

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

(A Statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)

NIFT/DC/PO/594/Dress Form/2018

E-TENDER DOCUMENT

FOR

Purchase of DRESS FORMS

NIFT, DELHI CAMPUS
HAUZ KHAS, NEW DELHI

OPENING DATE FOR ONLINE SUBMISSION OF E-TENDER: 20-06-2018

CLOSING DATE FOR ONLINE SUBMISSION OF E-TENDER: 11-07-2018

M. Vasudevan
OSD (Purchase)
NIFT Campus, Hauz Khas
Near Gulmarket
New Delhi

(signature& seal of tenderer)

NIFT/DC/PO/594/Dress Form/2018

National Institute of Fashion Technology
(Delhi Centre)
NIFT Campus, Hauz-Khas,
Near Gulmohar Park, New Delhi – 110016

**NOTICE INVITING E-TENDER FOR PURCHASE OF DRESS FORMS FOR KNITWEAR
DESIGN DEPARTMENT, NIFT (DC)**

National Institute of Fashion Technology (NIFT) invites sealed Tenders in Two bid systems for purchase of Dress Forms for KD dept in NIFT (Delhi Campus) as per details below.

The tender document can be purchased from Purchase Department (Delhi Centre) by way of Demand Draft in favour of NIFT, New Delhi. The tender papers can also be downloaded from the website "www.nift.ac.in" & EMD should be submitted along-with the tender. The tender document duly filled and signed should be submitted through E Portal of NIFT and hard copies may be dropped in Tender Box placed at 1st Floor, near Room No. 106, NIFT, Hauz-Khas, New Delhi -16

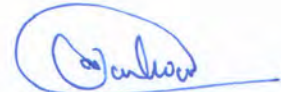
Earnest Money: Rs.30,000/- (Rupee Thirty thousand only)

Commencing date of E-Tender: from 10.00 hrs on : 20-06-2018

Last date of Sale of E-Tender: upto 14.00 hrs on : 11-07-2018

Last date for receipt of E-Tender: upto 15.00 hrs : 11-07-18

Date of opening of E-Tender (Technical Bid) : at 15.30 hrs on : 11-07-18



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NIFT Campus, Hauz-Khas,
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ABOUT NIFT:

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology.

NIFT provides fashion business education across the country through its network of 16 centers. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and short duration education program to address the specialized needs of professional and students in the field of fashion.

NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Raebareli, Shillong and Srinagar.

TENDER DOCUMENTS

- 1 Tender shall be submitted in official tender form only. If submitted in any other form the same shall be summarily rejected.
- 2 No paper shall be detached from the tender.
- 3 The name and address of the tenderer shall be clearly written in the space provided and no overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the tenderer. The tender should be filled in and submitted in strict accordance with the instructions laid down herein; otherwise the tender shall be liable to be ignored/rejected by the NIFT unilaterally without assigning any reason or giving explanation to this effect.
- 4 The tender shall be rejected if complete information is not given there-in, or if the particulars and data (if any) asked for in the Schedule to the tender are not filled in or any wrong/false or incorrect information is given or any material thing is concealed or manipulated therein.
- 5 The tender must be addressed to the Director Delhi Centre, National Institute of Fashion Technology, Delhi Centre, Hauz-Khas, New Delhi-110016 and be deposited in the Tender Box placed at 1st Floor Near Room No. 106, , Delhi Centre **before 3.00 PM on 11-07-2018**. The tenders will be opened on the same day at above address in the presence of such tenderers who may wish to be present, either by themselves or through their authorized representatives duly authorized as per law.
- 6 The tenderer are required to submit **Earnest Money Deposit (EMD) of Rs. 30,000/- (Rupees Thirty Thousand only)** in the form of Demand Draft favouring NIFT, New Delhi alongwith their offer.
- 7 **Offers received without earnest money or with earnest money less than the amount specified above shall be summarily rejected.**
- 8 The Earnest Money of the successful tenderer shall be returned after the security deposit as required in terms of tender is furnished by the L-1. The Earnest Money to other than lowest bidders will be returned after finalization of the L-1.

