



**National Institute of Technology Kurukshetra, Haryana 136119**

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### **Tender Document**

National Institute of Technology Kurukshetra (An Autonomous Body of the Ministry of Education, Govt. of India) invites ONLINE bids (e-tender) under Single Stage Single Envelop System from only eligible Class-I & Class-II suppliers for the following item.

|                   |  |
|-------------------|--|
| Tender No.        | ES_802   |
| Date              | 17-11-2023                                       |
| Item Name         | German Hanger Tentage for Convocation            |
| Tender Fee        | 1000/-   |
| EMD Amount        | 67000/-  |
| Estimated Cost    | ₹ 33,72,600/-                                    |
| Date of Services: | <b>Any date between 14-12-2023 to 23-12-2023</b> |

### **SCHEDULE OF DATES**

| Particulars                | Date  | Time     |
|----------------------------|---|----------|
| Date of Online Publication | 17-11-2023  | -        |
| Bid Submission Start Date  | 17-11-2023  | 6.00 PM  |
| Pre-Bid Meeting Date       | 23-11-2023  | 10.00 AM |
| Bid Submission Close Date  | 28-11-2023  | 11.00 AM |
| Opening of Technical Bid   | 29-11-2023  | 10.00 AM |
| Opening of Financial Bid   | N.A.  |          |
| Submission of Tender at    | <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a> |          |

**SECTION-II**  
**PRE QUALIFICATION CRITERIA**

| S. No. | Details  | Compliance<br>(Yes/No) |
|--------|--|------------------------|
| 1      | Whether the bidder is registered with PAN and GST clauses.<br>Provide the duly signed copy of <b>Annexure-1</b>  |                        |
| 2      | Bidders Acceptance of Tender document as per <b>Annexure-2</b>   |                        |
| 3      | EMD for an amount as mentioned in the Notice Inviting Tender should be submitted in the form of DD or NEFT/RTGS (copy of the EMD deposit should be submitted along-with the technical bid)<br>In case of exemption, a valid document should be submitted |                        |
| 4      | Whether the bidder fulfills the required experience? Provide the details as per <b>Annexure 3</b>  |                        |
| 5      | Whether the Bidder meets the minimum requirement of financial turnover. Provide the details as per <b>Annexure 4</b>   |                        |
| 6      | Duly signed Integrity Pact as per <b>Annexure-5</b> should be submitted within the scheduled delivery period   |                        |
| 7      | Whether the bidder has a valid license for running relevant services in Educational Institutes/ Govt. Sector/PSUs/ Private Institutes  |                        |
| 8      | Whether the bidder has all the necessary registrations of the Government under the Shops and Establishment Act, Contract Labour Act, GST, GSTIN, PAN and license from FSSAI etc.   |                        |
| 9      | Whether bidder has provided the supplementary documents for EMD.   |                        |
| 10     | Whether the bidder has provided the proof of IT returns for the any three financial years after March, 2010  |                        |

**Note:** Bids not complying with the above pre-qualification criteria and non-submitting of the required documents are liable to be rejected.

### SECTION-III

#### TECHNICAL SPECIFICATIONS OF THE ITEM/WORK

Name of items to be Procured:

