

Tender Fee: Rs.2,000/-

विश्वेश्वरय्या राष्ट्रीय प्रौद्योगिकी संस्थान, नागपुर - 440010

(भारत)

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY,
NAGPUR - 440 010



TENDER DOCUMENT FOR
MEGA MESS DINING TABLE FOR HOSTEL

TENDER NOTICE Advt. NO.: VNIT/STR/PLAN/4/5848 dt.28.12.2017

DATE OF ISSUE OF TENDER : 28th December 2017 at 9.30 a.m
LAST DATE OF SUBMISSION OF TENDER : 25th January 2018 UP TO 3.00 P.M.
DATE OF OPENING OF TENDER : 25th January 2018 at 3.30 P.M.



VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR- 440 010
TENDER NOTICE Advt.NO: VNIT/STR/PLAN/4/5848 DT.28/12/2017

Sealed Tenders are invited separately (Two bid system) for Mega Mess Dining table for hostel

For complete details visit our website: www.vnit.ac.in. The bidders can download the tender form/ documents from **28th December 2017 to 25th January 2018** from Institute's website and send self addressed Envelope, invariably along-with bank draft of Rs. 2,000/- (Rs. Two Thousand Only, **Non Refundable**) drawn in favour of The Director, VNIT, Nagpur, towards the cost of **TENDER ITEM FORM** to stores section along with the cost of each tender form.

V.N.I.T will not be responsible for postal delay/ non-receipt of tender form/ D.D, sent through the post. Tender forms duly filled in all respect in Only original prescribed format, supplied by the VNIT, duly super-scribed, should reach office of the Stores officer, VNIT, Nagpur -440010, on or before **28th December 2017 to 25th January 2018 upto 3.00 p.m**. The tenders are likely to be opened at **3.30 p.m** on the same day. The Director, VNIT reserves the right to accept or reject any or all tender offer.

For Enquiry contact Stores office, VNIT, Tele No : 0712-2801243, 2801369

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निविदा सूचना क : VNIT/STR/PLAN/04/5848 DT.28/12/2017

निम्नलिखित मदो की खरीदी हेतु मुहरबंद (Two Bid System) आमंत्रित है ।

For Mega Mess Dining Table For hostel

संपूर्ण जानकारी के लिए इच्छुक विक्रेता संस्थान कि वेबसाइट www.vnit.ac.in पर जा सकते हैं । इच्छुक विक्रेता निविदा प्रपत्र दि. २८ दिसंबर २०१७ से २५ जनवरी २०१८ तक संस्थान कि वेबसाइट से डाउनलोड करके स्वयं के पते युक्त लिफाफा भेजकर विज्ञापन क्र. उल्लेख कर के निविदा मद प्रपत्र के मुल्य हेतु **₹. २०००/- (Non Refundable)** बैंक ड्राफ्ट निदेशक, वी.एन.आय.टी., नागपुर, के साथ निविदा प्रपत्र भंडार अनुभाग में भेज सकते हैं । डाक द्वारा विलंब होने पर / निविदा दस्तावेज न मिलने पर/ D.D न मिलने पर, वी.एन. आय. टी. (वि. रा .प्रो.सं) जवाबदेह नहीं होगा । संस्थान द्वारा प्रदत्त केवल वास्तविक निर्धारित प्रपत्र को पूर्ण रुप से भर कर दि.२८ दिसंबर २०१७ से २५ जनवरी २०१८ के अपरान्ह ३.०० बजे तक या इससे पूर्व भंडार अनुभाग (वि. रा .प्रो.सं) नागपुर मे जमा करे। निविदा उसी दिन अपरान्ह ३.३० बजे खोली जाएगी । किसी भी या सभी निविदाओ को अस्वीकृत करने का अधिकार निदेशक का होगा।

INVITATION OF TENDER / BID
For "MEGA MESS DINNING TABLE" for VNIT Student Hostels

To

Dear Sirs,

Sub: Invitation of Tender / Bid for Procurement of Item "**MEGA MESS DINING TABLE**" for VNIT Student Hostels

VNIT herewith invites the TENDER / BID in sealed cover/ envelope from reputed firms for procurement of item stated above to submit the most competitive bids for the following goods

