

Notice Inviting Quotation (E-Procurement mode)
कोटेशन को आमंत्रित करने की सूचना (इ-प्रोक्योरमेंट मोड)

INDIAN INSTITUTE OF TECHNOLOGY DELHI
भारतीय प्रौद्योगिकी संस्थान दिल्ली
HAUZ KHAS, NEW DELHI-110016
हौज खास, नई दिल्ली -110016

Dated/ दिनांक : 17-05-2024

Open Tender Notice No. / खुला प्रस्ताव निविदा सूचना नंबर: IITD/Works (SP-4641)2024

Indian Institute of Technology Delhi is in the process of purchasing following item(s) as per details as given as under.

इंडियन इंस्टीट्यूट ऑफ टेक्नोलॉजी दिल्ली निम्नलिखित मदों की खरीद की प्रक्रिया में है।

Details of the item आइटम का विवरण	Procurement of (i) Self Contained hot & Cold drinking water with inbuilt RO+UV in 150ltrs Capacity. (ii) Stainless steel water tank insulated in 2000ltrs Capacity.
Earnest Money Deposit to be submitted बयाना जमा करने के लिए जमा राशि	12,190.00 bidders are required to submit 'Bid Security Undertaking' in lieu of EMD (Annexure-IX) [EMD exemption not allowed]
Warranty वारंटी अवधि	1 Years
Performance security निष्पादन सुरक्षा	5% of Contract value
Delivery Schedule	<i>To be completed in one month from the date of the purchase order</i>
Mandatory Minimum Local Content	1) 50% for Class I Supplier 2) 20% for Class II Supplier

Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at 'Instructions for online Bid Submission'.

Tenderers can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type 'IIT'. Thereafter, Click on "GO" button to view all IIT Delhi tenders). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <http://eprocure.gov.in/eprocure/app> as per the schedule given in the next page.

No manual bids will be accepted. All quotation (both Technical and Financial should be submitted in the E-procurement portal).

Executive Engineer [ED-II]
Works Department

SCHEDULE

Name of Organization	Indian Institute of Technology Delhi
Tender Type (Open/Limited/EOI/Auction/Single/Global)	Open
Tender Category (Services/Goods/works)	Works
Type/Form of Contract (Work/Supply/ Auction/ Service/ Buy/ Empanelment/ Sell)	Supply
Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)	Electrical Work
Source of Fund (Institute/Project)	Budget Code: IoE (Institute Fund)
Currency	Indian Rupee (INR)
Date of Issue/Publishing	17/05/2024 (17:00 Hrs)
Document Download/Sale Start Date	17/05/2024 (17:00 Hrs)
Document Download/Sale End Date	24/05/2024 (15:00 Hrs)
Date for Pre-Bid Conference	N.A.
Venue of Pre-Bid Conference	N.A.
Last Date and Time for Uploading of Bids	24/05/2024 (15:00 Hrs)
Date and Time of Opening of Technical Bids	27/05/2024 (15:00 Hrs)
EMD	<p>Rs.12,190.00 EMD (To be paid through RTGS/NEFT. IIT Delhi Bank details are as under: Name of the Bank A/C : IITD Revenue Account SBI A/C No. : 10773572622 Name of the Bank : State Bank of India, IIT Delhi, Hauz Khas, New Delhi-110016 IFSC Code : SBIN0001077 MICR Code : 110002156 Swift No. : SBININBB547 (This is mandatory that UTR Number is provided in the on-line quotation/bid. (Kindly refer to the UTR Column of the Declaration Sheet at Annexure-II) OR Demand Draft / FDR favouring Registrar, IIT Delhi Payable at SBI, IIT Delhi Branch. Scanned copy of DD / FDR needs to be uploaded along with the Technical Bid. Exact Original DD/ FDR shall have to be submitted to the tender inviting authority by the bidder as and when required after opening of bid.</p>
No. of Covers (1/2/3/4)	02
Bid Validity days (180/120/90/60/30)	90 days (From last date of submission of tender)
Address for Communication	Executive Engineer ED-II, Works Department Indian Institute of Technology Delhi Hauz Khas, New Delhi-110016

Contact No.	0112659 1453
Email Address	a26318@iitd.admin.iitd.ac.in , a26333@iitd.admin.ac.in

Instructions for Online Bid Submission/ ऑनलाइन बोली (बिड) के लिए निर्देश:

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<http://eprocure.gov.in/eprocure/app>

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) by clicking on the link “Click here to Enroll”. Enrolment on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.

