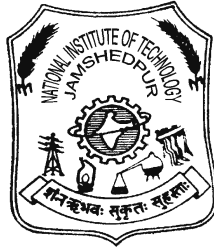


E-TENDER DOCUMENT

**NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR
P.O.:NIT, JAMSHEDPUR, (JHARKHAND)- 831014**

(An Institution of National Importance under Ministry of HRD, Govt. of India)



**OPEN TENDER NOTICE
(E-Procurement mode)**

Tender Notice No.:NITJSR/PDD/HKGC/30/RC/S&P/2020/244 Dated:20/04/2020

RATE CONTRACT FOR SUPPLY OF SANITARY ITEMS

LAST DATE OF SUBMISSION OF TENDER: 11/05/2020 UP-TO 17.30 Hrs

DATE OF OPENING OF TENDER: 12/05/2020 AT 11.00 Hrs

KIND ATTENTION FOR TAKING ASSISTANCE, IF ANY.

CPP Portal web site: www.eprocure.gov.in

CPP Portal Help Desk Toll Free No.: 0120-4200462, 0120-4001002, 0120-4001005

E-Mail : [support-eproc\[at\]nic\[dot\]in](mailto:support-eproc[at]nic[dot]in)

NIT Jamshedpur Help No.: (91)+0657 - 2374256, 2373629, 2374249

Web site: www.nitjsr.ac.in Fax No. : (91) +0657- 2373246

PREPARED BY : STORES & PROCUREMENT SECTION, NIT JAMSHEDPUR



NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR
P.O.: NIT, JAMSHEDPUR, (JHARKHAND) – 831014
(An Institution of National Importance under Ministry of HRD, Govt. of India)

.....

E-PROCUREMENT OPEN TENDER NOTICE

Tender Notice No.:NITJSR/PDD/HKGC/30/RC/S&P/2020/244 Dated:20/04/2020

RATE CONTRACT FOR SUPPLY OF SANITARY ITEMS

National Institute of Technology Jamshedpur invites sealed tender offer under two bid systems (Technical and Financial) from Eligible & Reputed firms for supply of items under **RATE CONTRACT FOR SANITARY ITEMS** as noted in tender document under SCHEDULE OF REQUIREMENTS on Monthly requirement basis (as detailed in the enclosed list as Annexure-I) to the NIT Jamshedpur on fixed rate basis valid for a period of one year from the date of contract as per terms & conditions specified in the tender document.

Interested Bidders are requested to send their offer on line in two bid systems (Technical and Financial) through CPP Portal site (www.eprocure.gov.in/eprocure/app).

The complete Tender document is available on CPP Portal site (www.eprocure.gov.in/eprocure/app). The details of tender are also available at NIT Jamshedpur web-site <http://www.nitjsr.ac.in>. Only on-line bids through the e-procurement portal of NIC will be accepted. Last date of bid submission is 11/05/2020 at 17:30 Hrs.