| Sr.No | Description  | Quantity | Unit  |
|-------|--|----------|-------|
| 1     | German Hanger (100'X300'Sft.) with Carpeting (Water Proof) and Front to be closed with the provision of Gate at entrance (12 x 15) to be closed by roller blind/curtain. | 30000    | Sqft. |
| 2     | White ceiling inside the germal hanger   | 30000    | Sqft. |
| 3     | Chuni decoration inside the german hanger  | 30000    | Sqft. |
| 4     | Main Stage iron structure with 19mm wooden ply with carpet and side black masking – 60x42ft Height 5ft=2520 Sft.   | 2520     | Sqft. |
| 5     | Ramp of suitable size for stage  | 1        | Job   |
| 6     | Wooden Stairs 16' with 4" step for stage   | 3        | Nos.  |
| 7     | Stage Furniture (Including Chairs Approximate 12 chairs and tables as per requirement)   | 1        | Job   |
| 8     | Stage Backdrop with Flex of size 80'x20' approx.   | 1        | Nos   |
| 9     | Tower Type A.C.  | 2        | Nos   |
| 10    | Podium as per PM office protocol   | 2        | Nos   |
| 11    | Plasma 52"   | 2        | Nos   |
| 12    | Mojo Barricading (Security)  | 2200     | Rft   |
| 13    | Led Walls size 15X10   | 4        | Nos   |
| 14    | Sofa Sets (Double seater-100 seats)  | 50       | Nos   |
| 15    | Chairs with covers for Invitees/ VIPs in the seating area (as per requirement)   | 200      | Nos   |
| 16    | Chairs with Cover for students & staff   | 2200     | Nos   |
| 17    | Gen. sets with fuel for 8 hrs running (125 kva )   | 2        | Nos   |
| 18    | Gen. sets with fuel for 8 hrs running (62 kva)   | 1        | Nos   |
| 19    | General Lighting (Complete in all aspect of entire area including main stage)  | 1        | Job   |
| 20    | Noiseless Fans   | 40       | Nos   |
| 21    | Good Quality Sound System with UPS at least 10 Mic on stands, 5 cordless Mic and speaker to cover the entire area as per requirement                                     | 1        | Job   |
| 22    | CCTV Camera (Entire Venue)   | 1        | Job   |
| 23    | Press Console  | 1        | Nos   |
| 24    | VIP Lounge 16 ft x16 ft Waterproof   | 5        | Nos   |
| 25    | Carpeting outside the German Hanger including from all entries   | 20000    | sqft  |
| 26    | View Cutter  | 100      | Nos.  |
| 27    | VVIP Mobile Toilets  | 2        | Nos   |
| 28    | Flex printing with MS Iron pipe Mounting at various locations  | 6000     | sqft  |
| 29    | Pipe Pandal (15ft. x 15ft.)  | 10       | Nos.  |

## **TERMS AND CONDITIONS OF THE CONTRACT**

- 1 The rate should be quoted on FOR basis (Door Delivery).
- 2 The bidder shall indicate the excise duty exemption for the goods, if applicable.
- 3 **GST:**
  - a) Up-to-date Sales Tax clearance certificate, GST Registration number of the firm will have to accompany the quotation.
  - b) GST Deduction at source as per Order/ notification of the Govt.
  - c) GST No of NIT Kurukshetra is **06AAATN6169K1Z7**
  - d) HSN/SAC No of the items must be clearly mentioned in the quotation.
- 4 The rate quoted should be on a unit basis. Taxes and other charges should be quoted separately, considering exemptions if any.
- 5 **Payment:** No advance payment will be made. Payment will be made within 30 days through electronic fund transfer, only after the supply of all items as per specifications.
- 6 Guarantee and Warranty period should be specified for the complete period.
- 7 **Conditional tenders not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Printed conditions mentioned in the tender bids submitted by vendors will not be binding on NIT Kurukshetra
- 8 The Delivery period required for the supply of the item should be between 14-12-2023 to 23-12-2023.
- 9 **PENALTY FOR DELAYED DELIVERY:** In case of supply order for the scientific equipment / apparatus, the date of delivery should be strictly adhered to. In the event of delayed delivery i.e., after the expiry of the period as agreed by both the parties, the vendor shall be liable for a penalty deduction at a percentage of the invoice value of the undelivered equipment, subject to a maximum of 10% (ten percent), @ 0.5 % per week; For the purpose of this clause, part of the week is considered as a full week.
- 10 **Late and delayed tender:** Late and delayed tender will not be considered. In case any unscheduled holiday occurs on the prescribed closing/opening date the next working day shall be the prescribed date of closing/opening.
- 11 **Release of Bid Security:** The Bid Security will be released after receipt of performance security from successful bidder and for unsuccessful bidder after award of the bid /tender.
- 12 **Validity of quotations:** The rate quote should be valid for a minimum of 90 days. No claim for escalation will be considered after opening the quotations.

