



NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA

(Under the Ministry of HRD, Govt. of India)

KURUKSHETRA-136119, HARYANA, INDIA

EPABX: 01744-233201, 204 Fax: 01744-238050 website: www.nitkr.ac.in

Ref. No. NITK/017/Estate/Civil/13/2019

Dated: 13.08.2019

Subject: Supply of Looking Mirror

National Institute of Technology Kurukshetra was established in the year 1963 as Regional Engineering College and was given the status of National Institute of Technology (Deemed University) by the Government of India on October 17, 2002 under the aegis of Ministry of Human Resource Development, New Delhi. Thereafter, the Ministry of Human Resource Development, Government of India has declared the Institute as "Institute of National Importance" under the act of Parliament-2007 NITK has made rapid strides toward excellence. NITK offers undergraduate (B. Tech.) as well as postgraduate (M. Tech.) programs in Civil, Computer Science, Electrical, Electronics and Communication, Mechanical Engineering, Production and Industrial Engineering, Information Technology. This institute also offers Master of Business Administration (MBA) programs in Marketing, Finance, Human Resource Management, and Information Technology along with programs in Engineering, Technology, Applied Sciences, and Humanities & Social Sciences at the doctorate level. The institute also offers excellent facilities for advanced research in the emerging areas of science and technology.

National Institute of Technology Kurukshetra invites e-tender for **Supply of Looking Mirror** from reputed agencies. The quotation documents along with detailed terms and conditions can be downloaded from the Institute eProcurement Portal <https://www.tenderwizard.com/NIT>.

SL No.	Scope of work	Cost of tender document (In Rupees)	Tender processing Fee (Non Refundable) (inclusive of GST @18.00%) to be paid through e-payment mode (i.e. NEFT/RTGS/,Credit Card/Debit card) (in Rupees)	Earnest Money Deposit (In Rupees)	Delivery Time
1	2	4	5	6	7
01.	Supply of Looking Mirror.	500/-	590/-	6700/-	30 days



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Tender Tentative Schedule and Contents

Sl. No.	Activity	Date/Time : Duration
1	Name of work	Supply of Looking Mirror
2	Estimated Cost	Rs. 3,35,000/-
3	Earnest Money Deposit	Rs. 6700/-
4	Delivery Time	30 Days
5	Cost of Tender Document	Rs. 500/-
6	Online Sale/Download date of Tender documents	From 16.08.2019 to 06.09.2019 (15:00 Hrs.) e-Procurement Portal : https://www.tenderwizard.com/NIT
7	Bid Clarification Date/Time (Pre-Bid Meeting)	27.08.2019 at 16:00 Hrs.
8	Date/Time for submission/ uploading of offer/Bid	06.09.2019 at 15:00 Hrs. e-Procurement Portal: https://www.tenderwizard.com/NIT
9	Submission of Tender Document Fee & EMD in Hard copy/Original	06.09.2019 Up to 15.00 Hrs.
10	Date & time for opening of Bid	06.09.2019 at 16:00 Hrs. e-Procurement Portal : https://www.tenderwizard.com/NIT
11	Address for submission of Tender	Professor In-Charge (Stores) National Institute of Technology Kurukshetra-136119, Haryana, India Tel. 01744-233266, 233451 Email: stores@nitkr.ac.in

Complete tender document is available for reference purposes on Institute website www.nitkr.ac.in and <https://www.tenderwizard.com/NIT>.

Mode of Submission of Bids is through public procurement portal <https://www.tenderwizard.com/NIT> only. Manual bids shall not be accepted.

Tenderers/bidders are requested to visit the website: (<https://www.tenderwizard.com/NIT>) & www.nitkr.ac.in regularly. Any changes / modifications in the tender inquiry will be intimated by corrigendum through these websites only.



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IMPORTANT NOTE

1. All corrigenda, addenda, amendments and clarifications for the tender will be uploaded on the website www.nitkr.ac.in and www.tenderwizard.com/NIT, and not in the newspaper, Bidders shall keep themselves updated with all such developments.
2. In case the last date of receipt/ opening of bids fall on holiday, the bids shall be receipt/opened on the next working day at same time.
3. Tender fee of **Rs.500/- (Nonrefundable)** in the shape of Demand Draft in favour of Director, NIT Kurukshetra and EMD of **Rs. 6700/-** (Rupees Six Thousand and Seven Hundred Only) in the shape of Demand Draft favoring Director, NIT Kurukshetra be submitted as per date mentioned in schedule. Agency registered with NSIC/MSME is exempted from payment of Earnest Money Deposit but required to attach the attested copy of registration indicating the company name, address, registration number, validity & product for which registered in the bid. Any deviation in the certificate on product or validity or name of the company tendering, will attract rejection resulting non-opening of bid.



