



Institute of Infrastructure, Technology, Research And Management

(An Autonomous University, Established by Government of Gujarat)
IITRAM Campus, Parishkar Campus, Near Khokhra Circle,
Maninagar (East), Ahmedabad – 380026, Gujarat.
Phone: 079-67775430
e-Mail: office@iitram.ac.in
Website: www.iitram.ac.in

Tender No. 2023/06

Date: 01.02.2023

NOTICE INVITING TENDER

Important Information

Name of Work:	Supply & Installation of manually operated window curtains (roller blinds)
Date of Issue of Tender	01.02.2023
Tender Fee	Rs.1770/- (Including 18% GST) <i>(Non-Refundable)</i>
Earnest Money Deposit (EMD)	Rs.23,100/- <i>(Refundable)</i>
Last Date and Time for Online BID Submission	21.02.2023 till 06.00 PM
Last Date and Time for Physical BID Submission	23.02.2023 till 05.00 PM
Date and Time for Opening of Technical BID	28.02.2023 at 04.00 PM
Date and Time for Opening of Financial BID	To be announced later through email
Tender Inviting Authority and Address	The I/c. Registrar, Institute of Infrastructure, Technology, Research And Management, Near Khokhara Circle, Maninagar (East), Ahmedabad – 380026, Gujarat. Phone: - 079-67775430

Institute of Infrastructure, Technology, Research And Management

NOTICE INVITING TENDER

Inviting quotations through e-Tender for Supply & Installation of manually operated window curtains (roller blinds)

Sir,

The Institute of Infrastructure, Technology, Research And Management (IITRAM) invites quotations for “**Supply & Installation of manually operated window curtains (roller blinds)**” under “two bid system in e-tender format.” Interested parties who wish to participate in this e-Tender may obtain the tender documents from IITRAM website www.iitram.ac.in or from <https://education.nprocure.com>. Bidders have to submit the technical documents through RPAD, Speed post or in Person till the last date and time prescribed for submission. Tender sent by other means will not be accepted in any case. EMD, Tender Fee, and other essential documents should be submitted on or before **23.02.2023 till 05.00 PM** in the office of the IITRAM; “Address: Room No. G2, IITRAM, Near Khokhara Circle, Maninagar (East), Ahmedabad-380026, Gujarat”. Financial bid is to be submitted in electronic form only on (n)Procure Portal (<https://education.nprocure.com>).

1. Eligibility Criteria:

- 1.1 The firm should have valid Firm Registration Certificate.
- 1.2 The firm should be Registered for GST (Goods and Service Tax).
- 1.3 The firm should have PAN No.
- 1.4 The firm should have minimum annual turnover Rs.50.00 Lacs (Rupees: Fifty Lacs) at least one year during last three (03) financial years. The CA certificate shall be required.
- 1.5 The firm should provide minimum 02 (two) successfully work completion certificate of similar work of Government entity/department.

2. General Terms and Conditions of Contract:

- 2.1 The firm have to quote his rates for all item as per specifications mentioned in particular Annexure-I.
- 2.2 The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- 2.3 The offer shall be valid up to 90 days from the date of opening of Technical bid.
- 2.4 The Tender is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the schedule tender are not fully filled in. Particular attention must be paid to delivery date and also to the particulars referred to in the condition of the contract.
- 2.5 Financial bids will be opened in online format of technically qualified bidders only.
- 2.6 Tenders not complying with the above conditions are liable to be rejected at the sole discretion of IITRAM without any further reference / communication.
- 2.7 This tender/contract is not transferable.

- 2.8 IITRAM reserves the right to choose, accept or reject any or all requests/deviations/offers, in full or part and also reserve the right at any stage to reduce or increase the quantity and split the order.
- 2.9 The firm has to submit following documents copy with necessary seal, signature:
- a) Valid Firm Registration Certificate.
 - b) GST Registration Certificate
 - c) Pan Card
 - d) Last Three Year Income Tax Return
 - e) The firm should have minimum annual turnover of Rs.50.00 Lacs (Rupees: Fifty Lacs) at least one year during last three financial years. The CA certificate shall be required.
 - f) The firm should provide minimum 02 (two) successfully work completion certificate of similar work of Government entity/department.
- 2.10 **Performance Security:** The successful firm shall be required to furnish/deposit Performance Bank Guarantee (PBG) from any Nationalized Bank @5% of the total cost of the CONTRACT for the duration of warranty period plus additional two months in favor of "IITRAM" within 30 days of the receipt of the Work Order. If the firm fails to comply with the above requirements within the said period, the EMD already deposited by him/ them shall be applicable for forfeiture and that firm shall be considered ineligible for work/contract in IITRAM in future.
- 2.11 This Performance Bank Guarantee (PBG) will be returned (without any interest) within 30 (Working) days after satisfactorily completion of warranty period/contract.
- 2.12 All or any Claim(s), dispute(s) or difference(s) arising out of or in with connection with this agreement shall be subject to the jurisdiction of the Courts at Ahmedabad only.
- 2.13 The bidder shall have to enter into the Agreement in the prescribed Performa (In Rs.300 Stamp Paper).
- 2.14 If the firm is blacklisted by central government or state government or any other government body, then its submitted tender will be rejected. It is essential for bidder/firm to submit UNDERTAKING (**Appendix-I**) on its letter head that the bidder/firm is not blacklisted failing which the tender will be summarily rejected.
- 2.15 The successful bidder has to visit the site personally within 07 days for the allotted work after receipt of the Work Order.
- 2.16 No bidder shall withdraw his rates after the tender is opened. If a bidder does so, his tender deposit shall be forfeited and such Bidder shall be considered ineligible for work/contract in future.
- 2.17 **The successful bidder shall finalize materials for execution of work in consultation with IITRAM officials.**
- 2.18 The quantity mentioned in the particular Annexure – I, is approximate quantity. It can be increase or decrease at the sole discretion of the IITRAM, Ahmedabad. In such a case, the rates shall be evaluated/considered on the basis of per square feet rate quoted/agreed by the bidder.