SEARCHING FOR TENDER DOCUMENTS/ निविदा दस्तावेजों के लिए खोजना

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS / बोली (बिड) की तैयारी

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS/ बोली (बिड) का जमा करना

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “on-line” to pay the tender fee as applicable and enter details of the instrument. Whenever, Tender fees is sought, bidders need to pay the tender fee separately on-line through RTGS (Refer to Schedule, Page No.2).
- 4) A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 5) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 6) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9) Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

ASSISTANCE TO BIDDERS / बोलीदाताओं को सहायता

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

General Instructions to the Bidders / बोलीदाताओं के लिए सामान्य निर्देश

- 1) The tenders will be received online through portal <http://eprocure.gov.in/eprocure/app> . In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
- 2) Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link “Information about DSC”.
- 3) Tenderer are advised to follow the instructions provided in the ‘Instructions to the Tenderer for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>.

WORKS DEPARTMENT

Indian Institute of Technology
Hauz Khas, New Delhi-110 016

NOTICE INVITING QUOTATIONS

Subject: Procurement of (i) Self Contained hot & Cold drinking water with inbuilt RO+UV in 150ltrs Capacity. (ii) Stainless steel water tank insulated in 2000ltrs Capacity.

Invitation for Tender Offers

Indian Institute of Technology Delhi invites online Bids (Technical bid and Commercial bid) from eligible and experienced OEM (Original Equipment Manufacturer) OR OEM Authorized Dealer for **Procurement of (i) Self Contained hot & Cold drinking water with inbuilt RO+UV in 150ltrs Capacity. (ii) Stainless steel water tank insulated in 2000ltrs Capacity.** with on-site comprehensive warranty from the date of receipt of the material as per terms & conditions specified in the tender document, which is available on CPP Portal <http://eprocure.gov.in/eprocure/app>

TECHNICAL SPECIFICATION FOR WATER COOLER INBUILT RO:

Sl. No.	Technical Specifications
1	Water tank sheet material & thickness — Stainless Steel (SS 304) Thickness ñ 0.5 mm
2	Drip Tray: single sheet moulded drain to prevent water spillage Stainless Steel (SS 304 grade)
3	Faucet material — Brass (Cr Plated)
4	Condenser tubing — Grooved copper.
5	Legs — PP (B120mA) or Stainless steel
6	Water inlet- hose & overflow pipe shall be provided.
7	Refrigerant — Non CFC
8	Power Consumption — 1550 W
9	Final water temperature shall be from 13°C to 16°C -k2°C
10	Plastic used in storage tank or any part coming in contact with water shall be of food grade.
11	Water cooler storage shall be suitable insulated to keep the water cool for longer period.
12	Thermostat — Automatically controls temperature.
13	Lock — Locking facility on tank door for safety

14	Anti-corrosive fins on condenser for longer life.
15	Warranty on machine — 12 months.
16	Warranty on Compressor — 12 months.
17	Water tank cover & lid bottom sheet material — High Impact Polystyrene (HIP) or stainless steel 304 grade
18	Water tank cover & lid bottom sheet thickness — 1mm
19	Cooler Cabinet and Base — Stainless steel 304 grade
20	Cooler Cabinet Sheet Thickness – 0.8mm
21	Net Weight – 125Kg
22	OEM should have following certificates: ISO 9001, ISO 14001, ISO45001

TECHNICAL SPECIFICATION SS WATER TANK:

Sl. No.	Technical Specifications
1	Diameter of shell-Inner/Outer is 1360/1500 mm
2	Height of shell/Overall height is 1397/2150 mm.
3	Shell Thickness-Inner/Outer is 0.8/0.5 mm.
4	Thickness Bottom/Top is 0.8/0.8 mm.
5	Lid Diameter/Airvent is 540/20 mm.
6	Weight-Overall Tank/Stand is 136/10 Kg.
7	Connection- Inlet/Overflow is 25/25 mm.
8	Connection- Outlet 2/Drain is 40/40 mm.
9	Insulation Thickness/Overall is 70/140 mm.