13 **Imports:** In case, goods are to be imported, the Indian agent should furnish an authorization certificate by the principles abroad for submission of the quotation in response to this Notice Inviting agency.

**14 Cancellation of Contract**

- a) Institute also reserves the right to cancel the contract/quotation process without assigning any reason. However, some of the ground on which contract can be cancelled are detailed below.
  - b) Serious discrepancy in the provision of the required services by the contractor.
  - c) Breach of any terms and conditions of the quotation by the agency and/or his workers.
  - d) Any action by the agency which is in breach of law or accepted practices in the financial transactions.
  - e) If the Agency goes into liquidation voluntarily or otherwise.
  - f) In addition to the cancellation of purchase order/award, Institute reserves the right to forfeit the performance guarantee.
  - g) Any attempt to influence the decision of the Institute officials through direct/indirect methods/mean.
15. in case of any default NIT Kurukshetra will have the right to arrange the material at risk and cost of the vendor from any other source and cost shall be deducted from the final payment with 20% penalty.
16. all arrangement with sound and lighting should be ready one day upto noon before the date of convocation.
17. if during operation at any time the Gen-Sets stop working and cause hindrance in the normal running of the function, penalty of 5 times the gen-set cost will be applied and amount will be charged.
18. if during operation function, the stage, barricading or any other construct breaks down or causes any hampering to normal function, 20% of the total tender amount will be charged as penalty.
19. In case of dispute, the matter will be subject to Kurukshetra Jurisdiction only.

### **Criteria for Technical Qualification**

1. Vendor should have minimum 3 years of experience in the relevant field only (attach the relevant PO in support of the same).
2. Vendor should submit a certificate of satisfactory performance of any work of not less than the estimated cost of the tender.
3. The average annual turnover of the bidder for past three years shall not be less than the twice of the tender's estimated value.
4. Vendor should not be blacklisted anywhere in India.
5. The committee reserves the right to amend the criteria for technical evaluation depending on the number of applications and the quality of services rendered by the bidder.

### **SECTION-IV**

#### **PRICE BID**

| <b>S. No.</b> | <b>Item Description</b> | <b>Qty</b> | <b>Rate (Rs.)</b> | <b>Total without GST</b> | <b>GST (Rs.)</b> | <b>Total with GST</b> |
|---------------|-------------------------|------------|-------------------|--------------------------|------------------|-----------------------|
| 1             |                         |            |                   |                          |                  |                       |
| 2             |                         |            |                   |                          |                  |                       |
| 3             |                         |            |                   |                          |                  |                       |

**DO NOT QUOTE PRICE HERE**

**LIST OF DOCUMENTS TO BE UPLOADED WITH TECHNICAL BID**

| <b>S. No.</b> | <b>Documents</b>  |
|---------------|---|
| 1             | Copy of bidder's information <b>Annexure-1</b>  |
| 2             | Copy of tender acceptance as per <b>Annexure-2</b>  |
| 3             | Copy of experience certificate as per <b>Annexure 3</b>   |
| 4             | Duly filled Pre-Qualification criteria  |
| 5             | Copy of annual financial turnover as per <b>Annexure 4</b>  |
| 6             | Copy of technical specification compliance  |
| 7             | Copy of Integrity Pact as per <b>Annexure-5</b>   |
| 8             | Copy of valid license for running canteen services in Educational Institutes/<br>Govt. Sector/PSUs/ Private Institutes  |
| 9             | Copy of the necessary registrations of the Government under the Shops and<br>Establishment Act, Contract Labour Act, GST, GSTIN, PAN and license from<br>FSSAI etc. |
| 10            | Copy of supplementary documents for EMD.  |

## SECTION 5: - PROCEDURE FOR SUBMISSION OF E-TENDER

### INSTRUCTIONS TO THE TENDERERS

The tender shall be submitted in accordance with these instructions and any tender not conforming to the instructions as under is liable to be rejected. These instructions shall form the part of the tender and the contract.