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- 9 Tenders are invited from reputed suppliers for providing Dress Forms in NIFT, Delhi Centre.
- 10 The interested supplier should apply online and submit their tender and the bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids – all duly signed – on the <https://nifttenders.eproc.in> till **11-07-2018 upto 3.00 P.M.** Tender documents is also available for viewing on the “tenders” link of the NIFT website i.e. <https://nifttenders.eproc.in> / <http://www.nift.ac.in>.
- 11 Applications to this tender will be accepted only through the online mode through <https://nifttenders.eproc.in>. No other mode of application shall be considered & such applications shall not be accepted.
- 12 For applying online, the Firm should get itself registered at <https://nifttenders.eproc.in> by paying
- **Annual Registration Charges of Rs. 2000 + 360 (18% GST) = 2360/- (two thousand three hundred sixty only - non-refundable).**
 - **Bid Processing Fee charges including tax = 957/- (Nine hundred Fifty seven only)**

The basic System requirements for registration and applying for tender online are as under:

- Operating System should be windows 7 or above .
 - Java version : Java 8 update 25.
 - Use Internet Explorer 11 version.
 - All java add-ons must be enabled in the system.
 - Always use Class III B Digital Signature Certificates (DSC) having Signing and Encryption both.
- 13 The Firm should ensure that it complies with the above requirements before applying for tender. Also, the interested Firms should submit a hard copy of the same application which is submitted online with all relevant supporting documents by 11-07-2018 upto 3.00 P.M. **Non-submission of hardcopy as directed will lead to rejection of the tender application.**
- 14 The sealed hard copy of the tender shall be submitted in one big envelope superscripting “**Tender document for providing Dress Forms**” containing two separately sealed small envelopes, one for “**Technical Bid as per Annexure I**” and another for “**Financial Bid as per Annexure II**” superscripting as such and addressed to Director, **NATIONAL INSTITUTE OF FASHION TECHNOLOGY**, 1st Floor, near Room No. 106, , NIFT, Hauz-Khas, New Delhi -16, , The sealed tender must be dropped in the tender box at the above mentioned address on or 11-07-2018 by 3:00 P.M.
- 15 The technical bid envelope must contain the technical bid in prescribed Performa as per **Annexure – I, Tender documents** along with a demand draft of **Rs. 30,000/- (Rupees Thirty Thousand Only)** favoring **NATIONAL INSTITUTE OF FASHION TECHNOLOGY** and payable at New Delhi towards Earnest Money Deposit (refundable but non-interest bearing) of with all relevant documents in support of eligibility and experience criteria. The financial bid envelope must contain only the financial bid as per **Annexure – II.**

(signature& seal of tenderer)

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- 16 The technical bid will be opened at NIFT, Delhi Campus on 11-07-2018 at 3:30 P.M. in the presence of the bidders/ their authorized representatives who wish to be present. The Financial bid will be opened on the date which will be communicated to only those bidders who are found to be technically qualified after evaluation of technical bids as per selection criteria provided in Tender document.
- 17 **The firms are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and/or are found incomplete in any respect will be summarily rejected.**
- 18 Any further clarifications can be sought from the office of OSD (Purchase) on Telephone No. 011-26542166, NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi - 110016.
- 19 The Earnest Money deposited shall be forfeited if the tenderer withdraws or amends impairs or derogates from the tender in any respect within the period of validity of his tender. If the successful tenderer fails to furnish the security deposit as required in the contract within the stipulated period, the EMD shall also be liable to be forfeited by the Purchaser i.e. NIFT and NIFT shall be entitled to initiate appropriate legal actions against the tenderer for the losses suffered by it as a result of the same.
- 20 Late tenders submitted after the due date i.e.11-07-2018 upto 3:00 p.m. shall not be considered for participation.
22. National Institute of Fashion Technology reserves the right to accept or reject any or all the offers either fully or partly without assigning any reasons for the same.
23. Tender shall be accompanied by all the relevant documents covered in the tender.
24. The Payment will be made through RTGS after receipt of goods in good condition, satisfactorily installation and submission of bills along with duly filled mandate form. No advance / part payment will be released by NIFT.
25. **The successful tenderer shall deposit 10% of the quoted price of the goods within two weeks of receipt of PO as Performance Security Deposit with NIFT in shape of Demand Draft/BG (in favour of NIFT, New Delhi), which will be valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. Bid security should be refunded to the successful bidder on receipt of Performance Security.**
26. The supplier shall ensure that he himself or his authorized representative is available for proper handing over the supplies/consignments at NIFT New Delhi.
- 27 In case L-1 is more than one, then the Technical soundness of the Tenderer like experience in the field will be the sole criteria for the purpose of selection of the tender and the decision of NIFT shall be final and acceptable to all the affected Tenderers and neither any explanation shall be given nor any further communication will be entertained by the NIFT in this regard.
- 28 The specification of items required as per Annexure "I" of Technical bid and the evaluation of bid will be on the basis of total bid value. The rates quoted shall be on the basis of free delivery to the NIFT Delhi Campus including all duties/charges, freight (Annexure-II).
- 29 Prices may be quoted for the items as per Annexure "II"(specification given in Annexure III)