Brief Description of the Equipment / Goods	Specifications *	Unit / Quantity	Delivery Period & Place of Delivery	E.M.D. in Rs.	Installation Requirement if any
Please refer enclosed "QFA/Bill of Material" for complete details	As per "QFA/Bill of Material"	As specified in "QFA/Bill of Material"	Delivery in 4-6 weeks from the Date of award of contract (for indigenous equipments / goods F.O.R. VNIT, Nagpur	D.D./Pay Order of Nationalized Bank drawn in favour of the Director, VNIT, Nagpur for an amount of Rs.1,60,000=00 One Lakh Sixty Thousand only) to be invariably, enclosed with the bid in separately sealed envelope.	Items/ Equipment(s) shall be commissioned / installed at VNIT site by the bidder Free of Cost

Signature & Seal of the Bidder

2. Bid Price

- a) The Prices should be quoted F.O.R. VNIT, Nagpur
- b) The rates quoted by the bidder shall REMAIN FIXED for the duration of the contract and shall not be subject to adjustment on any account.
- c) All duties, taxes and other levies payable by the vendor shall be shown separately in bidding document to be able to calculate the basic price per unit (clearly indicate the detailed break-up such as Price Ex-Works, Packing & Forwarding, Freight, Insurance etc.). (Please note that the dealers should enclose GST registration certificate with the bid invariably.)
- d) The contract shall be for the full quantity as described in QFA/Bill of Material. Correction if any, shall be made out by crossing out, initialing, dating and re-writing.
- e) **The bidder should offer / quote special educational discount for the Institute.**

3. Each bidder shall submit only one bid.

4. Evaluation of Bid

The Purchaser will evaluate and compare the bids determined to be substantially responsive i.e. which

- (a) Are properly signed; and
- (b) Confirm to the terms and conditions, and specifications.

5. Earnest Money Deposit:

E.M.D. of **Rs.1,60,000=00 (One Lakh Sixty Thousand only)** shall be submitted through Demand Draft, Fixed Deposit Receipt, Bank Guarantee in favour of **“Director, VNIT Nagpur”** payable at Nagpur, strictly in a separate envelope. Vendor should write name of firm and address on the envelope of DD and also on back side of DD along with stamp. **Bid received without EMD will be summarily rejected. EMD SHOULD BE ATTACHED WITH BID.** For those who are registered with the Central Purchase Organization (CPO), National Small Scale Industries Corporation (NSIC) or the concerned Ministry or Department are exempted from submission of the EMD.

6. Eligibility Criteria for the Vendor:

- (a) The bidder should be a manufacturer who must have manufactured, tested and supplied the equipment(s) similar to the type specified in the “QFA/Bill of Material” in any one of the last 3 years i.e (2014-15, 2015-16, 2016-17). (Please attach necessary documents for the same).
The item offered for supply must be of the most recent series models incorporating the latest improvements in design.
- (b) Bids of bidder quoting as authorized representative of a equipment manufacturer, meeting with the above requirement in full, can also be considered provided (Refer SECTION-XII, XIII):

- (i) The manufacturer furnishes authorization in the prescribed format assuring full guarantee and comprehensive warranty obligations for a period of **3 years**; and
- (ii) The bidder, as authorized representatives, has supplied, installed and commissioned satisfactorily similar to the type specified in "QFA/Bill of Material" in the financial years i.e. (2014-15, 2015-16, 2016-17).
- (c) Bidder should have their own Powdered coating plant (Attached Necessary documents of machinery)
- (d) The product should to be tested as per BIFMA Standards. The product should have ISO-9001 : 2008, ISO 14001-2004 & ISO 18001:2007 certification.
- (e) The bidder should furnish the information on all past supplies and satisfactory Performance for both Section XI and XII Above, in pro-forma under Section XI.
- (f) All bids submitted shall also include the following information along with formats under Section XIV. Copies of original documents defining the constitution or legal status, place of registration and principal place of business of the company or firm or partnership, etc.
- (g) The bidder should furnish a brief write-up, backed with adequate data, explaining his available capacity and experience (both technical and commercial) for the manufacture and supply of the required systems and equipment within the specified time of completion after meeting all their current commitments.
- (h) The bidder should clearly confirm that all the facilities are available in his factory for inspection and testing and these will be made available to the Purchaser or his representative for inspection, if required.
- (i) Details of Service Centers/ Factory and information on service support facilities that would be provided after warranty period [in the Service Support Form given in Section XIV].
- (j) Reports on financial standing of the Bidder such as profit and loss statements, Balance sheets and auditor's report for the past three years, bankers Certificates etc.
- (k) **Turn Over:** Bidder should have annual turnover (average) amounting to Rs. 5 Crore for the last three financial year. Balance sheet & profit & loss account for the proceeding three (3) financial year shall be enclosed with the bid as an evidence of the financial requirement.

