

**INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI**  
**भारतीय प्रौद्योगिकी संस्थान गुवाहाटी**  
Guwahati – 781 039, Assam  
Phone: (0361) 2582065, 2582069: : Fax : (0361) 2692771



## **TENDER DOCUMENT**

NIT NO: IITG/IPM/NIT/FY20-21/35 Dated 26.02.2021

### **NAME OF WORK**

**Supply, installation &  
commissioning of Chemical dosing  
pot at WTP in IITG campus.**



# INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

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## NOTICE INVITING TENDER

**No. IITG/IPM/NIT/FY20-21/35 Dated 26.02.2021**

Sealed tenders are invited from the registered and experienced contractors for the following works. Tenders will be received upto 2-00 p.m. on 02.04.2021 and will be opened on the same day at 3.30 p.m. in presence of intending tenderers or their authorized representatives. In case, the day of submission of the tender happens to be a holiday on account of Govt. notification and tender cannot be received or opened; the tender shall be received or opened on the next working day at 3.30 p.m. for which no separate communications will be made. Other terms & conditions are enclosed herewith.

<b>Name of Work</b>	<b>Supply, installation &amp; commissioning of Chemical dosing pot at WTP in IITG campus.</b>
<b>Date of availability of tender paper in IITG website</b>	From 01.07.2021 to 07.07.2021
<b>Last Date &amp; time for Submission</b>	Upto 2.00 p.m. on 07.07.2021
<b>Date &amp; time for Opening</b>	At 3.30 p.m. on 07.07.2021
<b>Time of completion</b>	Forty-five (45) days from the date of issue of work order.
<b>Earnest Money</b>	Bid Security Declaration in Form-A

### Qualifying criteria for participating in the Tender:

1. Should be registered with Govt./ Semi Govt./ Autonomous Body in appropriate class.
2. Shall have experience in supply of chemical dosing pot or successfully completed execution of stainless steel fabrication work in any Govt./ Semi Govt. Department/ Autonomous Body during last seven years as follows:
  - (i) One work of value not less than ₹ 2.60 lakh, **OR** (ii) Two works of each value not less than ₹ 1.95 lakh, **OR** (iii) Three works of each value not less than ₹ 1.30 lac in Govt. / Semi Govt. Department/ Autonomous Body during last seven years.
3. PAN no. and GST Registration.
4. Tender document shall be downloaded from IIT website ([www.iitg.ac.in](http://www.iitg.ac.in)) only from 01.07.2021 to 07.07.2021
5. Submitted tender paper must be accompanied by the attested copies of the qualifying documents as stated above along with (a) Copy of PAN card (b) GST Registration certificate., (c) **DD/BC of ₹ 1000.00 (Rupees One Thousand only) as a cost of tender**

**paper** (non-refundable) in favour of “IIT Guwahati” payable at ‘Guwahati’. **Price bid shall be submitted with separate sealed envelope and marked as “Price-Bid”.**

6. Any further clarification including corrigendum, addendum, amendments, time extension etc. to the above tender will be posted in the website only. Bidders should therefore regularly visit the website [www.iitg.ac.in](http://www.iitg.ac.in).
7. Submission of Bid Security Declaration as per form ‘A’ by the bidders along with the tender.

The IIT Guwahati does not bind itself to accept the lowest tender and reserves itself the right to reject any or all the tenders received without assigning any reason thereof.

**HoS, IPM Section**

## **TERMS AND CONDITIONS :**

1. Only the firms or a contractor, who downloads the tender document from IITG website from 01.07.2021 to 07.07.2021, are eligible to participate in the tender. The tender submitted by other firm on behalf of any such firm shall not be accepted.
2. Rates shall be quoted in the Bill of Quantity (BOQ) furnished in **Annexure-A** in figure and words. If there is any variation between the rate of figure and word, the rate quoted in word will be considered.
3. The rate shall be firm up to the completion of work. No price escalation will be paid on any account.
4. The work shall be completed within **forty-five (45) days** from the date of handing over of the site.
5. The rate shall be inclusive of all taxes, GST, Royalty, loading, unloading and transportation etc. of all the materials to work site at IITG campus, Guwahati-39.
6. All the pages of the tender document shall be signed and dated at the lower right hand corner by the tenderer or by a person holding power of attorney authorizing him to sign on behalf of the tenderer before submission of the of the tender.
7. The documents submitted along with the application for tender in respect of Experience, registration will be verified by the Institute with respect to that stated in the NIT for qualifying for the tender. If after verification any such data/ information are not found true or has attempted to conceal any unfavourable data/ information, his/her tender shall be summarily rejected.
8. The owner reserves the right to take inputs regarding performance of a bidder on any similar work (on-going or completed) from a client whether disclosed in the tender or not. If any such report from the client is found to be unsatisfactory, the tender is liable to be rejected.
9. Any tender submitted without the documents mentioned above will be considered as incomplete tender and the tender will be rejected for which no communication will be made.
10. The contractor shall arrange all the plants, equipments, machineries etc. required for the works for which no extra charges will be paid.
11. The contractor will arrange for water and electricity at his own. However, the institute may provide electricity on the request of the contractor and under the terms and conditions fixed by the institute.
12. Any abnormal rate quoted in the tender will summarily be rejected for which no communication will be made.
13. Care shall be taken by the contractor to avoid damage to any part of the building or its finishing. He/they shall be responsible for repairing all damages and resorting the same to their original finish at his own cost. He / they shall also remove at his own cost all unwanted wastage and materials arising out of his work from the site.
14. **Payment of Bills:** The successful bidder if desire may submit their Running Account Bill as per progress of work and actual execution. Site Engineer will prepare RA Bill for release of payment subject to his satisfaction in progress of work.

