

राष्ट्रीय फैशन प्रौद्योगिकी संस्थान
दिल्ली केंद्र
National Institute of Fashion Technology
New Delhi

Tender Document for

Supply of 3 D Foot Scanner

एनआईएफटी, दिल्ली में निविदा दस्तावेज जमा करने की अंतिम तिथि और समय 24.01.2020_को
15:00 बजे या पहले

Last date & time of submission of tender documents in NIFT, Delhi is on or before 24.01.2020 upto
15:00 IST.

निविदा दस्तावेज जमा करे
क्रय विभाग,
निफ्ट दिल्ली सेंटर,
हौज खास, नई दिल्ली 110016-

Tender to be submitted to: **Purchase Department,
NIFT Delhi Center,
HauzKhas, New Delhi-110016.**

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)**

TENDER DOCUMENT

FOR

Supply of 3 D Foot Scanner

**NIFT, DELHI CAMPUS
HAUZ KHAS, NEW DELHI**

OPENING DATE FOR ONLINE SUBMISSION OF TENDER: 03.01.2020

CLOSING DATE FOR ONLINE SUBMISSION OF TENDER: 24.01.2020

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

NOTICE INVITING TENDER FOR supply of 3D Foot Scanner in Delhi Campus

National Institute of Fashion Technology (NIFT) invites sealed Tenders in Two bid systems for supply of 3-D Foot Scanner , Delhi Centre 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". The tender addressed to Director, Delhi Centre shall be dropped in Tender Box placed at 1st Floor, near Room No. 106, NIFT, Hauz-Khas, New Delhi-16

Earnest Money: Rs15000. /- (Rs. Fifteen Thousand only)

Last date of Sale of Tender: upto 24.01.2020 hrs on 14:00 IST

Last date for receipt of Tender: upto hrs 24.01.2020-----on 15:00 IST

Date of opening of Tender (Technical Bid):- 24.01.2020----- at hrs.' on 15:30 IST

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

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 24.01.2020----**.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 All firms who are not specifically registered for required stores as per specification either with DGS&D or with MSME)/NSIC, are **required to submit Earnest Money Deposit (EMD) of Rs. 15000/- (Rupees Fifteen Thousand Only) by way of Demand Draft favoring NIFT, New Delhi along with their offer.**
- 7 Tenderers are required to submit **Earnest Money Deposit (EMD) of Rs. 15000 -/- (Rs.Fifteen Thousand only) by way of Demand Draft favoring NIFT, New Delhi alongwith their offer.**
- 8 **Offers received without earnest money or with earnest money less than the amount specified above shall be summarily rejected.**
- 9 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.
- 10 The interested supplier shall 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> **from- 03.01.2020-----to---24.01.2020----- upto 03.00 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 shall 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 shall get itself registered at <https://nifttenders.eproc.in> by paying
- Annual Registration Charges of Rs.2000 + 360 GST= 2360/- (Two Thousand Three Hundred Sixty Only).
Bid Processing Fee charges of Rs. 400+ 72 (GST) = 472/- (Four Hundred Seventy Two Only)

Basic requirements

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

- Operating System should be atleast windows 7.
 - Java version: Java 8 update 25.
 - Use Internet Explorer 11.
 - 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 shall ensure that it complies with the above requirements before applying for tender. Also, the interested Firms shall submit a hard copy of the same application which is submitted online with all relevant supporting documents by 24.01.2020 upto 03.00 P.M. Non-submission of hardcopy as directed shall 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 supply of 3D Foot scanner containing two separately sealed small envelopes, one for "Technical Bid as per Annexure I" and another for "Financial Bid as per Annexure III" 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 before 24.01.2020 **--by 3:00 P.M.**
- 15 The technical bid envelope must contain the technical bid in prescribed Performa as per **Annexure – I, Tender documents** and Earnest Money Deposit (refundable but non-interest bearing) of **Rs. 15000 -----/- (Rupees Fifteen Thousands Only)** favoring **NATIONAL INSTITUTE OF FASHION TECHNOLOGY** and payable at New Delhi with all relevant documents in support of eligibility and experience criteria. The financial bid envelope must contain only the financial bid as per **Annexure – III.**
- 16 The technical bid will be opened at NIFT, Delhi Campus on 24.01.2020 **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 shall be summarily rejected.**
- 18 Any further clarifications can be sought from the office of Incharge (I.T) on Telephone No. 011-26542161, NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT Campus, HauzKhas, 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. The tenders submitted after the due date i.e. 24.01.2020 **upto 03:00 p.m.** shall not be considered for participation in the tender process.
24. 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.
25. Tender shall be accompanied by all the relevant documents covered in the tender.
26. The payment shall be made after receipt of goods in good condition, satisfactorily installation and submission of bills. No advance / part payment shall be released by NIFT.
27. **The successful Tenderer shall deposit 10% of the quoted price of the work within 15 days of receipt of PO as Security Deposit with NIFT by way of Demand Draft/BG (in favour of NIFT, New Delhi), upto the guarantee / warrantee period from the date of installation of 3D Foot Scanner. No interest shall accrue on this deposit. The security amount shall be returned after completing the warranty / guarantee period of three months.**
28. The supplier shall ensure that he himself or his authorized representative are available for proper handing over the supplies/consignments at NIFT, New Delhi.
29. 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 participating Tenderers and neither any explanation shall be given nor any further communication will be entertained by the NIFT in this regard.
30. The specification of items required as per Annexure "II" 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-III),
31. Prices shall be quoted for the items as per Annexure "III" (specification given in Annexure II).
32. The rates quoted should be on a FIRM & FIXED basis.
33. Delivery shall to be completed within 21 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 NIFT to revoke the purchase order 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.
34. For any imported item(s) the Vendor/Agent shall have an authorization certificate from the Manufacturing Company and should enclose a copy with the Technical bid.

