

**ASSAM ENGINEERING COLLEGE
JALUKBARI, GUWAHATI-781013
ASSAM**

Tel:- 0361-257 0550

Ref: AEC / NEQIP / 2017-18/ 003/W-ST-SC/1697

Date: 23/03/2017

**NOTICE INVITING TENDER (NIT)
FOR SUPPLY OF DESK CUM BENCH**

The Principal, Assam Engineering College invites quotation for supply & Installation of Desk Cum Bench as per details at **ANNEXURE-II, in Two Bids.**

Sl No.	Reference No.	Items	Qty (Approx)	EMD (Rs.) in the form of DD	Tender Document Fee (Rs.) in the form of <u>DD only.</u>
01.	AEC / NEQIP / 2017- 18/ W-ST- SC/1697	Supply & Installation of Desk cum Bench to be installed at Assam Engineering College, Jalukbari, Guwahati, Assam	24		500.00

- 1). Last date & Time for Submission: **05/04/2017** **(14.00 HRS)**
2). Date/Time for Opening of Tech. Bids: **06/004/2017** **(11:00 HRS)**

After evaluation of technical bids, financial bids of the successful bidders will be opened on a later date which will be notified.

Venue of Bid Opening at Assam Engineering College, Jalukbari, Guwahati, Assam

BID INSTRUCTION:

- 01.** Quotations will have to be submitted in TWO Bids. The address of the firm submitting the quotation and the Officer to whom the quotation is addressed must appear distinctly on sealed covers. Further, on sealed cover, the following are to be written:

QUOTATION FOR SUPPLY OF DESK CUM BENCH TO ASSAM ENGINEERING COLLEGE UNDER NEQIP PROGRAM .

REF NO. AEC / NEQIP /003/ W-ST-SC/

dated: 23/04/17

- 02 Submission of Compliance Certificate:** Duly filled and signed Compliance Certificates (as per formats at Annexure I(A & B) are must with the Technical bid.
- 03. Bid not transferable:** The bid documents are not transferable and the seal and signature of the authorized official of the firm's must appear on all the papers and envelopes submitted.

QUALIFICATION REQUIREMENTS

1. **The Bidder should be a firm of reputation having sufficient expertise and experience in the subject tender with sound warranty / service support capability and authorization from manufacturers .**
2. The Bidder should have experience of executing at least One Purchase Order of equipments/machines etc of value of Rupee Twenty Five Lacs (INR 25, 00,000.00) or higher within the last 3 Years from any IIT /NITs/ Govt. Institutions of North East

NIT TERMS & CONDITIONS:

01. **Rates:** Rates quoted in the **Price Bid** should be on **DOOR DELIVERY AEC, Guwahati basis**, including installation and commissioning, as per details below:

Sl. No.	Particulars	Rate
I	Basic Price (per unit)	
	Total	
	Taxes(pl. give break up)	
	Grand Total for the item upto AEC Premises including installation and commissioning	

Bidders shall indicate their rates in clear/visible figures as well as in words and shall not alter/overwrite/make cutting in the quotation. In case of a mismatch, the rates written in words will prevail.

The Rates should submit is a separate sealed envelope.

02. **Validity of Quotation:** Quoted rates must be valid for **90 days** from the date of quotation.
03. **Warranty:** The quoted equipment and components must be warranted for a minimum of one Year or period specified against the item.
04. **Literature a must:** All the quotations must be supported by the printed technical leaflet/literature and the specifications mentioned in the quotation must be reflected/ supported by such printed technical leaflet/literature. The model and specifications quoted should **invariably be highlighted** in the leaflet/literature for easy reference.
05. **After Sales Service:** Vendors should clearly state the available nearest after sales service facilities in the state of Assam, without which their offers will be rejected.
06. **Dealership Certificate:** Dealers or Agents quoting on behalf of Manufacturer must enclose valid dealership certificate for the Machines & Furniture's.
07. **Earnest Money:**
08. **Delivery:**
 - a) **Time Limit:** Maximum within 6 Weeks from the date of issue of this purchase order.
 - b) **Safe Delivery:** All aspects of safe delivery shall be the exclusive responsibility of the vendor. At the destination site, the package will be opened only in the presence of AEC user/representative and vendor's representative. The intact condition of the package and the seal/indicators for not being tempered with, shall form the basis for certifying the receipt in good condition.

- c) **Insurance:** The supplier is to establish 'All Risk Transit Insurance' coverage till door delivery at AEC, Guwahati, Assam.
- d) **Part Delivery:** Acceptance of part delivery shall be a prerogative of the institute.
09. **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. Conditions mentioned in the tender bids submitted by vendors will not be binding on Assam Engineering College, Guwahati.
10. **Road Permit:** Assam Engineering College will not provide any Road Permit to the Vendors.
11. **VAT deduction at source:** In case of suppliers within Assam, VAT deduction at source, as per Order/ notification of the Govt. of Assam will be applicable.
12. **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.
13. **Payment:**
- (a) 100% payment within 30(thirty) days from date of delivery, installation and acceptance.
14. **Enquiry during the course of evaluation not allowed:** No enquiry from the bidder(s) shall be entertained during the course of evaluation of the tender till final decision is conveyed to the successful bidder(s). However, the Purchase Committee or its authorized representative may make enquiries/seek clarification from the bidders. In such a case, the bidder must extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short period of notice.
15. The acceptance of the quotation will rest solely with the Principal, AEC, who in the interest of the Institute is not bound to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotations received without assigning any reasons.
16. **Force Majeure:**
- If the performance of the obligation of either party is rendered commercially impossible by any of the events hereafter mentioned that party shall be under no obligation to perform the agreement under order after giving notice of 15 days from the date of such an event in writing to the other party, and the events referred to are as follows:
- i. Any law, statute or ordinance, order action or regulations of the Government of India,
 - ii. Any kind of natural disaster, and
 - iii. Strikes, acts of the Public enemy, war, insurrections, riots, lockouts, sabotage.
17. **Applicable Law:**
- (a) The contract shall be governed by the laws and procedures established by Govt. of India and subject to exclusive jurisdiction of Competent Court and Forum in Guwahati/Assam.
- (b) Any dispute arising out of this purchase shall be referred to The Principal, Assam Engineering College, Guwahati, Assam and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Head of the Institute. The decision of such Arbitrator shall be final and binding on both the parties.

Principal
Assam Engineering College,
Guwahati 781 013

Annexure -I

A. COMPLIANCE CERTIFICATE FOR NIT TERMS
(To be enclosed in the Technical bid)

Sl. No.	NIT Terms and Conditions	Yes/No
01	Rate quoted as per instruction	
02	Validity of quoted rate for 90 days agreed	
03	EMD submitted (appropriate certificate enclosed)	
04	PBG term agreed	
05	Payment term agreed	
06	Delivery terms agreed	
07	Warranty period agreed	
08	Literature: Printed Literature provided	
09	Dealership / distributorship certificate (in case of dealers/agents) provided	
10	Sales Service: address of after Sales Service centre in India (for imported goods)/ in the region provided	
11	Applicable law terms agreed	

Signature with Seal:.....

Vendor: M/s.....

B. COMPLIANCE CERTIFICATE FOR SPECIFICATIONS
(One for each item must to be enclosed in the Technical bid)

Item Sl. No.	Specifications as per Annexure-II	Quoted Item Specs.*	Complied (Yes/No)

Signature with Seal:.....

Vendor: M/s.....

*** Vendor must quote the parameter specification of the quoted product in this column and not just copy the specification from the tender call document. Failure to do so will lead to rejection of the tender.**

ANNEXURE -II
Detail Specification of Desk cum Bench

