



राष्ट्रीय प्रौद्योगिकी संस्थान रायपुर
NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR
(An Institute of National Importance)
G.E. Road, Raipur – 492010 (CG),

Phone: (0771) 2252700
Fax: (0771) 2253104
Email: registrar@nitrr.ac.in
Website: www.nitrr.ac.in

Open Tender Enquiry for Department of Architecture (Single Bid System)

Department: **Architecture**

Enquiry: NITRR/S&P/ARCH/OT/2019/1778

Date: 21/10/2019

To

Important Dates

Event	Date	Time
Last Date of submission of quotation	18/11/2019	Upto 18:00 Hrs.
Bid Opening date	20/11/2019	At 16:00 Hrs.

Dear Sir,

We intend to purchase the commodities specified in this document and invite quotations in accordance with the terms and conditions detailed in the bid document. If you are interested, kindly submit your bid online through www.tenderwizard.com/NITR & no other mode will be accepted.

Yours sincerely,

Registrar

National Institute of Technology,
Raipur

Enclosed:

- (1) Instruction to bidder - containing General terms and conditions.
- (2) Acceptance of terms & conditions of tender –Annexure 1
- (3) List of Items to be procured - Annexure 2
- (4) Specification of the item-Annexure 3
- (5) Bidder information & check list – Annexure 4
- (6) Price Bid Format- Annexure 5

General Terms & Conditions of The BID Enquiry

1. Please go through the instruction contained in this document carefully for bidding instructions.
2. For clarifications if any, please mail to storenpurchase@nitrr.ac.in for any commercial terms related queries & hod.arch@nitrr.ac.in , hoptani.arch@nitrr.ac.in for any technical queries .
3. The bid should remain valid for a period of **120 days** from the date of opening. In case your offer has a different validity period that should be clearly mentioned in the quotation. Validity period may also be extended without change in bid prices, if required on mutually agreed basis only.
4. **The price of the goods quoted should be FOR NIT RAIPUR** inclusive of all taxes(Custom duty, Goods & Service Tax(GST) etc.), packing ,forwarding , insurance and other local services required for delivering the goods at NIT Raipur.
5. **Submission of bids: Bidders have to submit their bid through E-tendering mode only at website www.tenderwizard.com/NITR .**
6. Financial Bid (Microsoft Excel File) is to be downloaded from website www.tenderwizard.com/NITR and then is to be filled, saved and uploaded (through digital signature) on the same website and not to be submitted in hard copy at all.
7. **Custom duty:** The NIT Raipur have registration in Department of Scientific & Industrial Research (DSIR).
8. **Bid Security (BS)/(Earnest Money, EMD)** The Bidder/Tenderer shall furnish, as part of its bid, a bid security (BS) of **Rs. 4500/-(Rupees Four Thousand Five Hundred Only)**. The bid security should be submitted only through online payment gateway in e-tendering portal i.e. www.tenderwizard.com/NITR . **Also bidder need to submit tender fee of RS. 1180/- through e-payment mode.**
9. *Any bid without EMD or bid not secured in accordance with above will be rejected by the Institute as non- responsive.*
10. The bidders should quote their offer/rates in clear terms without ambiguity.
11. The rates should be quoted both in figures and words and legibly written without any over-writings. In case of any correction, the same must be attested by the bidder with full signature. However, no over-writing is permissible.
12. In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.
13. Each bidder shall submit only one bid. A bidder, who submits more than one bid, shall be disqualified and considered non-responsive.
14. The bidder has to sign and upload the acceptance of tender terms as per Annexure-I compulsorily.
15. The Bidder/Tenderer shall indicate **unit prices in the prescribed format only**,
16. The bid security of unsuccessful Bidder/Tenderer will be discharged /returned as promptly as possible but not later than 30 days after the expiration of the period of bid validity or placement of order whichever is later
17. The successful Bidder/Tenderer's bid security will be discharged normally with in 30 days after the completion supply order.
18. The complete Tender document can be viewed and downloaded only from the Website (www.tenderwizard.com/NITR) & www.nitrr.ac.in during the tender sale period. The intending bidders should submit the tender documents sale price & tender processing fee, through e-payment, at the time of making online request.
19. **To participate in the E-tender, it is mandatory for the bidders to have user ID & password, which has to be obtained by submitting an annual registration charges of Rs. 2000/- +GST @ 18% to ITI, through e-payment. Also it is mandatory for all bidders to have class 3 digital signature certificates from any of the CCA (Controller of Certifying Authority, India) or if any support required on DSC, Please contact to Helpdesk No. 011-49424365, 8305920951.**
20. **Delivery period:** Delivery should be made within **60 days** from the date of placement of the order of goods.