- 35 The NIFT is registered with 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.
- 36 Vendor shall enclose a client list along with Client's Name, Address and Phone numbers for the equipment supplied by them during the last 3 years.
- 37 Vendor shall be registered for GST and Income Tax and should enclose copies of PAN no and relevant certificates.
- 38 The Vendor shall have 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.
- 39 The items supplied shall be New and Unused and as desired by 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.
- 40 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.
- 41 Dispute, if any, arising out of the supply of items shall be settled by mutual discussion between the parties. If any disputes, still persists, the same shall be referred to arbitration by a 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 language of the Arbitration proceedings shall be in English. 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.
- 42 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 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.

- 43 Bidders shall quote the rates for the items in the format as prescribed in Annexure-III, 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 is permissible, otherwise the tender shall be treated as incomplete and the same shall be rejected summarily.
- 44 All statutory duties and taxes (including excise and customs) VAT and any other taxes or duties shall 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 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.
- 45 The bidder should be authorized dealer/partner/reseller etc. of the concerned OEM and submit the valid 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.
- 46 Comprehensive warranty: The built-in warranty should be of at least of three years with subscription or as per OEM whichever is higher.
47. **All bidders are required to submit their offer in two covers (a) Technical bid and (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's for EMD
- (b) **PRICE BID** shall contain: Details of prices and rates of taxes, duties and discounts if any, to be quoted clearly by the bidders. To be submitted as per Annexure 'III' 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 No. 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.
- (d) 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.
48. **Specification:** The Tenderers must confirm in writing that the goods supplied & installed by them shall be as per specification of goods mentioned in **Annexure – II** and in case of any variation, the contract shall liable to be cancelled immediately. The Security cum Performance Guarantee shall also be forfeited.
49. **Quality of goods:** The firm shall be entirely responsible for quality of supplied/ installed goods. The supplier shall replace the rejected/ damaged stores within 10 days, failing which legal action shall be taken as deemed fit by the Institute.
50. **Validity:** The quoted rates shall be valid for a period for 180 days from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted validity shorter than the required period, the same shall be treated as unresponsive and shall be rejected.

In case the Tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The Tenderer will be have to extend the validity, if required, without changing any terms, conditions etc. of the original tender.

Incharge (I.T)

**National Institute of Fashion Technology
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NIFT Campus, Hauz-Khas,
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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. Mobile No. :
5. Email :

Document to be submitted:

S.N.	PARTICULARS	Attached at pg. no.	Remark
1	Earnest Money demand draft for Rs. 15,000/-. (separate DD)		Date of DD must be after the publication of tender
3	Tender documents filled and duly signed as per Annexure I, II and III(total 13 pages) and without mentioning the rates.		To be filled and signed
4	Compliance to the Technical Specifications duly signed (As per Annexure -II)		To be filled and signed
5	A letter of authorization from the Principal specific (OEM) as proof of dealership to supply of 3 D Foot Scanner OEM the tender should be enclosed.		To be attached
6	Copy of registration certificate with DGS&D/NSIC, if applicable		If applicable, then submit
7	Delivery Period (Within 21days)		Acceptable/ Not Acceptable
8	G.S.T registration certificate		Copy to be attached
9	PAN number/TIN number		Copy to be attached
10	Copy of work Order for supplied 3 D		Copy to be attached

	Foot Scanner in at least two organizations (Govt. dept. PSUs and Central Autonomous bodies, institutions)in last 3 years.		
11	A client list with client's Name, Address and phone number for the 3D Foot scanner quoted for & supplied by them during the last 3 years		Copy to be attached
12	The Product catalog for the item quoted as per technical specification		Copy to be attached
13	Have you ever been debarred/blacklisted by any Govt organization/PSU/Educational Institute		Yes/No
14	Comprehensive warranty: The built-in warranty should be of at least of three years or as per OEM whichever is higher		

ANNEXURE-II

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

Specifications

Leather Design Department

Sl. No.	Hardware Name	Specifications	No. of Units required (Nos.)	Remarks (Justification)
1	3D Foot Scanner	Specifications: Dimension: 600 x 300 x 250mm Weight: 15kg Accuracy: 0.25mm Scanning Time: <5 Sec	1	3D input device for footwear CAD. for taking customized design measurements, consumers surveys on anthropometric dimensions & sizing requirements of footwear and feeding them into the software


(Prof. Sivasakthi Ekambaram)


(CC, LD)

Annexure- III

Financial Bid

S. No	Item Description	Qty.	Unit Price	G.S.T	Total Price
1	Supply & Installation of 3 D Foot Scanner as per specification at Annexure - II	01			
3	Total(1-2)				

**** Note: - Quantity may vary a little on the basis of availability of budgetary provisions.**

Grand Total (In words):-

- a.) I/We have gone through the term & conditions as stipulated in the tender and confirm to accept and abide the same.
- b.) Quantity mentioned above is tentative, it may increase or decrease as per site requirement.
- c.) The delivery of the items shall have to be made at NIFT, Delhi campus No transportation/ carriage charges will be provided for the same.
- d.) The rate quoted should be firm and final and written in ink or typed against each item and should in no case be overwritten.
- e.) Bid(s) will be evaluated on basis on the Grand Total of the item (including taxes, other charges etc.)

Date:

Place:

(Signature of the Bidder)

Along with Stamp of Firm/Company