

Short-Term Tender Notice

Ref. No. 06/18/2018/Ghy/P & S/2996

Dated: 16/05/2018

Sub: Tender Notice for Aluminum Partitioning Works at Majuli .

Sealed Tenders are invited from reputed firms who have satisfactorily executed three similar works of equivalent value in last two years for undertaking the Aluminum Partition Work & Fixation of Aluminum Doors at the NIELIT Majuli Study Centre, Goramur, NLK Road PO - Garmur Satra, Jorhat, ASSAM - 785104.

The detailed lists of the Aluminum works are enclosed at Annexure 'A' as per terms and conditions for the works as enclosed at Annexure 'B'.

Interested firms may quote their most competitive prices in the proforma enclosed at Appendix- 'I' under the Terms and Conditions. Please note that it is required to quote the prices for all items.

Your quotation / bid in the prescribed proforma along with requisite documents should be sealed in a cover super scribed with the words "**Bid for Aluminum Partitioning Work**" addressed to "The Director, National Institute of Electronics and Information Technology, Vittiya Bhavan, AFC Building, Md. Shah Road, Guwahati – 781008" and must reach on or before **12:00 noon of 22nd May' 2018 (Tuesday)**. Late bids shall not be accepted under any circumstances. Please note that NIELIT Guwahati reserves the right to accept/reject any/all bids without assigning any reason whatsoever. EMD should be submitted in a separate envelope super scribed as EMD for Aluminum Partitioning Work tender citing the tender number. The notice inviting tenders can also be downloaded from the NIELIT Guwahati website: <http://www.nielit.gov.in/guwahati>

The Bids shall be opened on **22nd May' 2018 (Tuesday) at 3.00 PM** in this Office. You may depute your representative (only one) with authorization letter for attending the Bid opening event.

**Director
NIELIT Guwahati**

Aluminum Partition Work

ALUMINUM DOOR			
SL. NO.	PARTICULARS OF ITEMS/ DESCRIPTION	Unit	Quantity
1.	Providing, fitting and fixing Anodized Aluminum framed glazed doors with Anodized Aluminum frame made of 63 mm X 38 mm X 2.5 mm Section with door style of size 50 mm X 45 mm X 20 mm, top rails 50 mm X 45 mm X 2.5 mm, middle rail 100 mm X 45 mm X 2 mm and bottom rails 100 mm X 45 mm X 2.5 mm fitted with glazing clip, special type rubber gasket complete including hydraulic floor spring, pivot, tower bolt in each leaf, Aluminum Door Handle, Lock, Angles, Cleat, etc. complete as specified and directed by the department at all levels. 6 mm clear Glass/ Frosted Glass.	Sq. M	5.43
ALUMINUM PARTITION			
SL. NO.	PARTICULARS OF ITEMS	Unit	Quantity
2.	Providing, fitting and fixing Anodized Aluminum Partition walls of Standard Sections, Joints mitred and welded (manufactured to relevant IS specification) and providing and fitting Angle, Cleat, Rubber Gasket, Bolting device screws, etc. all levels with the following i. Partly 6 mm thick Glass Panes and 12 mm thick Prelaminated Ply Board. ii. 6 mm Clear/ Frosted Glass	Sq. M	50.73

National Institute of Electronics & Information Technology, (NIELIT), Guwahati

ANNEXURE-B

Terms and conditions of Tender Notice for Aluminum Partition Work & Fixation of Aluminum Doors at the NIELIT Majuli Study Centre, Goramur, NLK Road PO - Garmur Satra, Jorhat, ASSAM - 785104.

General:

1. The notice inviting tenders can also be downloaded from the NIELIT website (www.nielit.gov.in/guwahati).
2. Details of Bid:-
 - a. Bid Reference : Tender for Aluminum Partition work at Majuli Study Centre, Garmur, Majuli
 - b. Last date and time of receipt of bids : **22nd May' 2018 (Tuesday), 12:00 Noon**
 - c. Date and time of opening of bids : **22nd May' 2018 (Tuesday), 3:00 P.M.**
 - d. Place of receiving bids : National Institute of Electronics and Information Technology, Vittiya Bhavan, AFC Building, Md. Shah, Road, Paltan Bazar, Guwahati-781008
 - e. Last date and time of receipt of bids : **22nd May' 2018 (Tuesday), 12:00 Noon**
 - f. EMD : Rs. 3,000/- (Rupees Three Thousand only)

A. Eligibility/ Qualification Criteria:

- a) The bidder shall have to provide services required at Majuli
- b) All bidders must enclose GST Registration Certificate with a GSTIN No. along with the tender documents.

B. Period of validity of bid:-

The bid shall remain valid for 90 (Ninety) days after the date of bid opening. If any bidder withdraws his tender before the said period shall without prejudice to any other right or remedy, NIELIT Guwahati is at liberty to forfeit the Bid Security absolutely.

C. General Terms and Conditions:-

The bidders may inspect site of construction/ consult with our officials for any query and satisfy themselves about the location they are bidding for. For inspection of site, the bidder may visit the NIELIT Majuli Study Centre, Goramur, NLK Road PO - Garmur Satra, Jorhat, ASSAM - 785104.

- a) The contract shall be awarded to the lowest bidder.
- b) The Earnest Money Deposit of the successful bidder shall be adjusted in the bid forthwith. The EMD of unsuccessful bidders shall be returned within one month of the tender, without any interest.
- c) An Earnest Money Deposit (EMD) of Rs. 3,000/- (Rupees Three Thousand Only) must

National Institute of Electronics & Information Technology, (NIELIT), Guwahati

accompany each quotation. This shall be in the form of Demand Draft/Pay order of any Nationalized / Scheduled Bank drawn in favor of NIELIT Guwahati payable at Guwahati without which the tender shall be summarily rejected. Cheque/ Money order/ Cash shall not be accepted. The EMD deposit shall not attract any interest.

