

Rs.590/-

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, HYDERABAD
(Ministry of Textiles Govt. of India)
Opp Hitech City, Madhapur, Hyderabad-500 081.
Ph.No.040- 23110841 – 43, Ext: 23&27, Fax: 040-23114536

**TENDER DOCUMENT OF PROVINDING OF MATTRESS, PILLOWS, PILLOW COVER,
BED SHEET, BLANKET (1000 SETS) AND TENT ITEMS FOR 3 DAYS**
(27.12.2019 to 29.12.2019)

Ref.No: NIFT/Hyd/Admin./Converge 19/2019/2

Date of issue: 11.12.2019

Date of issue of Tender Document : 11.12.2019
Last Date & Time of submission : 19.12.2019 upto 2.00 P.M.
Date & Time of Opening of Bids : 19.12.2019 at 3.30 p.m.

Note:

1. This tender document contains 07 Pages and bidder is requested to sign on all the pages.
2. This tender document is available at Purchase Department, NIFT Campus, Hyderabad against submission of Union Bank of India Challan Rs.590/- payable in favour of NIFT, Hyderabad. It can also be downloaded from the website www.nift.ac.in/hyderabad/tenders by submitting tender document fee by way of Demand Draft of Rs.590/- payable in favour of NIFT, Hyderabad.
The Bid should be sealed by the bidder in and super scribed "TENDER DOCUMENT OF PROVINDING OF MATTRESS, PILLOWS, PILLOW COVER, BED SHEET, BLANKET (1000 SETS) FOR 4 DAYS".
4. Tender should be addressed to the Director, NIFT, Hyderabad and be deposited in the Tender Box available at Purchase Department on or before 19.12.2019 by 2.00 p.m.

NIFT, HYDERABAD Opp. Hitech City, Madhapur, Hyderabad-500 081.
Ph.No.040- 23110841 – 43, Ext: 44, Fax: 040-23114536

I accept the above terms & conditions

(Full signature & stamp of the Tenderer

**National Institute of Fashion Technology
NIFT Campus, Opp. Hi-Tech City,
Madhapur, Cyberabad, Hyderabad – 500 081
☎ : 040 – 23110841 – 43; Fax : 040 – 23114536**

**TENDER DOCUMENT OF PROVINDING OF MATTRESS, PILLOWS, PILLOW COVER,
BED SHEET, BLANKET (1000 SETS) FOR 4 DAYS – SINGLE BID**

Tender No. NIFT/Hyd/Admin./Converge 19/Mattresses/2019/2

DATE OF TENDER OPENING: 19.12.2019 at 3:30 PM

**To be deposited in the Tender Box at Purchase Department
NIFT Campus, Hyderabad before 2.00 p.m. on or before 19.12.2019**

Cost of Tender form: Rs.590/- by way of Demand Draft in favour of “NIFT” payable at Hyderabad

I accept the above terms & conditions

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**National Institute of Fashion Technology
Madhapur, Hyderabad – 500 081**

National Institute of Fashion Technology was set up in 1986 under the aegis of the Ministry of Textiles, Government of India. It has emerged as the premier Institute of Design, Management and Technology, developing professionals for taking up leadership positions in fashion business in the emerging global scenario. NIFT has been granted statutory status under the Act of Parliament of India in 2006, empowering the Institute to award degrees and other academic distinctions. NIFT, Hyderabad Center is situated at Opp: Hitech city, Madhapur Village, Hyderabad. At present approx 700 students are studying in this institute and about 90 Officers/Faculty and employees are working in this institute.