TERMS & CONDITIONS DETAILS

Sl. No.	Specification
1.	Due date: The tender has to be submitted on-line before the due date. The offers received after the due date and time will not be considered. No manual bids will be considered.
2.	Preparation of Bids: The offer/bid should be submitted in two bid systems i.e. Technical bid and Financial bid. The Technical bid should consist of all technical details along with commercial terms and conditions. Financial bid should indicate item wise price for the items mentioned in the technical bid in the given format i.e BoQ_EXL. The Technical bid and the financial bid should be submitted Online. <i>Note: -Comparison of prices will be done ONLY on the bids submitted for the Main Equipment and anything asked as 'Optional' in the specs is not to be included for overall comparison.</i>
3.	EMD: The tenderer should submit an EMD amount through RTGS/NEFT. The Technical Bid without EMD would be considered as UNRESPONSIVE and will not be accepted. The EMD will be refunded without any interest to the unsuccessful bidders after the award of contract. Refer to Schedule (at page 1 of this document) for its actual place of submission.
4.	Refund of EMD: The EMD will be returned to unsuccessful Tenderer only after the Tenders are finalized. In case of successful Tenderer, it will be retained till the successful and complete installation of the equipment.
5.	Acceptance/ Rejection of bids: The Committee reserves the right to reject any or all offers without assigning any reason.
6.	Packing Instructions: Each package will be marked on three sides with proper paint/indelible ink, the following: i.Item Nomenclature ii.Order/Contract No. iii.Supplier's Name and Address iv.Consignee details v.Packing list reference number
7.	Delivery and Documents: Delivery of the goods should be made within a maximum of 04 weeks (<i>for goods ready for shipment</i>) & Maximum (<i>To be filled by Purchaser</i>) weeks (<i>For special/ to be fabricated goods</i>) from the date of the Purchase Order. Within 24 hours of shipment, the supplier shall notify the purchaser and the insurance company by email the full details of the shipment including contract number, railway receipt number/ AAP etc. and date, description of goods, quantity, name of the consignee, invoice etc. The supplier shall mail the following documents to the purchaser with a copy to the insurance company: 1. 4 Copies of the Supplier invoice showing contract number, goods' description, quantity 2. unit price, total amount; 3. Insurance Certificate if applicable; 4. Manufacturer's/Supplier's warranty certificate; 5. Inspection Certificate issued by the nominated inspection agency, if any 6. Supplier's factory inspection report; and 7. Certificate of Origin (if possible by the beneficiary); 8. Two copies of the packing list identifying the contents of each package. 9. The above documents should be received by the Purchaser before arrival of the Goods (except where the Goods have been delivered directly to the Consignee with all documents) and, if not received, the Supplier will be responsible for any consequent expenses.
8.	Delayed delivery: If the delivery is not made within the due date for any reason, the Committee will have the right to impose penalty 1% per week and the maximum deduction is 10% of the contract value / price.

9.	<p>Notices: For the purpose of all notices, the following shall be the address of the Purchaser and Supplier.</p> <p>Purchaser: Executive Engineer (ED-II), Works Department Institute of Technology Hauz Khas, New Delhi - 110016.</p> <p>Supplier: (To be filled in by the supplier)</p>
10.	<p>Progress of Supply: Wherever applicable, supplier shall regularly intimate progress of supply, in writing, to the Purchaser as under:</p> <ol style="list-style-type: none"> 1. Quantity offered for inspection and date; 2. Quantity accepted/rejected by inspecting agency and date; 3. Quantity dispatched/delivered to consignees and date; 4. Quantity where incidental services have been satisfactorily completed with date; 5. Quantity where rectification/repair/replacement effected/completed on receipt of any communication from consignee/Purchaser with date; 6. Date of completion of entire Contract including incidental services, if any; and 7. Date of receipt of entire payments under the Contract (In case of stage-wise inspection, details required may also be specified).
11.	<p>Inspection and Tests: Inspection and tests prior to shipment of Goods and at final acceptance are as follows:</p> <ul style="list-style-type: none"> • After the goods are manufactured and assembled, inspection and testing of the goods shall be carried out at the supplier's plant by the supplier, prior to shipment to check whether the goods are in conformity with the technical specifications attached to the purchase order. Manufacturer's test certificate with data sheet shall be issued to this effect and submitted along with the delivery documents. The purchaser shall be present at the supplier's premises during such inspection and testing if need is felt. The location where the inspection is required to be conducted should be clearly indicated. The supplier shall inform the purchaser about the site preparation, if any, needed for installation of the goods at the purchaser's site at the time of submission of order acceptance. • The acceptance test will be conducted by the Purchaser, their consultant or other such person nominated by the Purchaser at its option after the equipment is installed at purchaser's site in the presence of supplier's representatives. The acceptance will involve trouble free operation and ascertaining conformity with the ordered specifications and quality. There shall not be any additional charges for carrying out acceptance test. No malfunction, partial or complete failure of any part of the equipment is expected to occur. The Supplier shall maintain necessary log in respect of the result of the test to establish to the entire satisfaction of the Purchaser, the successful completion of the test specified. • In the event of the ordered item failing to pass the acceptance test, a period not exceeding one weeks will be given to rectify the defects and clear the acceptance test, failing which the Purchaser reserve the right to get the equipment replaced by the Supplier at no extra cost to the Purchaser. • Successful conduct and conclusion of the acceptance test for the installed goods and equipment shall also be the responsibility and at the cost of the Supplier.
12.	<p>Applicable Law: The place of jurisdiction would be New Delhi (Delhi) INDIA.</p>
13.	<p>Right to Use Defective Goods: If after delivery, acceptance and installation and within the guarantee and warranty period, the operation or use of the goods proves to be unsatisfactory, the Purchaser shall have the right to continue to operate or use such goods until rectifications of defects, errors or omissions by repair or by partial or complete replacement is made without interfering with the Purchaser's operation.</p>
14.	<p>Supplier Integrity: The Supplier is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state of the art methods and economic principles and exercising all means available to achieve the performance specified in the contract.</p>