The above information shall be furnished by the bidder invariably in appropriate Schedules / Annexure as may be relevant.

7. Instructions, Terms, Conditions:

- a) The Commercial bids of the bidders who **do not conform** to the eligibility criteria as mentioned in Para 7 will not be opened. However the E.M.D. of such bidder will be returned in due course.
- b) The technical qualification of all the items offered should comply with the Technical Specifications as detailed in "**Technical/Qualifying Bid**". VNIT has the sole discretion to accept or reject tenders based on deviations, if any, from the technical specification.
- c) Each Vendor shall submit only one bid. All the information shall be furnished by the vendors in the prescribed format. Any other format will lead to disqualification. Each and every document of Technical and Commercial Bid should be submitted duly signed & stamped. **Incomplete or Conditional Bid(s) will not be accepted.**
- c) **Specification and Make:** Bid should be given for the exact specification and make as shown in the enquiry against Sr. No. of the item. The bid which is not as per our tender enquiry will be treated as non responsive.
- d) **Client List:** Client list along with the order copy of similar equipment supplied to any IIT/NITs/ any Govt. Organization including detail of price and all charges must be attached.
- e) **ISI certification** Where ISI certification marked goods /items are available in market, procurement should generally be limited to goods with those or equivalent marking only.
- f) **Authorization Certificate** Vendor should enclose latest authorization certificate from their principal / original equipment manufacturer (OEM)
- g) **Taxes** GST or any other taxes as per Govt. norms shall be applicable from time to time. The % of Tax must be indicated separately in the bid.
- h) **Items for Research Purpose: Concessional GST @ 5% will be applicable for purchase of goods viz Scientific & Technical instruments and other required for the Research purposes only.** This is in accordance of Govt. of India, Ministry of Finance Notification 45/2017-Central Tax (Rate) dated 14th November, 2017 and 47/2017-(Integrated Tax (Rate) dated 14th November, 2017, and VNIT Circular Ref.- VNIT/Acct/2017-18-GST/5390 dated 27th November, 2017. The description of goods is given in Govt of India notification dated 14th November, 2017 mentioned above. A certificate in this respect will be issued to the vender by the Institute.
- i) **Taxes (For Import Item)** - Govt of India Ministry of Science & Technology, DSIR, New Delhi vide letter No TU/V/RG-CDE(190)/2016 dated 19/09/2016 has issued Certificate of Registration to VNIT, Nagpur for purposes of availing customs duty exemption in terms of Govt. Notification 51/96-Customs dated 23rd July, 1996 and this registration is valid up to 31.08.2021.VNIT is eligible to avail partially exemption for Customs Duty. Necessary documentation / exemption certificate for the same will be provided by the Institute wherever applicable. The supplier who has quoted the price in Rupees, but importing the items from the foreign country has to sign the High Sea Sale Agreement. Against High Sea Sales Agreement GST is not applicable; Custom Duty is applicable under Notification No 51/96. The charges towards HSS agreement, if any, will have to be borne by the firm.

j) **Delivery:** All materials/items should be supplied on the basis of free delivery at respective department of VNIT Nagpur. Items should be supplied on the basis of free door delivery on working days. The date of delivery should be strictly adhered to, failing which Liquidated Damages Clause will be applicable.

k) **Liquidated Damages Clause:**

Penalty may be imposed as per P.O. terms and conditions. Goods should be securely, safely and adequately packed and dispatched at the risk of supplier and packing costs quoting this order reference should be kept in all package. Firms are requested to deliver the goods in our stores/section/department before 4.00 pm on any working day/s.

i) The Director, V.N.I.T. Nagpur reserves the right to recover from the vendor, liquidated damages a sum equivalent to 1/2 percent of the price of the undelivered stores at the stipulated rate for each week or part thereof, during which the delivery of such stores, may be delayed subject to, a maximum limit in the case of an order exceeding Rs. One Lakh in value, upto **10** percent and in the case of an order not exceeding Rs. One Lakh in value upto **5** percent of the stipulated price, of the stores so undelivered.

ii) To purchase elsewhere, on vendor's accounts, at his risk, the stores etc. undelivered, or other of a similar description, where others exactly employing with the particulars, are in the opinion of the Director, Visvesvaraya National Institute of Technology, Nagpur are not readily procurable, without canceling the contract, in respect of consignment not yet due for delivery.

iii) If the Supplier fails to deliver the material/goods within the stipulated delivery period, then Amount of EMD given by the Vendor shall be forfeited. In case of Supplier [registered with MSME/NSIC/SSI etc.] not required to submit the EMD, the Institute reserves the right to initiate action including reporting to principal Govt authorities.

iv) To cancel the contract.

