

# NATIONAL INSTITUTE OF TECHNOLOGY

## TIRUCHIRAPPALLI – 15

### ESTATE MAINTENANCE DEPARTMENT

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

Phone : 0431 - 2503835



# TENDER DOCUMENT

Tender Notification No.: NITT/EMD/DGSET/2012

Dated: 17.09.2012

Name of the item : **500KVA Diesel Generator (DG Set)**

Quantity required : 4 Numbers

Tender cost : Rs.1000/-

EMD Amount : **Rs. 3,20,000/-**

Delivery : Within 60 days from the date of purchase order

Last Date of submission of Tender : **8.10.2012: Monday:3.00 p.m.**

Address for submission of Tender : The Director  
National Institute of Technology  
Tiruchirappalli-620015, Tamilnadu, India.

Kind attention to : The Dean, Planning and Development,  
National Institute of Technology  
Tiruchirappalli- 620015.

Date of opening of bid : 08.10.2012 at **3.30 PM**

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**NATIONAL INSTITUTE OF TECHNOLOGY  
TIRUCHIRAPPALLI – 15**

**ESTATE MAINTENANCE DEPARTMENT**

**Tender Notification No.:** NITT/EMD/DGSET/2012

Dated : 17.09.2012

**NOTICE INVITING TENDER**

The National Institute of Technology, Tiruchirappalli (NITT) is an autonomous body under MHRD, GOI, imparting Technical Education and engaged in Research Activities. It is proposed to procure the following item for the Institute and its hostel.

Sealed Quotations under **two cover system** are invited for the following item subject to the following terms and conditions, from the reputed manufacturers or their authorized dealers so as to reach this office on or before scheduled date and time. The technical cover will be opened on the same day in the presence of bidders or their authorized agents who may choose to be present.

Name of the item : **500KVA Diesel Generator (DG Set)**  
Quantity required : 4 Numbers  
EMD : **Rs.3, 20,000/-**  
Time for completion of supply after placing purchase order : Within 30 days from the date of purchase order  
Last Date of submission of Tender : **08.10.2012: Monday** upto 3.00 p.m.  
Tender to be submitted at the following address : The Director  
National Institute of Technology  
Tiruchirappalli-620015  
Tamilnadu, India.  
Kind attention to : The Dean, Planning and Development,  
National Institute of Technology  
Tiruchirappalli-620015.

***Place, Date and time of pre bid meeting:***

Date: **27.09.2012**      Time: **3.30 PM**      Venue: **Institute Administrative building**

***Place, Date and time of opening of Technical bid:***

Date: **08.10.2012**      Time: **3.30 PM**      Venue: **Institute Administrative building**

***Place, Date and time of opening of Financial bid:***

Date: **12.10.2012**      Time: **3.00 PM**      Venue: **Institute Administrative building**

**Note :** The Institute shall not be responsible for any postal delay about non-receipt / non delivery of the bids or due to wrong addressee.

## SECTION : 1 INSTRUCTION TO BIDDER

### **WORK & SCOPE:**

Design, Supply, Installation, Testing & Commissioning of four numbers of **415 V, 50 Hz, 500 KVA Diesel generator sets** with acoustic enclosure, Auto Main Failure (AMF) Panel, Synchronization panel , MV cables, earthing etc., for National Institute of Technology, Trichy.

1. The bidder should give details of their technical soundness and provide list of customers of previous supply of similar items to Universities, Institutes or Government Departments/Undertakings/public sectors with contact details. The details of the agency/profile should be furnished along with the copy of all related documents.

#### **1.1 Bids are to be submitted under two cover system.**

##### **Cover 1:**

##### **Cover 1 should contain the following:**

- a. **Tender cost is to be remitted by way of Demand Draft drawn on any Nationalized bank in India or any scheduled bank in favour of "The Director, NIT, Trichy" payable at Trichy should be submitted.**
- b. **EMD – Earnest Money Deposit (EMD) is to be remitted by way of Demand Draft drawn on any Nationalised bank in India or any scheduled bank in favour of "The Director, NIT, Trichy" payable at Trichy should be submitted. EMD shall bear no interest. Any bid not accompanying with EMD is liable to be treated as non-responsive and rejected.**
- c. **Technical pamphlets**
- d. **Detailed technical specification**
- e. **The agency should furnish copy of license certificate for manufacture/supply of the item.**
- f. **The agency should furnish Income Tax PAN number**
- g. **Warranty period offered for the tendered item to be specified. If the warranty period is not conforming with the schedule of requirements given in section 4 of the document, the bid is liable to be treated as non-responsive and rejected.**
- h. **Duly filled up technical questionnaire, if any**
- i. **Duly filled up deviation schedules to technical specification**
- j. **Copy of supply orders completed during the last three years ending 31-03-2012.**
- k. **If the prices are revealed in the cover 1, the offer will be summarily rejected**

