



राष्ट्रीय फैशन प्रद्योगिक संस्थान, कोलकाता केन्द्र



NIT No.: e-05/2019(Pur-Kol)



राष्ट्रीय फैशन प्रद्योगिक संस्थान, कोलकाता केन्द्र

(वस्त्र मंत्रालय, भारत सरकार)

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, KOLKATA

(A Statutory Body governed by the NIFT Act 2006 &  
set up by Ministry of Textiles, Govt. of India)  
(ISO 9000:2008 certified Institute)

TENDER

For

“Supply of Single Head Embroidery Machine”

Tender No.: e-05/2019(Pur-Kol)

OPENING DATE FOR ONLINE SUBMISSION OF TENDER	07/02/2019
CLOSING DATE FOR ONLINE SUBMISSION OF TENDER	04/03/2019 up to 2.00 pm.
DATE AND TIME OF OPENING OF TENDERS (Technical Bid)	04/03/2019 at 3.30 pm.

Opening Date and Time of Financial Bidding: will be notified to the short listed bidders only

#### PREAMBLE / INTRODUCTION

National Institute of Fashion Technology is a Statutory Body governed by the NIFT Act 2006 & set up by the Ministry of Textiles, Govt. of India

Note: 1. NIFT Donations are exempted u/s 80 (G) of Income Tax Act.  
2. Being registered with DSIR, NIFT is entitled for Custom/Central Excise duty exemption.

#### **(A) TENDER NOTICE**

NIFT Kolkata invites **online** tender under two bid systems for “Supply of Single Head Embroidery Machine” from the eligible reputed Firms/ Agencies.

The hard copy of the tender alongwith fees (DDs for EMD), necessary/relevant documents should be placed in a sealed envelope superscribed with “Tender for supply of Single Head Embroidery Machine – NIT: e-05/2019(Pur-Kol)” and shall be addressed and sent to the Purchase Officer, National Institute of Fashion Technology, Block-LA, Plot-3B, Sector-III, Salt Lake City, Kolkata- 700106 or dropped in the Tender Box kept at the said address as per schedule mentioned above and in the following manner. Hard copy of Financial Bid/ Quotation need not be submitted.

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**(B) SUBMISSION OF BID**

The interested firms should apply online and submit their 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> as per the said schedule.

Tender documents are also available for viewing on the "tenders" link of the NIFT website i.e. <https://nifttenders.eproc.in>

Applications to this tender will be accepted only in the online mode through the website <https://nifttenders.eproc.in>. No other mode of application will be considered & accepted.

For applying online, the prospective bidder/Firm should get itself registered [if not registered already/ registration not valid] at <https://nifttenders.eproc.in>

- Registration Charges of Rs. 2,000/- + 360/- (GST) = Rs.2,360/- (Two Thousand Three Hundred Sixty Only) non-refundable.

- Bid Processing Fees of Rs.640/-+Rs.115/-(GST@18%)=Rs.755/- (Rupees Seven Hundred Fifty Five Only) non-refundable.

The interested firms are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in the prescribed format and/or found incomplete in any respect shall be summarily rejected.

Any further clarifications can be sought from the NIFT office on working days during office hours (10.00 am to 5.00 pm) on Telephone No. 033- 23357546, NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT Campus, Block-LA, Plot-3B, Sector-III, Salt Lake City, Kolkata-700106.

**For online procedure:**

You should have class-III DSC (Digital Signature Certificate) for on-line bidding.

For more enquiries/For Helpdesk officers:-

E-mail:- [sandeep.bhandari@c1india.com](mailto:sandeep.bhandari@c1india.com)

Phone No.:- 0124-4302033/36/37

Earnest Money Deposit: Rs.24,000/- (Rupees Twenty Four Thousand only) (Refundable)

Security Deposit: 5% of the order value (to be submitted by the successful bidder only after receiving of Purchase Order)  
(Refundable)

**GENERAL TERMS & CONDITIONS:**

**1. Only on line bids will be considered.**

In addition to on-line, the hardcopy of the Technical Bid (Annexure-I, II & III only) along with necessary fees through DDs and documents should be submitted within the specified date & time and at the said address. Annexure-IV (Financial Bid) to be submitted online only.

