

# NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPPALLI – 15

Web: [www.nitt.edu](http://www.nitt.edu)

Phone: 0431-2503830

## e-Procurement Notice

Ref: NITT/EMD/EE/AE(R&AC)/Tender/Enq.No: 01/2021-22

Dated: 09.02.2022

Online tenders are hereby invited in **three cover system** from Indian Nationals for Repairing of Old Air conditioners (Voltas – Model 185-PX & Equivalent) units in various labs/faculty room at NITT campus - with required materials. Bidders can download complete set of bidding documents from e-procurement platform <http://eprocure.gov.in/eprocure/app> from 10.02.2022 onwards. Bidders need to submit the bids online for the interested items by uploading all the required documents through <http://eprocure.gov.in/eprocure/app>.

**Last Date/ Time for receipt of bids through e-procurement is: 03.03.2022 (15.00 Hrs)**

(Server time). Late bids shall not be accepted.

For further details regarding Tender Notification & Specifications please visit website:

<https://eprocure.gov.in/eprocure/app> and [www.nitt.edu](http://www.nitt.edu)

### CRITICAL DATE SHEET

Sl.No	Description	DATE
1	Published Date	10/02/2022 (17:00 Hrs)
2	Bid Document Download Start Date	10/02/2022 (17:00 Hrs)
3	Clarification Start Date	NA
4	Clarification End Date	NA
5	Bid Submission Start Date	10/02/2022 (17:30 Hrs)
6	Bid Submission End Date	03/03/2022 (15:00 Hrs)
7	Bid Opening Date(Technical)	04/03/2022 (15:30 Hrs)
8	Bid Opening Date(Price)	Will be announced after technical evaluation

**Note :\***Bidder should submit the EMD as specified in the tender. The hard copy should be posted / couriered / deposit in person to the Central Dispatch section / Tender Inviting Authority, within bid submission due date and time as indicated in the tender. Scanned copy of the instrument should be uploaded as part of the offer.

# NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPPALLI – 15

Estate Maintenance Department

Web: [www.nitt.edu](http://www.nitt.edu)

Phone: 0431-250 3830



## Tender Document (e - Procurement)

Name of Work/ Service	:	<b>Repairing of Old Split Air conditioners (Voltas – Model 185-PX &amp; Equivalent) units in various labs/faculty room at NITT campus - with required materials.</b>
Tender Notification No	:	<b>NITT/EMD/EE/AE(R&amp;AC)/Tender/Enq.No: 01/2021-22</b>
Date	:	<b>09/02/2022</b>
Name of the Department	:	<b>Estate Maintenance Department/R&amp;AC</b>
Estimated Value	:	<b>Rs.4,55,000/- (Plus GST Extra Applicable)</b>
EMD Amount	:	<b>Rs. 16,110 /-</b>
Last Date & Time of submission of Tender	:	<b>03/03/2022 (15:00 Hrs)</b>
Address for submission of Tender	:	<b>THE DIRECTOR, NIT TIRUCHIRAPPALLI-15 KIND ATTENTION TO: The Executive Engineer , EMD Department</b>
Date & Time of opening of technical bid	:	<b>04/03/2022 (15:30 Hrs)</b>

# **Bidding Procedures**

## **Section I: Instructions for Online Bid Submission**

Instructions to the Bidders to submit the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>.

1. Possession of valid Digital Signature Certificate (DSC) and enrollment / registration of the contractors / bidders on the e-Procurement/e-tender portal are prerequisite for e-tendering.
2. Bidder should register for the enrollment in the e-Procurement site using the “Online Bidder Enrollment” option available on the home page. Portal enrollment is generally free of charge. During enrollment / registration, the bidders should provide only valid and true information including valid E-mail id. All the correspondence shall be made directly with the contractors/bidders through E-mail id as registered.
3. Bidder need to login to the site through their user ID / password chosen during enrollment / registration.
4. Then the Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by SIFY / TCS / nCode / eMudra or any other Certifying Authority recognized by Controller of Certifying Authorities (CCA) India on eToken / Smartcard, should be registered.
5. The registered DSC only should be used by the bidder in the transactions and should ensure safety of the same.
6. Contractor / Bidder may go through the tenders published on the site and download the tender documents/schedules for the tenders.
7. After downloading / getting the tender document/schedules, the Bidder should go through them carefully and then submit the documents as required, otherwise bid will be rejected.
8. Any clarifications may be sought online through the tender site, through the contact details or during pre-bid meeting if any. Bidder should take into account the corrigendum if any published before submitting the bids online.
9. Bidder may log in to the site through the secured login by the user id / password chosen during enrolment / registration and then by submitting the password of the e-Token / Smartcard to access DSC.
10. Bidder may select the tender in which he / she is interested in by using the search option and then move it to the ‘my tenders’ folder.
11. From my tender folder, he / she may select the tender to view all the details uploaded there.
12. It shall be deemed that the bidder has read and understood all the terms and conditions before submitting the offer. Bidder should go through the tender schedules carefully and upload the documents as asked otherwise, the incomplete bid shall stand rejected.
13. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and ordinarily it shall be in PDF /xls / rar / jpg / dwf formats. If there is more than one document, all may be clubbed together and provided in the requested format. Bidders Bid documents may be scanned with 100 dpi with black and white option. It is advisable that each document to be uploaded through online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced through zip / rar and the same if permitted may be uploaded. The file size being less than 1 MB the transaction uploading time will be very fast.
14. The Bidders can update well in advance, the documents such as certificates, annual report details etc., under “My Space option” and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids.
15. Bidder should submit the Tender Fee / EMD as specified in the tender. The hard copy should be posted / couriered / given in person to the Tender Inviting Authority, within bid submission due date and time as indicated in the tender. Scanned copy of the instrument should be uploaded as part of the offer.
16. The details of the DD / any other accepted instrument, physically delivered, should tally with the details available in the scanned copy and the data entered during bid submission time, otherwise submitted bid shall not be acceptable or liable for rejection.

