



INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

Guwahati - 781 039, Assam

Phone : (0361) 2582061. 2582064 Fax : (0361) 2692771

NOTICE INVITING e-TENDER

No. IITG/ENGG/20/NIT/02

Dated: 09-03-2020

Two Bid e-tenders are invited from Govt. registered contractor for the following work. Tenders will be received up to **2.30 pm on 01.04.2020** and **Technical Bid** will be opened on the same day at **3.00 p.m.** through our e-tender portal i.e. www.tenderwizard.com/IITG in presence of intending tenderers or their authorized representatives. In case, the day of opening of the tender happen to be a holiday on account of Govt. notification and tender cannot be opened, the tender shall be opened on the next working day at 3.00 p.m. for which no separate communications will be made. Other terms & conditions are enclosed herewith.

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| Name of Work | : | Construction of Cycle Stand without Shed in Subansiri Hostel at IITG Campus. |
| E-Tender Website | : | www.tenderwizard.com/IITG |
| Earnest Money | : | Rs. 17,000/- (Demand Draft or Banker's Cheque only in favour of "IIT Guwahati" payable at 'Guwahati') |
| Estimated Cost | : | Rs.8,48,389.000 |
| Cost of Tender Paper | : | Rs. 500/- (Demand Draft or Banker's Cheque only in favour of "IIT Guwahati" payable at 'Guwahati') |
| Tender Processing Fees | : | As applicable online (Through e-Payment using Debit Card, Credit Card, Net Banking) |
| Date of receipt of application for tender paper | : | Tender document may be downloaded from the Institute website www.tenderwizard.com/IITG from |
| Date of issue of tender paper | : | 23.03.2020 to 30.03.2020 Up to 2:30pm |
| Last Date & time for Submission | : | Up to 2.30pm on 01.04.2020 |
| Date & time for Technical Opening | : | At 3.00 pm on 01.04.2020 |
| Date & Time for Financial Opening | : | Will be Intimate Later |
| Time of Completion | : | 45 days from the date of handing over the site. |

Technical Qualifying criteria Of Tender:

1. Registered with Govt./ Semi Govt. Department and Autonomous Body in appropriate class.
2. Should have completed works of similar nature having the following values:
 - a) Single work of value not less than of ` **Rs.6,80,000.00** or
 - b) Two works of value not less than of ` **Rs.5,10,000.00**. each or
 - c) Three works of value not less than of ` **Rs.3,40,000.00** each.During last seven (07) years in Govt./ Semi Govt. Department/ Autonomous Body.
3. PAN no. and GST Registration.

4. Vendors can download the tender document from The IITG E-tendering web site www.tenderwizard.com/IITG.
5. Earnest Money of ` **Rs.17,000.00** shall be deposited in the form of **Demand Draft or Banker's Cheque only** in favour of "IIT Guwahati" payable at 'Guwahati' and it should be reached in **"The Dean IPM, Engineer Section ,IIT Guwahati, , P.O. IIT Guwahati, North Guwahati, Dist: Kamrup Assam 781039"** before last date and time of submission of 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.

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Terms and conditions

1. 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.
2. The rate shall be firm up to the completion of work. No price escalation will be paid on any account.
3. The work shall be completed within Forty-Five (45) days from the date of issue of the formal work order.
4. The rate shall be inclusive of GST which is applicable as per Govt. order and royalty, loading, unloading and transportation etc. of all the materials to work site at IITG campus, Guwahati-39.
5. The documents submitted through online along with the 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 unfavorable data/ information, his/her tender shall be summarily rejected.
6. 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.
7. 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.
8. The contractor shall arrange all the plants, equipments, machineries etc. required for the works for which no extra charges will be paid.
9. The contractor will arrange for water and electricity at his own for construction works. However, the institute may provide electricity on the request of the contractor and under the terms and conditions fixed by the institute.
10. Any abnormal rate quoted in the tender will summarily be rejected for which no communication will be made.
11. The Earnest Money shall be paid in the form of Demand Draft/ Banker's cheque drawn in favour of "IIT Guwahati" payable at 'Guwahati'.
12. 10% of the Bill Value will be deducted as Security Deposit and will be released after 12 (Twelve) months from completion of the work. Any damage or defect in the work during this period due to materials supplied by you or bad workmanship shall be rectified or replaced by you at your own cost or the Engineer –in-charge may cause the same to be made good by other workman and deduct the expenses from the security deposit. No interest will be paid on security deposit.
13. 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.
14. All other terms & conditions shall be as per provision of General Conditions of Contract followed by the institute.
15. All legal disputes will be subjected to jurisdiction of Guwahati High Court only.

16. 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 and fresh tender invited.