#### **1.2 The cover 1 shall be superscribed as 'Technical cover' duly indicating the Tender reference No. and the due date of opening.**

#### **1.3 Cover 2:**

##### **Cover 2 should contain the following**

**Cover 2 shall contain Price only and shall be superscribed as 'Price Cover' duly indicating the Tender Reference No. and the due date of opening.**

**Each Cover shall be sent in a double sealed cover. The inner covers (Cover 1 and Cover 2) should be sealed individually with the seller's distinctive seal and superscribed with the tender reference no. and due date of opening. Both the inner covers shall be placed in a common outer cover which shall also be sealed with seller's distinctive seal and superscribed with the tender reference no. and due date of opening.**

**Mention "Kind Attention: The Dean (Planning and Development) and submit at the address given in the Notice Inviting Tender.**

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**Cover 1 – will be opened on the scheduled date and time mentioned in the tender enquiry.**  
**Cover 2 – technically suitable offers alone will be opened on a date which will be intimated to the qualified bidders.**

2. The agencies should submit their rate as per the format given in Section 5 of the Notice Inviting Tender in this cover. Rate should be quoted in Indian Rupee. The rate should be quoted both in words and figures. All the pages of the bid should be signed affixing the seal. All corrections and overwriting should be initialed.
  3. The tender will be acceptable only from the manufacturers or its authorized supplier.
  4. The bid shall be in the format of price schedule given in Section 5. The contract form as per format given in section 6 shall be submitted. Incomplete or conditional tender will be rejected.
  5. Details of quantity and the specifications are mentioned in Section 4 appended to this Notice Inviting Tender.
  6. The item to be used is strictly according to the specification and subject to test by the Institute/concerned authorities. It must be delivered and installed in good working condition.
  7. The Institute reserves the right to cancel or reduce the quantity included in the schedule of requirements at any time after acceptance of the tender with a notice. The Contractor/Supplier shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the work/supply in full but he did not derive in consequence of the foreclosure of the whole or part of the works.
  8. Performance Security of 10% of the contract value in terms of Bank guarantee by scheduled banks shall be given by the successful bidder for the total period of warranty.
  9. **Release of EMD:** The EMD shall be released after receipt of performance security from successful bidder.
  10. **Validity of bids:** The rate quote should be valid for a minimum of 180 days. No claim for escalation of rate will be considered after opening the Tender.
  11. **Imports:** In case, goods are to be imported, the Indian agent should furnish authorization certificate by the principles abroad for submission of the bid in response to this Notice Inviting Tender.
  12. **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.
  13. **Amendment of tender document:** At any time prior to the last date of receipt of bids, Institute may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidder, modify the Tender document by an amendment.
  14. ***The Institute may at its own discretion extend the last date for the receipt of bids.***
  15. The bids shall be written in English language and any information printed in other language shall be accompanied by an English translation, in which case for the purpose of interpretation of the bid, the English translation shall govern.
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- 16. The Institute reserves the right of accepting any bid other than the lowest or even rejecting all the bids without assigning any reasons therefore. The decision of the Purchase Committee is final in all matters of tender and purchase.
- 17. The bidder should give the following declaration while submitting the Tender.

**DECLARATION**

I/we have not tampered/modified the tender forms in any manner. In case, if the same is found to be tampered/modified, I/we understand that my/our tender will be summarily rejected and full Earnest Money Deposit (EMD) will be forfeited and I/we am/are liable to be banned from doing business with NIT, Trichy and /or prosecuted.

**Signature of the Bidder** : .....

**Name and Designation** : .....

**Business Address** : .....  
.....  
.....

**Place :**

**Date :**

**Seal of the Bidder's Firm**

- 18. Any other details required may be obtained from the AE (Electrical) Estate office, NITT, Tiruchirapalli given in the notice inviting tender during the office hours.
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## SECTION : 2 CONDITIONS OF CONTRACT

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1. The rates should be quoted in Indian Rupee F.O.R. NIT, Trichy for supply within India.
  2. In case of import both CIF and / or F.O.B rate should be quoted. All items of expenditure to arrive at Chennai need to be explicitly specified.
  3. The bidder shall indicate the excise duty exemption for the goods if applicable
  4. The Institute is eligible for customs duty and excise duty exemption.
  5. The rate quoted should be on unit basis. Taxes and other charges should be quoted separately, considering exemptions if any. Rate quoted should be inclusive of Testing, commissioning and installation of DG set and training.
  6. **Payment** : No advance payment will be made. 100% of payment after installation and commissioning.
  7. Guarantee and Warrantee period should be specified for the complete period conforming to the section 4 of this tender document.
  8. Period required for the supply and installation of item should be specified conforming to the section 4 of this tender document.
  9. In case of dispute, the matter will be subject to Tiruchirappalli, Tamil Nadu Jurisdiction only.
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### SECTION : 3 ELIGIBILITY & QUALIFICATION

