

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

NOTICE INVITING QUOTATION

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

ENQUIRY NO: NIDJ/ENQUIRY/2024-25/0643
Date: 25/09/2024

Due on: 15 -10 -2024
Time: 03:00 PM

Sealed quotation in single packets are invited for the following items specifying Enquiry No, Date & Due Date, along with their credentials.

Brief details					
Sl. No	Name of work	Estimated cost (INR)	EMD	PBG	Time of completion
1	Interconnection of UPS of Academic and administration building	Rs. 232012/-	2%	5%	30 days

Important Note:

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

Sealed quotation in single packets 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 DIRECTOR, NID ASSAM ONLY

Sd/-
Chief Administrative Officer

INSTRUCTIONS TO BIDDERS AND TERMS AND CONDITIONS

1. The Quotations and any order resulting from this enquiry shall be governed by our Conditions of Contract/purchase Order and the 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 Bidder, the same shall not be deemed to have been accepted by NID, Assam unless our specific written acceptance thereof is obtained.
3. Quotations should be submitted in the prescribed FORMAT attached with this Enquiry and the same should be submitted to the Director, 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. Along with EMD of 2 % of estimated value. Late/delayed/incomplete/unsigned bids will not be considered. Envelopes received without Enquiry number, date, and brief description of item shall be subject of rejection. The quoted prices should be valid for a period of 90 days from the last date of submission of bids. NID, Assam is not bound to accept the lowest rate/s. NID, Assam reserves the right to place orders to one or more parties as deemed appropriate.
4. EMD: - (a) The value of Earnest Money to be deposited by the tenderer should be 2% of the value of the estimated cost and shall be valid till bid validity period. EMD should be in the form of Demand Draft of any Nationalized Bank in favor of “National Institute of Design, Assam” payable at Jorhat and must accompany the technical bid i.e., Cover-I of the bid. For unsuccessful tenderer, EMD shall be refunded within 30 days without interest after the decision to award the work is taken. EMD shall be forfeited if any tenderer withdraws their offer before finalization of the tender. Earnest money shall be refunded on receipt of Performance Guarantee submitted on award of work. MSME/NSIC registered organizations are exempted from submission of EMD.
5. Prices are required to be quoted according to the units indicated in the tender form/Enquiry. When quotes are given in terms of units other than those specified in the attached form, relationship between the two sets of units must be furnished.
6. Quotations 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.
7. The bidder should not be under liquidation, court receivership or similar proceedings, and should not be bankrupt. Bidder to upload undertaking to this effect with bid.

8. Scope of Work

Supply, laying and testing of 35 sqmm 3.5 core cable for interconnection of UPS of administration building and academic building.

9. Eligibility of the bidder:

Years of Past Experience Required for same / similar service	1 year (s)
Mandatory Documents required from seller	Copies of valid (i) Trade License, (ii) PAN, (iii) AADHAR, (iv) GST Certificate. (V)Electrical license.

Past performance	Minimum 1 Proof of similar works (Electrical works, substation work, HT works) need to be submitted.
Bidder eligibility criteria	Bidder must possess electrical license.
Non- Blacklisting Certificate	The bidder should submit a Notarized Black Listing Certificate.

Any Bidder found to have a conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest for the purpose of this bidding process, if the Bidder:

- i. directly or indirectly controls, is controlled by or is under common control with another Bidder; or
- ii. receives or has received any direct or indirect subsidy from another Bidder; or
- iii. has the same legal representative as another Bidder; or
- iv. has a relationship with another Bidder, directly or through common third parties, that puts it in a position to influence the bid of another Bidder, or influence the decisions of the Employer regarding this bidding process; or
- v. any of its affiliates has been hired (or is proposed to be hired) by the Employer as Engineer for the Contract implementation.
- vi. has a close business or family relationship with the concerned professional staff of the project implementing agency.

10. Evaluation of Quotations

The quotations will be evaluated based on the documents submitted and rates quoted. The bidders not submitting the afore-mentioned documents shall be summarily rejected. Each quotation 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 year shall be awarded the purchase order. Or with highest no. of similar nature work. Decision of the institute will be final in this regard.

11. Performance Security

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

12. **Validity of quotes:** Quotations shall remain valid for a period not less than **90 days** after the deadline date specified for submission.

13. Defects Liability:

The “Defects Liability Period” for the work is 12 months from the date of taking over possession or work completion whichever occurs later. During this period, the contractor will be responsible for rectifying any defects in the completed work free of cost to the Employer. Any defect arising in this period will be rectified by him at his own cost. Failure to do so shall lead to forfeiture of performance security deposit.

14. **Liquidity Damages:** - In case of delay in completion of the contract, liquidity damages (L.D) may be levied at the rate of 0.5% of the contract value per week of delay or part thereof, subject to a maximum of 5 per cent of the contract value.

15. **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.

16. 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.

17. **Force Majeure:** Standard force majeure clauses shall be applicable.

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

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

Sd/-
Chief Administrative Officer

QUOTATION FORMAT

(To be submitted in Bidder's Letter head)

To,
The Director
National Institute of Design, Assam
Tocklai, Rajabari
Jorhat-785014
Assam.

Sir/Madam,

Sr.No	Ref	Description	Qty	UOM	Rate	GST rate	GST %	Total (INR)
1	NSR/Market rate analysis	Supply and laying of one number of PVC sheathed insulated cable/XLPE power cable of 1.1 KV grade following size direct in ground including excavation, sand cushioning, protective covering and refilling of trench as required including end termination and joints and all necessary fitting ad fixtures, 35 sqmm, 3.5 core.						
2	2.4.2	Supplying and fixing of 6 Way double door, horizontal type three pole and neutral, sheet steel, MCB distribution board, 415 V, on surface/ recess, complete with tinned copper bus bar, neutral bus bar, earth bar, din bar, interconnections, powder painted including earthing etc. as required. (But without MCB/RCCB/isolator)						
4	2.13.2	supplying and fixing of four pole 63 A -415 V isolator in existing DB.						
6	3.2.4	Supplying, installing, testing, and commissioning of following capacity TPN tap off box made of 1.6mm thick sheet steel enclosure duly painted with powder coating on existing rising mains complete with TPN disconnector FSU and HRC fuses, connections, earthing etc. as required.	1	Job				
								Sub-Total

I have carefully gone through the ENQUIRY No. NIDJ/ENQUIRY/2024-25/..... Dated..... 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.

(Bidders name with seal and signature)

PBG FORMAT

PERFORMANCE BANK GUARANTEE

To: _____ *[name of Employer]*
_____ *[address of Employer]*

WHEREAS _____ *[name and address of Contractor]*
(hereinafter called "the Contractor") has undertaken, in pursuance of Contract No. _____ dated
_____ to execute _____ *[name of Contract and brief description
of Works]* (hereinafter called "the Contract");

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee.

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of _____ *[amount of guarantee]*
¹ _____ *[in words]*, such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of _____ *[amount of guarantee]*¹ as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed thereunder or of any of the Contract documents which may be made between you and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until 28 days after the date of issue of the Certificate of Completion.

Signature and seal of the guarantor _____
Name of Bank _____
Address _____
Date _____