Asstt. Registrar (S&P)
NIT, Jamshedpur

E-PROCUREMENT OPEN TENDER NOTICE

SCHEDULE

Name of Organization	National Institute of Technology Jamshedpur
Tender Type(Open/Limited/EOI/Auction/Single)	Open
Tender Category (Services/Goods/works)	Goods
Type/Form of Contract (Work/Supply/Auction/Service/Buy/Empanelment/ Sell)	Supply
Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)	SANITARY ITEMS
Is Multi Currency Allowed	No
Date of Issue/Publishing	20/04/2020 (11:00 Hrs)
Document Download Start Date	20/04/2020 (11:00 Hrs)
Document Download End Date	11/05/2020 (17:30 Hrs)
Date for Pre-Bid Conference	NA
Venue of Pre-Bid Conference	NA
Last Date & Time for Uploading of Bids	11/05/2020 (17:30 Hrs)
Date and Time of Opening of Technical Bids	12/05/2020 (11:00 Hrs)
Tender Fee	Rs. NIL
EMD (Ernest Money Deposit)	Rs. 50,000/ (Fifty Thousand only) For (EMD) (To be paid through NEFT/RTGS). NIT Jamshedpur Bank details are as under: Name of the Bank A/C : National Institute of Technology Jamshedpur SBI A/C No. : 10678399349 Name of the Bank : State Bank of India, NIT Branch, Jamshedpur-831014 IFSC Code : SBIN0001882 MICR Code : 831002004 (This is mandatory that UTR Number is provided in the on-line quotation/bid).
Exemption from the payment of EMD and Tender fee	EMD exemption is allowed only who are registered with the Department of Micro, Small and Medium Enterprises (MSME) as Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy OR Central Purchase Organization OR the concerned Ministry or Department under appropriate Category.
No. of Covers (1/2/3/4)	02
Bid Validity days (180/120/90/60/30)	180 days (From date of opening of tender)
Address for Communication	Asstt. Registrar (S&P), NIT Jamshedpur-831 014
Contact No.	+91-9431148738, 0657- 2374046, 2373629, 2374249
E-mail Address	skbhagat.adm@nitjsr.ac.in

IMPORTANT INFORMATION TO THE BIDDERS

Any bidder may search the tender through the following process:

1. Go to the www.eprocure.gov.in
2. Click on e procurement
3. Click on tender search
4. Search with "NITJSR"
5. Click on Go
6. Tenders will appear

Detailed Process to search/Submission/ Registration/ Preparation/ the tender through the following process

Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at "Instructions for online Bid Submission".

Tenderers can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type 'National Institute of Technology Jamshedpur'. Thereafter, Click on "GO" button to view all NIT Jamshedpur tenders). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <http://eprocure.gov.in/eprocure/app> as per the schedule given in the next page.

No manual bids will be accepted. All quotation (both Technical and Financial) should be submitted in the e-procurement portal.

Instructions for Online Bid Submission:

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement (CPP) Portal (URL:<http://eprocure.gov.in/eprocure/app>). 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: <http://eprocure.gov.in/eprocure/app>

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>) by

clicking on the link "**Error! Hyperlink reference not valid.**" Enrolment on the CPP Portal 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 (DSC) (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / n Code / e Mudhra 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 DSCs 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 formats. Bid documents may be scanned with 100 dpi with black and white option.
- 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" 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.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that he/she 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 "on-line" to pay the tender fee / EMD as applicable and enter details of the instrument. Whenever, EMD / Tender fees are sought, bidders need to pay the tender fee and EMD separately on-line through NEFT/RTGS (Refer to Schedule).
- 4) A standard BOQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. 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. 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.
- 5) 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 128 bit encryption technology. Data storage encryption of sensitive fields is done.

- 6) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) Upon the successful and timely submission of bids, 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.
- 8) Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

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. The contact number for the helpdesk is 1800 233 7315.

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 and Financial Bid in XLS (BOQ).
- 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 through <https://eprocure.gov.in/eprocure/app>. 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>

KIND ATTENTION FOR TAKING ASSISTANCE, IF ANY.