GENERAL TERMS AND CONDITION

1. Tender shall be submitted in official tender form only. If submitted in any other form shall be summarily rejected.
2. The schedule issued with the form of tender listing the details of items to be supplied must not be altered by the tenderer. Any modifications/alterations of the schedule considered necessary by the tenderer, should be in the separate letter accompanying the tender.
3. No paper shall be detached from the tender.
4. 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 is liable to be ignored.
5. 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 to the tender are not filled in.
6. The tender must be addressed to the Director, National Institute of Fashion Technology, NIFT Campus, Opp. Hi-Tech City, Madhapur, Cyberabad, Hyderabad 500081 and be deposited in the Tender Box placed in Purchase Department at NIFT Campus, Hyderabad on or before 2.00PM on 19.12.2019. The tenders will be opened on the same day 3.30 P.M. in NIFT Campus, Hyderabad in the presence of such tenderers who may wish to be present, either by themselves or through their authorized representatives.
7. Tenders must be accompanied with Earnest Money Deposit (EMD) of Rs.5,000/- (Rupees Five Thousand only) in shape of Demand Draft in favour of NIFT, Hyderabad along with the Bid. The Bids received without earnest money or with earnest money less than the amount specified above shall be summarily rejected. Tenderers are advised to go through the Earnest Money clause in this Tender Enquiry carefully before filling the tenders.
8. The bids should be valid in the case of all the tenders for at least 180 days from the date of opening of the tender. In the case of the successful tenderer, rates quoted shall be valid for the entire period till the supplies are completed.
9. Correction if any must be attested.
10. Late tenders will not be considered. (i.e. tenders received after the specified time of opening), delayed tenders (i.e. tenders received before the time of opening but after the due date and time of receipt tenders) and post tender offers will not be considered under any circumstances.

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11. 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 and is not bound to accept the lowest bid since due weightage shall be given to several factors besides the price bid.
12. NIFT shall in no way be responsible for any default with regard to any statutory obligation and the supplier will indemnify NIFT in case of any damage or liability, which may arise on account of action of the supplier.
13. Dispute, if any, arising out of the supply, the final decision of the Centre Director will be binding to the supplier. Court jurisdiction will be subject to Hyderabad only.
14. **Donations to NIFT are exempted under Sec 80(G) of Income Tax Act 1961.**
15. Tender shall be accompanied by the relevant documents including GST, PAN, Shop License etc. where the supplier has currently established”.
16. **The payment shall be released after completion of event, after submission of Invoice and against certification of the concerned.**
17. As per NIFT policy, payments and receipts to Government and Semi Government Agencies would be rounded off to the nearest 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 near higher rupee and paise less than 50 will be ignored.
18. The agency shall ensure that he himself or his authorized representative is available for proper handing over the supplies/consignments at NIFT Hyderabad.
19. The agreement will be valid till completion of work as incorporated in the tender document. This should be strictly adhered to.
20. In case L-1 is more than one, then the Technical qualification of the Tenderer will be the criteria and the decision of NIFT will be final.

SCOPE OF WORK

21. **The scope of work required are mentioned in the financial bid and the evaluation of bid will be on the basis of total bid value. The rates quoted should be inclusive of all taxes, supply, transportation, distributing to various rooms (G+5Floors), arranging in proper as per NIFT requirement.**
22. The rates quoted should be on FIRM & FIXED basis inclusive of tax.
23. The Work Order shall be issued by NIFT, Hyderabad and delivery of the items shall be arranged by the supplier at accommodation block, (G + 5 floor), Gachibowli Stadium at Gachibowli.
24. **They should be registered for GST and Income Tax and should enclose copies of relevant certificates.**
25. The mattress & pillow should be in good hygiene condition, no foul smell, no damages. The blankets and pillow covers should also good hygiene condition, no foul smell, no damages and should be properly washed and ironed.

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26. The pre-inspection / post inspection of the items shall be done by NIFT Centre and the items shall be accepted only after the goods are certified 'OK' by the Inspecting officials.
27. **All bidders are required to submit their offer in a sealed cover. This cover should also be super-scribed with the (TENDER FOR PROVIDING OF MATTRESS AND OTHER ITEMS) and should be addressed to the Director, NIFT, Madhapur, Hyderabad-81 and be deposited in the Tender Box available at Purchase Section, NIFT, Madhapur, Hyderabad before 2.00 PM on 19.12.2019. The tenders will be opened on 19.12.2019 at 3.30 P.M. in NIFT in the presence of such of the tenderers who may wish to be present, either by themselves or through their authorized representatives.**
28. Incomplete offers, offers not confirming to the requirements or with vague replies or without earnest money, if applicable, will not be considered.
29. Firms must clearly indicate in their offers the different taxes and duties which they propose to charge extra mentioning clearly the present rate(s) thereof. Vague offers like "**duties as applicable**" shall not be considered.
30. The number of days and quantity may vary as per the final requirement.
31. Any attempt at negotiation direct or indirect on the part of the Tenderer with the authority to whom he has submitted the tender or the authority who is competent finally to accept it after he has submitted his tender or any influence by any means the acceptance of a particular tender will render the liable to exclusion from considerations.
32. The Tender Documents received by Post/Courier and by other means will not be entertained after the last Date/Time of submission of Tender dated 19.12.2019 after 2.00 p.m.