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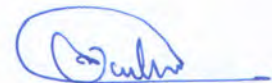
- 30 The rates quoted should be on FIRM & FIXED basis.
- 31 Delivery is required to be completed within 30 days from the date of issue of receipt of purchase order and in case of failure to do the same by any reason whatsoever it shall be the sole discretion of the NIFT to revoke the PO and to forfeit all the deposits made by the Tenderer in connection to this tender and to initiate appropriate legal actions against the Tenderer for the losses suffered by the NIFT as a consequence of the said failure.
- 32 For any imported item(s) the Vendor/Agent should have an authorization certificate from the Manufacturing Company and should enclose a copy with the Technical bid.
- 33 The NIFT is registered with the DSIR for the purpose of availing customs duty exemption in terms of Govt. Notification No. 51/96-Customs and Central Excise duty exemption in terms of Govt. Notification no. 10/97-Central Excise as amended from time to time. The duty charges to be paid accordingly in case of imported items.
- 34 Vendor shall enclose a client list along with Client's Name, Address and Phone numbers for the equipment supplied by them during the last three years.
- 35 Vendor shall be registered for GSTIN and should enclose copies of relevant certificates.
- 36 The vendor shall have the qualified engineers/ staff to attend the after sales service at the centres where the items are to be supplied and the vendor shall ensure the timely service in case of any complaints with regard to the functioning of the said equipments/items and failure to do so shall attract appropriate legal action against the supplier for the losses, if any, as a result of the same. The Vendor should indicate whether they are registered with DGS&D or any other such Government organizations for supply of the items quoted by them. If yes, copies of the Rate Contract or other such relevant document should be enclosed.
- 37 The Items supplied shall be New and Unused and of the make as desired by the NIFT. If the goods are not delivered / installed within the stipulated time period, a penalty of Rs. 500/- per day shall be charged & deducted from the bill of the Vendor.
- 38 A penalty as decided by the Competent Authority of NIFT for each type of items equipment shall be payable & the same shall be deducted from the bill or security deposit as the case may be, for any defect in the equipment later on during the currency of warranty not set right or for non compliance of any terms & conditions other than time clause by the supplier.
- 39 Dispute, if any, arising out of the supply of Items shall be settled by mutual discussion or arbitration by sole Arbitrator to be appointed by the DG, NIFT at New Delhi as per the provisions of the Indian arbitration and Conciliation Act, 1996 and the Rules framed there under. Any Arbitrator appointed shall not have the jurisdiction to pass any interim awards, or to grant interest higher than 8% charged simply on the award amounts, or amounts payable to either party. The place of arbitration shall be New Delhi. The Arbitrator shall make a well reasoned award (the "Award"), which shall be final and binding on the parties. The venue of the Arbitration proceedings shall be at New Delhi. Any proceedings interim or interlocutory relief or otherwise arising out of the arbitration proceedings shall be brought in any Court of competent jurisdiction in Delhi only.
- 40 Jurisdiction: Notwithstanding any other court or courts having jurisdiction to decide the question (s) forming the subject matter of the reference if the same has been the

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subject matter or suit, any and all actions and proceeding arising out of or relating to the contract (including any arbitration in terms thereof) shall lie only in the court of competent civil jurisdiction at New Delhi and only said courts shall have jurisdiction to entertain and try such action (s) proceeding to the exclusion of all the other courts. All matters connected with this tender shall be governed by the Indian Law both substantive & procedural for the time being in force.