After successful completion of work, as per specification and requirement, the contractor must submit their Final Bill including detail measurement along with Forest Department or other department clearance if necessary within one month from the date of completion of work. On submission, the site engineer will prepare the bill subject to his satisfaction and put up for payment within fifteen days.

15. **Performance Guarantee Period:** Validity of Performance Guarantee shall be upto 12 (Twelve) months from the date of completion of the work. Any damage or defect in the work during this period shall be made good by the contractor at their own expenses. Otherwise the same will be made good by engaging other workmen and the expenses incurred will be deducted from their security deposit.
16. **Performance Security Deposit:** 3% of the work order value should be submitted as Performance Security Deposit within 15 days of date of issue of work order and the same shall be refunded after the successful completion of Performance Guarantee period. No interest will be paid on Performance Security Deposit.
17. The IIT Guwahati does not bind himself to accept the lowest tender and reserves itself the right to reject any or all the tenders received without assigning any reason thereof. The work may be allotted in part for whole at the discretion of competent authority of the institute.
18. All other terms & conditions shall be as per provision of General Conditions of Contract followed by the institute.
19. All legal disputes will be subjected to jurisdiction of Guwahati High Court only.
20. Reasonability of the rates quoted by the contractors shall be determined by comparing to the justified estimated rates. If the lowest bid is too low and the tender evaluation committee feels that it is not possible to do the work as per specification, the tender shall be cancelled.
21. In case of Abnormally Low Bid, the tender evaluation committee may seek written clarifications from the bidders, including detailed price analyses of its bid price in relation to scope, schedule, allocation of risks and responsibilities, and any other requirement of bids document. If after evaluating the price analyses, the committee determines that the bidder has substantially failed to demonstrate its capability to deliver the contract at the offered price, the evaluation committee may reject the bid.
22. Lowest quotes above 10% of the justified estimate will not be accepted in any case and fresh tender invited.

**HoS, IPM Section**

**ANNEXURE- I**

**Particulars of the contractor:**

1. Name & Address of Contractor/ firm :  
Telephone no. :  
Fax no. :  
Email ID. :  
Mobile No. :  
:
2. Name & Address of local office at Guwahati :  
Telephone no. :  
Fax no. :  
Email ID :  
Mobile No. :  
:
3. Whether the firm is private or public  
Limited (attested copies of deed  
For articles of Association to be enclosed) :
4. Name of person holding the power of attorney :  
(attested copy of power of attorney  
to be enclosed)  
  
State his present nationality and liabilities :
5. Name of partners, their present nationalities  
with their liabilities( attested copy of partnership  
deed to be enclosed) :
6. Name & Address of Bankers :

I / We authorize IIT Guwahati to make any investigation to verify the authenticity of the statements and documents submitted with this application and obtain clarifications or information on the technical and financial aspects of the applicant.

**Seal of the Company /Firm**

**Signature of Tenderer**

**Date: .....**

**ANNEXURE-II**

**Compliance to requirement of tender documents:**

We confirm that our tender complies to the total techno-commercial requirements of Bidding document without any deviation.

**Seal**

**(Signature of the tenderer)**

## **ANNEXURE - III**

### **TENDER VALIDITY**

Tender shall remain valid for acceptance for a period of 120 (one hundred twenty) days from the date of opening of the tender. The tenderer shall not be entitled during the said period to revoke or cancel his tender or to vary the tender given or any term thereof. In case of tenderer revoking or canceling his tender or varying any term in regard thereof, the OWNER shall forfeit the earnest money paid by him along with the tender. Tender shall be revalidated for extended period as required by Owner in writing.

**Seal**

**(Signature of the tenderer)**



**FORM**  
**“ A ”**

**Bid Security Declaration Form**

Date:

To Dean(IPM)  
Indian Institute of Technology Guwahati  
Guwahati-781039

Name of Work: **Supply, installation & commissioning of Chemical dosing pot at WTP  
in IITG campus.**

**Tender No- No. IITG/IPM/NIT/FY20-21/35 Dated 26.02.2021**

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on \_\_\_\_\_ day of \_\_\_\_\_ (insert date of signing)

Corporate Seal (where appropriate)

# BILL OF QUANTITIES