CPP Portal web site: www.eprocure.gov.in

**CPP Portal Help Desk Toll Free No.: 0120-4200462, 0120-4001002,
0120-4001005 E-Mail : support-eproc[at]nic[dot]in**

NIT Jamshedpur web site: www.nitjsr.ac.in

NIT Jamshedpur Help No.: (91)+0657-2374046, 2373629, 2374249

E-PROCUREMENT OPEN TENDER NOTICE

INSTRUCTIONS TO THE BIDDERS

1. The bidders who are desirous of participating in 'e'- procurement, can be downloaded the tender document from CPP Portal: <https://eprocure.gov.in/eprocure/app> . Bid has to be submitted online.
2. The bidders are advised to go through the tender documents and understand the terms and conditions specified therein before submitting the tender.
3. National Institute of Technology Jamshedpur is interested to enter into contract from reputed & reliable firm for supply of **SANITARY ITEMS** on Monthly requirement basis on fixed rate basis valid for a period of one year from the date of contract as per terms & conditions specified in the tender document. The Reputed Firms/Companies who are in the business of manufacturing, stocking, or marketing of goods of **SANITARY ITEMS** are invited to enter in to **RATE CONTRACT FOR SUPPLY OF SANITARY ITEMS**.
4. The bidder should make sure before applying that the firm has the required eligibility criteria & experience for that business.
5. **RATE CONTRACT FOR SUPPLY OF SANITARY ITEMS** on approved rate shall be valid for a period of one year and to be renewed yearly basis, up to three years on satisfactory performance from the date of contract as per terms & conditions specified in the tender document. From the date of contract as per terms & conditions specified in the tender document.
6. Quoting of Price (s): Price quoted should be in Indian Rupees, free delivery at NIT Jamshedpur Campus at site.
7. **QUANTITY:** Quantity (monthly requirement) mentioned in tender document is tentative and can be vary at time of placement of the purchase order.
8. **PREPRATION OF BIDS:** The offer/bid should be prepared in two bid systems (i.e.) Technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions. Financial bid should indicate item wise price for the items mentioned in the technical bid. All document/information should be submitted in PDF format. FINANCIAL BID (BOQ) should be uploaded in **xls**. **However, price will be evaluated for full quantity of all items.**

Technical Bid: Technical Bid should contain the following:

- a. Company Profile in prescribed TENDER FORM as TECHNICAL BID FOR PRE-QUALIFICATION in as **ANNEXURE "I"**
- b. Declaration in prescribed format in as **ANNEXURE "II"** (on printed letter head of the Bidder's firm indicating thereon Sales Tax Registration, FAX, Email, Telephone numbers, etc.)

- c. Sales Tax Registration, FAX, Email, Telephone numbers, etc.)
- d. All requisite supporting documents in support of all claims made in tender document and **Annexure-I to Annexure-IV**

Financial Bid (BOQ): submit their price bids in the standard formats prescribed in the Tender documents in xls. Financial Bid should contain Price only in prescribed TENDER FORM as FINANCIAL BID **ANNEXURE "III"**.

9. **It is mandatory to submit the bid only in prescribed Format otherwise bid will be rejected.**

The bidder should upload the scanned copies of all the relevant certificates and documents of Technical bid in PDF file and the financial bid in XLS file online through portal <http://eprocure.gov.in/eprocure/app>.

10. **EARNEST MONEY DEPOSIT (EMD):** The tenderer should submit an EMD amount through RTGS/NEFT. The Technical Bid without EMD would be considered as UNRESPONSIVE and will not be accepted. The EMD will be refunded without any interest to the unsuccessful bidders after the award of contract.

- I. Without EMD, the technical bid will not be considered and the tender will be rejected summarily. EMD exemption is not allowed.
 - II. The EMD should remain valid for a period of 03 Months. If the EMD is not found valid in terms of amount wise, period wise or otherwise, technical bid of the bidder are liable to be rejected.
 - III. Earnest Money is liable to be forfeited and bid is liable to be rejected, if the tendered withdraw or amends / impairs or derogates from the tender in any respect.
 - IV. EMD of unsuccessful bidders will be returned within one month of tender evaluation.
 - V. EMD of the selected successful bidder will be refunded on after submission the performance security.
 - VI. No interest will be payable by the NIT Jamshedpur on the Earnest Money Deposit/ performance security in any quarter.
 - VII. Withdrawal is not allowed after submission of tender. EMD of the successful bidders who fail to honour the exceptions of purchase order with prescribed terms & condition shall stand forfeited. No representation in this regard shall be entertained by this Institute.
11. **EMD exemption is allowed only who are registered with the Department of Micro, Small and Medium Enterprises (MSME) as Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy OR Central Purchase Organization OR the concerned Ministry or Department under appropriate Category.**