In the event of action being taken under (b) or (c) above, the vendor shall be liable to make good for any loss, which the Institute may sustain, by reason of higher price of stores, so purchased or the otherwise, howsoever :

The decision of the Director, Visvesvaraya National Institute of Technology, Nagpur shall be final as regards to the acceptability of stores supplied by the seller and the Director, Visvesvaraya National Institute of Technology, Nagpur, shall not be required to give any reason in writing or otherwise at any time for the rejection of stores.

l) **Validity of Bid:** Bid shall remain valid for a period of 180 days from the last date of submission of bid. The validity period of the offer should be clearly specified.

m) **Rate Contract:** If any of the items/ materials mentioned are already under the DGS & D rate contract, you are requested to give us the advantage of the contract rates as VNIT Nagpur is an Educational and Research Institute sponsored by the Government of India.

n) **Installation:** Items /equipments shall be commissioned / installed at VNIT site by the bidder free of cost. Service centre details with address and contact nos., product literature / information brochure should be enclosed.

- o) **Payment (Indigenous Item):** Institute will release the full & final (100%) payment after delivery of items and its successful installation/ demonstration at concerned department / laboratories of VNIT Nagpur. The vendor will be required to submit the bills in triplicate along with delivery memo. Payment will be made through Crossed Cheque / ECS / NEFT.
- p) **Payment (Import Item):** In case of import item, the payment term shall be 100% through irrevocable Letter of Credit/Telegraphic Transfer, the 90% will be released against dispatch of original documents and items/goods received at the Nagpur Airport and the balance 10% will be released after delivery and successful installation of the items/goods at VNIT, Nagpur. Letter of Credit amendment charges will be borne by the beneficiary.
- q) **Guarantee/Warranty:** Normal comprehensive **Warranty/ Guarantee of 3 years** shall be applicable to the supplied goods. In case any part or whole of the equipment is found to be defective during the guarantee period, then the same will have to be replaced/repared free of cost at our premises.
- r) The quantity may increase / decrease as per requirement and payment will be made as per actual supply on the rates quoted by your firm.
- s) It will be the sole discretion of VNIT to accept or reject the tenders in case of deviations, if any, from the technical specification.
- t) Director, VNIT, Nagpur reserves the right to accept or reject or cancel any or all enquires or bids/PO at any stage without assigning any reason thereof.
- u) Bidder should enclose required documents/ copies failing which bid will be disqualified.

8. **Bid System**

“TWO BID” viz. **Technical/Qualifying Bid** and **Price/Commercial Bid** Systems will be followed for this tender.

The Technical bid and the Financial bid should be sealed by the bidder **in separate covers duly super-scribed** and both these sealed covers are to be put **in a bigger cover** which should also be sealed and **duly super-scribed** with For **“MEGA MESS DINING TABLE FOR HOSTEL”**

Sealed envelope has to be submitted in the **“Tender Box”** kept in The Stores Section, Old Library Building, 1st Floor, Visvesvaraya National Institute of Technology, Nagpur - 440010 on any working day on or before **25th January 2018 by 3.00 P.M.** Tender received after the last date / time of submission as indicated in the tender notice will not be considered and will lead to rejection. The tender will be opened on **25th January 2018** at 3.30 P.M.

FOR TECHNICAL/QUALIFYING BID - Envelope to be super-scribed with **“TECHNICAL/QUALIFYING BID for MEGA MESS DINING TABLE FOR HOSTEL”**, and should be submitted with prescribed **EMD** and the associated supporting documents. Bill of material (without any price), indicating the compliance of technical specification should also be included with the qualifying bid.

FOR PRICE/COMMERCIAL BID - Envelope to be super-scribed with **“PRICE/COMMERCIAL BID for MEGA MESS DINING TABLE FOR HOSTEL”**. The Price should be indicated in the prescribed format in the Price Bid only. Any other format will lead to disqualification.

Both above sealed covers are to be put **in a bigger envelope** which should also be sealed and **duly super-scribed** with For **“MEGA MESS DINING TABLE FOR HOSTEL”**

Each envelope / cover should also indicate clearly the name and address of the bidder.