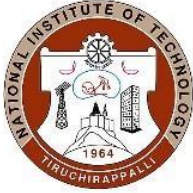
17. While submitting the bids online, the bidder shall read the terms and conditions and may accept the same to proceed further to submit the bid packets.
18. The bidder has to digitally sign and upload the required bid documents one by one as indicated. Very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read, understood and agreed with all clauses of the bid document including General conditions of contract without any exception.
19. The bidder has to upload the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid may be rejected.

#### **PRICE BID**

20. If the price bid format is provided in a spread sheet file like BoQ\_0101x.xls, the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Priced-bid / BOQ template shall not be modified / replaced by the bidder; else the bid submitted is liable to be rejected for the tender.
21. The bidders are advised to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission due date and time (as per Server System Clock). The TIA shall not be held responsible for any delay or the difficulties faced during the submission of bids online by the bidders.
22. The time settings fixed in the server side and displayed at the top of the tender site, shall remain valid for all actions of requesting, bid submission, bid opening etc., in the e-Tender system. The bidders should follow such time during bid submission.

#### **EVIDENCE FOR ONLINE BID SUBMISSION**

23. After the bid submission (i.e. after Clicking “Freeze Bid Submission” in the portal), the acknowledgement number indicated by the system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and also be used as entry pass to participate in the bid opening.
24. All the data being entered by the bidders would be encrypted using Public Key Infrastructure (PKI) encryption techniques to ensure the secrecy of the data. The data entered is not retrievable by unauthorized persons during the bid submission and until the time of bid opening by any person.
25. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers’ public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
26. The confidentiality of the bids is maintained with the use of Secured Socket Layer (SSL) 128 bit encryption technology. Data storage encryption of sensitive fields is done.
27. The bidder should logout of the tendering system using the normal logout option available at the top right hand corner and not by selecting the (X) exit option in the browser.
28. For any queries regarding e-Tendering process, the bidders may contact at address as provided in the tender document. Parallely for any further queries, the bidders are advised to contact over phone: **1-800-233-7315, 0120-4001005** or send an E-mail to [cphp-nic@nic.in](mailto:cphp-nic@nic.in).



**NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI - 620 015.  
TAMIL NADU**

**Web site: [www.nitt.edu](http://www.nitt.edu) Phone: 0431 – 2503940**  
Estate Maintenance Department - Electrical Maintenance Centre - R&AC

## **TENDER DOCUMENT**

<b>BID SYNOPSIS</b>	
Tender Reference Number and Date	<b>NITT/ EMD/EE/AE (R&amp;AC)/Tender/Enq.No.01/2021-22</b>
Brief Description of the item to be purchased	<b>Repairing of Old Air conditioners (Voltas – Model 185-PX &amp; Equivalent) units in various labs/faculty room at NITT campus - with required materials.</b>
Type of Tender	Three Bid System
Cost of Tender Document (Non- refundable)	NA
Our web site address for downloading the Tender document	The tender document can be downloaded from the website <a href="http://www.nitt.edu">www.nitt.edu</a>
Estimated Value	<b>Rs.4,55,000/- (Plus GST Extra Applicable)</b>
Earnest Money Deposit (Refundable)	<b>Rs. 16,110 /-</b> (submission of Demand Drafts (original) for EMD to the Tender Inviting Authority)
Last Date and Time of submission of Tender	<b>03.03.2022 03.00 PM</b>
Mode of submission of Tender	Through E-Tender (CPPP) <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>
Due Date & time of Tender Opening	<b>04.03.2022 3.30 PM</b>
Date and time of opening of Price bids	After evaluation of technical bids, the date, time and place of opening of the Price bid will be intimated to technically qualified bidders.
Work Completion Period	<b>30 Days</b>
Bid Validity	<b>90 Days</b>
Address for submission of Tender	<b>The Director, National Institute of Technology, Tiruchirappalli-15, Tamil Nadu, India Kind attention: The Executive Engineer , EMD Department</b>
Enquiry (Only technical)	The Assistant Engineer/R&AC, National Institute of Technology, Tiruchirappalli - 620 015. Email: <a href="mailto:muu@nitt.edu">muu@nitt.edu</a> .