- I. EMD of the selected successful bidder will be refunded on after submission the performance security.
 - II. No interest will be payable by the NIT Jamshedpur on the Earnest Money Deposit/ performance security in any quarter.
12. **MODE OF SUBMISSION OF BID:** Bid must be submitted for full quantity of item and as per Technical specification through CPP Portal site (www.eprocure.gov.in/eprocure/app).
- I. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
 - II. Bidder has to select the payment option as "on-line" to pay the tender fee / EMD as applicable and enter details of the instrument. Whenever, EMD/Tender fee is sought, bidders need to pay the tender fee and EMD separately on-line through NEFT/RTGS (Refer to Schedule).
 - III. Kindly add/upload scanned copy of **Technical bid** along with all relevant documents of compliance sheet in a **single PDF** file and **financial bid (BOQ)** in **xls** file separately.

Technical Bid should contain the following:

- a. Application for pre qualification in Annexure- "I"
 - b. Declaration in prescribed form ANNEXURE- "II".
 - c. The firm should furnish Registration Certificates
 - d. GST Tax Registration Certificates
 - e. Income Tax /PAN Registration Certificates
 - f. All requisite supporting documents in support of all claims made in tender document and Annexure-I.
13. All pages of the bid document shall be signed by the person or persons duly authorized to sign, on behalf of the bidder.
 14. Offers should be clearly written or typed without any cutting or over writing. All cutting / over writing must be initialled and stamped.
 11. Bidders must confirm the acceptance of all the terms and conditions of the tender.
 12. Any non-acceptance or deviations from the terms and conditions must be CLEARLY mentioned. However, bidder must note that any conditional offer or any deviation from the terms and conditions of this tender may render the bids liable for rejection.
 13. Furnishing of any false information/ fabricated document would lead to rejection of tender at any stage.
 14. There shall NOT be any price indication in the technical bid. If for any reason, it is found that the technical bid reveals the price bid related details

in any manner whatsoever will be summarily rejected in the first instance itself.

15. OPENING OF BIDS:

I. **Envelop** (Cover) 1 i.e. **Technical Bid** will be opened on the scheduled date and time mentioned in the tender enquiry in the NIT'S administrative building in presence of committee of officials and interested vendors or their authorized representatives. Tenderer may be present at the time of opening of the Tender.

II. **Envelop** (Cover) 2 i.e. **financial bid** of only those firms/agencies which satisfy technical requirements will be opened; a date which will be intimated to the qualified bidders after the scrutiny of technical bids and the same will be posted on web site. The bidders, whose Technical Bids are not found acceptable will be informed for the same and their financial bid will not be opened and EMD will be returned to them.

16. PERIOD OF VALIDITY OF BIDS: The bid shall remain valid and open for acceptance for a period of 180 days from the last date fixed for receiving the same. A bid valid for a shorter period shall be rejected by the Purchaser as non responsive.

17. AMENDMENT OF TENDER DOCUMENTS: at any time prior to the last date of receipt of bids, Institute may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidder, modify the Tender document by an amendment.

18. EXTENSION OF LAST DATE: The Director, NIT Jamshedpur, may in his discretion extend the last date for submission of the Tender and such extension shall be binding on all the Bidders.

19. CLARIFICATION OF TENDER DOCUMENT: a prospective bidder requiring any clarification of the Tender document may communicate to the Registrar/Asstt. Registrar (S&P) NIT Jamshedpur during office hours.

20. DELIVERY INTEGRATION & INSTALLATION:

Delivery: Free at site to the i.e. National Institute of Technology Jamshedpur within week from the issue of each Purchase order.

22. PAYMENT:

I. 100% Payment will be made within 30 days only after the supply, of the items in good and satisfactory condition and receipt of the relevant Bill & Challan each in triplicate. No advance payment will be made.