21. **Delayed delivery:** In case of delayed delivery of the goods a penalty *4% per month or part thereof subject to maximum of 5 % will be recovered from the firm of the value of undelivered goods. Request for extension in delivery period should be made before the last date of supply as mentioned in Purchase Order.*
22. **Non delivery beyond extended period:** If the bidder fails to execute the order within the delivery period as mentioned above the order will be cancelled and EMD will be forfeited by the institute. In case of incomplete supply of items even in extended period, EMD will be forfeited and payment of the supplied items will be released after recovering the penalty for delay in delivery of goods.
23. The bidder need to submit the following certificates along with the Acceptance as per Annexure-I to confirm their eligibility in this part :
- i. Proof of establishment of Firms/shop/business/ manufacturing unit etc.
 - ii. GST certificate should be enclosed as per the applicability.
 - iii. The bidder should enclose Photocopy of PAN card issued in the name of the bidder's firm/ in the name of proprietor in case of proprietorship firm.
24. All damaged or unapproved goods shall be returned at suppliers cost and risk and the incidental expenses incurred thereon shall be recovered from the supplier. Damaged or unapproved goods, if found shall be replaced within 45 days on receipt of the intimation from this office at the cost and risk of supplier including all other charges.
25. *Payment for Goods shall normally be made in Indian Rupees, as follows: 100% payment will be made through account payee cheque or Draft/ online Transfer using RTGS to the Supplier normally within thirty (30) days after the complete supply of goods as per the terms & conditions contained in these documents.*
26. Any disputes arising out of this enquiry shall be dealt in the Raipur jurisdiction.
27. Bidder has to sign all the pages of this tender and enclose it with the bid.

Registrar
NIT-Raipur

Acceptance of terms & conditions of tender(Must be on Letter Head)

Date:

To,

The Registrar,

National Institute of Technology,

Raipur-492010(Chhattisgarh)

Subject: Acceptance of Terms & conditions of Tender.

Tender ref. No.: NITRR/S&P/ARCH/OT/2019/1778 Dated 21/10/2019

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned Tender enquiry no. from the website www.tenderwizard.com/NITR or www.nitr.ac.in .
2. I/We hereby certify that I/we have read entire terms & conditions of the tender documents from Page 01 to 08 (including all documents like annexure, schedules etc.) which form part of the tender document and I/we shall be abide by the terms & conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by NIT Raipur to have also been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in totality/entirely.
5. In case any provisions of this tender are found violated, NIT Raipur shall be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely and we shall not have any claim/right against NIT Raipur in satisfaction of this condition.
6. I/We confirm that we or our proprietor/Director/Partner have not been blacklisted or debarred or declared ineligible for corrupt/fraudulent practices either indefinitely or for a particular period of time by any Government or other agency. I/we further declare that no criminal case is registered on pending against the firm/company or its owner/partners/directors anywhere in India. Also there are no contractual restrictions or legal disqualifications or other obligations which prohibit the applicant from entering into tender process.

(Seal & Signature of the bidder)

List of items to be procured

Sr. No.	Name of Item	Quantity	Unit Rate In Rs.(Including all Taxes & F.O.R. Basis)	Total Amount
1.	Workstation	01		

Specification of Item

Workstation:

Processor: Intel E-2124 (4 core, 3.3 GHz 8MB)
Chipset: Intel C246 chipset
Graphics: NVIDIA Quadro P2000 5 GB Graphics
HDD 2 TB SATA
Memory: 16 GB DDR4 266MHz
ODD: 8X DVD+/-RW
O/S Windows 10 Pro
SMPS 460 Watt
Monitor: 23.4" (60.45CM) IPS, 1920X1080

- Check List** (Please enclose the copy of the following & tick as per applicability)

- Seal & Signature of Bidder

Annexure-5

Price Bid Format: Price Schedule for Goods Being Offered in INR
(Separate form to be used for each item offered)

Name of the Bidder/Tenderer:

Name & Model No of offered good:

Tender No.:

S. No.	Details	Price per Unit in INR
1	Ex-works, Ex-warehouse, Ex-show room off the shelf price (inclusive of all taxes already paid)	
2	Goods & Service Tax (GST) payable, if contract is awarded(.....% GST)	C.G.S.T.(.....%)
		S.G.S.T.(.....%)
		I.G.S.T.(...%)
3	Packing & forwarding up to station of dispatch, if any	
4	Charges for inland transportation, insurance to ultimate destination i.e. NIT, Raipur, if any	
5	Installation, Commissioning and training Charges, If any	
6.	Any other charges (Please specify)	
Total Price (Sum of S. No 1 to 6) FOR NIT RAIPUR		

** NIT Raipur have DSIR Registration Certificate.*

Total Bid price in Indian currency_____

In words: _____

Name _____

Business Address

Note:

(a) The cost of optional items shall be indicated separately.

Signature of Bidder