



National Institute of Electronics & Information Technology  
(NIELIT) Aizawl  
(An Autonomous Body of Ministry of Electronics & Information Technology,  
Govt. of India), Industrial Estate, Zuangtui, Aizawl- 796 017, Mizoram.  
Tel: 0389-2350774, 2350758, 2350915

## Limited Tender Enquiry

Quotations are invited from reputed Indian Firms/Agencies/Govt. Licensed firms for following equipments to be used in NIELIT, Aizawl:

Sl. No.	Description of the Tender	Tender Ref. No. & Date	Estimated Tender Value in Rs.	Last Date & Time of bid Submission	Date & Time of opening of bid
1.	Alluminium Partition with Glass & MDF Board (approx. 1000 sq. ft.)	NIELIT/AIZ/202/12(1)2019/2021/01	4,28,000	10.3.2021 (3:00 p.m.)	10.3.2021 (4:00 pm)
2.	Alluminium Door with glass and MDF Board (6 nos.)				

The above tender document is available at NIELIT Aizawl or can be downloaded from the web site: <https://www.nielit.gov.in/aizawl>

**Note:** TENDER RECEIVED AFTER STIPULATED DATE & TIME SHALL NOT BE CONSIDERED.

Sd/- Director In-charge

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं.)  
NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)

(An Autonomous Scientific Society of Ministry of Electronics & Information Technology,  
Govt. of India)

इन्डस्ट्रियल स्टेट, जुवांगतुई, आईजोल -796017 Industrial Estate, Zuangtui, Aizawl-796017  
Phone: (0389) 2350581, Fax: (0389) 2350582 web: [www.nielit.gov.in/aizawl](http://www.nielit.gov.in/aizawl)  
(रा.इ.सू.प्रौ.सं., नई दिल्ली का एक केन्द्र / A Centre of NIELIT, New Delhi)

No. NIELIT/AIZ/202/12(1)/2019

3rd March, 2021

**LIMITED TENDER ENQUIRY**

**TENDER No.: NIELIT/AIZ/202/12(1)/2019/2021/01 Date: 3rd March, 2021**  
(Details can also be download  
from Centre's website at <http://www.nielit.gov.in/aizawl>)

**Last Date for submission of quotation with EMD: 10<sup>th</sup> March, 2021**

To

Sir,

You are requested to quote rate(s) for the items mentioned below as per the details given:

Sl. No.	Name of the Item(s)	Description/ Specifications	Quantity	Unit
1.	Alluminium Partition	With glass and MDF Board	1000 (approx.)	Sq. Ft.
2.	Alluminium Doors	With glass and MDF Board	06 (115 Sq. ft. approx.)	Nos.

The terms and conditions on the enclosure should be read carefully and noted in order to comply with.

Yours faithfully,

  
(C.VANLALNUNGA)  
Joint Director (A&F)

## TENDER FOR ALLUMINIUM PARTITION AND DOORS

### Terms and Conditions (For Limited Tender)

- a) Last date of receiving Quotation : 10<sup>th</sup> March, 2021 3:00 pm  
b) Date of opening the Quotation at NIELIT, Aizawl : 10<sup>th</sup> March, 2021 4:00 pm
1. The quotation should be addressed to the Director In-charge, NIELIT, Aizawl.
  2. Technical Bid as per Proforma-I and Commercial Bid as per Performa-II are to be sealed in separate envelopes appropriately superscribed as '**Technical Bid**' and '**Commercial Bid**' respectively as the case may be and then both these covers should be sealed in a cover superscribed as '**Quotation for Alluminium Partition and Doors**' and should bear the enquiry number and due date on the top, otherwise Quotation will be summarily rejected. The Commercial Bid would be opened only after the Technical Bid is found satisfactory and qualified. Tender received after the prescribed cut off date and time will be rejected forthwith.
  3. Rates offered should be valid for a minimum period of 180 days from the date of opening of Tenders. If there is any deviation in the prices written in figures and words the price indicated in words shall be considered as final.
  4. Repeated Order for part or whole of the mentioned items, if necessary, may be placed within 1 year of acceptance of the item and has to be executed by you, on the same rates, terms and conditions.
  5. Warranty: The equipment supplied shall be free of all manufacturing defects and under warranty for a period of minimum 1 year wherever applicable.
  6. NIELIT Aizawl does not bind itself to accept the lowest or any tender and reserves with itself the right of accepting the whole or any part of the Tender and the Bidder shall be bound to supply the accepted items at the rates quoted.
  7. On taxable items of supply, Sales Tax shall be shown separately. NIELIT Aizawl would be eligible for concession rates as applicable to educational institutions run without profit motives. Necessary and relevant certificates will be issued in this regard at the time of supply.
  8. Tenders shall be preferably been typed and should be free from typographical errors. All documents should be signed and seal by the bidder or his/her duly authorized representatives.
  9. PAYMENT TERMS:
    - a) No advance payment will be made at any cost. Quotation of tenders demanding advance payment and clearance through Banks will not be accepted.
    - b) 100% payment shall be made on receipt of invoice after installation and successful testing of the equipment by the consignee.
    - c) For claiming the payment the following documents would be produced before paying authority.
      - i) Invoice
      - ii) Satisfactory Installation certificate by the suppliers duly signed by the user
      - iii) No payment will be made for goods rejected at site on testing
  10. The Bidder shall sign the tender at the space provided in the tender form and affix his office seal and indicate the date, otherwise the tender is liable to be rejected.