Signature & Seal of the Bidder

9. Support and Post Installation Warranty:

1. The bidder should have their office or authorized representative / dealer in Nagpur. They should mention in detail their support infrastructure by which minimum downtime will be ensured.
2. The Vendor should guarantee that the equipment and its accessories supplied are complete in every respect and confirm to the technical specification mentioned in the Bill of Material
3. A performance guarantee of 10% of the total invoice value, 10 Lacs & above, valid for three year covering the entire warranty period is to be submitted by the vendor executing the purchase order.
4. In case of violation of any of the conditions of warranty (for Three years), the aforesaid performance guarantee shall be invoked by VNIT.
5. The Vendor will have to give undertaking that in case of any breakdown during warranty period the equipment will be restored back to its original status within twelve hours (This may include replacing some spares also).

10. Award of Contract

The Purchaser will award the contract to the bidder whose bid has been determined to be substantially responsive and who has offered the lowest evaluated bid price.

(a) Notwithstanding the above, the Purchaser reserves the right to accept or reject any bid and to cancel the bidding process and reject all bids at any time prior to the award of contract.

(b) The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the bid validity period. The terms of the accepted offer shall be incorporated in the purchase order.

11. Any amendment or corrigendum regarding tender will be issued on the Institute website only.

12. For any disputes, the place of jurisdiction shall be Nagpur, Maharashtra (India) only

13. It will be presumed that the vendor has read carefully all the above mentioned instructions, terms & conditions and abide by same.

14. All Communication are to be addressed to –
Director
VIsvesvaraya National Institute of Technology,
South Ambazari Road,
Nagpur 440 010
Maharastara (India)

15. We look forward to receiving your bids and thank you for your interest in this project.

Dean (P & D)

Item: Procurement of "**Mega Mess Dining Table**" for VNIT Student Hostels

Schedule & Instructions for Tender Submission

Date of Issue	:	28th December 2017
Last Date of Submission	:	25th January 2018 up to 3.00 pm
Amount of EMD	:	Rs.1,60,000/- payable through DD drawn in f/o Director, VNIT, Nagpur
Tender Opening Date & Time	:	25th January 2018 up to 3.30 pm

The Tender document with Demand Draft of EMD amount as above to be submitted to – Stores Section, 1st Floor Old Library Building VNIT, Nagpur – 440010 on or before 28th January 2018 by 3.00 pm.

**TECHNICAL/
QUALIFYING BID**

TECHNICAL/QUALIFYING BID

Please read the instructions given below carefully before submitting your bid for the required items.

Important Instructions:

1. Fill up the specifications (Yes/No only) in this document format only. **Any other format will lead to disqualification.** Any reference to product brochure without filling **appropriate** entry in the "State Yes/No Compliance" column will lead to disqualification.

2. If there is any deviation from the required specification then, it should be clearly specified in the "**Remarks**" column and appropriate documentary proof, may be enclosed without fail.

3. **It will be the sole discretion of VNIT to accept or reject tenders in case of deviations, if any, from the technical specification.**

4. If the certificates submitted by the vendor/bidder or any misleading information whether intentional or unintentional are found to be false/incorrect/forged/fake, will lead to disqualification of the bid. The Institute shall be free to take any action by blacklisting the firm/company.

PRE – BID Document

Sr. No.	Requirement	Details of Certification Enclosed YES/NO	Page No.
1.	EMD of ₹ 1,60,000=00		
2.	Latest Manufacturer's Authorization Letter/OEM/Dealer		
3.	Service Center Details with Address & Telephone Nos.		
4	Order Copies of Last 3 financial Years 2014-15, 2015-16 & 2016-17duly certified, indicating details of Order Value executed (Enclose Proof)		
5	Product Literature / Information Brochure		
6	Preferably Vender / OEM should have BIFMA standards ISO 9001 or similar Certification for Quality		
7	Certificate of Incorporations		
8	Registration Certificate		
9	Company Profile		
10	Customer List / Clientele List		
11	Technical Manpower Employed with Qualifications & Experience & their tenure		
12	PAN		
13	GST Registration Certificate		
14	Methodology of Warranty Support		
15	Brief History of the Company/ Firm with credentials if any		
16	Warranty/ Guarantee (3 years)		

Signature of Vendor with Seal:-
Address :-

Name of Vendor :-
Date :-

Signature & Seal of the Bidder

TECHNICAL/QUALIFYING BID

QUOTATION FORMAT ANNEXURE (QFA)

विश्वेश्वरय्या राष्ट्रीय प्रौद्योगिकी संस्थान, नागपुर - 440010(भारत)
VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR - 440 010