## Notice inviting Tender

National Institute of Technology, Tiruchirappalli, Tamil Nadu (**hereinafter referred to as NITT**), an Educational Institute of National Importance, functioning under the control of MHRD, GOI, invites sealed tenders from reputed Original Equipment Manufacturers or their authorized agents/ dealers/ distributors/channel partners for supply of the following goods/ materials as per the detailed technical specification given below:

### **CHAPTER 1: Detailed Technical Specifications for Repairing of Old Air conditioners (Voltas – Model 185-PX & Equivalent) units in various labs/faculty room at NITT campus - with required materials.**

Sl. No.	Description	Qty
1.1	Supply of Blue fin <b>Copper</b> Condenser coil for 1.5 TR Split AC units suitable for below model Model No:185-PX Make: <b>Voltas</b>	60 Nos.
1.2	Labour for fixing copper coil, leak test, gas charging (including R-22 Refrigerant) to the above units to make it in working condition.	60 Nos.
1.3	Condenser fan blade suitable for above mentioned AC units. Material: Plastic fans are made from polypropylene as well as composite plastic resins or polymers. Size: 16 inch/17 inch	25 Nos.
1.4	Running capacitor 50 MFD - 440VAC (suitable for site requirement)	50 Nos.
1.5	Condenser Fan Motor KFD-55H RPM - 900/min 230V/50hz/ Rotation: CW	25 Nos.
1.6	Necessary Hexagonal GI wire Mesh to close the outdoor units - condenser fan blade portion. (To prevent from squirrel, rat and other insects - including fixing)	150 units.

## CHAPTER 2: TENDERING PROCESS

1. The tender document and terms and conditions can be downloaded from our website [www.nitt.edu](http://www.nitt.edu) as well as in CPPP.
2. The hard copy should be posted /couriered/given in person to the Tender Inviting Authority, within bid submission due date and time as indicated in the tender. Scanned copy of the instrument should be uploaded as part of the offer.
3. To be duly typed, signed and stamped and uploaded as pdf in the e-tender. [the overall total of the price bid to be incorporated in the provided price bid excel file boq\_0101x.xls and uploaded]
4. If unscheduled holiday occurs on the prescribed closing/ opening date, the next working day shall be the prescribed date of closing/ opening.
5. At the third stage, price bid of the technically acceptable offers will be opened for further evaluation and ranking for award of contract/ purchase order.
6. The bidders are advised to go through the tender documents and understand the terms and conditions specified therein before submitting the tender.
7. **The Tender document consisting of Fee, Technical Bid (along with all annexures to the technical bid) and Price Bid should be submitted in the Prescribed Format only.**
8. The bidders are not allowed to make addition or alteration in the tender document.
9. Each and every page of the submitted bid shall carry the page numbers.
10. All pages of the tender document shall be signed by the person or persons duly authorized to sign, on behalf of the bidder.
11. No paper / page shall be detached from the tender document. No addition or alternation should be made in the tender document. Conditional tender, late and delayed tender will not be accepted/ considered.
12. At Printed condition at the back of the letter or bid from the tenderer will be ignored. If it is desired to apply any particular condition to tender, that must be clearly brought out in the body of the bid/ tender itself.
13. The NITT shall not be responsible for any postal delay in receipt of the offer. Tender should be properly sealed.
14. The NITT will not be responsible for pre mature opening of the tenders.
15. The offers submitted by telex/ telegram/ fax/ E-mail etc. will not be accepted and they will be summarily rejected.
16. Bidder must note that any conditional offer or any deviation from the terms and conditions of this tender may render the bids liable for rejection.
17. Bidder should submit the EMD in the form of DD /MSME/NSIC as specified in the tender. The hard copy should be posted / couriered / given in person to the Tender Inviting Authority, within bid submission due date and time as indicated in the tender. Scanned copy of the instrument should be uploaded as part of the offer.