11. The rate quoted by the Bidder shall be final and no enhancement shall be allowed under any circumstances.
12. NIELIT Aizawl reserves the right to reduce / enhance the quantity of the equipment for which quotations are being invited.
13. EMD: Quotation should be accompanied by Earnest Money Deposit (EMD) of Rs.9,000/- (Rupees nine thousand Only) by Demand Draft / Banker's Cheque drawn in favour of Director In-charge, NIELIT, Aizawl payable at Aizawl. In case the offer is accepted, and the vendor does not honour its obligations, the EMD shall be forfeited. The EMD will also be forfeited if the Bidder withdraws his offer before finalization of the tender.
14. The Earnest Money Deposit shall not bear any interest. The DDs of the other Bidders shall be returned / refunded by NIELIT Aizawl immediately after identifying the vendor.

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## PROFORMA FOR TECHNICAL BID

(Please go through the terms and conditions stipulated in Tender Document before filling up this Proforma)

1. Name of the Organisation :  
Address & Tele. No.  
Email Id
2. Date of commencement of Business :
3. Status of the organisation :  
(i.e. whether proprietorship, Partnership,  
Pvt. Ltd., / Public Ltd. Company, Regd.  
Under Societies Regn. Act etc.)
4. Regn. No. of the Organisation. Please :  
attach Certificate of Regn / Incorporation)
5. Name of the CEO / Proprietor :
6. Business of the Organisation :  
(i.e whether manufacturer, Dealer, Agent)  
(Enclose a copy of dealership / partnership  
Certificate in case the bidder is not a manufacturer)
7. GSTIN :  
Service Tax no. if any :  
PAN No. of the Organisation :
9. Details of EMD (Enclosed DD) : DD no. \_\_\_\_\_ dated \_\_\_\_\_  
for Rs. 9,000/- drawn on \_\_\_\_\_  
\_\_\_\_\_ Bank in favour of  
Director In-charge,  
NIELIT Aizawl payable at Aizawl
10. Do you agree with the terms and :  
conditions stipulated in Tender  
Document
- 11(b) Please list out any points of :  
disagreements with proposed solution  
(attach a separate sheet in case space  
provided is insufficient)

(Contd. 2/-)

**Declaration:**

- a) It is certified that the information furnished above is correct.
- b) We have gone through the terms and conditions stipulated in Tender Document and confirm to abide by the same. Disagreement and solution proposed has been listed in a separate sheet and being attached with this Bid. A copy of the Terms and Conditions with its each page signed, in token of acceptance of the same is enclosed.
- c) We understand that the decision of NIELIT Aizawl to accept / reject "the points of disagreements and proposed solution provided by us" would be final and binding;
- d) The signatory to this bid is authorized to sign such bids on behalf of the organization.

Signature .....

Name .....

Date..... Designation .....

PROFORMA FOR COMMERCIAL BID

(Please go through the terms and conditions stipulated in Tender Document before filling up this Proforma)

1. Name of the Organisation .....  
 Address & Tele. No. ....  
 Email ID .....  
 Service Tax no. ....  
 Sales Tax no. ....  
 PAN No. ....

2. Rates offered .....

All products as per specifications given in Annexure - I

Sl. No.	Description	Qty.	Details of materials to be used	Rate per quantity	
				In figure	In words
1.	Alluminium Partition				
2.	Alluminium Doors				

Note:

- a) The company will have to quote for all of the above items
- b) Quantity of equipment listed above may vary slightly when final order is placed.
- c) All taxes – sales tax, octroi, service tax etc. (if applicable) should be specified separately.
- d) NIELIT Aizawl reserves the right to accept or reject any offer without assigning any reason whatsoever.
- e) Successful bidder shall not be allowed to transfer the order in the name of some other company or it's principal.
- f) NIELIT Aizawl reserves the right to cancel this tender in case no satisfactory proposal is received.

Declaration:

- a) It is certified that the information furnished above is correct.
- b) We have gone through the terms and conditions stipulated in the Tender Document and confirm to abide by the same.
- c) The signatory to this bid is authorized to sign such bids on behalf of the organization.

Place .....

Signature .....

Date .....

Name .....

Designation .....