SCHEDULE TO BID LTE NO.: **VNIT/STR/PLAN/4/5848** Dated: **28th December 2017**

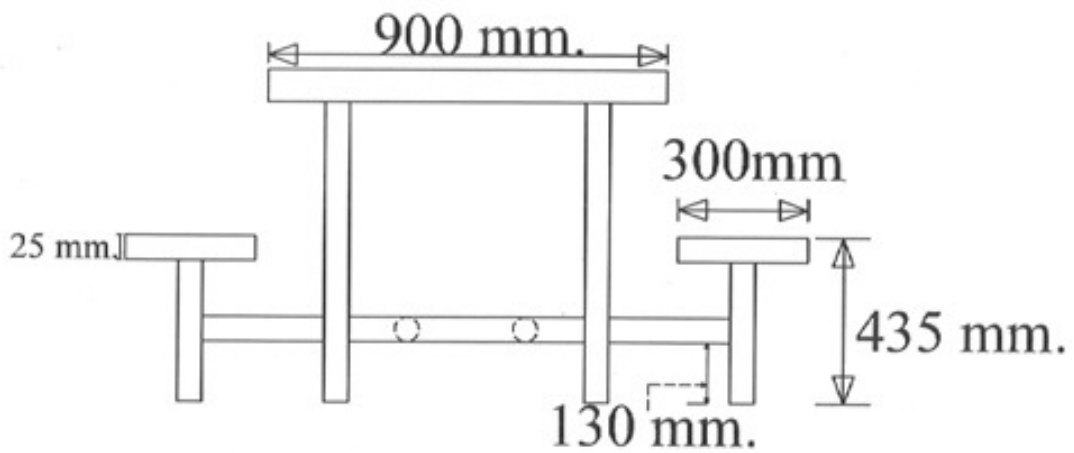
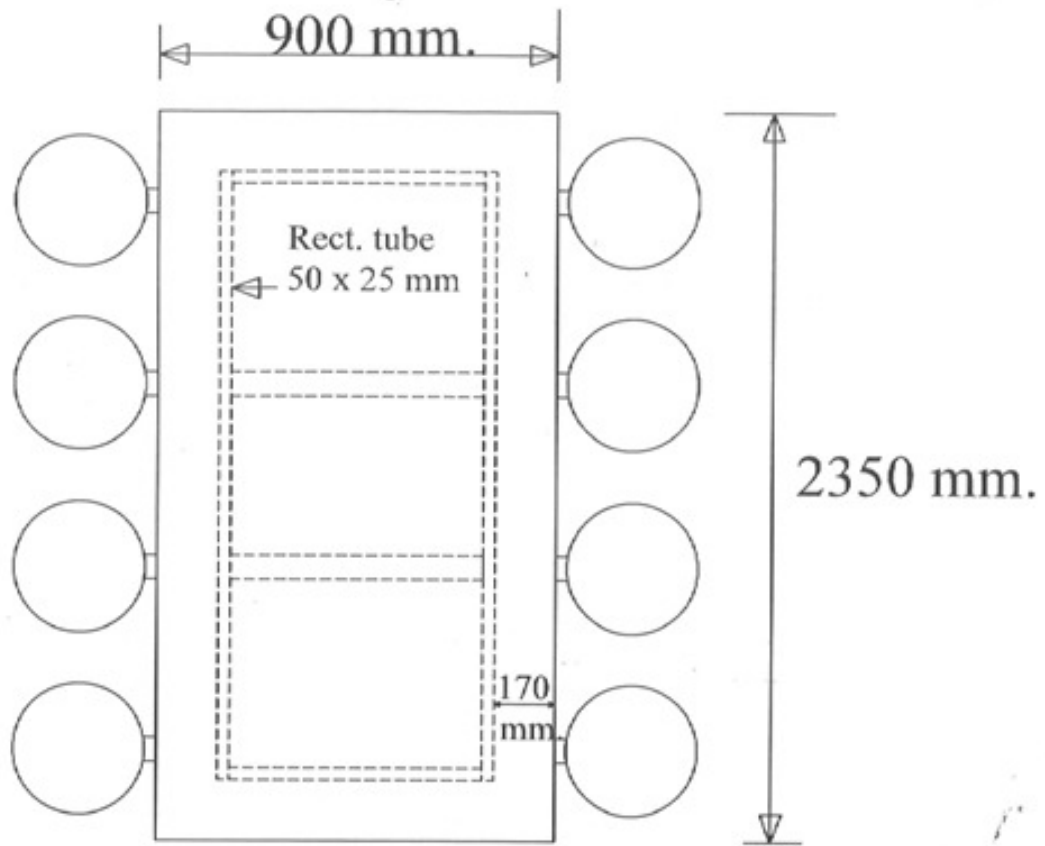
LAST DATE OF SUBMISSION OF TENDER : 25th January 2018 Upto 3.00 P.M.
DATE OF OPENING TENDER : 25th January 2018 Upto 3.30 P.M.
QUOTATION MUST REMAIN VALID FOR : 180 days from the date opening of the Tender
TIME LIMIT FOR COMPLETION : **4-6 weeks** from the date of Receipt of Purchase Order