2. Please read the terms & conditions carefully before online submission/filling up the document. Incomplete tender documents will be summarily rejected.
3. Conditional or offline tender will not be accepted or the condition(s) may not be considered.
4. Tender(s) submitted beyond the scheduled last date & time due to whatever reason including postal delays and without the required fees, Annexure(s) & documents will not be considered.
5. All tenderers are required to submit **Earnest Money Deposit (EMD) of Rs.24,000/- (Rupees Twenty Four Thousand Only)**(refundable) in the form of Demand Draft (should be drawn beyond the date of notification of this NIT) in favour of NIFT Kolkata payable at Kolkata. No interest shall be paid on the said EMD and will be returned after finalization of the tender; however, the EMD of the successful bidder will remain with NIFT and will be forfeited in the following events:
  - a. If information declared/document submitted found false/fake/forged
  - b. If the selected/successful bidder does not accept the W.O., or, unable to supply the product
  - c. If the bidder withdraws his bid/quote
6. If eligible for exemption of submitting EMD, supporting document should be enclosed with technical bid.
7. The successful bidder shall deposit the **Security Deposit of 5% of the ordered value** through Demand Draft in favour of NIFT Kolkata within two weeks from the date of **receipt of Purchase Order**. No interest will be paid on this deposit which will be refunded after two months on completion of warranty period of the delivered items and after adjusting dues, if any.

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8. The minimum average annual turnover of the tenderer during the last two years [i.e F.Y. 2015-16, 2016-17 or 2017-18 (any two years)] should not be less than **Rs.20.00 Lakhs** which should be substantiated by valid document(s), viz. IT Returns/ Audit report, etc..
9. All the DD (s) are to be submitted along with the Technical Bid only and **NOT** with the Financial Bid.
10. The Financial Bids of technically qualified bidders only will be opened.
11. Even after qualifying in technical bid, the financial bid may not be accepted if found not in order.
12. In case of L-1 is more than one, the selection criteria [viz. the past performance, experience, etc.] would be at the discretion of NIFT. The decision of NIFT, in this regard and for selection of successful bidder in such situation, will be final in all respect and will be binding on all the tenderers.
13. Lowest bid may not be the only criteria for selection and NIFT is not bound to issue work order to the agency being the 'L-1' bidder; weightage/ preference will also be given to the other factors, viz. previous experience, quality of service, number of client, yearly turnover, etc. to select the agency to award the work and the decision of NIFT in this regard and for selection of successful bidder will be final in all respect and will be binding on all the tenderers.
14. GST & other charges, if any, should be mentioned clearly; otherwise, the rates may be treated as all inclusive, or bid may not be considered.
15. The full and final payment for indigenous items shall be made after delivery of goods at NIFT Kolkata & submission of required performance security and acceptance of goods in good condition on the basis of certification by the concerned department of NIFT, Kolkata. No payment will be made in advance. Deduction (TDS, etc.), if any and as applicable, will be made during payment.
16. The rates quoted should be in INR only. The rates should be indicated clearly both in Figures and in words. If there is any variation between the rates in Figures and Words, either the lower rate will be considered for evaluation, or the quote may be rejected which may be decided by the competent authority of NIFT.
17. The bidder should be authorized dealer/partner/reseller etc. of the concerned OEM and submit the authorization certificate; however, tender specific authorization of the respective OEM may also be considered and tenderer should enclose a copy of the same with the Technical bid.
18. Materials should be delivered and installed at NIFT Campus, Block-LA, Plot-3B, Sector-III, Salt Lake City, Kolkata – 700 106 by the supplier at its own cost. Your technical bid should accompany the Booklet of the item quoted.
19. The schedule issued with the form of tender listing the details of item to be supplied must not be altered by the tenderer. Any modifications/ alterations of the schedule considered necessary by the tenderer, should be in a separate letter accompanying the tender.
20. No paper shall be detached from the tender form.
21. The financial bid will be valid in the case of all the tenders for at least 3 months from the date of opening of the tender (Technical bid). In the case of the successful bidder, rates quoted will be valid for the entire period till the items are supplied.
22. The tender is liable to be rejected if complete information is not given there-in, or if the particulars and data (if any) asked for in the Schedule of the tender are not filled in correctly.
23. Late submission of tender forms will not be considered.
24. Tender shall be accompanied by the relevant documents including the following:-
  - a) Current/valid trade license
  - b) A client list for the machines quoted for & supplied by them during previous years
  - c) Average annual turnover of the company during the last 2 years (i.e, F.Y: 2015-16, 2016-17 or 2017-18)
  - d) Copy of GST of the company/firm
  - e) Copy of PAN of the company/firm