18. Agency registered with NSIC/MSME is exempted from payment of Earnest Money Deposit but required to attach the attested copy of registration indicating the company name, address, registration number, validity & product for which registered in the technical bid,. Any deviation in the certificate on product or validity or name of the company tendering, will attract rejection resulting non-opening of respective price bid.

### **Earnest Money Deposit:**

Earnest Money is to be paid by each tenderer to ensure that the tenderer does not refuse to execute the work after it is awarded to him. Shall also be furnished in the form of Pay Order or Demand Draft in favour of The Director, NIT Tiruchirappalli. EMD in any other form will not be accepted. The rate of earnest money deposit shall be as under:

(Works costing more than Rs.1 lakh) 3% of the estimated cost put to tender

EMD of the successful contractor shall be refunded when the work is completed and unsuccessful contractor shall be refunded immediately after finalization of the contractor. EMD shall not carry any interest.

Without submission of Demand Drafts (original) / Exception Certificate Copy for EMD to the Tender Inviting Authority, Technical Bid will be rejected.

As per rule 170 of General Financial Rules (GFRs) 2017, Micro and small Enterprises (MSEs) and the firms registered with concerned Ministries/Departments are exempted from submission of Bid Security. Further, in lieu of Bid Security, Ministries/Departments may ask bidders to sign "Bid security Declaration" accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents. Similar provisions also exist in the Manuals for Procurement of works 2019 and Manual for Procurement of Consultancy & other services 2017.

In view of above, it is reiterated that notwithstanding anything contained in Rule 171 of GFRs 2017 or any other rule or any provision contained in the Procurement Manuals no provisions regarding Bid Security should be kept in the Bid Documents in future and only provision for Bid Security Declaration should be kept in the Bid Documents.

### **Performance guarantee (Bid Security) :**

**(1) Performance Guarantee @ 3% to 5%, subject to finality at the time of issue of work order value. Should be submitted before commencement of the work in the following forms:**

- i) Deposit at Bankers Cheque/Demand Draft of a Scheduled Bank
- ii) Government securities.
- iii) Fixed Deposit Receipt (FDR) of a Scheduled Bank.
- iv) An irrevocable bank guarantee bond of any scheduled bank or the State Bank of India.

(2) The time allowed for submission of the performance guarantee by the contractor shall be Decided by the NIT approving authority for a period ranging from 4 to 15 days of issue of the letter of acceptance, depending upon the magnitude and/or urgency of the work.

A sample copy of the letter of acceptance to the contractor for submission of the performance guarantee is given in Annexure-I.

### **Refund of Performance Guarantee:**

**The performance guarantee shall be refunded to the contractor soon after the completion of maintenance period of Six months of the work. The deposited performance guarantee amount will not carry any interest.**



## CHAPTER 3: TERMS AND CONDITIONS

**Technical Specifications** are basic essence of the product. It must be ensured that the offers are strictly as per our specifications.

**Rates:** Rates for Indigenous items must be on **DOOR DELIVERY** Basis, which should be **inclusive** of all taxes, duties and levies. The break up may be given as given below: Basic Price (+) GST, (+) Freight and P&F, (+) Installation and Commissioning Charge etc (+) Any other charges, if any with Grand Total on Door Delivery Basis at NIT, Tiruchirappalli (i.e., F.O.R Destination basis).

- The price quoted shall be firm and fixed. The rate should be quoted both in figures and words.
- Where the equipment is composed of several items/ sub units / components, the rate should be clearly indicated for each of the item/ sub unit/component.
- Prices of each of the additional, optional accessories, should be indicated SEPARATELY. The spare parts/, consumables, if any required for trouble free operation of equipment shall be quoted separately giving full nomenclature, rate, quantity and shelf life of each item.
- All applicable taxes, duties etc., should be clearly and separately mentioned in the Price bid.
- Charges for additional warranty beyond the free warranty period, should be quoted separately.
- The quantity may increase according to our institute requirement by mode of repeated order

**Genuine Pricing:** The bidder has to ensure that the quoted price for NITT is not more than the Price Offered to any other customer in India to whom this particular item has been sold, particularly to Indian Institutes of Technology, National Institutes of Technology, State/ Central or Deemed Universities, Defense Organizations, Research Establishments or any other Government Institutions. For this purpose, the vendor has to furnish a price reasonability certificate in the Format prescribed in **chapter 4** to the Technical Bid. Name and contact details of the premier educational institutes/ government organizations where the quoted item/ equipment has been supplied/ installed during the last three years should be attached with the Proforma for Technical Bid.

