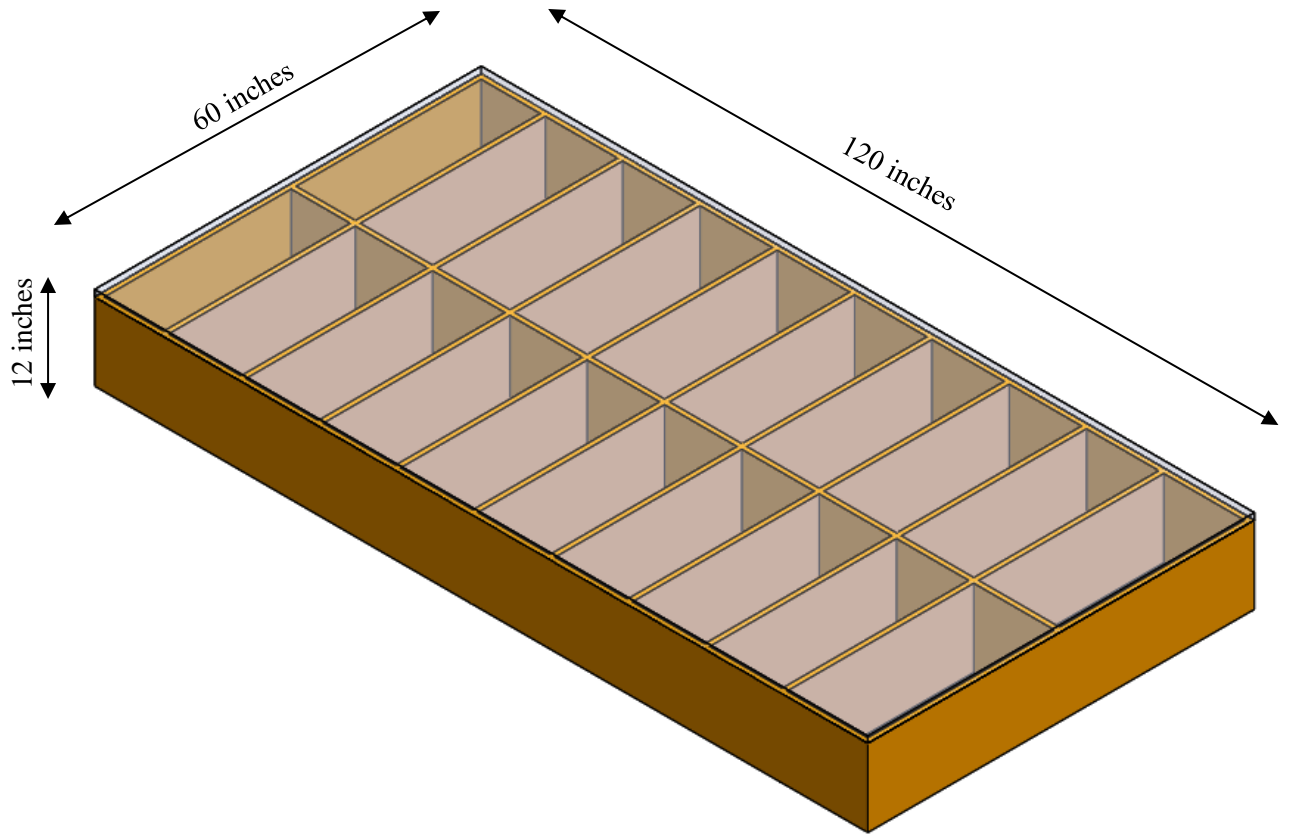


Size of the Legs: 1.25"X1.25"

Material of the Legs: Mild Steel

All plates: 19 mm Plywood with 0.8 mm Sunmica

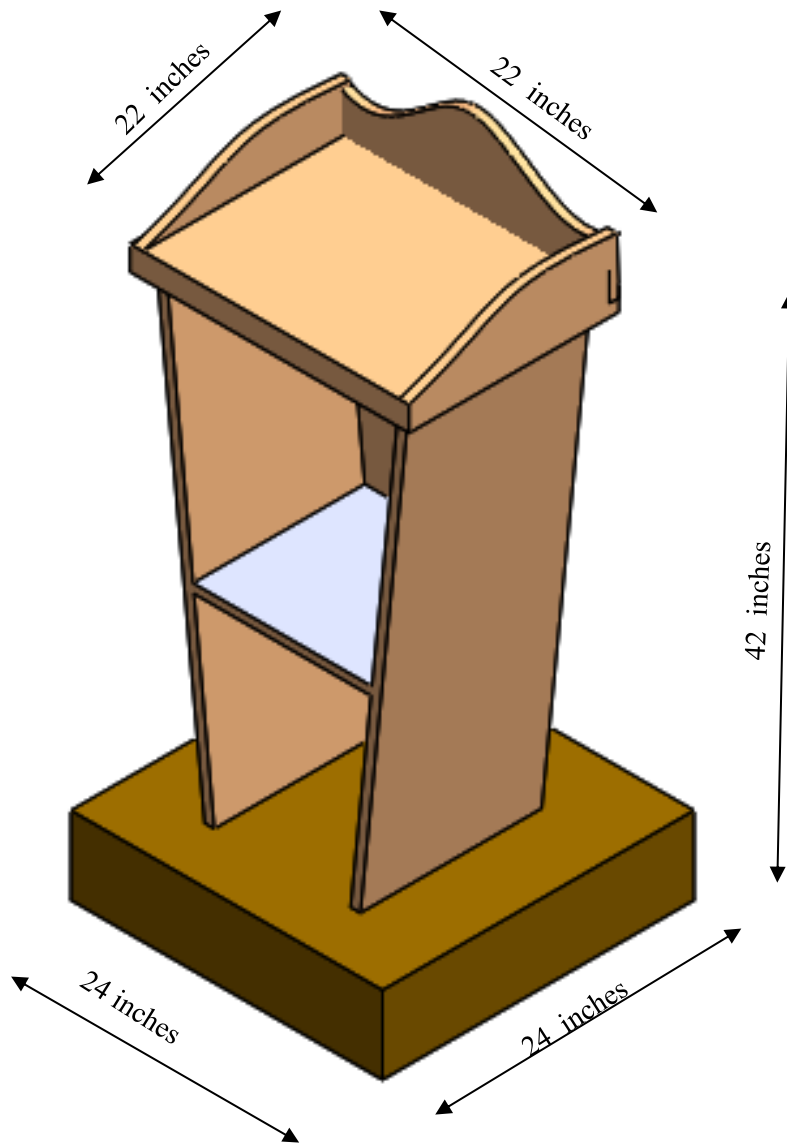
03 : Podium Base



Structure plates: 19 mm Plywood

Top Plate: 19 mm Plywood with 0.8 mm Sunmica

04: Lecture Desk



All Plate: 19 mm Plywood with 0.8 mm Sunmica