15.	<p>Training: The Supplier is required to provide training to the designated Purchaser's technical and end user personnel to enable them to effectively operate the total equipment.</p>
16.	<p>Installation & Demonstration: The supplier is required to done the installation and demonstration of the equipment within one month of the arrival of materials at the IITD site of installation, otherwise the penalty clause will be the same as per the supply of materials. In case of any mishappening/damage to equipment and supplies during the carriage of supplies from the origin of equipment to the installation site, the supplier has to replace it with new equipment/supplies immediately at his own risk. Supplier will settle his claim with the insurance company as per his convenience. IITD will not be liable to any type of losses in any form.</p>
17.	<p>Incidental services: The incidental services also include:</p> <ul style="list-style-type: none"> ● Furnishing of 01 set of detailed operations & maintenance manual. ● Arranging the shifting/moving of the item to their location of final installation within IITD premises at the cost of Supplier through their Indian representatives.
18.	<p>Governing Language: The contract shall be written in English language. English language version of the Contract shall govern its interpretation. All correspondence and other documents pertaining to the Contract, which are exchanged by the parties, shall be written in the same language.</p>
19.	<p>User list: Brochure detailing technical specifications and performance, list of industrial and educational establishments where the items enquired have been supplied must be provided. (Ref. Annexure-III)</p>
20.	<p>Manuals and Drawings:</p> <ol style="list-style-type: none"> (i) Before the goods and equipment are taken over by the Purchaser, the Supplier shall supply operation and maintenance manuals. These shall be in such details as will enable the Purchaser to operate, maintain, adjust and repair all parts of the works as stated in the specifications. (ii) The Manuals shall be in the ruling language (English) in such form and numbers as stated in the contract. (iii) Unless and otherwise agreed, the goods equipment shall not be considered to be completed for the purposes of taking over until such manuals and drawing have been supplied to the Purchaser.
21.	<p>Compliance certificate: This certificate must be provided indicating conformity to the technical specifications. (Annexure-I)</p>
22.	<p><u>It is mandatory for bidders to quote items having local content minimum 20%. Refer revised Public Procurement (Preference to Make in India), Order 2017, No. P-45021/2/2017-PP (B.E-II) dated 16.09.2020 issued by DPIIT, Ministry of Commerce and Industry, Govt. of India. (Submit duly filled Annexure VIII for the same). <i>The Annexure VIII once submitted in the Technical Bid will be final. Submission of Revised Annexure VIII will NOT be accepted.</i></u></p> <p><i>As per O.M. of DPIIT, Ministry of Commerce and Industry, Govt. of India No.P-45021/102/2019-BE-II- Part (1) (E-50310) Dated 04.03.2021, Bidders offering Imported products will fall under the category of Non_Local Suppliers. They cannot claim themselves as Class-I or Class –II Local Suppliers by claiming the services such as Transportation, Insurance, Installation, Commissioning, Training and After Sale Service Support like AMC/ CMC etc. as Local Value Addition.</i></p>

COMMERCIAL AND ADDITIONAL CONDITIONS

1. GENERAL

- 1.1. The work shall be executed as per General Specifications for Electrical Works **Part-I (Int.) 2023, Part-II (Ext.) 2023**, as amended upto date, relevant I.E.Rules, BIS/IEC and as per directions of HoD or his representative. These additional specifications/conditions are to be read in conjunction with above and in case of variations; specifications given in these additional conditions shall apply. However, nothing extra shall be paid on account of these additional specification and conditions, as the same are to be read along with schedule of quantities for the work.
- 1.2. The tenderer should in his own interest visit the site and get familiarize with the site conditions before tendering.
- 1.3. No T&P shall be issued by the Department and nothing extra shall be paid on account of this.
- 1.4. **Bidder should submit Bid specific / Tender Specific Authorization Letter from the OEM for the Guaranteed Technical Particulars as per Annx-I (Technical Compliance) on OEM letter Head.**

2. The OEM shall guarantee the availability of service and spares for the period of minimum 1 years beyond the completion

