



NATIONAL INSTITUTE OF TECHNOLOGY

(Established by Ministry of Human Resources Development, Govt. Of India)

Yupia, District Papum Pare, Arunachal Pradesh – 791112

Fax: 0360 – 2284972, E-mail: nitarunachal@gmail.com

NO. NIT/AP/ACAD-MISC/01/2012-13/847

Dated:- 26.11.2018

Subject: Short Limited Tender for hiring of tentage articles for use in NIT-AP Campus during 5th CONVOCATION 2015' on 12.12.2018 at Yupia, Arunachal Pradesh.

This office intends to hire the tentage articles for use in **NIT-AP Campus** during '**5th CONVOCATION 2018' on 12.12.2018 at Yupia, Arunachal Pradesh.** The tender can be sent through registered post, Speed Post, Courier or put personally in the sealed tender box kept in front of the office of the undersigned situated at Yupia by **1100 Hrs. on 03.12.2018** and no request will be entertained thereafter. The bids will be opened on **03.12.2018 at 1130 Hrs.** by the Committee.

The total estimated cost is Rs. 5,69,250.00 (Rupees Five Lakh Sixty Nine Thousand and Two hundred and Fifty) Only

The tender terms & conditions and tender format can be downloaded from National Institute of Technology, Arunachal Pradesh website www.nitap.in.

In case the due date is declared a holiday, the tender shall be opened on the next working day.

M.K Shome
26.11.18

(Dr. M.K Shome)
(Registrar i/c)
NIT-AP, Yupia

Registrar
National Institute of Technology
Arunachal Pradesh, Yupia

TENDER FORMAT

SHORT LIMITED TENDER FOR HIRING OF TENTAGE ARTICLES FOR USE in NIT-AP Campus during '5th CONVOCATION 2018' on 12.12.2018 at Yupia, Arunachal Pradesh.

1. NAME OF THE FIRM : _____
2. CORRESPONDENCE ADDRESS
WITH TELEPHONE AND FAX NO. : _____
3. LOCAL ADDRESS WITH TELEPHONE
AND FAX NO. : _____
4. WHETHER REGISTERED WITH NIT-AP
/DGS&D IF YES ATTACH COPY : _____
5. GST REGISTRATION PROOF : _____
6. LATEST GST CLEARANCE
CERTIFICATE OR DEPOSIT RECEIPT : _____
7. PROOF OF PAST PERFORMANCE : _____
8. LIST OF OWNERS/PARTNERS AND
CERTIFICATION REG. BLACKLIST &
CRL. CASE ATTACHED OR NOT : _____
9. APPLICATION/TENDER FEE (NON- REGISTERED FIRM) : _____
10. COPY OF TERMS AND CONDITION
DULY SIGNED : _____

SIGNATURE OF THE TENDERER
WITH STAMP.

TERMS & CONDITIONS OF SHORT LIMITED TENDER

Sealed Short tenders are invited in two bid system i.e. Technical Bid and Financial bid by the undersigned from the firms/traders dealing in the trade for the hiring of tentage articles for use in NIT-AP Campus during '5th CONVOCATION 2018' on 12.12.2018 at Yupia, Arunachal Pradesh (as per details given in Annexure-A) through registered, Courier post or these can be put personally in the sealed tender box by **1100 hours on 03.12.2018**.

Tenderers are advised to quote their rate after careful study of the tender specifications as well as the following terms and conditions:-

