

**NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI – 620 015**

**Telephone: 0431-250-3696**

F.No: NITT/R&C/345/16-17/HUM/RM/PI/WSC

Date: 21/03/2017

**To**

**QUOTATIONS CALLED FOR DESIGN AND CREATION OF WEBSITE**

Sealed quotations are invited from reputed companies for the services of the following Items.

Name of the Service: Design and Creation of Website

Quantity : 1

Specification : (As per enclosed Schedule)

1. Quotation Reference No. : QUO/345/LT/HUM/RM/PI/WSC

2. Last date for receipt of quotation : 05/04/2017

3. Date & Time of opening of Quotation : 07/04/2017 at 3.00 PM at NIT Trichy

4. Validity (Days): 15

5. Address to which quotations are to be sent:

The Director,  
National Institute of Technology- Tiruchirappalli,  
Tiruchirappalli – 620015, Tamilnadu, India  
**Kind ATTN to:** Dr.R.Murugesan  
Phone: +91-9489066237  
Email:rmurugan@nitt.edu

6.Quotations should be submitted in the format given below:

Sl. No.	Description	Quantity	Unit Cost (in Rs.)	Tax (Rs.)	Total Cost (Rs.) (inclusive of tax )
01.	1. Register and login facilities 2. Administration functionality 3. Student functionality 4. Forms 5. Video implementation 6. Database connectivity 7. Responsive web design in English and Hindi	01			

7.The envelope should be superscribed as given below:

## **“QUOTATION AGAINST ENQUIRY – Design and Creation of Website**

**Kind attention to: Dr.R.Murugesan, Department of Humanities and Social Sciences**

### **Terms and conditions**

1. Quotation should not have any hidden charges .
2. You are invited to submit your most competitive quotation for the Design and Creation of Website according to the specifications and delivery terms as given.
3. Incomplete and late Quotations are liable to be rejected summarily.
4. Bidders must quote the net price inclusive of all.
5. **Bid Price**
  - a. Bidders may send the quotations in sealed covers with the quotation reference number
  - b. and last date for receipt of quotations duly super scribed on the cover.
  - c. The contract shall be for the design and creation of website for about 2 years.
  - d. Quotations shall contain the complete specifications and brand names.
  - e. Printed brochures and a list of reputed customers should be submitted, wherever applicable.
  - f. The rates quoted by the bidder shall be fixed for the duration of the contract 2 years and shall not be subject to adjustment on any account.
  - g. The prices shall be quoted in Indian Rupee only.
  - h. All duties, taxes, packing and forwarding charges (if any), and other levies payable and all other charges connected delivery and other allied items at the destination shall be included in the price. All such price components may be shown in the quotation.
  - i. In case of any discrepancy between unit price and total, the unit price shall prevail.
  - j. Quotations containing conditions like “subject to prior sale” may not be considered.
  - k. Period within which the entire work can be completed on placement of firm order should be clearly mentioned.**
  - l. Offer from Manufacturer / Authorized dealer/reputed contractor alone will be accepted.
6. **Number of quotations:** Each bidder shall submit only one quotation.
7. **Validity of quotations:** Quotation shall remain valid for a period of 120 days after the deadline date specified for submission as given above. No interim communication on the

status of quotations shall be entertained; bidders shall, however, provide additional details for evaluating the quotations if wanted.

8. **Evaluation of quotations:** Quotations will be evaluated item-wise or lump sum basis. The purchase committee of National Institute of Technology , Tiruchirapalli will evaluate and compare the quotations determined to be substantially responsive i.e. (i) are properly signed; (ii) Conform to the terms & conditions and specifications; and (iii) price offered are competitive.

9. **Award of contract**

- a. The National Institute of Technology, Tiruchirapalli will award the Order for supply of Goods/Services to the bidder whose quotation has been determined to be substantially responsive, and who has offered the lowest evaluated quotation price.
- b. The Bidder should furnish the contract agreement and performance security within 15 days from the date of receipt of the order for supply of design and creation of website, failing which the order will be cancelled without further notice and awarded to next eligible bidder.
- c. Notwithstanding the above, The National Institute of Technology, Tiruchirapalli reserves the right to accept or reject any quotations, and to cancel the bidding process, and reject all quotations at any time prior to the award of order without assigning any specific reason thereof.
- d. The National Institute of Technology, Tiruchirapalli, prior to the expiration of the quotation validity period, will notify the bidder whose bid is accepted for the award of contract. The terms of accepted offer shall be incorporated in the purchase order.

10. **Warranty:** Normal commercial warranty shall be applicable to the supplied services of design and creation of website and installation work. Bidder should clearly indicate the arrangements for support and maintenance during the period for which the warranty shall be in force.

11. **Eligibility:**

- a. Quotation from firms/company's/manufacturer registered under TIN/VAT/CST/ other statutory bodies alone will be considered.
- b. Any Manufacturer/Supplier/Dealer/Contractor who has been declared ineligible by World Bank/Government of India/ Government of Tamil Nadu shall not be eligible to participate in this bid.
- c. Any fraudulent practices including concealing of facts at the time of submission of bid and there after shall lead to disqualification.

## 12. Liquidity damages

If the bidder/supplier, after accepting the Work Order for Services, fails to deliver any or all of the Goods or to perform Services within the period(s) specified in the Order, The National Institute of Technology, Tiruchirapalli shall, without prejudice to its other remedies under the Rules of Purchase, proceed to cancel the order or agree to accept a delayed delivery on the condition of payment of liquidated damages by the bidder/supplier a sum equivalent to 0.50 % of the total cost as indicated in the Purchase Order (which will be deemed as agreed price) for each week or part thereof of delay until actual delivery or performance is completed and such penal charges shall be limited to a maximum of 5 % of the agreed price. Once the maximum is reached The National Institute of Technology, Tiruchirapalli, may proceed on its own to consider the termination/cancellation of the Order and may inform the bidder about the cancellation of the said purchase order.

## 13. 100% payment after the installation and satisfactory working/date of completion of service if the documents are in order.

14. All legal disputes shall be subject to the jurisdiction of the Courts of Law Tiruchirapalli/Madurai Bench, Tamilnadu Jurisdiction only.

For any details/clarifications details regarding could be obtained, free of cost, from the National Institute of Technology, Tiruchirapalli on all working days during 10 am to 5 pm.

For further details kindly contact Dr.R.Murugesan, 9489066237, [rmurugan@nitt.edu](mailto:rmurugan@nitt.edu)

Ms.Karmuhil.A, 8056137203, [mailtokarmuhil@gmail.com](mailto:mailtokarmuhil@gmail.com)

(NB: Mention the Contact Number/Email on the cover. Any change in the date, time and venue of the tender opening will be informed to the bidders through telephone/Email)

### Encl:

Specifications of the equipment



Purchase Initiator



H.O.D

### Specifications of the Equipment

Ref: NITT/QUO/345/WSC/HUM/RM/PI

Date: 21.03.2017

Sl. No.	Description	Specification of NITT	Specification of the Supplier	Reasons (if there is difference in specification)
0.1	Design and Creation of Website	<ol style="list-style-type: none"><li>1. Register and login facilities</li><li>2. Administration functionality</li><li>3. Student functionality</li><li>4. Forms</li><li>5. Video implementation</li><li>6. Database connectivity</li><li>7. Responsive web design in English and Hindi</li></ol>		



Purchase Initiator



H.O.D