3. COMMERCIAL CONDITIONS:

- 3.1. **Type of contract:** The work to be awarded by this tender shall be treated as an indivisible works contract.
- 3.2. **Submission and opening of Tenders:**
 - 3.2.1. The tender is in two parts:
 - 3.2.1.1. Part-I -Technical cum Un-priced commercial Bid
 - 3.2.1.2. Part-II-Price Bid
- 3.3. The tender shall be submitted online, duly completed as per NIT conditions within period of bid submission.
- 3.4. The tenderers are advised not to deviate from the technical specifications / item, commercial terms and conditions of NIT like terms of payment, guarantee, arbitration clause, escalation etc.
- 3.5. Technical cum un-priced commercial bid only shall be opened on the due date and time in the presence of tenderers or their authorized representative who wish to remain present.
- 3.6. Scrutiny/evaluation of the technical-cum-commercial bid shall be done by the department. In case, it is found that the technical-cum-commercial bid of a tenderer is not in line with NIT specifications/requirements and/or contains too many deviations, the department reserves the right to reject the technical bid of such firms(s) without making any reference to the tenderer(s).
- 3.7. Necessary clarifications required by the department shall have to be furnished by the tenderer within the time given by the department for the same. The tenderer will have to depute his representative to discuss with the officer(s) of the department as and when so desired. In case, in the opinion of the department a tenderer is taking undue long time in furnishing the desired clarifications, his bid will be rejected without making any reference.

- 3.8. After obtaining clarification from all the tenders, the department will intimate the tenders whose technical cum commercial bids are acceptable.
- 3.9. The price bids of only those tenderers shall be opened whose technical bids are found to be technically acceptable. The time and date of opening of price bid shall be fixed after the technical cum unpriced commercial bid is accepted and intimated to them by post/Fax/e-mail.
- 3.10. The department reserves the right to reject any or all the price bids and call for fresh prices/tenders as the case may be without assigning any reason.

4. TERMS OF PAYMENTS

- 4.1. Payment shall be released after successful completion (Supply, Installation, Testing and satisfactory commissioning) of the work. However, Final bill may be preferred to the extent of pro-rata basis based on progress of overall work. Bidder should note that necessary documents (PAN card, cancelled cheque, GST Reg. proof and RTGS mandate form as per prescribed proforma of IIT Delhi) be submitted as soon as the work is awarded to them. Separate Contractor's Code shall be generated in IIT Delhi if the bidder is a new contractor to IIT Delhi ('Code' is perpetual in nature). Payment shall be processed after submission of Invoice and necessary documents / certificates (as mentioned in the NIT). There is a prevailing practice of pre-audit (for total tendered amount more than 3 lakhs) at IIT Delhi before releasing payment. Bidder shall have to comply all necessary documents as outlined in the Contract as to be desired by the Auditor and or by the accountant. It may take one to two months in the whole process (from submission / acceptance of bill in CMB / MB by the contractor upto processing by Accounts section) to release payment subject to quick compliance of all submittals by the contractor.

5. AWARD OF WORK

- 5.1. Work shall be awarded to the successful bidder only after concurrence of the **Auditor of the Internal Audit Section** of the IIT Delhi as per extant Rules of the Institute.

6. SECURITY DEPOSIT

- 6.1. Security Deposit shall be deducted from each running bill and final bill to the extent of 5% of the gross amount payable. The security deposit shall be released on the expiry of the guarantee/ Maintenance period stipulated in the contract i.e. 01 Years.

7. PERFORMANCE GUARANTEE

- 7.1. The successful tenderer shall submit an irrevocable performance guarantee of 5% of the tendered amount in addition to other deposit mentioned elsewhere in the contract for his proper performance of the contract agreement within 5 days of issue of letter of acceptance of tender. This guarantee shall be in the form of Demand Draft/Pay order of irrevocable bank guarantee bond of any schedule bank or the State Bank of India in the specified perform a of Government Security, fixed deposit receipt pledged in favour of **Registrar, IIT Delhi** or as specified in the letter of acceptance of tender. The performance guarantee shall be initially valid up to the stipulated date of completion of defect liability period of one year plus 60 days. This bank guarantee shall be kept valid till the recording of completion certificate for the work by the competent authority.
- 7.2. Taxes deducted as per deduction GRF rule shall be made at source as per the prevalent laws.

8. RATES

- 8.1. The rates quoted by the tenderer, shall be firm and inclusive of all taxes (including works GST & labour cess), duties, levies, etc. and all charges for packing forwarding, insurance, freight and delivery, installation, testing and commissioning etc. at site including temporary construction of storage, risks overhead charges, general liabilities/obligations.

9. COMPLETENESS OF TENDER

- 9.1. All sundry equipments, fitting, unit assemblies, accessories, hardware items, foundation bolts,

termination lugs for electrical connections and all other items which are useful and necessary for efficient assembly and installation of equipment and components of the work shall be deemed to have been included in the tender irrespective of the fact whether such items are specially mentioned in the tender documents or not.