- 2.19 If there happens to be a holiday on any date indicated in this NIT notice, the transaction shall be performed on the next working day.

3. Submission of bid:

- 3.1 The Tender document can be downloaded from www.iitram.ac.in or <https://education.nprocure.com>. The fully filled in and complete in all respect Tender must be submitted with Tender Fee, EMD in the form of Demand Draft in separate cover in favor of the "IITRAM" payable at Ahmedabad.
- 3.2 Please mention Tender Number and Firm Name on back side of DD.
- 3.3 The EMD is refundable (without any interest) within 30 (thirty) working days after successful award of Work Order:
- 3.3.1 EMD of unsuccessful firm's will be returned within 30 (Thirty) working days from the date of award of Work Order.
- 3.3.2 EMD of successful firm's will be returned within 30 (Thirty) working days after submission of Performance Bank Guarantee (PBG).
- 3.3.3 The EMD shall be forfeited:
- If the bidder withdraws his bid during the validity period of the bid.
- 3.4 The firm has to submit the Tender in two parts viz., (a) Technical Bid in envelop No. (1) and (b) Tender Fee & EMD in envelope No. (2); both these envelopes should be sealed and put together in a main covering envelope, super scribed with, Please Don't Open, bid for "**Supply & Installation of manually operated window curtains (roller blinds)**" with due date, Tender Number and complete address with contact number and email id.
- 3.5 The bidder has to provide the make, model, and detailed technical specifications of the quoted/offered item and attach a separate compliance sheet if any deviation compares to the technical specifications mentioned in Annexure-I. Without this information, bid submitted by the bidder will be rejected.
- 3.6 It is essential for firm to submit Annexures, Appendix & Tender documents (all pages) and other essential documents as indicated in this tender notice with duly filled, signed, sealed & stamped manner in hardcopy, failing which the firm tender will be summarily rejected.
- 3.7 The firm has to submit financial quotation online only at (n)Procure Portal. Price quoted "ONLINE" will only be considered for L1.

4. Evaluation of Quotations:

The tender evaluation committee of the IITRAM will evaluate and compare the received quotations to establish the substantially responsive tender i.e. (i) tender is complete (ii) properly signed (iii) confirm the terms/conditions and specifications. Further, the financial evaluation will be done only for the substantially responsive tender based on the following parameter(s):

- Total price quoted (Online) at (n)Procure Portal.

5. Award of Contract:

- 5.1 IITRAM will award the contract to the successful bidder i.e. whose quotation has been determined to be substantially responsive and contains the lowest evaluated quotation price.
- 5.2 Notwithstanding the above, IITRAM reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time prior to the award of contract without giving any reason.

5.3 The bidder whose bid is accepted will be notified of the award of contract by the IITRAM prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the Work Order.

6. Work Completion Period and Penalty:

6.5 **Work Completion Period:** The allotted work must be completed within 60 days from the issue date of the Work Order.

6.6 **Penalty:** Penalty of 1% per week of order value will be charged after duration specified above individually. Further, 6 weeks or above delay from above mention days may lead to cancellation of order at the discretion of the university and forfeiting of Performance Bank Guarantee or Maximum Penalty shall be 10%.

7. Warranty:

7.1 **Warranty:** Minimum One (01) year complete warranty from the date of completion of work at our site.

8. Terms of Payment:

8.1 **Payment:** 100% payment in INR will be released against clear Tax- Invoice through “CROSSED BANK CHEQUE” within 30 (thirty) days credit period after successful completion of work at our site.

9. Address for Physical Bid Submission:

To,
The I/c. Registrar,
Office No. G2,
Institute of Infrastructure, Technology, Research And Management,
Near Khokhra Circle, Maninagar (East),
Ahmedabad – 380026, Gujarat.