- 41 Bidders shall quote the rates for the items in the format given at Annexure-II, incomplete bids shall summarily be rejected, all corrections and alterations in the entries of tender papers shall be signed in full by the Bidder with date and No erasing or overwriting are permissible, otherwise the tender shall be treated as incomplete and the same shall be rejected summarily.
- 42 All statutory duties and taxes (including excise and customs) VAT and any other taxes or duties may be clearly specified. Price quoted shall be firm and any variation in rates, prices or terms during the validity of the offer shall require attract the forfeiture of the EMD and shall entitle the NIFT to initiate appropriate legal action against the Tenderer. The contractor shall be liable with regard to compliance of all laws, regulation, rules & directions given by any statutory or constitutional authority for the time being in force in the state of Delhi.
- 43 **All bidders are required to submit their offer in two covers (a) Technical bid (b) Price bid as under:**
- (a) **TECHNICAL BID** shall contain all the supporting documents as per Annexure 'I' & 'II' duly signed by them but without indicating the rates including DD for EMD
- (b) **PRICE BID** should contain : Details of prices and rates of taxes, duties and discounts if any, to be quoted clearly by the bidders. This should be submitted as per Annexure 'II' duly signed by them.
- (c) Both the covers should be separately sealed and super-scribed with the **TENDER NO. AND Technical/Price bid**. The two covers should thereafter, be kept in a third cover and sealed. This cover should also be super-scribed with the **TENDER FOR SUPPLY OF DRESS FOMRS IN NIFT**
- (d) Only the Technical Bids will be opened on the date of tender opening. Price bids of only those bidders shall be considered for opening whose offer is complete and technically acceptable in all respects. The date and time for price bid opening will be intimated to the successful bidders subsequently.
- (e) Tenders received in the single-bid system i.e. having the technical as well as financial bid in the same cover will liable to be ignored.
- 44 **Selection Criteria:** The vendor, who quoted lowest (as per financial bid Annex-II) shall be the selection criteria. If any vendor does not mention taxes/duties (if any as applicable), it shall be presumed that quoted price includes the taxes/duties. The liability regarding tax/duties shall be on the part of vendor. Only amount mentioned in S.N. 4 of the Financial/Price bid shall be paid. The supply/installation/testing etc. of the Dress Forms should be free of cost at the KD Deptt NIFT Delhi Campus, Hauz-Khas, New Delhi.



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ANNEXURE-I

Technical bid

(To be sealed in envelop superscribed "Technical bid")

1. Name of the Supplier :
2. Name of the authorized person :
(Who signs on the tender document) :
3. Address of the Supplier :
4. Phone No / Mobile No. :
5. Email ID :

Document to be submitted:

S.N.	PARTICULARS	Attached at pg. no.	Remark
1	Earnest Money demand draft for Rs. 30,000/. (separate DD)		Date of DD must be after the publication of tender
2	Tender documents along with Compliance to the Technical Specifications filled and duly signed without mentioning the rates as per Annexure –I & II (1-10 pages).		To be filled and signed
3	Delivery & installation Period (within 30 days)		Agreed/not agreed
4	GSTIN no. and PAN No.		Copy of certificate to be enclosed page No.....
5	Catalogue of item		Copy to be attached
6	Whether the vendor has been ever debarred by any of the Govt. org./PSU/EdI institute etc.		Yes/No Self attested certificate to be attached in company letterhead
7	List of Clients (as mentioned at S.N. 34 of Tender Document)		Yes/No Page No.....

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ANNEXURE-II

Financial / Price bid

(To be sealed in envelop superscribed "Financial / Price bid")

Item No.	Description of Stores with specifications	Qty. (Nos.)	Rate (in Rs)	Tax (If any)	Total
		1	2	3	4
1.	Half Dress Form – Size 08 (Women's)	32			
2	Half Dress Form – Size 10 (Women's)	02			
3	Half Dress Form with sleeve – Size 08 (Women's)	04			
4	Full Dress Form with legs – Size 08 (Women's)	06			
	Total	44			

(Total cost in word inclusive all taxes and duties Rupees: _____ in words (_____))

Note: Vendors should have mention/include rebate or discount (if any) in the offered price. No discount/rebate will be considered separately.

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Technical Specification of DRESS FORM

Item Details	Size	Quantity	Specification
Half Dress form (Women's)	8	32	<ul style="list-style-type: none"> Collapsible shoulder Linen / Canvas/ High Quality Muslin Cover shall be durable for heavy / vigorous pinning and generous padding underneath Heavy duty base with wheels
	10	2	<ul style="list-style-type: none"> Stand with adjustable height, up & down with foot pedal Measurements to be accurate as per the size of the form Both sides of the form should be symmetrical
Half Dress form with sleeve (Women's)	8	4	<ul style="list-style-type: none"> Collapsible shoulder Dress form with full sleeve Linen / Canvas/ High Quality Muslin Cover shall be durable for heavy / vigorous pinning and generous padding underneath Heavy duty base with wheels Stand with adjustable height, up & down with foot pedal Measurements to be accurate as per the size of the form Both sides of the form should be symmetrical
Full Dressform with legs (Women's)	8	6	<ul style="list-style-type: none"> Collapsible shoulder Dress form with full legs Linen / Canvas/ High Quality Muslin Cover shall be durable for heavy / vigorous pinning and generous padding underneath Heavy Duty Base with wheels Stand with adjustable height, up & down with foot pedal Measurements to be accurate as per the size of the form Both sides of the form should be symmetric
Total		44	

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