



# भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament  
Deoghat, Jhalwa, Allahabad-211012 (U.P.) INDIA

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Ref. No. : IIIT-A/ENQ/DR(S&P)/ 264 / 2016

Date : 04<sup>th</sup> October 2016

## **TENDER NOTICE**

Sealed quotations are invited under Two Bid Systems (Technical & Financial) for "**Replacing of non repairable doors shutters of different buildings**" at Indian Institute of Information Technology, Allahabad. The detailed specifications and terms & conditions are given in **Annexure I, II & III**. You are requested to submit the quotation by courier/speed post with complete details of specifications, terms & conditions etc.

The "Technical and Commercial Bids" in two separate sealed envelopes placed in a single envelope with name of the tender, ref. number and closing date subscribed on the top of the envelope addressed to the Deputy Registrar (S&P), IIIT-Allahabad upto **25/10/2016 at 12:00 noon**. Quotations duly sealed may also be dropped in the tender box placed in the office of the Deputy Registrar (S&P), IIIT-Allahabad. Basic rate, taxes and freight charges etc. must be quoted separately, F.O.R. destination at IIIT-A, Jhalwa, Allahabad.

The document may be obtained on payment of ₹500/- (Five Hundred Only) as tender processing fee from the counter at Jhalwa Campus, Allahabad. It can also be downloaded from the Institute web site [www.iiita.ac.in](http://www.iiita.ac.in) and be submitted along with ₹500/- of tender processing fee in form of DD.

The technical bid received in prescribed proforma will be opened in the presence of the tenderers, or authorized representatives interested to be present, on **25.10.2016 at 03:30 P.M.** The Financial bids of technically qualified tenderers will only be opened after technical evaluation by the Technical Committee. Basic rate, taxes and freight charges etc. must be quoted separately,

(Dr. Seema Shah)  
Deputy Registrar (S&P)

**Copy to:**

- Hon'ble Director for kind information.

Any

**Annexure-I**

**Technical Bid**

**(On letter head of the Firm & in a separately sealed envelope)**

**PROFORMA FOR APPLICATION**

1. Name of the firm :- .....
2. Address of the firm :- .....
3. Phone Number (With Code):- .....
4. Proprietor's name: - .....
5. Email Id.....
6. Address of Proprietor: - .....
7. Proprietor's Phone No. :- .....
8. Details of the firm:-
  - (a) Date from which the firm is operating: - .....
  - (b) Turnover of the firm during: - FY 2013-14 (₹).....  
FY 2014-15 (₹).....  
FY 2015-16 (₹).....
  - (c) PAN No. :- .....
  - (d) TIN No. :- .....

**(Please attach documentary evidence)**

9. **Tender Processing Fee:** An amount of Rs. 500/- (Five Hundred Only) of tender (non refundable) is to be paid cash or DD payable in favour of **Indian Institute of Information Technology Allahabad** payable at **Allahabad**.

10. **E.M.D. :** The tenders should be accompanied in a form of a **Demand Draft/FDR** in favour of **Indian Institute of Information Technology Allahabad** payable at **Allahabad** (Any bid without EMD will not be considered). EMD should be enclosed with the Technical Bid document in a separate envelop. The EMD will be returned to the unsuccessful bidders within 15 days and to the successful bidders beyond 60 days after completion of work

**Amount of EMD as below:**

Sl. No	Description	EMD Amount	DD No./FDR Date
1.	Replacing of non repairable doors shutters of different buildings	10,000/-	