- d) The successful bidder shall be required to complete the Aluminum Partition work within 07 (Seven) days after the date of issue of Work Order. On failure to do so, office of NIELIT Guwahati shall have the right to forfeit the entire EMD amount of the bidder and award the contract an alternate bidder.
- e) Incomplete and unsigned quotations will be rejected.

D. Bidding Procedure:-

- a) Sealed Bids shall be received, not later **22nd May' 2018 (Tuesday) by 12:00 Noon**. No Bid will be accepted after this date & time under any circumstances. This office will not be responsible for any postal/courier delay and also for reasons beyond the control of this office.
- b) The bids would be opened at 3.00 PM on **22nd May' 2018 (Tuesday)**. The bidders can depute their representatives to attend the bid opening event.
- c) All bids must be delivered to the office of NIELIT Guwahati, Vittiya Bhavan, AFC Building, Md. Shah Road, Paltan Bazar, Guwahati-781008.
- d) All relevant rules and regulations of Government of India will be final and applicable & binding on all bidders.

E. Submission, opening and evaluation of Bids:-

- a) The Bidder shall submit their bid in the prescribed proforma enclosed as Appendix-I.
- b) The amount should be quoted in Indian Rupees and should be clearly legible. In case of any ambiguity, NIELIT Guwahati shall have the authority to reject the bid.
- c) The amount must be quoted in figures as well as in words. In case of any inconsistency in the rates quoted in figures and words, the rates quoted in words shall be taken as correct.
- d) Any over-writing/cutting/fluiding should be authenticated by the signatures of the individual who has signed the bid. Non-adherence to the same will lead to rejection of the bid.
- e) A copy of the terms and conditions (with each page duly signed by the authorized signatory signing the bid) must be attached with the proforma containing the rates quoted.
- f) All the bids must be accompanied by a bid security (EMD) of the amount of **Rs. 3,000/- (Rupees Three Thousands Only)** in the form of a Bank Draft issued by any Nationalized Bank in favour of NIELIT Guwahati, payable at Guwahati. Bids received without EMD shall be summarily rejected.

National Institute of Electronics & Information Technology, (NIELIT), Guwahati

- g) The proforma containing bids along with Demand Draft towards EMD and a signed copy of terms and conditions should be sealed in a Cover super scribed with the words “**Bid for Aluminum Work**” and sent to the Director, National Institute of Electronics & Information Technology (NIELIT) Guwahati, Vittiya Bhavan, AFC Building, Md. Shah Road, Paltan Bazar, Guwahati-781008 so as to reach the addressee latest by the date and time indicated in this Document.
- h) No bid may be modified subsequent to the deadline for submission.
- i) The bid would be opened on the same day i.e. closing date for submission of Bids. The bidders can depute their representative for the event. Only one person/ representative from each bidder with an authorization letter would be allowed to attend the Bid opening event.
- j) The Bid shall be awarded in favour of the bidder quoting Lowest price. The lowest quote would be arrived at after taking into account the prices quoted for both the items (Door & Partition).

-----XX-----

National Institute of Electronics & Information Technology, (NIELIT), Guwahati

(To be printed & submitted in firm's letterhead)

APPENDIX – I

Name of the Organization :

Address of the organization :

Telephone No. :

E Mail ID:

Rates Quoted:-

Aluminum Works at Majuli				
ALUMINUM DOOR				
Sl. No.	PARTICULARS OF ITEMS/ DESCRIPTION	Unit	Quantity	Rate Quoted
1.	Providing, fitting and fixing Anodized Aluminum framed glazed doors with Anodized Aluminum frame made of 63 mm X 38 mm X 2.5 mm Section with door style of size 50 mm X 45 mm X 20 mm, top rails 50 mm X 45 mm X 2.5 mm, middle rail 100 mm X 45 mm X 2 mm and bottom rails 100 mm X 45 mm X 2.5 mm fitted with glazing clip, special type rubber gasket complete including hydraulic floor spring, pivot, tower bolt in each leaf, Aluminum Door Handle, Lock, Angles, Cleat, etc. complete as specified and directed by the department at all levels. 6 mm clear Glass/ Frosted Glass.	Sq. M	5.43	
ALUMINUM PARTITION				
Sl. No.	PARTICULARS OF ITEMS/ DESCRIPTION	Unit	Quantity	Rate Quoted
2.	Providing, fitting and fixing Anodized Aluminum Partition walls of Standard Sections, Joints mitred and welded (manufactured to relevant IS specification) and providing and fitting Angle, Cleat, Rubber Gasket, Bolting device screws, etc. all levels with the following i. Partly 6 mm thick Glass Panes and 12 mm thick Prelaminated Ply Board. ii. 6 mm Clear/ Frosted Glass	Sq. M	50.73	
Total Quoted Price				
Total Quoted Price (in word)				

National Institute of Electronics & Information Technology, (NIELIT), Guwahati

* The total price should be inclusive of all misc. charges like transportation, labour or any other expenses etc. As all above items are interlinked to each other therefore no comparison will be made on individual item wise and contract will be awarded on comparison of consolidate price of all items only.

I/We have gone through the terms and conditions given in the tender document and agree with the same. I/We understand that in the event of non-compliance of the terms and conditions of the tender my/our EMD shall be forfeited by the NIELIT Guwahati.

Date:

Signature of Authorized Signatory

Name of the Person _____

Designation_____