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25. The full & final payment shall be made after delivery, successful installation, training/demonstration, submission of bill in triplicate and satisfactory report submitted by the concerned NIFT Official. TDS etc., if any, will be deducted during payment.
26. As per NIFT policy, payments and receipts of Government and Semi Government Agencies would be rounded off to the next higher rupee and in other cases the rounding off will be to nearest i.e. paise 50 or above will be rounded off to the next higher rupee and paise less than 50 will be ignored.
27. The supplier shall ensure that he himself or his authorized representative is available for proper handing over the supplies/consignments at NIFT Kolkata Centre.
28. For the specification of goods refer **Annexure 'IV'**.
29. Delivery is required to be completed within 8-10 weeks from the date of receiving of supply order. In case of delay in supply without proper justification or valid reason, viz, natural calamity, non-availability of site etc., a Liquidity Damage of 0.5% of the Bill Value will be imposed per week or part thereof beyond the stipulated period of supply subject to a maximum of 5% of the Bill Value.
30. Items / goods supplied and installed should be New and Unused.
31. The vendor should have the qualified engineers/ staff to attend to After Sales Service at NIFT Kolkata Centre where the machines are to be supplied and installed during the warranty period.
32. Tender of branded/ reputed make shall only be considered. Assembled or locally manufactured items shall not be entertained.
33. For any imported machine(s) the vendor/agent should have an authorization certificate from the Manufacturing Company and should enclose a copy of the same with the Technical bid.
34. The pre-inspection /post inspection of the machines may be undertaken by NIFT Kolkata and the machines shall be accepted only after the machines are certified 'OK' by the Inspecting Engineer/Body.
35. The installation of the equipments / machineries with proper demonstration shall be the responsibility of the vendor and it should be certified as in working condition by the consignee after the installation.
36. Comprehensive warranty: The built-in warranty should be of at least of one year or as per OEM whichever is higher.
37. Support/Service: Quotation/Bid should inclusive of delivery, installation, configuration, etc. On site after sales service & support to be provided as and when required for at least one year or as per OEM whichever is higher. Call should be attended within 2-3 hours from the time of logging of call.
38. For the said items, the Insurance Coverage, if any, shall be at the cost of the vendor & his responsibility shall be up to 'FOR Destination' i.e. NIFT Kolkata Centre.
39. Tenderer must sign along with company seal on each page of the tender document as a token of acceptance of tender conditions.
40. Any query/clarification with respect to the tender (T&Cs, etc.) may get cleared prior to submission of bid; concerned NIFT official(s) may be contacted in this regard in between 10.00 am to 5.00 pm on any working day with prior appointment (033-23357546). However, NIFT will not entertain or clarify any such query during post bid.
41. All disputes are subject to Kolkata Jurisdiction only.

***NIFT reserves the right to accept or reject any or all the tenders in part or whole or may cancel the tender at its sole discretion without assigning any reason whatsoever and decision of NIFT in this regard shall be final and binding. No further correspondence in this regard will be entertained.***

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Annexure- I

(TENDERER TO FILL UP THIS PAGE)

1. a. Name of the tenderer / organization .....
- b. Name of the proprietor/partner(s).....
- c. Date of Establishment: .....
- d. Please specify as to whether Tenderer is sole proprietor/ Partnership firm/ Private or Limited Company.....

2. a. Address (Office):

- b. Telephone No.:
- c. Mobile No.:
- d. Email Id.:

3. List of reputed clients:

Sl. No.	Client's Name	Contact Person	Contact number (with email-id, if any)	Remarks, if any
1				
2				
3				

4. Furnish copies of the following documents:

- (i) Current Trade License:
- (ii) Copy of PAN [in the name of firm/agency or proprietor]:
- (iii) GST Registration Certificate:
- (iv) Authorisation Certificate of OEM:
- (v) Document supporting average yearly turnover

5. DD [enclosed] details:

1. DD no.\_\_\_\_\_, dtd.\_\_\_\_\_, amt.\_\_\_\_\_, bank\_\_\_\_\_ [EMD]

1. Tenderer should submit the entire set of tender papers duly signed while dropping the tender.
2. Additional paper(s) to furnish the above information may be used.