Sr. No	Item with Specifications	Quantity
	<u>FURNITURE FOR HOSTEL MESS</u> <u>DINING TABLE :</u>	
	<ol style="list-style-type: none">1. The top of the dining table is made by S.S. of 304 grades2. The top is supported by 50 x 25 mm rectangular M.S. tubes3. The stool top made by S.S. (304) inverted thali type to avoid sharp edges on top And it is fixed on 4 support S.S. (304) 50 mm dia. tube.4. The frame is made by S.S. (304) 50 mm dia. tubes.5. All M.S. section is cold rolled quality for better surface finished.6. All joints MIG welded for strength.7. S.S. (304) is in 14 G thickness.8. The M.S. Sections is pre-treated in rust preventative zinc phosphate coating and Epoxy powder coated (colour is specify at time of work order)9. Floor stoppers to be provided to all legs.	188 Nos.
	(Detailed specification as per Annexure –A)	

Signature of Bidder with Seal

Signature & Seal of the Bidder

ANNEXURE- A





SECTION-XI

PERFORMANCE STATEMENT

Proforma for Performance Statement (since 2014 onwards)

IFB No. VNIT/STR/
Time : (3.30 PM)

Date of Opening : 25th January 2018

Name of the Firm _____

Order placed by (Complete Address of Purchaser)	Purchase Order No. & Date	Description and Quantity of ordered equipment	Value of order	Date of completion of delivery		Remarks indicating Reasons for late delivery, if any	Has the equipment been satisfactorily Functioning (Attach a certificate from the Purchaser /Consignee)
				As per Contract	Actual date of supply		
1	2	3	4	5	6	7	8

Signature and Seal of the Bidder: _____

SECTION-XII

MANUFACTURERS' AUTHORIZATION FORM

No. _____ Dated _____

To

Dear Sir,

IFB No. VNIT/STR/

We _____ who are established and reputable manufacturers of _____ (*Name and description of goods offered*) having factories at _____ (*address of factory do hereby authorize M/s _____ (Name and address of Agent) to submit a bid, and sign the contract with you for the goods manufactured by us against the above IFB No. VNIT/STR/*

We hereby extend our full guarantee and warranty of 3 years for the goods and services offered for supply by the above firm against this IFB.

Yours faithfully,

(Name)
(Name of Manufacturer)

Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to legally bind the manufacturer. It should be included by the Bidder in its bid.

SECTION-XIII

SERVICE SUPPORT DETAILS

LOCATION OF NEAREST SERVICE CENTER:-						
Phone No.	Fax / Telex No.	Status of Office working Days & Hours	Number of Engineers	Value of Min. Stock Available at all times	List of Models & Types of Equipment under Service during last 2 years	Name of the Organization where the equipment are currently under AMC/ Service

Signature and Seal of the Manufacturer/Bidder

SECTION-XIV

CAPABILITY STATEMENT (CS)

1. Name & Address of the Bidder:
2. Phone:
3. Classification
(1) Manufacturer : Y/N
(2) Authorized Agent: Y/N
(3) Dealer : Y/N
(4) Other (Please specify)
4. Plant:
(aa) Location:-
(bb) Description, Type & size of building:-
(cc) Is property on lease or free hold? If on lease indicate date of expiry of lease in such case
5. Type of equipment(s) manufactured and supplied during last 2 years.

Name of Equipment	Capacity/Size	Quantity Manufactured	Nos. of Purchase Orders on hand

6. Types of Equipment(s) supplied during last 2 years other than those covered under 5 above.

Name of Equipment	Capacity / Size & Model	Name of Manufacturer & Country of origin	Total Nos. of Equipment(s) Supplied in India	No. of orders on hand

7. Turnover for similar equipments sold in last two years:

8. Details of Testing facilities available:

- i. List of testing equipment available.
- ii. Give details of type tests, which can be carried out using testing equipment.
- iii. Details of the staff available for testing.

9. Personnel/Organization: Give Organization chart for following indicating clearly the No. of employees at various levels.