II. No part payment/advance payment shall be made. Payment shall be made by on-line through **NEFT/RTGS**.

23. DISCRETION: The Institute reserves the right of accepting any bid other than the lowest or even rejecting all the bids without assigning any reasons therefore. The decision of the Director NIT Jamshedpur OR Person authorized by him is final in all matters of tender and purchase.

GENERAL TERMS AND CONDITION (CONDITION OF CONTRACT)

1. **Prices:** The price should be quoted in net per unit in Indian Rupee F.O.R. NIT Jamshedpur and must include all Packing - Forwarding charges, Freight charges and delivery charges. The offer/bid should be exclusive of taxes and duties, which will be paid by the purchaser as applicable. However the **percentage of GST** shall be clearly indicated separately as per the format of **Financial Bid: Annexure III**. The stores are required to be delivered at the Institute under the Suppliers' own arrangement, free of additional charges. No escalation in respect of materials, labour, freight etc will be allowed in any shape.
2. **Rate of item should be quoted full quantity of item. Requirement will be evaluated on full quantity of all items for the monthly requirement basis.**
3. The items mentioned in Annexure-III are to be purchased on as and when required basis. Requirement can be increased or decreased at the time of placement of order at the discretion of the Competent Authority, National Institute of Technology, Jamshedpur.
4. Period of Validity: **RATE CONTRACT FOR SUPPLY OF SANITARY ITEMS** on approved rate shall be valid for a period of one year and to be renewed yearly basis, up to three years on satisfactory performance from the date of contract as per terms & conditions specified in the tender document. From the date of contract as per terms & conditions specified in the tender document.
5. Delivery: Supply should complete on every occasion as per Purchas Order by the successful bidder.
6. Any clarification/query regarding the purchase order should be sought from the Academic Section of this institute within 24 hours from the receipt of the order.
7. The stores to be supplied fresh as per approved Brand/sample, stores not conforming to the above will be rejected.
8. In any circumstances price should not be higher than PRM printed on respective item
9. Liability to pay any Taxes/ GST etc. applicable under any law would be that of the supplier.
10. Payment of the bills presented will normally be made within 30 days time from the date of presentation of the bill.

11. Firm has to assure to supply the items as per approved sample only. Firm cannot deliver change/ alternate item without written consent of officials.
12. The selected firm cannot assign or sublet the supply or any part or it to any other firm in any form.
13. It will be is expected from prospective firms to maintain absolute integrity, follow a decent standard of business ethics and do nothing unbecoming of a registered supplier.
14. At any given point of time, if any of the documents furnished by the Firms/ suppliers is found to be false, it would be deemed to be a breach of terms of contract making the firm concerned liable for legal action besides termination of empanelment.
15. The contract, if awarded, for specific period, can be terminated at any time without assigning any reason, whatsoever, even before the expiry of the contract period.
16. The Director National Institute of Technology Jamshedpur reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.
17. Dispute: In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Director, NIT Jamshedpur shall be final.

E-PROCUREMENT OPEN TENDER NOTICE

SPECIFICATION AND ALLIED TECHNICAL DETAILS

Specification and allied Technical Details of required **SANITARY ITEMS** per month.

