



# 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

Ph.: 0532-2922025, 2922067, Fax : 0532-2430006, Web : www.iiita.ac.in, E-mail : contact@iiita.ac.in

Ref. No. : IIIT-A/DR(S&P)/ 408/2016

Date: 26<sup>th</sup> December, 2016

## Tender Notice

Sealed tenders are invited under **Two Bid systems** for the **supply & Installation of AC/DC Capacitors for 100 KVA UPS System (MERLIN-GERIN make and Galaxy PW model)** at Indian Institute of Information Technology, Deoghat, Jhalwa, Allahabad. The detailed specifications and terms & conditions are given in Annexure I, II, III, IV.

1)	<b>Place of Supply -</b>	IIIT-Allahabad
2)	<b>Tender Processing Fee-</b>	Rs.500/- (In the form of DD)
3)	<b>EMD -</b>	Rs.14,000/- (In the Form of DD/FDR/ Bank Guarantee) in favour of "IIIT-Allahabad "
4)	<b>Date of submission -</b>	<b>17.01.2017</b> (12:00 Noon)
5)	<b>Tender opening date -</b>	<b>17.01.2017</b> (3:30 PM) (Technical Bid)

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 **17/01/2017 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 **17/01/2017 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 in formation.

Amx

**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. Address of Proprietor: - .....
6. Proprietor's Phone No. :- .....
7. Email: .....
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 (₹).....

**(Please attach documentary evidence)**

- (c) PAN No. :- .....
- (d) TIN No. :- .....
- (e) Service Tax Registration No. (If any):-.....
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** or **Bank Guarantee** 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 after supply & Installation of materials and satisfactory report from user end.

**Amount of EMD as below:**

Sl. No	Description	EMD Amount	DD No./FDR Date
1.	<b>Supply &amp; Installation of AC/DC Capacitors for 100 KVA UPS System (MERLIN-GERIN make and</b>	₹ 14,000/-	

**Annexure-II**

**Commercial Bid**

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

**Specification for supply & Installation of AC/DC Capacitor for 100 KVA  
UPS System**

SI. No.	Item/Specification	Unit	Qty.	Unit Rate Rs.	Amount Rs.
<b>Supply &amp; Installation of AC/DC Capacitors for 100 KVA UPS System (MERLIN-GERIN make and Galaxy PW model)</b>					
1.	<b>a) 600 MFD/ 250V AC Capacitors</b> Warranty : Minimum 1 years	Nos.	12		
	<b>b) 4400 MFD/500V DC Capacitors</b> Warranty : Minimum 1 years	Nos.	20		
	<b>Total Amount-</b>				
	Taxes if any-				
	<b>Grand Total -</b>				

**Note:** Commercial Bid must be done in this format only.


Signature of the tenderer

Seal of the firm

## Annexure-III

### Terms and Conditions the Tender

1. Technical specifications in details are to be given with Technical Bid.
2. **Authorization:** The tenderer should be an authorized dealer/reseller of the quoted items. Preference will be given to the firm, if Manufacturer/Sole distributor.
3. **Annual Turnover of the firm should be 15 lakh and above for the last three years separately (profit and loss account/balance sheet duly certified by CA should be enclosed).**
4. **Bid:** The tenders are to be submitted in two part viz. "Technical Bid" and "Commercial Bid" in two separate sealed envelopes separately. The commercial bid will be opened only after acceptance of "Technically Bid".
5. Based on the evaluation of the technical bid submitted by the tenderer, the Committee would shortlist the tenderers. The short listed tenderers may be asked to make a presentation after opening of the technical bid before the committee if, required.
6. Detailed specifications, catalogue/literature of all the items quoted should be supplied with the technical bid.
7. **Price Basis:** Rate should be quoted F.O.R. destination at IIIT-A, Doghat, Jhalwa, Allahabad.
8. **Warranty /Replacement:** Warranty/Replacement/Guarantee as applicable should be clearly mentioned in quotation.
9. **Delivery Schedule:** The supply period shall commence from the date of issue of confirm purchase order and completion period may be strictly 7-8 weeks.
10. If the specification will not conform with the given specification consignment may be refused at the discretion of the institute.
11. In case ordered specification/model is not available after quoting the rates higher version shall be supplied without increase in cost and approval of competent authority of Institute may be sought at once.
12. **Payment: Payment will be made within 15 days after acceptance of delivery of materials, satisfactory report from user end.**
13. **Penalty:** If the supply 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.
14. 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.
15. **Exemption: The institute is exempted from custom and excise duty in terms of notification No. 51/96-custom dated 23/07/96 and No. 10/97- Central Excise dated 01/03/1997 and is an University established under M.H.R.D. Govt. of India. Certificate to this if, required shall be provided by the Institute.**
16. This is to certify that the Indian Institute of Information Technology, Allahabad is imparting Technical Higher Education in the field of Information Technology, established by Ministry of Human Resources Development, Government of India. The Equipment is being purchased only for Research & Teaching purposes and not for manufacturing any item for commercial use.
17. **Transit Permit:** Transit road permit in the prescribe proforma shall be made available as per rule by the Institute on the request of the supplier if, required.

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18. **Price:** The rates should be quoted in Indian rupees. Only unit prices are to be quoted both in digits and in words. In case of a discrepancy in the two, quoted rates in words will be taken as valid and final.
  19. **Taxes: The unit rates should be quoted exclusive of all taxes, duties, levies, freight, insurance etc., which may be given separately indicating the nature of taxes charged.** Rates for additional/optional features should be quoted separately. This may be considered separately by the committee.
  20. If any defect is found in transit it will be the sole responsibility of the supplier to get is corrected as desired by the user.
  21. **Force Majeure :** Either party shall be entitled to suspend performance of his obligations under the agreement to the extent the such performance is impeded or made unreasonable onerous by any of the following circumstances : Industrial disputes and any other circumstances beyond the control of the bidder such as Fire, War (whether declared or not) Extensive military mobilisation, Earthquake, Insurrection, Requisition, Seizure, Embargo, in the use of power and defects or delay in deliveries by bidder caused any such circumstances referred to in this condition. A notice in writing without any delay should be given by the bidder claiming to be affected by force majeure.
  22. Quoted rate should be valid at least for 03 months.
  23. The lowest rate will not be the basis of claim to get the order.
  24. The firm/company's black listed at any stage need not to apply.
  25. **All pages of the tender documents are to be signed and stamped by the tendering firm.**
  26. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender and alter/modify any or all conditions of this tender notice.
  27. Director, Indian Institute of Information Technology, Allahabad will be the sole arbitrator of all the dispute and his decision will be binding on both the parties.
  28. Quotation should be addressed to Deputy Registrar (S&P), Indian Institute of Information Technology, Allahabad-211012 (U.P.) India.
  29. Kindly mention enquiry reference number, subject, due date contact address etc on your quotation. Incomplete quotation will not be accepted.
  30. All disputes are subject to Jurisdiction of Allahabad.

**For any query pertaining to this bid correspondence may be addressed to**

**Dr. Seema Shah**  
**Deputy Registrar (S&P)**  
**IIIT-Allahabad, Deoghat,**  
**Jhalwa, Allahbad**  
**Phone : +91 0532-2922217, 2051**  
**E-mail: [info.purchase@iiita.ac.in](mailto:info.purchase@iiita.ac.in)**



**Deputy Registrar (S&P)**

Certified that the information in the proforma is true. I/We agree to the contents of terms & condition of the quotation/tender.

**Seal and Signature of the Proprietor/Authorized Representative**