



**National Institute of Design
Assam Tocklai, Rajabari,
Jorhat-785014.**

**NOTICE INVITING QUOTATION
FOR REPAIR OF INDUSTRIAL TYPE REFRIGERATOR**

E-mail: purchase@nidj.ac.in
Phone: 0376-231-0108

ENQUIRY NO: NIDJ/ENQUIRY/2023-24/0742
Date: **08/12/2023**

Due on: 18-12-2023 Time: 03:00 PM
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Sealed bids in two packets are invited for the following items specifying Tender No, Date & Due Date, along with their credentials.

Important Note:

Please note that e-mail bids are not acceptable however queries regarding above NIQ (if any) may be submitted through email to purchase@nidj.ac.in, tenders@nidj.ac.in

Sealed Bid papers should reach this office not later than the above-mentioned due date and time.

Documents without signature are not acceptable. Kindly go through the Instruction to the bidders & Terms and conditions enclosed herewith before submission of bids.

BIDS SHOULD BE ADDRESSED TO CHAIRPERSON PURCHASE COMMITTEE ONLY

Sd/-

Chief Administrative officer

INSTRUCTIONS TO BIDDERS AND TERMS AND CONDITIONS

1. The Bids and any order resulting from this enquiry shall be governed by our Conditions of Contract/purchase Order and bidder quoting this enquiry shall be deemed to have read and understood the same in to.
2. Where counter terms and conditions have been offered by the Tenderer, the same shall not be deemed to have been accepted by NID, Assam unless our specific written acceptance thereof is obtained.
3. Bids should be submitted in the prescribed BIDS FORMAT attached with this Enquiry and the same should be submitted to the Chief Administrative Officer Chairperson Purchase Committee, NID, Assam in a sealed envelope superscribing the same with our enquiry No., date, due date and brief description of item on or before the due date. Late/delayed/incomplete/unsigned bids will not be considered. Envelopes received without Enquiry number, date, due date and brief description of item shall be subject of rejection. The quoted prices should be valid for a period of 120 days from the last date of submission of bids. NID, Assam is not bound to accept lowest rate/s. NID, Assam reserves the right to place order to one or more parties as deemed appropriate.
4. Prices are required to be quoted according to the units indicated in the tender form / Enquiry. When Bids are given in terms of units other than those specified in the tender form, relationship between the two sets of units must be furnished.
5. Bids should be free from Correction and Erasures. Corrections, if any, must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between amounts quoted in words and figures, amount quoted in words shall prevail. Unsigned bids will summarily be rejected. If there is a discrepancy between the unit price and total price, unit price shall prevail.
6. **NIQ Details:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

Years of Past Experience Required for same / similar service	1 year (s)
Documentary proof required from seller	Copies of valid (i) Trade License, (ii) PAN, (iii) AADHAR, (iv) GST Certificate.
Past performance	Proof of experience in similar work for not less than a year (repairing of refrigeration system) Minimum 1 proof of similar works need to be submitted.

7. Scope of Work

- a) Leak testing, Gas charging and servicing of 1 no. industrial type refrigerator, along with changing of compressors in one of industrial type of refrigerator.

Sl. No.	Description	Qty	Uom
1	Leak testing,	2	no's
2	Gas charging	2	no's
3	Supply installation, testing and commissioning of compressor	1	no's
4	Brazing per point		no's

Equipment list:

Sl. NO	Refrigerator	Compressor Brand	Model	Power	refrigerant
1	Unbranded	Emerson, Copeland	KCJ513HAE- S420H	1440	R-22



8. Evaluation of Bids

The bids will be evaluated based on the documents submitted and rates quoted by the bidders. The bidders not submitting the afore-mentioned documents shall be summarily rejected.

Each bid shall be evaluated individually. Qualified Bidders will be ranked based on Lowest rate quoted and as L1.

In case of a tie, the bidder having the highest average annual turnover for the last three years shall be awarded the purchase order.

The decision of the institute will be final in this regard.

9. Security Deposit

The selected bidder has to submit a security deposit amounting **5% of the Total Value** of the contract within 07 (seven) working days from the date of issue purchase order from any Nationalized/Scheduled Bank in the form of Bank Guarantee drawn in favour of “National Institute of Design Assam” payable at Jorhat. The security deposit shall be valid for a period of a minimum of 12 months from the date of issue of work order.

10. **Completion Time & Liquidate Damage:** The commencement of work shall be considered 7 days after receiving of formal work order and completion period is 20 days, failing which an LD @.05% per week up to a maximum of 2% will be levied.

11. Payments

The total amount shall be paid directly to the selected bidder’s bank account by means of NEFT/RTGS or other mode of online transfer.

12. NID, Assam shall be under no obligation to accept the highest / lowest rates or any tender and reserves the right of acceptance of the whole or any part of the tender.

13. Force Majeure:

Standard force majeure clauses shall be applicable.

14. The Director, NID, Assam reserves the right to accept or reject any bids fully or partly or to cancel the enquiry without assigning any reason thereof.

15. **Jurisdiction:** The contract shall be governed by the Laws of India for the time being in force. The Courts of Jorhat only shall have jurisdiction to deal with and decide any legal or dispute arising out of this Contract/Purchase Order.

16. **Freight:** In case the refrigerator needs to be taken out to the factory /establishment or the vendor for repairing, the cost of freight for carrying to and fro will be borne by the vendor.

Sd/-
Chief Administrative Officer

BIDS FORMAT

(To be submitted in Bidder's Letter head)

To,
The Chief Administrative Officer
National Institute of Design, Assam
Tocklai, Rajabari
Jorhat-785014
Assam.

Madam,

Sl. No.	Description	Qty	Uom	Rate per unit	Total
1	Leak testing, vaccumization, and repairing etc	2	no's		
2	Gas charging -R-22	2	no's		
3	Supply installation, testing and commissioning of compressor	1	no's		
GST Percentage					
GST Rate					
Total					

Note: Rates are inclusive of all kinds of freight charges.

I have carefully gone through the ENQUIRY No. NIDJ/ENQUIRY/2023-24/.....
dated 30/11/2023 and have quoted the following rates against my offer:

I further certify that I am an authorized signatory of my company / firm /establishment, and I am, therefore competent to quote the rates.

Thanking You

(Bidders name with seal and signature)