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**ELIGIBILITY / QUALIFICATION:** Prospective agencies will be required to fulfill following criteria for participating in the tendering process and to submit the same along with their tender. Joint ventures are not accepted. :

- a. Proof of registration with Government / Semi Government organizations like CPWD, MES, BSNL, Railways, State PWDs etc. in appropriate class OR having experience in execution of similar nature of works.
- b. Annual turnover as per ITCC or profit & loss statement for the last 5 years (Average annual turnover for the last 3 financial years should be at least Rs.150.00 Lakhs, not having incurred any loss in more than 2 years during last 5 years ending 31.03.12 (last Financial year).
- c. Experience of having successfully completed any of the following works during last Three years ending 31.08.11.
  - i) 3 similar works completed costing not less than Rs.100.00 Lakhs each; OR
  - ii) 2 similar works completed costing not less than Rs. 150.00 Lakhs each: OR
- d. Latest Bank solvency certificate from any scheduled banks of Minimum Value of Rs. 200.00 Lakhs and must ever have been barred by anybody from tendering for Public / Private Projects in India. The intending contractor shall submit a declaration that he has not been debarred from tendering by any authority during last five Years.
- e. List of similar works in hand & similar works carried out by them for last 3 years indicating i) Agency for whom executed, ii) Value of work, iii) Completion time as stipulated and actual, or present position of the work.
- f. List of construction plant, machinery, equipments, accessories & infrastructure facilities possessed by the agency to complete the work in time.
- g. List of Technical staff they possess.
- h. Certificates: Performance Certificates; WCT registration certificate; TIN Registration; PAN (Permanent Account Number) reference etc.

**NOTE:**

i) The value of executed works shall be brought to the current costing level by enhancing the actual value of work at a simple rate of 7% per annum; calculated from the date of completion to the last date of receipt of tender.

ii) Similar works shall mean Supply, Installation, Testing & Commissioning of around 500 KVA and above DG Sets for academic, Residential & allied buildings for major educational institutional complex / software IT Parks / Office complex, multi storied buildings with high quality of workmanship & timely completion of work etc.

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## SECTION : 4 SCHEDULE OF REQUIREMENTS, SPECIFICATIONS AND ALLIED DETAILS

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Name of the item to be procured	: <b>500KVA Diesel Generator (DG Set)</b>
<b>Specifications</b>	: <b>Given in Annexure-I</b>
Quantity	: <b>4 Numbers</b>
Warranty period required	: <b>Given in Annexure-I</b>
Delivery schedule expected after release of purchase order (in weeks)	: <b>Within 60 days from the date of purchase order</b>
EMD (in Rupees)	: <b>Rs. 3,20,000/-</b>
Performance Security to be given by Successful bidder after release of purchase order (in Rupees)	: <b>10% of the equipment value</b>
Operation and maintenance	: <b>Given in Annexure-I</b>

Note:

***For detailed specifications, warranty period and operation & maintenance refer Annexure-I***

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**SECTION: 5 PRICE SCHEDULE**

[ To be used by the bidder for submission of the bid ]

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- 1. Item Name :
- 2. Specifications (confirming to Section 4 of Tender document-enclose additional sheets if necessary) :
- 3. Currency and Unit Price : **Submit as per Annexure II**
- 4. Quantity :
- 5. Item cost (Sl.No.3 & Sl.No.4) (in Indian Rupee) :
- 6. Taxes and other charges :
  - (i) Specify the type of taxes and duties in percentages and also in figures
  - (ii) Specify other charges in figures :
- 7. Warranty period (confirming to the Section 4 of Tender document. This should be mentioned in Technical bid also in order to get qualified for Financial bid) :
- 8. Delivery Schedule (confirming to the Section 4 of Tender document) :
- 9. Name and address of the firm for placing purchase order :
- 10. Name and address of Indian authorized agent (in case of imports only) :

**Signature of the Bidder** : .....

**Name and Designation** : .....

**Business Address** : .....  
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**Place :**

**Date :**

**Seal of the Bidder's Firm**

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**SECTION: 6 CONTRACT FORM**

[To be provided by the bidder in the business letter head]

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1. (Name of the Supplier's Firm) hereby abide to deliver the .....by the delivery schedule mentioned in the Section 3 tender document for supply of the items if the purchase order is awarded.
2. The item will be supplied conforming to the specifications stated in the tender document without any defect and deviations.
3. Warranty will be given for the period mentioned in the tender document and service will be rendered to the satisfaction of NIT, Trichy during this period.

**Signature of the Bidder** : .....

**Name and Designation** : .....

**Business Address** : .....  
.....  
.....

**Place** :

**Date** :

**Seal of the Bidder's Firm**

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