I/c. Registrar

(Schedule of Quantity)

Name of Item & Specifications	Qty.
<p>Supply & Installation of manually operated window curtains (roller blinds) as per below specifications</p> <p>a) Fabric Details: -</p> <ul style="list-style-type: none"> • Type: Eco Blackout • Color: Ivory or equivalent color approved by IITRAM • Fabric Composition: 100% Polyester/PVC Fabric or Better • Fabric Thickness: 220 Micron to 250 Micron or Better <p>b) Assembly Details: -</p> <ul style="list-style-type: none"> • Mounting Bracket: <ul style="list-style-type: none"> ○ Made: Stamped and hardened steel ○ Powder coated. ○ Ceiling and side fitting with screws and end cap covers • Fabric Mounting: <ul style="list-style-type: none"> ○ Made: Poly Propylene (7mm) or Equivalent ○ Locking Tape with double sided Tape • Wall / Ceiling Bracket: <ul style="list-style-type: none"> ○ Made: Carbon Steel, or Equivalent ○ Thickness: 1.0mm, or higher ○ Powder Coated • Roller Tube: <ul style="list-style-type: none"> ○ Made: High Strength Aluminum Alloy Extruded grooved tube ○ Outer diameter 38mm (±5%) or higher ○ Thickness 1.25mm (±5%) or higher • Roller tube Brackets: <ul style="list-style-type: none"> ○ Made: Spring steel metal brackets or Equivalent ○ Matching Powder coated • Control Unit: <ul style="list-style-type: none"> ○ With control clutch drive unit, engineered heavy duty chain drive pulley operating system consisting of gear clutch housing and locking plug containing at least 6 ribs and inserted into a 38mm diameter roller tube. ○ Clutch has to be self-lubricating with safety pins for secure bracket installation and unlocking pin for quick manual removal. • Idler: <ul style="list-style-type: none"> ○ Self-lubricating spring loaded plastic bearing end plug with positive locking wheel ○ Made of High strength reinforced plastic or Equivalent ○ Consisting of an outside sleeve and center shaft. • Bottom Bar: <ul style="list-style-type: none"> ○ Made: Extruded aluminum bottom bar having powder coating of 55 microns or Better ○ Thickness: 1.2mm (+/-0.1) ○ Width of 15mm(±1mm) ○ Height of 30mm(±1mm) o Weight: 210gm/m (±5%) • Bottom bar end caps: <ul style="list-style-type: none"> ○ Made: Polypropylene material having matching size with bottom bar • Operating chain: <ul style="list-style-type: none"> ○ Made: 4.5 mm plastic beads molded on 2.0 mm thick polyester cord. ○ Average number of balls on chain should be 50 per foot length. ○ Polycarbonate stopper of O/D:6mm & I/D: 4mm 	<p>5500.00 sq. ft. (Approx.)</p>

FORMAT FOR SUBMISSION OF COMPANY DETAILS (DATA SHEET)

Sr. No.	Particulars	Details to be filled by the Organization
1	Name of the Company	
2	Registered Office Address Telephone Number Fax Number e-Mail	
3	Correspondence Address Telephone Number Fax Number e-Mail:	
4	Details of the authorized person (Name, designation, address) Telephone Number Fax Number e-Mail:	
5	Is the firm - <ul style="list-style-type: none">• Government/ Public Sector Undertaking• Proprietary Firm• Partnership firm (if yes, give partnership deed)• Limited company or Limited Corporation• Member of a group of companies (if yes, give name and address and description of other companies)• Subsidiary of a large corporation (if yes give the name and address of the parent organization) If the company is subsidiary, state what involvement if any, will the parent company have in the project.	
6	Goods & Service Tax Number (GST):	
7	Permanent Account Number (PAN) of the firm.	

Seal & Signature of Company

Date: _____

Place: _____

FINANCIAL BID

(Format for Submission of Financial Details)
(Data Sheet to be submitted ONLY Online at (n)Procure Portal)

Particulars	Unit	Qty.	Rate (Without GST)	Total Amount (INR)	Applicable GST Slab Rate (%)
A	B	C	D	E = (C*D)	F
Supply & Installation of manually operated window curtains (roller blinds) As per specifications mentioned in Annexure - I	sq. ft.	5500.00			
<div style="border: 1px solid black; border-radius: 15px; background-color: #4a90e2; color: yellow; padding: 10px; display: inline-block;"><i>This table of financial bid is stated for reference purpose only and please do not disclose any price here at the time of submission of this document.</i></div>					

Declaration:

I/We hereby declare and affirm that I/We have read and understood the terms and conditions of the contract as stipulated in this NIT.

Seal & Signature of Company

Date: _____

Place: _____

(To be printed on Firm's Letter Head)

Appendix - I

UNDERTAKING

I, _____ hereby declare that Firm / Company / Agency / Organization / Partnership firm / Proprietary firm titled as _____ has not been blacklisted or banned or debarred at any stage from inception till this date by any of the NITs / IITs / IIITs / Central Universities / IISERs / CSIR Labs Central and State Government body / PSUs / Autonomous Institute or any Other Government Organization. In case of the any fraudulency, the Firm / Company / Agency / Organization / Partnership firm / Proprietary firm is fully aware that the tender / contract will be rejected / cancelled by IITRAM and EMD / Performance Security or any deposited amount shall be forfeited.

In addition to above, IITRAM will not be responsible to pay the bills for any completed / partially completed/supplied work.

Seal & Signature of Company

Date: _____

Place: _____