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**ANNEXURE – II**

**TECHNICAL BID**  
**[Supply of Single Head Embroidery Machine]**

Sl. No.	Particulars	Mention 'Yes' or 'No'
01	Whether Demand Draft of <b>Rs.24,000/-</b> (Rupees Twenty Four Thousand Only) in favour of NIFT, KOLKATA is enclosed as EMD with the Technical Bid submitted.	
02	Whether capable and agreed to submit 5% of the order value as Security Deposit, if purchase order is awarded.	
03	Whether Trade License for this kind of jobs enclosed	
04	Whether copy of GST Registration Certificate enclosed	
05	Whether Copy of PAN enclosed	
06	Whether OEM Authorization enclosed	
07	Whether price quoted as per the required specification mentioned in the Annexure 'IV' and inclusive of all taxes & other charges with delivery upto NIFT, Kolkata	
08	Whether relevant document submitted showing average Annual Turnover during the last two years [i.e. FY 2015-16, 2016-17 or 2017-18 (any two years)] is not less than Rs.20.00 Lakh [Please attach relevant documents (ITR, P&L, audited report from authorized Chartered Accountant, etc.) as a proof]	
09	Whether Copy of Income Tax Return for the last 2 years submitted [Assessment year 2016-17; 2017-18 or 2018-19 (any two years)]	
10	Whether agreed to abide by all the terms & conditions of this tender	
11	Whether all DDs, Annexure-I, II & III duly filled, are enclosed with this Technical Bid	

(All above enclosures must be valid)

Date:

Place:



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Annexure-III

**Declaration by the Tenderer**

This is to certify that I/We, before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

I/We hereby undertake that the information provided with this tender are true and the tender is liable to rejection if the same is found to be false or the information is found to have been suppressed by me/us.

(Signature of Tenderer with seal)

Name:

Seal:

Address:

Phone No (O):

Date:

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Annexure-IV

**FINANCIAL BID**

[FOR SUPPLY OF SINGLE HEAD EMBROIDERY MACHINE ]

Name of the Tenderer:.....

S.N.	Particulars / Specification	Qty	Price (In Rs.)
1	Single head embroidery machine with 9 needles	1 no.	
	Automatic thread trimmer		
	Maximum speed 1200 SPM		
	270° Wide cap frame unit		
	5-8" newest touch screen display showing real time stitching		
	USB input port		
	Automatic color change		
	Thread break detection		
	Pre-sew design trace capable		
	Memory size 2, 000, 000 stitches		
	Emergency stop		
	Electricity:110V/60Hz or 220V/50Hz available		
	Low power consumption 100W to 150W		
	Built-in bobbin winder or External Bobbin winder		
	<b>Computerized Control System With Touch Screen</b>		
	<b>Colorful computer embroidery machine controller :</b>		
	a) touch screen showing real time stitching		
	b) Manual, Semi-auto, Auto Color Change		
	c) Function keys including Menu, Speed up and slow		
	d) Multi languages available like English, French, Spanish etc.		
	e) Frame-moving keys, Manual Trimming		
	f) DOT ket to return to 100 degree		
	g) Start, Stop, and emergency Stop		
	h) Embroidery Status (Page Up/Page Down), USB Input,		
	i) Parameter Settings, Clear, ESC, Enter, etc		
	<b>Hoops for the embroidery machine</b>		
	a) 2 X Shirt Front Round Hoop 9 cm (3.5")		
	b) 2 X Shirt Front Round Hoop 23 cm (9")		
	c) 2 X Shirt Front Round Hoop 12 cm (4.7")		
	d) 2 X Jacket Back Square Hoop 30 X 30 cm (12" X 12")		
	Total		
	Other Charges, if any		
	GST(.....%)		
	Grand Total		

Rupees in words \_\_\_\_\_

Signature of Authorized person of the  
Firm/Agency with stamp/ seal





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- #1. GST to be mentioned specifically; otherwise, bid may not be considered.
- #2. Other charges, if any, (delivery, installation, etc.) should mentioned clearly; otherwise, Quoted price will be considered as all inclusive

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Signature of Authorized person of the  
Firm/Agency with stamp/ seal