10. STORAGE AND CUSTODY OF MATERIAL

- 10.1.** The agency has to make his own arrangement for storage. No separate storage accommodation shall be provided by the department. Watch and ward of the storage and their safe custody shall be responsibility till the final taking over of the installation by the department.

11. CARE OF THE BUILDING

- 11.1.** Care shall be taken by the contractor while handling and installing the various equipment and components of the work to avoid damage to the building. He shall be responsible for repairing all damages and restoring the same to their original finish at his cost. He shall also remove at his cost all unwanted and waste material arising out of the installation from the site of work.

12. COMPLETION PERIOD

- 12.1.** The completion period indicated in the tender documents is for the entire work of planning, designing, approval of drawings etc, arrangement of materials & equipments, delivery at site including transportation, installation, testing, commissioning and handing over of the entire system to the satisfaction of the HoD or his representative.
- 12.2.** The tenderer shall guarantee among other things, the following:
- 12.2.1.** Quality, strength and performance of the material used as per manufacturer's standards.
- 12.2.2.** Safe mechanical and electrical stress on all part under all specified conditions of operation.
- 12.2.3.** Satisfactory operation during the maintenance period.
- 12.2.4.** Type Test Certificates of the Supplied materials are required.

13. POWER SUPPLY

- 13.1.** Power supply shall be made available by the department at one point near the site free of cost, if required. Further, the arrangement for tapping power supply from this point shall be made by the contractor.

14. EXTENT OF WORK

- 14.1.** The work shall comprise of entire labour including supervision and all material necessary to make a complete installation and such tests and adjustment and commissioning as may be required by the department. The term complete installation shall not only mean major items of the plant and equipment's covered by the specification but all incidental sundry components necessary for complete execution and satisfactory performance of installation with all layout charts whether or not those have been mentioned in details in the tender documents in connection with this contract as this is a turnkey job.

15. VALIDITY

- 15.1.** Tenders shall be valid for acceptance for a period 90 days of days from the date of opening of the Technical Bid.

16. COMPLIANCE WITH REGULATIONS AND INDIAN STANDARDS

- 16.1.** All works shall be carried out in accordance with relevant regulation both statutory and those specified by the Indian Standards related to the works covered by this specification in particular, the equipment and installation will comply with the following:

- 16.1.1. Factories Act
- 16.1.2. Indian Electricity Rules
- 16.1.3. B.I.S. & other standards as applicable
- 16.1.4. Workmen's compensation Act
- 16.1.5. Statutory norms prescribed by local bodies like the fire department, CEA, Power Supply Co.etc.

17. INDEMNITY

- 17.1. The successful tenderer shall at all times indemnify the department, consequent on this works contract. The successful tenderer shall be liable, in accordance with the Indian Law and Regulations for any accident occurring due to any cause and the contractor shall be responsible for any accident or damage incurred or claims arising there from during the period of erection, construction and putting into operation the equipments and ancillary equipment under the supervision of the successful tenderer in so far as the latter is responsible. The successful tenderer shall also provide all insurance including third party insurance as may be necessary to cover the risk. No extra payment would be made to the successful tenderer on account of the above.

18. ERECTION TOOLS

- 18.1. No tools and tackles either for unloading or for shifting the equipments for erection purposes would be made available by the department. The successful tender shall make his arrangement for all these facilities

19. COOPERATION WITH OTHER AGENCIES AND OCCUPANTS OF THE BUILDING

- 19.1. The successful tenderer shall co-ordinate with other working contractors, if any and other occupants of different offices / Labs, etc., and exchange freely all technical information so as to make the execution of this work / contract smooth. No remuneration should be claimed from the department for such technical cooperation. If any unreasonable hindrance is caused to other agencies and any completed portion of the work has to be dismantled and re-done for want of cooperation and coordination by the tenderer during the course of work, such expenditure incurred will be recovered from the successful tenderer if the restoration work to the original condition or specification of the dismantled portion of work was not undertaken by the tenderer himself.

20. MOBILIZATION ADVANCE

- 20.1. No mobilization advance shall be paid for this work

21. POLICY OF THE INSTITUTE

- 21.1. Institute has a policy against **sexual harassment** and is committed to providing an environment free from **sexual harassment of women** at the workplace. Contractor shall have to abide by the policy of the Institute with due diligence. Any violation on the part of the contractor shall be dealt with the extant rules of the Institute.