- For Online Bid Submission as per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>). The bidders are required to submit copies of their bid electronically on the CPP Portal, using valid Digital Signature Certificates.
- More information useful for submitting the online bids on the CPP Portal is available/obtained at [URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)
- For Registration, Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>). Enrollment on the CPP Portal is free of charge.
- Foreign Bidders have to refer “DSC details for foreign Bidders” for Digital Signature Certificate requirements which comes under Download Tab at the <http://eprocure.gov.in/eprocure/app?page=Standard Bidding Documents &service=page>
- While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.
- NITK, Kurukshetra reserves the right to reject any tender/bid wholly or partly without assigning any reason.
- The Tender committee constituted by the NITK, Kurukshetra shall have the right to verify the particulars furnished by the bidder independently.
- Tenderer shall take into account all costs including installation, commissioning, cartage etc. for giving delivery of material at site i.e. NITK, Kurukshetra before quoting the rates. Properly mentioned in BOQ in this regard no claim for any extra payment for any reason shall be entertained.
- The item should be delivered at NITK, Kurukshetra, Haryana-136119, INDIA and the supplier shall be responsible for any damage during the transit of goods.



- All the tender documents & price bid to be uploaded as per this tender are to be digitally signed by the bidder.
- Interested bonafide and reputed manufacturers/India agents (on behalf of their foreign principals) may submit Online bids for above item/s/work along with all requisite documents and scanned copy of Tender Fee/EMD.
- The Bidder(s) may note that ONLINE BIDS will ONLY be accepted. All the requisite supporting documents mentioned in the bid document should and must be uploaded Online <http://eprocure.gov.in/eprocure/app>. The Bids sent through FAX, E-mail, by hand and/or by post shall not be accepted/ processed, in any case.
- The bidders may submit duly filled and completed bidding document ONLINE as per instruction contained in the bidding documents. Incomplete bid shall be rejected. The conditions of tender shall be governed by the details contained in complete bid document.
- In case, holiday is declared by the Government on the day of opening the bids, the bids will be opened on the next working day at the same time.
- The detailed instruction for Online submissions of bid(s) through e-Procurement module of Central Public Procurement of NIC, the bidder(s) may visit the following link: - <http://eprocure.gov.in/eprocure/app?=&service=&page>

## **SECTION 6: INSTRUCTIONS FOR ONLINE BID SUBMISSION**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

### **REGISTRATION:**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/nCode/eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID/ password and the password of the DSC / e-Token.

### **SEARCHING FOR TENDER DOCUMENTS:**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### PREPARATION OF BIDS:

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents- including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG / JPEG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

### SUBMISSION OF BIDS:

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee/EMD (wherever applicable) as applicable and enter details of the instrument.
- 4) Bidder should prepare the Tender Fees/EMD (wherever applicable) as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the *white colored (unprotected)* cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### ASSISTANCE TO BIDDERS:

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

## GENERAL INSTRUCTIONS TO THE BIDDERS

- 1) The tenders will be received online through portal <http://eprocure.gov.in/eprocure/app> In the Technical Bids, the bidders are required to upload all the documents in pdf format.
- 2) Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link "Information about DSC".
- 3) Tenderer are advised to follow the instructions provided in the "Instructions to the Tenderer" for the e-submission of the bids online through the Central Public Procurement Portal for e- Procurement at <https://eprocure.gov.in/eprocure/app>

### Online Bid Form

The bidder shall complete the online bid form and the appropriate price schedule furnished in the online bidding documents, indicating, inter alia for the goods to be supplied, a brief description of the goods, their country of origin, quantity and prices.