Sl. No.	Name of Items	Unit/Pack	Quantity	Make/Remarks
1	Oil/stain removal detergent	1kg Pact	215kg	vim/Active Wheel or equivalent
2	Napthalene Ball(White)	1 kg Pact	28kg	Run Away/Right Buy or equivalent
3	Bleaching powder	25 kg Pact	125kg	Zermisol/SIchem Stable or equivalent
4	Phenyl	5 ltr pckt	780 ltr	Eagle/Doctor/Cross
5	Toilet cleaner	1 lt pckt	336 ltr	Harpic/Mr Muscles or equivalent
6	Room Freshner(bar)	50gm pckt	117 pkt	Odonil/Godrej or equivalent
7	Room Freshner(Can)	500 ml pckt	49 Pkt	Odonil/Godrej or equivalent
8	Multi purpose cleaning liquid	1 ltr pckt	10 Pkt	Lizole or equivalent
9	Glass cleaning liquid	500 ml pckt	52 pcs	Colin or equivalent
10	Colour Napthalene Ball/Urinal Cap	1kg Pact	15 kg	Run Away/Homeshaw or equivalent
11	Hard Broom(Nariyal Jhadu)	each	65 pcs	Scotch-Brit or equivalent
12	Soft Broom(Phool Jhadu)	each	85 pcs	Scotch-Brit or equivalent
13	Wet Mop(Round) with handle	each	104 No.	scotch-Brit/Vimal Cotton Sparkle or equivalent
14	Dry Mop with handle	each	46 No.	Star Clean/Prestige PDM or equivalent
15	Wiper with handle	each	93 No.	Vimal Plastic/Cello Kleeno or equivalent
16	Toilet brush	each	81 No.	Colin/Milton or equivalent
17	Duster(Coton Cloth)	each	118 No.	G-1/Kairasuper or equivalent
18	Plastic bucket(Round) 20 lts	each	84 No.	Milton/Fuscia or equivalent
19	Plastic Mug	each	84 No.	Milton/Fuscia or equivalent
20	Dust Pan Plastic	each	84 No.	Milton/Fuscia or equivalent

E-PROCUREMENT OPEN TENDER NOTICE

Annexure -I

APPLICATION FORM (TECHNICAL BID)

RATE CONTRACT FOR SUPPLY OF SANITARY ITEMS

Sl. No.	Requisite Information	Firms Response
1.	Name of The Firm	M/s.....
2.	Registered Address of the Firm
	Pin code	
	Telephone /Mobile No.	
	Email ID	
3.	Constitution of the Firm : 1. Proprietorship 2. Partnership 3. Private Limited 4. Other, please specify	
4.	Name of Proprietor/ Partners	
5.	Valid Trade License No.	
6.	GST No. (Please Attach copy)	
7.	PAN No. (Please Attach copy)	
8.	The bidder must have Annual Business Turnover of minimum Rs.5 lakhs in the last two Financial years.	
9.	Name, address, designation, phone, cell number and E Mail address

	of the Contract Person:	
10.	Details of Bank :	Name of Bank: _____ Account No. : _____ Account Holder _____ IFSC Code : _____ MICR Code : _____
12.	Agreed to supply the SANITARY ITEMS on the quoted rate minimum for one year.	
13.	Name of Contract Person : Mobile No.	-----
14.	Agreed to Terms & Condition as specified in Tender documents	
15.	Payment Terms agreed as Specified.	

This is to certify that all the information stated above is true and correct to the best of my/our knowledge. I/We understand and accept the terms and conditions and further accept that if there is any suppression, fabrication and misstatement of facts in any form, will at once result in cancellation of my application for rate contract and NIT Jamshedpur reserves its rights to take such action as it may deem fit in such an eventuality.

(Signature of the authorized Signatory of Tendering Firm)

Date: Name of signatory:

Place: Designation/Position in Firm:

Office Seal:

Note:

Please submit documentary proof in support of the data.

CONTRACT DECLARATION

(Note: Declaration should provide on printed letter head of the Bidder indicating thereon GST Registration, FAX, Email, Telephone numbers, etc.)

To,

Registrar
National Institute of Technology
Jamshedpur - 831014

Sub: RATE CONTRACT FOR SUPPLY OF SANITARY ITEMS: reg

Sir,

I,.....(Proprietor/Partner) of M/s.....(Name of Firm) having examined the details of Tender document, I / We hereby submit the prequalification documents and other relevant information.

I/We here by certify that all the statements made and information supplied in the statements are true and correct to the best of my knowledge. I understand that if any information found incorrect, the application is liable to be cancelled.

I / We also hereby declare that all matters related to National Institute of Technology Jamshedpur shall be treated as confidential and no information shall be passed on to any unauthorized person without written permission of the Competent Authority.