COMPLIANCE SHEET

TECHNICAL SPECIFICATION FOR SELF-CONTAINED DRINKING WATER COOLERS

Sl. No.	Technical Specifications	Compliance Y/N
1	Water tank sheet material & thickness — Stainless Steel (SS 304) Thickness ñ 0.5 mm	
2	Drip Tray: single sheet moulded drain to prevent water spillage Stainless Steel (SS 304 grade)	
3	Faucet material — Brass (Cr Plated)	
4	Condenser tubing — Grooved copper.	
5	Legs — PP (B120mA) or Stainless steel	
6	Water inlet- hose & overflow pipe shall be provided.	
7	Refrigerant — Non CFC	
8	Power Consumption — 1550 W	
9	Final water temperature shall be from 13°C to 16°C -k2°C	
10	Plastic used in storage tank or any part coming in contact with water shall be of food grade.	
11	Water cooler storage shall be suitable insulated to keep the water cool for longer period.	
12	Thermostat — Automatically controls temperature.	
13	Lock — Locking facility on tank door for safety	
14	Anti-corrosive fins on condenser for longer life.	
15	Warranty on machine — 12 months.	
16	Warranty on Compressor — 12 months.	
17	Water tank cover & lid bottom sheet material — High Impact Polystyrene (HIP) or stainless steel 304 grade	
18	Water tank cover & lid bottom sheet thickness — 1mm	
19	Cooler Cabinet and Base — Stainless steel 304 grade	
20	Cooler Cabinet Sheet Thickness – 0.8mm	

21	Net Weight – 125Kg	
22	OEM should have following certificates: ISO 9001, ISO 14001, ISO45001	

I have also enclosed all relevant documents in support of my claims, (as above) in the following pages.

Signature of Bidder

Name: _____

Designation: _____

Organization Name: _____

Contact No. : _____

TECHNICAL SPECIFICATION FOR STAINLESS STEEL WATER TANK

Sl. No.	Technical Specifications	Compliance Y/N
1	Diameter of shell-Inner/Outer is 1360/1500 mm	
2	Height of shell/Overall height is 1397/2150 mm.	
3	Shell Thickness-Inner/Outer is 0.8/0.5 mm.	
4	Thickness Bottom/Top is 0.8/0.8 mm.	
5	Lid Diameter/Airvent is 540/20 mm.	
6	Weight-Overall Tank/Stand is 136/10 Kg.	
7	Connection- Inlet/Overflow is 25/25 mm.	
8	Connection- Outlet 2/Drain is 40/40 mm.	
9	Insulation Thickness/Overall is 70/140 mm.	

I have also enclosed all relevant documents in support of my claims, (as above) in the following pages.

Signature of Bidder

Name: _____

Designation: _____

Organization Name: _____

Contact No. : _____

**<< Organization Letter Head >>
DECLARATION SHEET**

We, _____ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

This is certified that our organization has been authorized (Copy attached) by the OEM to participate in Tender. We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover, OEM has agreed to support on regular basis with technology / product updates and extend support for the warranty.

The prices quoted in the financial bids are subsidized due to academic discount given to IIT Delhi.

We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	NAME & ADDRESS OF THE Vendor/ Manufacturer / Agent
1. Phone	
2. Fax	
3. E-mail	
4. Contact Person Name	
5. Mobile Number	
6. GST Number	
7. PAN Number	
(In case of on-line payment of Tender Fees)	
8. UTR No. (For Tender Fee)	
9. Kindly provide bank details of the bidder in the following format: a) Name of the Bank	
b) Account Number	

(Signature of the Tenderer)

Name: _____

Seal of the Company

List of Govt. Organization/Deptt.

List of Government Organizations for whom the Bidder has undertaken such work during last three years (must be supported with work orders)		
Name of the organization	Name of Contact Person	Contact No.

Name of application specialist / Service Engineer who have the technical competency to handle and support the quoted product during the warranty period.		
Name of the organization	Name of Contact Person	Contact No.

Signature of Bidder

Name: _____

Designation: _____

Organization Name: _____

Contact No. : _____

ORIGINAL EQUIPMENT MANUFACTURER (OEM)
Manufacturing Authorization form (MAF)
(On Letter Head of Manufacturer)

ANNEXURE-V

Tender No. :-

Date:-

To
Executive Engineer (ED-II),
Indian Institute of Technology Delhi,
New Delhi- 110016

Dear Sir,

We manufactures of original equipment at (.....address of factory.....) do hereby authorize M/s (**Name and address of Agent**) to submit a bid, negotiate and receive the order format against your tender enquiry.

M/s. is authorized to bid and conclude the contract in regard to this business.

We hereby extend our full guarantee and warranty as per clause of the terms and conditions NIQ for the goods and services offered by the above firm.