EMD

33. The earnest money of the unsuccessful bidder shall be returned after the finalization of tender and issue of the work order to the successful bidder.
34. No interest shall be payable by the Purchaser on the Earnest Money deposited by the tenderer.
35. The Earnest Money of the successful tenderer shall be retained as Security deposit till the completion of the event and will be returned without any interest.
36. Any tender not accompanied with tender document fee and earnest money shall be rejected.
37. Earnest Money shall be forfeited in case of the following
 - a. On revocation of tender or increase in rates after opening of the tender but before the validity of the quotation expires.
 - b. On refusal to enter into contract after award of the contract
 - c. Non-performance of the contract

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**NATIONAL INSTITUTE OF FASHION TECHNOLOGY,
MADHAPUR, HYDERABAD-500 081.**

**TECHNICAL BID FOR TENDER DOCUMENT OF PROVIDING OF MATTRESS,
PILLOWS, PILLOW COVER, BED SHEET, BLANKET (1000 SETS) AND TENT ITEMS
FOR 4 DAYS**

1. Name of the Tenderer's firm :
2. Office Address :
- Telephone No. :
- Fax No. :
- E-mail Address :
- Website address if any :
3. Name of authorized representative(s) :
4. Whether proprietary or partnership Firm or Company:
5. The duly filled tenders must accompanied with a Demand Draft for `4,000/- only as Earnest Money Deposit, drawn on any bank in Hyderabad in favour of NATIONAL INSTITUTE OF FASHION TECHNOLOGY. The Earnest money of the unsuccessful bidders will be returned after the award of the contract to the successful bidder.
6. Demand Draft No. _____ Dated _____ for ` _____ drawn on _____ favoring NATIONAL INSTITUTE OF FASHION TECHNOLOGY, HYDERABAD is enclosed

Required Documents	Attached/ Not Attached (Enter Regn. Nos. wherever applicable)
Self attested copy of Shop and Establishment Certificate /GST Registration Certificate along with TIN Number Agency / Firm	
Self attested copy of PAN Card number under Income Tax Act.	

8. Validity:

The rates offered shall be valid for 180 days from the date of opening of the tenders for the purpose of evaluation of tender.

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NATIONAL INSTITUTE OF FASHION TECHNOLOGY, HYDERABAD**PRICE BID****Details of work to be carried out for 3 days (27.12.2019 to 29.12.2019)**

Sl. No.	Description	Qty.	No. of Days	Rate	Total
1	Providing and arranging of Mattresses with a size of 6'-3', weighting around 8 kgs. of cotton – 1 no., with suitable pillow with pillow cover – 1 no., bed spread – 1 no. and woolen blanket (the condition of the items should be as per page no. 5, Sl. No. 25)	1000 sets	3		
2	Providing of tent in various sizes with all necessary material and side walls	3000sft	3		
3	Plastic Chairs with arms at various play areas	500	3		
4	Providing of VIP Chairs at stage area	100	3		
5	Providing of Audience chairs (plastic with arms) at stage area	500	3		
6	Providing of Carpet for the entire stage & audience area	10,000 sft. approx..	3		
7	Providing of Stage for play areas with Chowkey with height of 1ft / 2ft / 2½ft as per the requirement	3000 sft approx..	3		
8	Carpet for various play areas	5000 sft approx..	3		
9	Providing and fixing of flood lights around all walkways/passages around hostel blocks as per the requirement of NIFT	50	4		
10	Providing of sound systems with speakers, amplifiers, collar & cordless mikes (PA system) for 30 to 50 audience in the rooms	3 sets	3		
	Total				

Total Amount in words:()

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***Note:** The rates quoted should be inclusive of all taxes, supply, transportation, distributing to various rooms (G+5Floors), arranging in proper as per NIFT requirement.

No extra charges will be payable by NIFT for non-awareness of the work/supply.

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