1. Separate envelope should be used for TECHNICAL BID as well as for PRICE BID. The word "TECHNICAL BID/PRICE BID for hiring of tentage articles for use in NIT-AP Campus during '5th CONVOCATION 2018' on 12.12.2018 at Yupia, Arunachal Pradesh due to open on **03.12.2018 at 1130 hrs.** shall be prominently marked on the top of each envelope item wise separately. Both these bids shall further be put in one envelope and sealed properly before putting in tender Box duly super scribed.
2. The tenders should reach this office by **1100 Hrs. on 03.12.2018** as per tender notice.
3. The Technical Bids will be opened first on **03.12.2018 at 1130 Hrs.** and the PRICE BIDS will be opened on the same day only after scrutiny of technical bid.
4. Latest/current GST tax clearance certificate or latest Service tax Return filed issued from the service tax department in the language of English/Hindi must be attached with technical bid.
5. **Incomplete tender will not be accepted.**
6. **Conditional tender will not be accepted.**
7. **Optional tender will not be accepted. The option either in sample or in rates will not be accepted and the tender will be rejected straightway.**
8. The bidders must have an experience of same type of work in an educational institute in last 3 years.
9. Tenderer would not be permitted to alter or modify their bids after expiry of the deadline for receipt of Bids.
10. The price must be quoted as per proforma for price schedule Annexure "A". Nothing over and above the quoted price would be payable to the successful bidder. Any over writing/cutting etc. render the tender invalid. The option in the rates will not be entertained and the tender will be rejected straightway.
11. In case, the firm does not complete the supply/installed the tentage articles on the scheduled date & time (ie 11.12.2018), **the tentage will be hired from the local market and the exceeding amount is to be paid by the firm and action will be taken to blacklisting the firm.**
12. The tenderer can remain present himself or his authorize representative at the time of opening of tender.
13. The purchase committee, in order to satisfy itself can order on the spot enquiry to verify the soundness & capability of the item and any other information given by the tendering firms.
14. The quantity of the items mentioned in the tender notice can be increased or decreased, at any stage till the delivery of consignment is completed.
15. Tender envelop(s) must be sealed and super scribed "**TENDER FOR HIRING OF TENTAGE ARTICLES FOR '5th CONVOCATION 2018-NIT-AP**" which shall be addressed to Director, National Institute of Technology, Yupia, Arunachal Pradesh.

SEAL & SIGN OF TENDERER

16. The payment will be made on production of the work completion certificate and purchase committee report. No advance payment will be made.
17. No claim for interest in case of delayed payment will be entertained by the Department.
18. A copy of terms and conditions duly signed by the tenderer, as a token of acceptance of the same should be attached along with the tender.
19. **The Pandal Committee reserves the right to relax any terms and condition in the govt. interest, with the approval of competent authority.**
20. The purchase committee reserves the right to reject any tender or all tenders without assigning any reasons thereof.
21. All disputes are subject to the jurisdiction of the Courts in the Itanagar.
22. The tender will be rejected straight way without assigning any reasons if the firm/company involves in any criminal case, declared black listed by any Govt./Semi Govt. department/ agencies etc.
23. In case of any differences, the firm can be called for negotiation to patch up the differences on table prior to approaching Court.
24. Only authorized representatives will be allowed to attend the meeting of the Purchase Committee. They should also bring Letter-Head of the Firm with an undertaking that any decision/negotiation taken by them would be accepted by firms.

NOTE :-

(A) DOCUMENTS REQUIRED TO BE ATTACHED WITH TECHNICAL BID IN THE FOLLOWING ORDER:-

1. Demand Draft of Application Fee in favour of Director, NIT-AP, Yupia Arunachal Pradesh amounting to Rs.1000/-.
2. Copy of GST Registration Certificate.
3. Copy of Latest GST Clearance Certificate or Latest Service tax deposit receipt.
4. Copy of terms and conditions duly signed with seal of the firm, in token of acceptance of terms and conditions.
5. All the firms participating in the tender must submit a list of their owners/partners etc. and a certificate to the effect that the firm is neither blacklisted by any Govt. Department nor any Criminal Case is registered against the firm or its owner or partners anywhere in India.
6. All Other supporting documents as required in the tender shall be attached.

(B) DOCUMENTS REQUIRED TO BE ATTACHED WITH COMMERCIAL/PRICE BID IN THE FOLLOWING ORDER :-

Details of Rates, inclusive of all taxes including freight etc. of hiring of tentage articles quoted by the tenderer shall be submitted on their letter Pad in clear terms, in words and in figures. The cutting & over-writing not valid. The option in the rates will not be entertained.

D. K. Home
26.11.18
(Registrar)

REGISTRAR
National Institute of Technology
Arunachal Pradesh, Itanagar

SEAL & SIGN OF TENDERER