## Annexure-II

### Terms and Conditions:

1. F.O.R. destination at Indian Institute of Information Technology, Allahabad
2. Preference will be given to Govt. approved contractors
3. Quoted rate should be valid at least for 45 days from the opening date.
4. Turnover of the firm should be 10 lakh for the last two year.
5. The mention quantity is approx quantity; it may decrease/increase upto 10%.
6. The quality and specification be adhered to strictly. If not found according to specification, supply will not be accepted. The item which is not included in BOQ, the same will be carried out according to DSR-2014 as per site requirement to the complete work.
7. Bidder must sign in each and every page of the enclosed tender documents.
8. The vendors are required to furnish copies of minimum 02 work orders amounting to Rs.3 Lakh per annum or more last two year.
9. Enquiry/tender must be quoted in prescribe format on the company/firm letter head.
10. It is most essential that it should be mentioned clearly that the price basis, payment terms, works schedule taxes and duties, validity, transportation charges.
11. Trade/Sales tax/VAT or any other tax or other charges on the material, which has not been mentioned while quoting their rates shall not be paid by the Institute under any circumstances. The firm has to bear all taxes.
12. Upon verification/evaluation/assessment, if in case any information furnished by the Bidder is found to be false/incorrect, their bid shall be summarily rejected and no correspondence on the same shall be entertained. It is the responsibility of bidder to verify the authenticity of any third party document being submitted as part of the eligibility requirements. EMD will be forfeited if any forged or false document is submitted.
13. Payment will be made within fifteen days after completion of work and satisfactory report from engineer/indenter.
14. May feel free to contact on E-mail **info.purchase@iiita.ac.in**, Ph. No. : **0532-2922051**.
15. In view of wide publicity the details are also available on our web site (**www.iiita.ac.in**), may be seen.
16. Kindly quote your Income Tax PAN No./TIN No., Service Tax Registration No. etc. mandatory on the quotation raised by you. If PAN No. not quoted, 20% Tax will be deducted at source.
17. The lowest rate will not be the basis of claim to get the order.
18. Repairing work should be completed within 30 days from the receipt of the purchase order after given a clearance of site. If the work delayed beyond the stipulated time of completion of supply, penalty of 1% per weeks and maximum upto 10% of the total cost may be imposed at the discretion of competent authority.
19. Conditional tenders will not be considered in any case. They will be summarily rejected.
20. All disputes are subject to jurisdiction of Courts at Allahabad.
21. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender.

**(Dr. Seema Shah)**  
**Deputy Registrar (S&P)**



**Annexure-III****Financial Bid****(Bill of quantity)*****Replacing of non repairable doors shutters of different buildings'*****(To be quoted on the company letter head with the below prescribed proforma only)****(Sealed separate envelop)**

Sl. No.	Item Description	Unit	Qty.	Unit Rate	Amount (Rs.)
1.	<p>P/F of 30 mm thick factory made Polyvinyl Chloride (PVC) door shutter made of styles and rails of a uPVC hollow section of size 60x30 mm and wall thickness 2 mm (<math>\pm</math> 0.2mm), with inbuilt decorative moulding edging on one side.</p> <p>The styles and rails mitred and joint at the corners by means of M.S. galvanised/ plastic brackets of size 75x220 mm having wall thickness 1.0 mm and stainless steel screws. The styles of the shutter reinforced by inserting galvanised M.S. tube of size 25x20 mm and 1 mm (<math>\pm</math> 0.1 mm) wall thickness.</p> <p>The lock rail made up of 'H' section, a uPVC hollow section of size 100x30 mm and 2 mm (<math>\pm</math> 0.2 mm) wall thickness fixed to the shutter styles by means of plastic/ galvanised M.S. 'U' cleats. The shutter frame filled with a uPVC multi-chambered single panel of size not less than 620 mm, having over all thickness of 20 mm and 1 mm (<math>\pm</math> 0.1 mm) wall thickness. The panels filled vertically and tie bar at two places by inserting horizontally 6 mm galvanised M.S. rod and fastened with nuts and washers, complete as per manufacturer's specification. (For W.C. and bathroom door shutter) (DSR- 2014,9.118.2)</p>	SqM	161		
2.	<b>Installation Charges along with following items:</b> a. *P/F aluminum sliding door bolts ISI marked anodized (anodic coated not less than grade AC 10 as per IS: 1868) transparent or dyed to required color or shade with nut bolts and screws etc complete 300x16mm-	Nos.	45 approx		
	b. *P/F aluminum tower bolts ISI marked anodized (anodic coated not less than grade AC 10 as per IS: 1868) transparent or dyed to required color or shade with nut bolts and screws etc complete 300x16mm-	Nos.	45 approx		
	c. *Providing and fixing aluminium handles, ISI marked anodized (anodic coated not less than grade AC 10 as per IS: 1868) transparent or dyed to required color or shade with nut bolts and screws etc complete 125 mm wide-	Nos.	45 approx		
<b>Total Amount-</b>					

\*Quantity may be increased or decreased.

**Note:** Financial Bid must be given in this format only on vendors letter head.**Signature of the tenderer with seal**