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BIDDING PROCEDURES & INSTRUCTIONS TO TENDERER: -

- 1) No tender will be accepted in physical form. The bidders shall have to submit their Bids online in Electronic Format under Digital Signatures. For participation in the e-tendering process, the bidders need to register themselves on <https://www.tenderwizard.com/NIT>
- 2) Bids are to be submitted online and opened online as per time given failing which no tender will be considered.
- 3) ***The tenderers are required to upload the scanned copy (duly signed and stamped copies of the relevant documents) required as per Terms & Conditions, technical bid and other required tender conditions, failing which their bids may be rejected and will not be considered. The bid will be treated non-responsive.***
- 4) NIT Kurukshetra, will not be responsible for any delay in online submission of bids due to any reason whatsoever.
- 5) Bidders should also send the scanned copies of Tender fees and EMD as specified in the tender documents with online technical documents.
- 6) Tender Fee of Rs. 500 in the form of a Demand Draft in favor of the Director NIT Kurukshetra and EMD in the form of Demand Draft in favour of NIT Kurukshetra should be submitted to the following address before opening of the Bid as per given time schedule for physical submission of EMD and Tender fee. Envelope should have full address and phone number of the tenderer. The Envelope should be superscripted as “EMD and Tender Fee for Supply of Looking Mirror to NIT Kurukshetra” and sent to following address.

Kind Attention-

Professor in Charge (Stores)

Room No. 304, Golden Jubilee Administrative Building

National Institute of Technology Kurukshetra,

Kurukshetra-136119, Haryana (India).

- 7) The details of EMD specified in the tender document should be same as submitted online (scanned copies). Otherwise tender will be rejected summarily.
- 8) The conditional bids shall not be considered and will be out rightly rejected.
- 9) Telex, Fax, e-mail and other incomplete offers are liable to be summarily ignored.
- 10) At any time prior to the deadline for submission of bid, the institute may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective tenderer(s), modify the tender document by amendment.
- 11) The amendment will be uploaded on Institute website and Tenderwizard website. In order to afford prospective tenderer(s) reasonable time in which to take the



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amendment into account in preparing their bid, the institute may, at its discretion extend the deadline for the submission of tender.

- 12) The offer should remain valid for minimum 45 days from the date of opening of tender.
- 13) All the terms and conditions contained in this tender document shall be acceptable to Bidder. No change in terms or conditions shall be accepted.
- 14) The bidder has to quote for all the items mentioned in BOQ. Any blank entry will result in the rejection of the bid.

15) NIT Kurukshetra reserves the right: -

- A. To terminate the offer or Letter of Intent (LOI) or agreement and to forfeit the EMD/ Security Deposit of the successful bidder on submission of false information/ miss-guidance/ non-acceptance or Non-compliance of offer in full or part at any stage.
- B. To seek any clarification or verify the credentials or documents submitted by the Bidder, which are deemed to be necessary to decide this tender.
- C. To accept or reject any or all offer(s) in part or full without assigning any reason thereof, before the award of the contract.
- D. To reject the proposal if the bidder is directly or indirectly engaged in corrupt, fraudulent, collusive or coercive practices while competing the tender and to blacklist the bidder for future transactions.

Read and Accepted.

(Signature & Stamp of Tenderer)



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TERMS & CONDITIONS

1.	F.O.R: Rates shall be quoted in Indian Rupees & FOR NIT Kurukshetra basis.
2.	The bidder should quote financial/Commercial bid strictly according to format prescribed on the portal.
3.	Delivery Period: 30 days The supply of material is required within 30 days or stipulated date as mentioned in the supply order. Being an Educational Institution, time is essence of the order. Date of the delivery shall be strictly adhered to, otherwise, the Institute reserves the right not to accept the delivery in part or full. On delay in delivery, the penalty will be imposed as per institute rules.
4.	Taxes: a) The GST or any other chargeable taxes must be specifically mentioned failing which no tax/duty will be allowed at subsequent stage. Otherwise, it will be termed as inclusive of all taxes.
5.	a) The supplier cannot be charge rates more than MRP if the rates found more than MRP rates the excess charged amount will be deducted out of their payment. b) The supplier shall quote rates strictly for brand/make mentioned by institute in the bid document. However, where there is no mention of make/model, the supplier may quote any brand. If supplier change the specification or make /model at their own level the bid will be rejected. c) The rate should be quoted as per BOQ.
6.	Payment Terms: a) 100% payment will be released against delivery and inspection of the material by concerned Section/Store in the institute. No advance payment will be made for the supplies. b) Payment shall be made by electronic fund transfer offered by the Bank. c) Any loss or damage and shortage to the items while handling/transporting till such time the items are delivered and handed over to this office is the sole responsibility of the supplier/dealer.
7.	Validity of Offer: a) The offer shall be kept valid for at least 45 days.
8.	Tender Document fee & Earnest Money: a) Tender fee of Rs.500/- (Nonrefundable) must be deposited in the form of Demand Draft Favoring Director NIT Kurukshetra be towards the cost



