



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/DR(S&P)/321 /2016

Date: 10th November, 2016

Tender Notice

Sealed tenders are invited under Two Bid systems for the **Supply and Installation of Vertical Blind** for Indian Institute of Information Technology, Deoghat, Jhalwa, Allahabad. The detailed specifications and terms & conditions are given in Annexure **I, II, III & IV**.

1)	Place of Supply -	:	IIIT-Allahabad
2)	Tender Processing Fee-	:	Rs.1000/- (In the form of DD)
3)	EMD -	:	Rs.25,000/- (In the Form of DD/FDR/ Bank Guarantee) in favour of "IIIT-Allahabad "
4)	Date of submission -	:	01.12.2016 (12:00 Noon)
5)	Tender opening date -	:	01.12.2016 (3:00 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 **01/12/2016 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 ₹1,000/- (One Thousand 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 and be submitted along with ₹1,000/- 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 **01.12.2016 at 04:00 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.

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 Id:-
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):-.....

8. **Tender Processing Fee:** An amount of Rs.1,000/- (One Thousand 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**.

9. **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 beyond 60 days after Supply and Installation of Vertical Blind.

10. Amount of EMD as below:

Sl. No	Description	EMD Amount	DD No./FDR Date
1.	Supply and Installation of Vertical Blind	Rs.25,000/-	

Terms and Conditions the Tender

1. F.O.R. destination at Indian Institute of Information Technology, Allahabad
2. **Preference will be given to the firm, if Manufacturer/Sole distributor**
3. **Quoted rate should be valid at least for 60 days.**
4. **Turnover of the firm should be 30 lakh for the last two year.**
5. The quality and specification be adhered to strictly. If not found according to specification, supply will not be accepted.
6. Bidder must sign in each and every page of the enclosed tender documents.
7. **The vendor should have supplied minimum order of 13 lakh and above for the quoted items.**
8. Enquiry/tender must be quoted in prescribe format on the company/firm letter head.
9. It is most essential that it should be mentioned clearly that the price basis, payment terms, works schedule taxes and duties, validity, transportation charges.
10. Replacement, Guarantee and Warranty as applicable should be clearly mentioned in quotation.
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 supply of items and satisfactory report from user end.
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. Work should be completed within 5-6 weeks from the receipt of the Purchase order. If, the supply delayed beyond the stipulated time of completion of supply penalty of 1% per weeks of total cost may be imposed at the discretion of competent authority. The penalty may be upto 10% of the total cost.
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.
22. Kindly mention enquiry reference number, subject, due date contact address etc on envelopes. Incomplete quotation will not be accepted.


Deputy Registrar (S&P)

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Annexure-III

DETAILS OF WINDOW DIMENSIONS & ITS QTY. OF ADMIN EXTN. BLOCK -1 & BLOCK -2 AT IIITA

BLOCK	FLOOR	NO.	LENGTH(M)	WIDTH (M)	HEIGHT(M)	AREA CONTAINS (SqM)
BLOCK -I	G/F	2.00		1.40	2.00	5.60
		1.00		3.00	2.00	6.00
		1.00		1.95	2.00	3.90
		4.00		1.50	2.00	12.00
		1.00		1.40	2.00	2.80
		9.00				30.30
	F/F	2.00		1.50	2.85	8.55
		2.00		1.40	2.85	7.98
		1.00		3.00	2.85	8.55
		1.00		1.95	2.85	5.56
		9.00		2.10	2.20	41.58
		4.00		1.50	2.20	13.20
		19.00 ✓				85.42
	S/F	2.00		1.50	2.85	8.55
		2.00		1.40	2.85	7.98
		1.00		3.00	2.85	8.55
		1.00		1.95	2.85	5.56
		10.00		2.10	2.20	46.20
		4.00		1.50	2.20	13.20
		20.00				90.04
	T/F	2.00		1.50	2.85	8.55
		2.00		1.40	2.85	7.98
		1.00		3.00	2.85	8.55
		1.00		1.95	2.85	5.56
		10.00		2.10	2.20	46.20
		4.00		1.50	2.20	13.20
		20.00				90.04
		68.00	Total of Block - I			295.79
BLOCK-II	G/F	2.00		1.40	2.00	5.60
		1.00		3.00	2.00	6.00
		1.00		1.95	2.00	3.90
		2.00		1.50	2.00	6.00
		6.00				21.50
	F/F	2.00		1.50	2.85	8.55
		2.00		1.40	2.85	7.98
		1.00		3.00	2.85	8.55
		1.00		1.95	2.85	5.56
		12.00		2.10	2.20	55.44
		4.00		1.50	2.20	13.20
		22.00 ✓				99.28
	S/F	2.00		1.50	2.85	8.55
		2.00		1.40	2.85	7.98
		1.00		3.00	2.85	8.55
		1.00		1.95	2.85	5.56
		12.00		2.10	2.20	55.44

BLOCK	FLOOR	NO.	LENGTH(M)	WIDTH (M)	HEIGHT(M)	AREA CONTAINS (SqM)
		4.00		1.50	2.20	13.20
		22.00 ✓				99.28
	T/F	2.00		1.50	2.85	8.55
		2.00		1.40	2.85	7.98
		1.00		3.00	2.85	8.55
		1.00		1.95	2.85	5.56
		12.00		2.10	2.20	55.44
		4.00		1.50	2.20	13.20
		22.00✓				99.28
		72.00	Total of block -2			319.33
		140.00	Toal of Block -1 & Block -2			615.13
Required Actual qty. including folding & over laping @1.25 of actual window size.						768.91
Rounded						769.00

Annexure-IV**Financial Bid**

(On letter head of the Firm & in a separately sealed envelope)
(Supply of BOQ Vertical Blinds)

S. No.	Description	Unit.	Qty.	Unit Rate (Rs.)	Total (Rs.)
1.	Supply of 100mm wide vertical Blinds of VISTA make of colour Abstract/ Ribcord/Drizzle/ Trans/Silky or Black out similar as existing in admin main building including all accessories like mounting bracket, Slider rails, weight with holding hooks suitable for different sizes of given window dimensions at IIIT-A.	SqM	769.00		
2.	Installation of item at sl, no. 1 on different sizes of windows of Admin Extn. Building Block- I & II including required fixing arrangements.	Nos	140.00		
	Total Amount-				
	Taxes (if any)-				
	Grand Total-				

Signature of the tenderer
Seal of the firm

(Dr. Ravindra Singh)
Deputy Registrar (2022)