### Online Bid prices

The Bidder shall indicate on the Price Schedule the unit price and total bid prices of the goods it proposes to supply under the Contract. To this end, the Bidders are allowed the option to submit the online bids for any one or more schedule specified in the "Schedule of Requirement" and to offer discounts for combined schedules. However, Bidders shall quote for the complete requirement of goods and services specified under each schedule on a single responsibility basis, failing which such bids (for the schedule in question) will not be taken into account for evaluation and will not be considered for award.

Prices indicated in the online price schedule shall be entered separately in the following manner.

#### **I. For goods offered from within India:**

- a) The price of the goods should be quoted for destination basis, charges towards freight; installation etc. may be mentioned inclusive of GST as applicable after referring the attached GST Notification.
- b) Any sales or other taxes/duties should be clearly mentioned, which will be payable on the goods in India if the contract is awarded.
- c) Charges for inland transportation, insurance and other local costs incidental to delivery of goods to their final destination should be mentioned.
- d) Any element of cost, taxes, duties levies etc. not specifically indicated in the online bid, shall not be paid by the purchaser. If GST amount is not quoted in the BOQ (Financial Bid), the total cost will be treated as inclusive of GST.

## II. For goods offered from abroad

- a) The price of goods shall be quoted in Ex-Works/FCA/CIP and the same should be mentioned in terms & conditions of the firm.
- b) Charges for inland transportation, insurance and other local costs incidental to delivery of the goods from the port of entry in India to their final destination should be specified.
- c) The terms FOB, CIF, CIP etc. shall be governed by the rules and regulations prescribed in the current edition of INCOTERMS, published by the Chamber of Commerce, Paris.
- d) Prices quoted by the bidder shall remain firm and fixed during the currency of the contract and not subject to variation on any account, unless otherwise specified in the Requirements.

## III. Bid currencies

- a) For domestic goods prices shall be quoted in Indian rupees only. Commission for Indian Agent, if payable, shall also be quoted in Indian Rupees only.
- b) For imported goods prices shall be quoted either in Indian rupees or may be quoted in foreign currency and the portion of the allied work and services, which are to be undertaken in India (like supply and installation), are to be quoted in Indian currency.

## IV. Indian Agent

- a) If a foreign bidder has engaged an agent in India in connection with its online bid it will be required to give the following information in the online bid:
  - i. Name and address of the Indian agent with their permanent income tax number.
  - ii. Details of the services the agent will render
  - iii. Agency commission shall be indicated in the space provided for in the price schedule and will be paid to the bidder's agent in Indian rupees

**ANNEXURE: 1**  
**Bidder Information Form**

|    |                                    |                                     |  |
|----|------------------------------------|-------------------------------------|--|
| 1. | Name of Participating Firm         |                                     |  |
| 2. | Full Address of Registered Office: |                                     |  |
| 3. | Permanent Account Number(PAN) No.  |                                     |  |
| 4. | GST no. of the Firm                |                                     |  |
| 5. | Bank Details.                      |                                     |  |
|    | a.                                 | Bank Name                           |  |
|    | b.                                 | Bank Address                        |  |
|    | c.                                 | Account no.                         |  |
|    | d.                                 | Type of Account<br>(Current/Saving) |  |
|    | e.                                 | RTGS/NEFT Code                      |  |

Date:

Name of the Authorized Signatory

Place:

Stamp & Signature

**ANNEXURE: 2**  
**ACCEPTANCE OF TENDER TERMS AND CONDITIONS**  
**(To be given on Company Letter Head)**

Tender Reference No: \_\_\_\_\_ Date: \_\_\_\_\_

To,  
The Director  
National Institute of Technology Kurukshetra

Sub: Acceptance of Terms & Conditions of Tender.