- NITT shall not be responsible for any loss, damages and shortage during transit. Payment shall be made for materials received in good condition only.
- Payment will be generally through Electronics Transfer of Funds (EFT) system for which the successful bidder has to furnish the following information: Name of the bank with branch where the accounts exist, Bank Account Number, IFSC Code etc.,

**Delivery Schedule:** Unless otherwise specified, delivery of goods at NITT will have to be made within **30 days** from the date of receipt of the Purchase Order or as stipulated in the Purchase Order. All aspects of safe delivery shall be the exclusive responsibility of the vendor. Part supply/ delivery is normally not acceptable, but may be allowed in genuine cases, on written request only. The acceptance of the equipment shall be based on (a) successful demonstration of the system (ii) satisfactory working of the equipment after successful commissioning as tested by concerned faculty of NIT, Trichy.

**Liquidated Damages for delayed supply/work :** If the successful bidder fails to perform the supply or execute the installation and repairing of the goods within the stipulated time then penalty at the rate of 0.5% per week subject to a maximum of 5% of the order value will be levied and deducted from the payment due to the firm.

**Purchasers' Right:** Notwithstanding anything specified in this tender document, The Director, NITT, in her sole discretion, unconditionally and without assigning any reasons, reserve the rights (a) To accept or reject the lowest tender or any other tender or all the tenders, at any time prior to the award of the tender, without assigning any read on therefor (b) To accept any tender in full or in part (c) To reject the tender offer not conforming to the tender terms  
(d) To give purchase preference to Public Sector Undertaking wherever applicable as per Govt. Policy/Guidelines.

**No enquiry shall be made by the bidder(s) during the course of evaluation of the tender** fill a final decision is conveyed to the successful bidder. However, the Purchase Committee or its authorized representative can make any enquiry/seek clarification from the bidders. In such a situation, the bidder shall extend full co- operation. Any effort by the bidder to influence the scrutiny / evaluation committee of NITT or any of its members in the processing of tenders or award of contract may result in the rejection of the tender.

**Black listing:** The bidder should not have been blacklisted or debarred from participating in the tenders of any State/ Central Government agencies or autonomous bodies or Universities / Educational Institutions.

**Supply of operating manual:** It is specifically instructed that the bidders will supply all the operating and service manuals and circuit diagrams along with the equipment.

**Payment : Payments will be made in 30 days after satisfactory completion of supply, repairing and installation, if all the documents are in order.**

**Arbitration:** Dispute, if any, arising out of the supply of the Items shall be settled by Arbitration by SOLE Arbitrator to be nominated by the Director, NITT as per the provisions of Indian Arbitration Act 1996. The Place of Arbitration shall be Tiruchirappalli, Tamil Nadu. The decision of the Arbitrator shall be final and binding on both the parties.

**Applicable law, Dispute and Jurisdiction:** Legal disputes if any, in connection with this tender/procurement/ Contract, are subject .....to exclusive jurisdiction of Competent Court in Tiruchirappalli, (Tamil Nadu, India) ONLY.

**Force Majeure:** Any delay due to Force Majeure will not be attributable to the Vendor.

- The Contractor must ensure that Technicians/helpers shall work with proper Uniform /Shoes/ID CARDS and other safety accessories like line Tester, instruments mask, and gloves for safety purpose.
- Any **accommodation/ Hostel facilities/vehicles/ladders/safety rope will** not be provided strictly for any contractors and their staffs.
- If any accident takes place at the site during this work, it will be the sole responsibility of the contractor to indemnify the department for any loss arising out of such accidents/ losses theft etc.,
- No advance payment will be made. No part payment will be made.
- If the vendor fails to furnish the performance Bank Guarantee, an amount equal to 3% of the purchase order value will be withheld and the balance amount will be released after 6-month period.

- All parts like, gas charging, fans, motors, condensers etc., replaced shall have performance guarantee for **at least 6 months**.
- All the works should be completed within 30 days getting work order issued.
- The Contractor may inspect all the Air conditioners as specified in the Schedule of works and requirements, before submitting their quote at your convenient any working days. (Monday to Friday 9.30 AM to 4.30 PM).
- NITT reserves its right to reject a tender due to unsatisfactory past performance in the execution of a contract awarded against a different Tender.
- Payment shall be made, on the Nos. of Measurement units, and quantity successfully executed by the firm.
- If any vendor did not produce dealership certificates/ details of similar work, they will not be considered for this tender.
- Old spare parts should be handed over to NITT.
- You are not allowed to transfer, assign, or sub-contract of the work assigned to you on any account.
- Firm shall submit their clear & legible bills (in duplicate) along with Bank Account details (Account Holder Name, Bank, Branch, IFSC & RTGS code) duly certified by concerned engineer through.
- **Validity of bids:** The rate quote should be valid for a maximum of **90 days**. No claim for escalation of rate will be considered after opening the Tender.
- **Clarification of tender Document:** A prospective bidder requiring any clarification of the Tender document may communicate to the contact person given in this notice inviting tender.
- The Institute may at its own discretion extend the last date for the receipt of bids.
- The Institute reserves the right of accepting any bid other than the lowest or even rejecting all the bids without assigning any reasons therefor. The decision of the NITT Purchase Committee is final in all matters of tender and purchase.
- In case of any dispute, the matter will be subject to Tiruchirappalli, Tamil Nadu Jurisdiction only.