- 1 Quality assurance :
- 2 Production :
- 3 Marketing :
- 4 Service :
- 5 Spare parts :
- 6 Administrative :

10. Nearest Service Centers to each of the destination of installations:

Location _____

Phone No. _____

Year of Establishment _____

11. Details of Organization (Enclose details of Organization Chart & Span Of Control) at Service Center:

(a) No. of skilled employees _____

(b) No. of Unskilled employees _____

(c) No. of Engineering employees _____

(d) No. of Administrative employees _____

(e) List of special repair/workshop Facilities available (Specify Details of Equipments & Tests those which are performed) _____

(f) The storage space available for spare parts (Sq.m) _____

(g) Value of minimum stock of spares available at all the service center in Respective currency _____

(h) Value of the models/types by number of equipment serviced by the center in the last 2 years _____

(Enclose details of services provided duly authenticated by certification from the user in each case)

12. **Names of two buyers to whom similar equipment was supplied in the past and to whom reference may be made by the Purchaser regarding the bidder's technical and delivery ability.**

1) _____

Address with Telephone Nos. _____

2) _____

Address with Telephone Nos. _____

**PRICE/COMMERCIAL
BID**

"PRICE/COMMERCIAL BID"

Open Tender No.: VNIT/STR/PLAN/4/5848 28.12.2017

ITEM : " MEGA MESS DINNING TABLE FOR HOSTEL "

Sr. No	Item with Specifications	Qty	Basic Rate P.U. (Rs.)	GST % & Amount P.U. (Rs.)	Total Amount P.U. (Rs.)
1	MEGA MESS DINNING TABLE FOR HOSTEL (Detail specification & quantity as per above)				
	Educational Discount				
	Total Cost F.O.R. V.N.I.T. Nagpur				

[Note - The bidder should offer / quote special educational discount for the Institute.]

[A] DUTIES & TAXES (if applicable):

1. Custom Duty (partially exempted) : _____
2. GST @ _____ % : _____
3. Freight/ Transportation : _____
4. Insurance@_____ % : _____
5. Packing & Forwarding : _____
6. Others, (if any) : _____
7. **Final Offer (Including Installation Charges & Taxes) FOR VNIT Nagpur** : _____

[B] Others Details (Enclosed)

1. EMD No & Amount : _____ Dt.____/____/2017 Rs...../-
2. Specification as per Requirements: Yes/No
3. Warranty/Guarantee : _____Years
4. Delivery period : _____
5. Firms Registration Certificate : _____
6. Authorization Letter : _____
7. Details of client lists : _____
8. GST Registration Certificate : _____
9. PAN/GST No : _____
10. Others, (if any) : _____

Note: Price/Commercial bid & other details should be furnished as per institute prescribed format if failed, the price/commercial Bid is treated as unresponsive and disqualified

The Firm/Company agrees to supply the above items for **final offer price (Rs. _____/- [In Words Rs.....])** inclusive of duties & taxes at [A] above within the period specified in the Invitation for Bids. We also confirm that the normal commercial warrantee /guarantee of 36 months shall apply to the offered goods.

Date:
(Authorized Signatory)

Signature & Seal of the Bidder

FORMAT OF BID

Sr. No.	Description of Goods	Specifications	Qty.	Unit	Quoted Unit Rate in Rs. /	Total Amount	
						In Figures	In Words
	Please refer enclosed "QFA/Bill of Material" for complete details.	As per "QFA/Bill of Material"					
						GST (%)	
						GST Amount	

Gross Total Cost: Rs.

We agree to supply the above equipment / goods in accordance with the technical specifications for a total contract price of ` In figures (` amount in words) within the period specified in the Invitation for Bids.

We also confirm that the normal commercial warrantee/guarantee of **Three Years** shall apply to the offered goods.

Signature of Supplier

Signature & Seal of the Bidder

PRICE SCHEDULE

1	2	3	4	5					6	7	8
Schedule No	Item Description	Country of Origin	Quantity & Unit	Price for each unit					Unit Price	Total Price	Sales & Other Taxes payable
				Ex-factory, Ex-ware House, Ex-Show Room, Off the shelf	Custom Duty, as per actual	P & F	Inland transportation insurance and other local Costs Incidental to delivery	Incidental services			GST, if any, should be mentioned clearly, as Extra or Inclusive with %
				(a)	(b)	(c)	(d)	(e)	a+b+c+d+e	4 x 6	

Note:

(a) In case of discrepancy unit price and total price, the unit price, shall prevail.

Total Bid Price in ₹ _____

In word _____

Signature of Bidder _____

Name _____

Business Address _____

Place:

Date:

Signature & Seal of the Bidder