Mr. whose signatures are appearing below, is the authorized representative(s) of the firm.

I / We also undertake the responsibility to communicate all subsequent changes in the constitution or working of firm, affecting the accuracy of the facts, stated above.

I/We certify that my firm is not blacklisted / banned from business by any organization.

I/We hereby accept the rules and procedures of the Institute and assure that the firm will serve/supply items to under rate contract for a minimum period of one year.

I/we have not tampered/modified the application forms in any manner. In case, if the same is found to be tampered/modified, I/we understand that my/our application will be summarily rejected. I/we am/are liable to be banned from doing business with National Institute of Technology, Jamshedpur and /or prosecuted.

Date:

Place:

(Signature of authorized Person)

Office Seal :

Name of Signatory: _____

Designation : _____

Signature of representative of the firm:

Name of representative:

Contact No. of Repetitive:

ANNEXURE "IV"**COMPLIANCE REPORT (CHECK LIST)**

Sl. No.	Details	Yes / No	Document Attachment Page Sl. No.
1.	We have gone through the terms & conditions of the tender document and agreed to abide by the same.		
2.	Bidder is registered Firm with proof of document?		
3.	Prescribed filled up application for pre-qualification, formats and requisite documents are attached?		
4.	Proof of EMD through NEFT /RTGS in favour of National Institute of Technology, NIT Jamshedpur is attached.		
5.	Manufacturer/Sole Distributor/Authorised Dealer/ Registered Supplier with proof of document attached?		
6.	GST Registration Number copy attached?		
7.	PAN (Income Tax) Registration Certificate attached?		
8.	Annual Turnover of specified with proof of document. Attached.		
9.	Brochure/Leaflets / Technical Information / Picture including Make & Model, of the quoted item(s) attached?		
10.	Declaration attached as per Annexure in regard to non-blacklisted of manufacturer or any of its subsidiaries by any Govt. / Autonomous bodies / Universities / Govt. Institutes?		
11.	Whether quoted item confirms the specification as specified or better?		
12.	Is Bid document duly signed?		
13.	Validity of the bid as specified?		
14.	Delivery Period as specified?		
15.	Payment Terms agreed as Specified?		
16.	Place of delivery as specified?		
17.	Name and Address of nearest service Centre from NIT Jamshedpur?		

Place: _____
Date _____

(Signature of Bidder/authorized person)
Seal of the company/Firm

BID SUBMISSION

Online Bid Submission:

The Online bids (complete in all respect) must be uploaded online in **Two Envelops** as explained below:

Envelope – 1			
(Following documents to be provided in envelope 1 as single PDF file)			
Sl. No.	Document	Content	File Type
1.	Technical Bid	Basic Technical Details Of Bidder as per Annexure-I	PDF
2.		Declaration sheet as per Annexure- II	PDF
3.		Compliance Report as per Annexure – IV	PDF
4.		Technical supporting documents in support of all claims made in tender document and Annexure	PDF
Envelope – 2			
Sl. No.	Document	Content	File Type
1.	Financial Bid (BOQ)	Price bid should be submitted in XLS(xls) format as per Annexure-III	XIS (xls)

Item Wise BoQ

Tender Inviting Authority: NIT Jamshedpur

Annexure "III"

Name of Work: " RATE CONTRACT FOR SUPPLY OF SANITARY ITEMS".

Contract No: Tender Notice No.:NITJSR/PDD/HKGC/30/RC/S&P/2020/244 Dated:20/04/2020

Name of the Bidder/ Bidding Firm / Company :

PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

Note:

a) If taxes & duties are not quoted separately by the tenderer, the final figure/price will deem to be inclusive of taxes & duties.

b) The basic Price/rate, GST, Packing & Forwarding charges and Freight charges must be mentioned separately & Specifically. The offer quoted inclusive of Taxes, Packing & Forwarding charges and freight charges will summarily be rejected. The same is essential keeping in view the applicability of GST. The impact (%age) of GST on item./items will be admissible as applicable on the basic rate being statutory levy only during currency of Purchase Order/Contract against party's request alongwith necessary documents in support of their claim/amendments.

c) NIT Jamshedpur is partially exempted from payment of GST (@5% only), NIT Jamshedpur will provide GST exemption certificate for the same.