Dear Sir,

1. I/We have downloaded / obtained the tender document(s) for the above mentioned 'Tender' from the web site(s).
2. I/We hereby certify that I/we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby by the terms/conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization too 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 its totality/entirety.
5. I/We certify that all information furnished by we/our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.
6. I/we shall have no objection in case debarred for at least 5 years by the institute for bid participation on ground of my/our refusal/failure to execute the contract after attaining the status of most competitive bidder.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)



### ANNEXURE-3: PAST EXPERIENCE

(On Company/Firm's Letterhead)

Tender Reference No.: - \_\_\_\_\_

Name of Tender / Work: - \_\_\_\_\_

Dear Sir,

Brief particulars of the similar work done in government institutions: (Please attach copy of work orders for our reference)

| Order placed by<br>(Full add.Of<br>Client) | Order No. &<br>Date | Brief Description<br>of similar work<br>done Rate<br>Contract with<br>other<br>companies/govt<br>organization | Value of order | Date of<br>completion of<br>contract |
|--|---------------------|---|----------------|--------------------------------------|
|  |                     |   |                |                                      |
|  |                     |   |                |                                      |

**Note:** Copy of all the work orders along with the work completion certificates mentioned above are to be attached.

**Yours Faithfully**

(Signature of the Bidder, with Official Seal)

**ANNEXURE 4: FINANCIAL TURNOVER**

**Tender Reference No.:** \_\_\_\_\_

**Name of Tender / Work:** - \_\_\_\_\_

Dear Sir,

I/We hereby declare that our firm ..... [Name of the firm] has  
Annual Turnover as follows:

| <b>F.Y. 2020-21</b> | <b>F.Y. 2021-22</b> | <b>F.Y. 2022-23</b> |
|---------------------|---------------------|---------------------|
|                     |                     |                     |

- 1. Please attach the copy of filled Income Tax Returns for last three years.**
- 2. Please attach the copy of counter signed Performa by the Chartered Accountant.**

**Yours Faithfully**

(Signature of the Bidder, with Official Seal)

**Counter signed by the Chartered Accountant**

**ANNEXURE – 5**

**AFFIDAVIT REGARDING BLACKLISTING & FRAUD AND CORRUPT PRACTICES**

*(To be executed & attested by Public Notary / Executive Magistrate on Rs.100/- non judicial stamp paper by the Agency)*

I.....Proprietor/ Director/ Partner of the firm M/s. ....  
.....do hereby solemnly affirm that the firm M/s. ....  
has never been black listed/debarred by any organization/office and there has not been any work cancelled against them for poor performance in the last three years reckoned from the date of invitation of Tender.

We are not involved in any major litigation that may have an impact of affection or compromising the delivery of service as required under this tender.

We certify that during the last 3 years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public/private authority nor have had any contract terminated by any public authority for breach on our part.

We also declare that:

(a) We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in respect of any tender or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any Government, Central or State;

(b) We have taken steps to ensure that in conformity with the provisions against Corrupt Practices and no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

(c) We certify that in regard to matters other than security and integrity of the country, we or any of our Associates have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority, which could cast a doubt on our ability to undertake the contract or which relates to a grave offence that outrages the moral sense of the community.

(d) We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law.

(e) We certify that, we are remitting statutory dues/ taxes regularly to Government and no default was made in this regard.

(f) We further certify that no investigation by a regulatory authority is pending either against us or against our CEO or any of our directors / managers / employees.

DEPONENT

Attested:

(Public Notary / Executive Magistrate)

Name \_\_\_\_\_

Address \_\_\_\_\_

## ANNEXURE 6: DECLARATION FOR LOCAL CONTENT

(To be given on Company Letter Head)

Sub: Declaration of Local content

Tender/Bid Reference No: \_\_\_\_\_

Name of Tender/Bid/Work: \_\_\_\_\_

1. Country of Origin of Goods being offered: \_\_\_\_\_

2. We hereby declare that items offered has \_\_\_\_\_% local content (**Provide exact %**).

3. Details of location at which local value addition made/will be made: (Complete address to be mentioned)

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*“Local Content”* means the amount of value added in India which shall, be the total value of the item being offered minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.

*“\*False declaration will be in breach of Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.”*

**Yours Faithfully,**

**(Signature of the Bidder/OEM, with Official Seal)**