Yours Faithfully,

(Name)

(Name & Seal of Manufactures)

Note: -

1. **Items of indigenous nature or quoted in INR**, more than 1 authorized representative may participate in the same tender and submit their bids on behalf of their OEM/Principal/Manufacturer if the OEM permits more than one authorized bidder in such case as per their policy.
2. **In cases of agents quoting in offshore procurements**, on behalf of their principal manufacturers, one agent cannot represent two manufacturers or quote on their behalf in a particular tender enquiry. **One manufacturer can also authorize only one agent/dealer**
3. The letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. The same should be included by the bidder in its techno-commercial unpriced bid.

(ANNEXURE-VIII)

DECLARATION OF LOCAL CONTENT

(To be given on Company Letter Head – For tender value below Rs.10 Crores)

(To be given by Statutory Auditor/ Cost Auditor/ Cost Accountant/ CA for tender value above Rs.10 Crores)

To,
Executive Engineer (ED-II),
Indian Institute of Technology Delhi
New Delhi-110016

Subject: - Declaration of Local Content

Tender Reference No: _____

Name of Tender/ Work: _____

1. Country of Origin of Goods being offered: _____
2. We hereby declare that items offered has _____% local content
3. Details of the Location at which the Local Value Addition is made _____
4. Details of Local Content _____

“*Local Content*” means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.

Bidders offering Imported products will fall under the category of Non-Local Suppliers. They cannot claim themselves as Class-I or Class –II Local Suppliers by claiming the services such as Transportation, Insurance, Installation, Commissioning, Training and After Sale Service Support like AMC/ CMC etc. as Local Value Addition.

“*False declaration will be in breach of Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151(iii) of the General Financial Rules along with such other actions as may be permissible under law.”

Yours faithfully,

(Signature of the bidder, with Official Seal)

Note: It is mandatory for bidders to quote items having local content minimum 20%. Refer revised Public Procurement (Preference to Make in India), Order 2017, No. P-45021/2/2017-PP (B.E-II) dated 16.09.2020 issued by DPIIT, Ministry of Commerce and Industry, Govt. of India. (Submit duly filled Annexure VIII for the same). *The Annexure VIII once submitted in the Technical Bid will be final. Submission of Revised Annexure VIII will NOT be accepted.*

BID SECURITY UNDERTAKING

(To be issued by the bidder on company's letterhead in lieu of EMD)

To,

The Registrar,
I.I.T. Delhi, Hauz Khas,
Delhi – 110016.

We, M/s _____ (Name of the Firm), with ref. to Tender
No. _____ dated _____ hereby undertake that:

1. We accept all terms and conditions of the tender document.
2. We accept that, we will not modify our bid during the bid validity period and will honour the contract after the award of contract.
3. In the event of any modification to our bid by us or failure on our part to honour the contract after final award, our firm may be debarred from participation in any tender/ contract notified by IIT Delhi for a period of one year.

Yours faithfully,

(signature)

Name:

Date:

Office Seal:

BID SUBMISSION

Online Bid Submission:

The Online bids (complete in all respect) must be uploaded online in **two** Envelops as explained below: -

Envelope – 1 (Following documents to be provided as single PDF file)			
Sl. No.	Document	Content	File Types
1.	Technical Bid	Compliance Sheet (Annexure - I)	.PDF
2.		Organization Declaration (Annexure - II)	.PDF
3.		List of organizations/ clients where the same products have been supplied (in last two years) along with their contact number(s). (Annexure-III)	.PDF
4.		Technical supporting documents in support of all claims made at Annexure-I	.PDF
5.		Original Equipment Manufacturing Manufacturing Authorization Form (MAF) (Annexure – V)	.PDF
6.		Declaration of Local Content (Annexure-VIII)	.PDF
7.		Bid Security Undertaking in lieu of EMD (Annexure-IX)	.PDF
8.		Any other document with signed NIQ	.PDF
Envelope – 2			
Sl. No.	Document	Content	
1.	Financial Bid	Price bid should be submitted in given BOQ_.xls format.	.XLS

SCOPE OF WORK

Name of Work: - Procurement of (i) Self Contained hot & Cold drinking water with inbuilt RO+UV in 150ltrs Capacity. (ii) Stainless steel water tank insulated in 2000ltrs Capacity.

Item No.	Description of items	Unit	Qty.
1	Self-Contained Drinking Water Cooler with full body stainless steel 304 grade with inbuilt RO+UV system. Cooling capacity: 150 Ltrs/Hr. Storage capacity: 150Ltrs	Nos	2
2	Stainless Steel Water Tank – Insulated Tank – 6 Layer, SS 316, L – 1.0MM- 2000 Ltrs	No	1

T.S.[Plg.]

Sr. F/M[E]

Executive Engineer [ED-II)