### CHAPTER 3: PROFORMA FOR TECHNICAL BID

Sl. No.	Item/ Requirement from the Bidder	Bidders Response should be definite, complete and legible. Use separate sheet wherever necessary.
1	Name & Complete address of the Applicant or Bidder Firm/ Company with Phone/Mobile number/Email	
2	Details of EMD (should be in the form of DD) Demand draft No. Amount Rs. Bank details:  (Or) Details of Exception Certificate.	
3	Legal status / Constitution of the Bidder: (a) Sole Proprietor (b) Partnership (c) Private Limited Company (d) Public Limited Company (e) others <b>Please attach self-attested documentary proof</b>	
3(a)	Nature of the Business of the Bidder	
4	<b>Year of Establishment / Incorporation commencement of Concern</b>	
5	<b>Registration/ Incorporation Particulars</b> (Please attach attested copies of documents of registration/ incorporation of your firm/ Company as required under business law)	
6	<b>Name, designation and Phone number of persons authorized to sign the documents</b> on behalf of the Proprietary concern/ Partnership Firm/ Private or Public Limited company	
7	Location of the Registered / Main Office	
8	<b>Total experience</b> (years/ months) in this field	
9	<b>Income Tax Permanent Account Number (PAN Number) (Please Attach self-attested copy)</b>	
10	<b>Have you registered under Employees State Insurance Corporation Act (ESI) Act?</b> If so, enclose copy of the registration certificate. Also provide a copy of latest remittance made by your successful bidder/ firm/ company	
11	<b>Have you registered Under Employees Provident Fund (EPF) and Miscellaneous Provisions Act?</b> If so, enclose copy of the registration certificate. Also provide a copy of the latest remittance, if any, made by your firm towards EPF.	
12	Do you have agreed to pay as a Performance Security Deposit @ 3% of total purchase value?	Yes/No
13	If you have any black listed/ Termination / an incomplete of previous contract, <b>if any at NITT and other organization.</b>	Yes/ No

	(any available give details separately)	
<b>14</b>	Average annual financial turnover last three financial years (Enclosed the certified by a Chartered Accountant)	<b>Rs.</b>
<b>15</b>	Annual Turnover during the Last three financial years 2018-2021 (Enclosed the Profit and Loss Account and Balance sheet duly audited and certified by a Chartered Accountant )	
<b>16</b>	<b>Do you have any Authorised Service /Dealer/distributor for any Brand of Air Conditioners?</b> (Appropriate dealer certificate to be attached/upload if any )	
<b>17</b>	Details of similar work, if any, executed or being executed along with address of the service receiver with contact number, value of the work. <b>Enclose a copy of the work order along with performance certification.</b>	<b>Use separate sheet to furnish complete list of details.</b>
<b>18</b>	Details of COMPLETED CONTRACTS during the last three Years: (a) Order Copy, Contract/ Agreement copy should be enclosed. If required, please attach extra sheets. (b) Attach separate sheet for each job/ work	

<b>18 (a)</b>	Name and address of the institute organization with name, address, mobile number and Email ID of the Officer to whom reference may be made.	Nature of work	Work order Value (Rs. )	Number of workmen and personnel deployed	Period of contract	
					From	To

### **DECLARATION BY THE BIDDER**

1. It is hereby declared that I/ we the undersigned, have carefully read and understood the terms and conditions of the tender document and it is certified that all the terms and conditions of the tender are acceptable to me/ us and I/ we will abide by the conditions.
2. The information / documents furnished along with our technical bid are true and authentic to the best of my/ our knowledge and belief. I/ we hereby declare that our proposal is made in good faith, without collusion and fraud. No forged / tampered documents are produced with the tender form for gaining unlawful advantage. We understand that NIT, Trichy is authorized to make enquiry to establish the facts claimed and obtain confidential reports from clients.
3. I/We / am/ are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of our tender at any stage besides liabilities towards prosecution under appropriate law.
4. We understand that NIT, Trichy is not bound to accept the lowest or any bid that NIT may receive.
5. Neither I/ We, nor anybody on my/ our behalf will indulge in any corrupt activities/ practices in my / our dealing with the NIT, Trichy.
6. Each page of the tender document and papers submitted by me/ us is authenticated, sealed and signed and I/ We take full responsibility for the entire documents. I/ We certify that the tender has been submitted in Official Tender Format only and no addition / modification / alteration has been made in the original tender document.