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	of Tender Document by the date & time mentioned in schedule, failing which bid will not be considered. This amount is non-refundable.
	b) An amount of Rs. 6700/- (Rupees Six Thousand and Seven Hundred Only) is required to be deposited by all the bidders in the form of Demand Draft in favour of Director NIT Kurukshetra towards the earnest money failing which bid will not be considered. The EMD will not carry any interest. The Earnest Money Deposit (EMD) of the all the bidders, who have not been awarded the contract will be returned. EMD of the successful bidder, who has been awarded the contract, will be returned after 30 Days from the date of receipt of material.
9.	Award of Contract: The order will be placed with the overall lowest bidder amongst the bids received as per required specifications, sample and brand /make/ model of material given in the tender documents (at Annexure -III)
10.	a) The items, so supplied will have to be of high quality and grade. During inspection/ test, if these are found to be of inferior quality/ duplicate, the same are to be replaced by supplier at their own risk & cost within the stipulated period, failing which the Contract with the firm will be cancelled and EMD will be forfeited. The delayed supply/non-compliance of complete order may also lead to cancellation of Contract. b) Any dispute arising out of this contract at any stage shall be referred to the Director NIT Kurukshetra whose decision shall be final and binding upon both the parties.
11.	The tenderer should not have been debarred /or blacklisted by any Central Government or any state Government (s) certificate Performa attached with the tender as per (Annexure-II) .
12.	Penalty: The Director, NIT Kurukshetra reserves the right to impose 0.5% (half percent) penalty per week on account of delay in supply, if delivery received after expiry of the original delivery period. The total penalty should not exceed 10% of the value of the delayed goods.

Read and Accepted.

(Signature & Stamp of Tenderer)



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ARBITRATION

In case of any dispute or difference arising out of or in connection with the tender conditions / job order and Contract, the Institute and the Seller will address the dispute / difference for a mutual resolution and failing which, the matter shall be referred to the sole Arbitrator to be appointed by the Director National Institute of Technology Kurukshetra. The decision of the sole Arbitrator so appointed shall be final and binding on the parties.

JURISDICTION:

The courts at Kurukshetra alone will have the jurisdiction to trial any matter, dispute or reference between parties arising out of this tender / contract. It is specifically agreed that no court outside and other than Kurukshetra Court shall have jurisdiction in the matter.

We M/S _____ have read and accept the terms and conditions of the tender document and shall comply with them strictly.

Read and Accepted.

(Signature & Stamp of Tenderer)



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Annexure-I

(On the letter head of the Firm)

MANDATE FORM FOR BANKING DETAILS

Name of the Firm:

Registered /Postal Address:

1.	Permanent Account Number(PAN) No.		
2.	GST no. of the Firm		
3.	Bank Details.		
	a.	Bank Name	
	b.	Bank Address	
	c.	Account no.	
	d.	Type of Account (Current/Saving)	
	e.	RTGS/NEFT Code	

Date:

Name of the Authorized Signatory

Place:

Stamp & Signature



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Annexure-II

SELF ATTESTED ON THE LETTER HEAD OF THE BIDDER

**DECLARATION REGARDING BLACKLISTING / DEBARRING FOR
TAKING PART IN TENDER.**

I/We _____ (Tenderer) hereby declare that the firm /agency namely M/s. _____ has not been blacklisted or debarred in the past by any Govt. Department/Public Sector Undertaking organization from taking part in Government tenders in India.

Or

I/We _____ (Tenderer) hereby declare that the firm /agency namely M/s. _____ was blacklisted or debarred Govt. Department/Public Sector Undertaking organization from taking part in Government tenders in India for a period of ___ years w.e.f. _____ to _____ . The period is over on _____ and now the firm/company is entitled to take part in Government tenders.

In case the above information found false I / we are fully aware that the tender/ contract will be rejected / cancelled by Director, NIT Kurukshetra, and EMD / SD shall be forfeited.

In addition to the above Director, NIT Kurukshetra, will not be responsible to pay the bills for any completed / partially completed work.

Date:

Name of the Authorized Signatory

Place:

Stamp & Signature



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Annexure-III

List of Item

Sr. No.	Item	Qty.	Unit	Make offered	Rate per Unit	GST	Warranty
1	Supply of Looking Mirror of size 600mm x 450 mm bevelled edges 5.5mm thickness with asbestos sheet including 4 nos. chromium plated brass screw, washers & rawl plug etc.	350	Nos.				