If the lowest bid is below 10% of the justified estimate, additional initial security deposit of value by which the quote is below 10% of the justified estimate will have to be submitted by the bidder along with the specified initial security deposit within 15 days from the date of issue of Letter of Intent offering the work. The additional security deposit shall be refunded immediately after completion of the work. In case the lowest bidder is not able to complete the work, the security deposit and the additional security deposit will be forfeited and the contractor will be debarred for 2 years from participating in the tenders floated by the Institute after issuing a show case notice.

The initial and additional security deposit will be in the form in the form of Demand Draft/ Banker's cheque drawn in favour of "IIT Guwahati" payable at 'Guwahati'

In case the lowest bidder fails to submit the initial security deposit and the additional security deposit within the stipulated time, the offer will be cancelled and their EMD will be forfeited. In such case, the work will then be offered to the next lowest bidder (L2) at L2's rate and so on.

Lowest quotes above 10% of the justified estimate will not be accepted in any case and fresh tender invited.

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E- tendering Instruction to Bidder

P.C. connected with internet (Preferred broadband).

- Registration with Service provider portal <https://www.tenderwizard.com/IITG>
- The vendor should possess a Class III Digital Signature certificate (Mandatory).
(Bids will not be recorded without Digital Signature Certificate.)

For registration, Submission procedure and method of correspondence etc please visit our website- <https://www.tenderwizard.com/IITG> and click on the link. Vendor Help and download the manuals.

1. Help for participating in e-tender:

The detailed method for participating in the e-procurement is available in the website www.tenderwizard.com/IITG . The bidders have to Log on to ITI's web site and then click on the specified link "Vendor Help" to start participating in the e-procurement process.

2. Digital Certificates:

For integrity of data and its authenticity/ non-repudiation of electronic records, and be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC). also referred to as Digital Signature Certificate (DSC), of Class 3, issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

3. Method for submission of bid documents:

In this tender the bidder has to participate in ITI Limited e-tender portal (<https://www.tenderwizard.com/IITG>) online. If bidder wants to submit the copy of required documents by offline. For details please see below.

4. Offline submission:

The bidder shall submit the following documents offline to **The Dean IPM, Engineer Section ,IIT Guwahati, , P.O. IIT Guwahati, North Guwahati, Dist: Kamrup Assam 781039** on before before the date & time of submission of bids specified in NIT, in a Sealed Envelope. The envelope shall bear (the project name), the tender number and the words "DO NOT OPEN BEFORE" (due date & time).

Note:-Please do not submit your financial bid through offline, it will be submitted through online only <https://www.tenderwizard.com/IITG>.

*EMD-(Original copy).

* Cost of Tender Paper

5. Registration

To use the Portal (<https://www.tenderwizard.com/IITG>) Vendor needs to register on the portal by uploading the PAN & GST Registration Certificate.

Note: Please contact ITI Limited Helpdesk (as given below),if facing any kind of problem to get register.

Helpdesk No. 9073677150/151/152

Mr. Rishi Shankar Chatterjee :- 09674758726

Mr. Siddhartha Sundar Mondal – 09674758723

Mr. Siddhartha Jana – 09674758719

Note: Any support related mail problem should be sent to helplinetenderwizard@gmail.com and helpline8tenderwizard@gmail.com

6. Price schedule / BOQ

Utmost care may kindly be taken to upload price schedule / BOQ. Any change in the format of price schedule / BOQ file shall render it unfit for bidding. Following steps may be followed:

- i. Download price schedule / BOQ in .xls format.
- ii. Fill rates in down loaded price schedule / BOQ as specified in .XLS format
- iii. Price has to be filled in the same file and the same has to be uploaded.
- iv. Save filled copy of downloaded price schedule / BOQ file in your computer and remember its name & location for uploading correct file (duly filled in) when required.

7. Other Instructions

For further instructions, the vendor should visit the home-page of the portal (<https://www.tenderwizard.com/IITG>) and go to the registered me link. A vender Registration page will be opened and their all required information regarding bidder online registration process mentioned read carefully and registered himself

- 7.1 Authorized e-Tendering agency namely M/s ITI Limited .
- 7.2. Bidder shall have to pay one time annual registration fee through electronic transfer for participating any e-bid published by IIT Guwahati through ITI.
- 7.3. On registration with ITI bidder shall be provided access to ITI e-Tender web portal for accessing and down loading and uploading bid document. It may please be noted that bidder can access and download bid document but cannot participate in tendering process without registering themselves with ITI e-tender portal.

8. Minimum Requirements at Bidders end

- 2 Mbps Broadband connectivity with UPS.
- Microsoft Internet Explorer 9.0 or above
- Computer System with good configuration (Min P IV,2 GB RAM, Windows 7)
- Digital Certificate(s) for users.