**Authorized signatory of Bidder with Seal**

## Technical Specification Form

Sl. No.	Required Materials Specification	Quoted Materials Speciation / Brand / Part No.	Upload the Image /attach
1.1	Supply of Blue fin <b>Copper</b> Condenser coil for 1.5 TR Split AC units suitable for below model Model No:185-PX Make: <b>Voltas</b>		
1.2	Labour for fixing copper coil, leak test, gas charging (including R-22 Refrigerant) to the above units.	NA	NA
1.3	Condenser fan blade suitable for above mentioned AC units. Material: Plastic fans are made from polypropylene as well as composite plastic resins or polymers. Size: 16 inch/17 inch		
1.4	Running capacitor 50 MFD - 440VAC (suitable for site requirement)		
1.5	Condenser Fan Motor KFD-55H RPM - 900/min 230V/50hz/ Rotation: CW		
1.6	Necessary Hexagonal GI wire Mesh to close the outdoor units - condenser fan blade portion. (To prevent from squirrel, rat and other insects – including fixing)		

**Authorized signatory of Bidder with Seal**

**PROCESS COMPLIANCE/ACCEPTANCE OF TENDER CONDITIONS FORM**

**The Form has to be submitted in the Letter Head of the Firm/Company/Enterprises along with appropriate Sign & Seal**

**The Director,  
National Institute of Technology,  
Trichy – 15**

Sub : Acceptance to the Process related & Terms and Conditions for the- Limited tendering  
Ref. : The Terms & Conditions for e-Tendering mentioned in Tender.  
No. : \_\_\_\_\_  
Sir,

We hereby confirm the following.

The undersigned is authorized representative of the company. We have carefully gone through the NIT Tiruchirappalli, Tender Documents and the Rules governing the Limited Tender along with this document. We have examined and have no reservations to the Bidding Documents, including addendum (if any). We offer to supply in conformity with the Bidding Documents and in accordance with the condition of contract specified in this tender document. We will honour the Bid submitted by us during the Limited Tender. We give undertaking that if any mistake occurs while submitting the bid from our side, we will honour the same.

Bid Securing Declaration: - We accept that if we withdraw or modify Bids during the period of validity, or if we are awarded the contract and fail to sign the contract, or to submit a performance security before the deadline defined in this bids document, we will be suspended / blacklisted / banned for contracts with National Institute of Technology, Tiruchirappalli

We are aware that if NIT Tiruchirappalli has to carry out e-tender again due to our mistake, NIT Tiruchirappalli has the right to disqualify us for this tender when refloats. Our bid shall be valid for the period from the date fixed for the bid submission deadline & it shall remain binding upon us and accepted at any time before the expiration of bid validity period as per this tender.

If our bid is accepted, we commit to provide a performance security deposit at 3% to 5% of purchase value in Bank Guarantee /Fixed Deposits for due performance of the contract as per NIT Tiruchirappalli policy and warranty-guarantee as per tender specification or agrees as per contract. We understand that this bid, together with your written acceptance thereof included in your notification of award/placement of order, shall constitute a binding contract between us. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive. We accept that the competent authority in NIT Tiruchirappalli will have full right to reject any/all offer(s) without assigning any reason thereof and does not bind itself to accept the lowest or any other tender and full authority to postpone the tender issue date, submission /opening date or to alter any other condition of tender /cancellation of this tender, as per policy/committee recommendations of NIT Tiruchirappalli at any stage without assigning any reason thereof for which no claim from whomsoever will be entertained. I/We the undersigned have read the entire terms and conditions of this Tender document and we are fully agreeable to the terms and conditions mentioned herein. The decision of competent authority of NIT Tiruchirappalli with respect to this Tender-Result will be fully agreeable and binding on us.

This letter can be treated as signed and acceptance copy of tender documents and the forms submitted as signed by competent authority of firm submitting this tender and there is no need to submit separate signed copy of tender document.

Competent Authority of the Firm/Company/Enterprises to sign:

Name  
Designation  
Contact Details

Date with stamp & seal of organization:

## BOQ

**TO BE DULY TYPED, SIGNED AND STAMPED AND UPLOADED AS PDF IN THE E-TENDER. [THE OVERALL TOTAL OF THE PRICEBID TO BE INCORPORATED IN THE PROVIDED PRICEBID EXCEL FILE BoQ\_0101x.xls AND UPLOADED**

**Tender Inviting Authority: The Director, NIT Tiruchirappalli**

**Name of Work: Repairing of Old Air conditioners (Voltas – Model 185-PX & Equivalent ) units in various labs/faculty room at NITT campus - with required materials.**