NUMBER #	TEXT #	TEXT #	NUMBE	TEXT #	NUMBER #	NUMBER	NUMBER	TEXT	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Item Code / Make	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in Rs. P	Total Basic Cost(Rs) (B)	GST in %	GST in (F) Rs.	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT With Taxes in Rs. P	TOTAL AMOUNT In Words
1	2	3	4	5	7	8	11	12	15	16	17
1	Oil/stain removal detergent 1kg Pact (vim/Active Wheel or equivalent)	item1	215	Kg		-		-	0.00	0.00	INR Zero Only
2	Napthalene Ball(White) 1 kg Pact (Run Away/Right Buy or equivalent)	item2	28	Kg		-		-	0.00	0.00	INR Zero Only
3	Bleaching powder 25 kg Pact (Zermisol/SIchem Stable or equivalent)	item3	125	Kg		-		-	0.00	0.00	INR Zero Only
4	Phenyl 5 ltr pckt (Eagle/Doctor/Cross)	item4	780	ltr		-		-	0.00	0.00	INR Zero Only
5	Toilet cleaner 1 ltr pckt (Harpic/Mr Muscles or equivalent)	item5	336	ltr		-		-	0.00	0.00	INR Zero Only
6	Room Freshner(bar) 50gm pckt (Odonil/Godrej or equivalent)	item6	117	Pkt		-		-	0.00	0.00	INR Zero Only
7	Room Freshner (Can) 500 ml pckt (Odonil/Godrej or equivalent)	item7	49	Pkt		-		-	0.00	0.00	INR Zero Only

8	Multi purpose cleaning liquid 1 ltr pckt (Lizole or equivalent)	item8	10	Pkt		-		-	0.00	0.00	INR Zero Only
9	Glass cleaning liquid 500 ml pckt (52 pcs) Colin or equivalent	item9	52	Pcs		-		-	0.00	0.00	INR Zero Only
10	Colour Napthalene Ball/Urinal Cap1kg Pact(Run Away/Homeshaw or equivalent)	item10	15	Kg		-		-	0.00	0.00	INR Zero Only
11	Hard Broom(Nariyal Jhadu) Scotch-Brit or equivalent	item11	65	Pcs		-		-	0.00	0.00	INR Zero Only
12	Soft Broom(Phool Jhadu) Scotch-Brit or equivalent	item12	85	Pcs		-		-	0.00	0.00	INR Zero Only
13	Wet Mop(Round) with handle scotch-Brit/Vimal Cotton Sparkle or equivalent	item13	104	Nos		-		-	0.00	0.00	INR Zero Only
14	Dry Mop with handle Star Clean/Prestige PDM or equivalent	item14	46	Nos		-		-	0.00	0.00	INR Zero Only
15	Wiper with handle Vimal Plastic/Cello Kleeno or equivalent	item15	93	Nos		-		-	0.00	0.00	INR Zero Only
16	Toilet brush Colin/Milton or equivalent	item16	81	Nos		-		-	0.00	0.00	INR Zero Only
17	Duster(Coton Cloth) G-1/Kairasuper or equivalent	item17	118	Nos		-		-	0.00	0.00	INR Zero Only
18	Plastic bucket(Round) 20 Its Milton/Fuscia or equivalent	item18	84	Nos		-		-	0.00	0.00	INR Zero Only
19	Plastic Mug Milton/Fuscia or equivalent	item19	84	Nos		-		-	0.00	0.00	INR Zero Only
20	Dust Pan Plastic Milton/Fuscia or equivalent	item20	84	Nos		-		-	0.00	0.00	INR Zero Only
Total in Figures									0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only									