**Contract No: NITT/EMD/EE/AE(R&AC)/Tender/Enq.No: 01/2021-22 dt: 09.02.2022**

<b>Bidder Name :</b>						
<b>PRICE SCHEDULE</b>						
<b>(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only )</b>						
<b>Quoted Rate is exclusive of GST</b>						
SI. No.	Item Description	Quantity	Units	BASIC RATE PER UNIT In Figures To be entered by the Bidder	TOTAL AMOUNT	TOTAL AMOUNT In Words
<b>1</b>	<b>Repairing of Old Air conditioners (Voltas – Model 185-PX &amp; Equivalent ) units in various labs/faculty room at NITT campus - with required materials.</b>					
1.1	Supply of Blue fin Copper Condenser coil for 1.5 TR Split AC units suitable for below model Model No:185-PX Make: Voltas	60.00	No's.			
1.2	Labour for fixing coil, leak test, gas charging (including R-22 Refrigerant) to the above units to make it in working condition.	60.00	No's.			
1.3	Condenser fan blade suitable for above mentioned AC units. Material: Plastic fans are made from polypropylene as well as composite plastic resins or polymers. Size: 16 inch/17 inch	25.00	No's.			



Sl. No.	Item Description	Quantity	Units	BASIC RATE PER UNIT In <b>Figures</b> To be entered by the <b>Bidder</b>	TOTAL AMOUNT	TOTAL AMOUNT In Words
1.4	Running capacitor 50 MFD - 440V-AC (suitable for site requirement) KELTRON	50.00	No's.			
1.5	Condenser Fan Motor KFD-55H RPM - 900/min 230V/50hz/ Rotation: CW	25.00	No's.			
1.6	Necessary Hexagonal GI wire Mesh to close the outdoor units - condenser fan blade portion. (To prevent from squirrel, rat and other insects- including fixing)	150.00	No's.			
<b>TOTAL AMOUNT (RS.)</b>						

**Note: GST extra as Applicable from the above quoted rate.**

**Amount in words (Rupees... ..Only**

**Help Page to Web load the documents in E-Tender Portal for Cover Wise Uploading the Tender Documents AFTER LOGGING IN TO THE BIDDER'S LOGIN COVER WISE TO BE UPLOADED DOCUMENTS**

**(The bidder has to upload the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid may be rejected.)**

<b>Cover Details, No. Of Covers - 3</b>				
<b>Cover No</b>	<b>Cover</b>	<b>Document Type</b>	<b>Description</b>	<b>Remarks</b>
1	Fee	.pdf	EMD (Earnest Money Deposit)	Scan Copy of Demand Drafts (original) / Exception Certificate.
		.pdf	Bid Security Form (Annexure I)	The Form has to be submitted in the Letter Head of the Firm/Company/Enterprises along with appropriate Sign & Seal)
2	PreQual/ Technical	.pdf	Declaration by the firm that it has never been black-listed	Self-declaration by the firm duly signed & stamped
		.pdf	PROFORMA FOR TECHNICAL BID	Duly complete filled and signed and stamped (Relevant certificates to be enclosed)
		.pdf	Technical Specification	Duly complete filled and signed Quoted Materials Specification and Image.
		.pdf	Details of any Authorised Service /Dealer/distributor for any Brand of Air Conditioners	Appropriate dealer certificate to be attached/upload if any
		.pdf	Technical Bid	Tender Document & Tender Related Documents
		.pdf	Details of similar works executed with Govt. depts./reputed private Ltd, companies or educational institution/universities during last 3 years.	Similar works relevant work orders and Experience Certificate Copies to be upload.
		.pdf	Copy of the last three years audited balance sheet of your firm.	Audited Balance sheet of the firm for the last three years
3	Finance / Price Bid	.xls	Price Bid (BoQ)	Duly filled in Price Bid Excel file
		.pdf	Scanned copy of item wise breakup of price bid.	Item wise breakup of price bid in PDF (duly signed)

**OID Bid (Other Important Documents to be uploaded)**

<b>Other Important Documents</b>				
<b>S.No</b>	<b>Category</b>	<b>Sub Category</b>	<b>Format/File</b>	<b>Remarks</b>
1	Certificate Details	Permanent Account Number	.pdf	Scanned Copy of Original PAN CARD of the firm.
2	Certificate Details	Registration Certificate	.pdf	Registration Certificate Details (Any firm registration Copy)
3	Certificate Details	Bidders Address Format	.pdf	Bidder Complete Profile (To be provided by the bidder in their business letter head)
4	Certificate Details	Provident Fund Certificate	.pdf	Certificate copy of Employees' Provident Fund Organization
5	Certificate Details	Employees State Insurance Certificate	.pdf	Employees State Insurance Certificate
6	Certificate Details	GST Registration Certificate	.pdf	GSTIN Registration certificate