



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, जोधपुर, राजस्थान

(NATIONAL INSTITUTE OF FASHION TECHNOLOGY, JODHPUR, RAJASTHAN)

निफ्ट जोधपुर में फैशन कम्युनिकेशन लैब उपकरणों के सप्लाई हेतु ई-निविदा आमंत्रित की गई है।

(NOTICE INVITING E-TENDER FOR "SUPPLY OF FASHION COMMUNICATION (FC) LAB EQUIPMENT" AT NIFT CAMPUS KARWAR, JODHPUR)

Estimate Cost/value of Tender:- Rs 520600/- approximately.

निविदा नम्बर / Tender No: NJ NIT/No.15499/ Fashion Communication(FC) Lab Equipment/61/2019

Receipt No & date of issue: _____

Time schedule for tender process:

| | |
|---|---|
| निविदा अधिसूचना के वेबसाईट पर प्रकाशन की तिथि/ Date of publication of tender notification on official web site | 25/07/2019 |
| निविदा दस्तावेज की बिक्री से शुरू/ Sale of tender document commences from | 25/07/2019 |
| पूर्व बोली बैठक/Pre-bid meeting | 31.07.2019 (11:00 AM) |
| निविदा प्राप्त करने की अंतिम तिथि / Last date for receipt of duly filled in tenders | 19.08.2019 (02:00 PM) |
| निविदाओं के तकनीकी बिड खोलने की तारीख और समय / Date and time of the opening of Technical bid of tenders | 19.08.2019 (3:00 PM) |
| निविदाओं के वित्तीय बिड खोलने की तारीख और समय / Date and time of the opening of Financial bid of tenders | Will be notified to the technically qualified tenders |

Note: This tender document contains 15 pages and bidders are requested to sign on all the pages. The tender should be submitted in two separate sealed envelopes superscripted with (i) "Tender for Supply of Fashion Communication (FC) Lab Equipment - Technical Bid" and (ii) "Tender for NJ NIT/No.15499/Fashion Communication (FC) Lab Equipment/61/2019 - Financial Bid". The 2 covers duly sealed (i.e. Technical Bid & Financial Bid) should thereafter be kept in third cover & sealed. This cover should also be superscripted with "NJ NIT/No.15499/ Fashion Communication(FC) Lab Equipment/61/2019 and addressed to:

Purchase Officer

National Institute of Fashion Technology,

NIFT Campus, Karwar, Jodhpur- 342037, Rajasthan

Tender form along with EMD draft should be put in the Technical bid envelope. In case if it is submitted along with Financial Bid, the same will be rejected.

NIFT CAMPUS, KARWAR, JODHPUR- 342037, RAJASTHAN

Ph. No.: 0291 2659520, Web ID: www.nift.ac.in/jodhpur

1. INTRODUCTION:

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, Raibareli, Shillong and Srinagar.

National Institute of Fashion Technology (NIFT) was set up in 1986 under the aegis of Ministry of Textiles, Government of India. It has emerged as the premier Institute of Design, Management & Technology. NIFT Jodhpur was established in 2010. NIFT, Jodhpur invites sealed tenders for Supply of Fashion Communication (FC) Lab Equipment at NIFT Campus Karwar, Jodhpur.

2. Submission of Bids

(a) The interested firms 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> from 25.07.2019 to 19.08.2019 up to 2.00 P.M. Tender documents is also available for viewing on the “tenders” link of the NIFT website i.e. <https://nifttenders.eproc.in>

(b) Applications to this tender will be accepted only through the online mode through the website <https://nifttenders.eproc.in>. No other mode of application will be considered & application will not be accepted. However, the firm should submit application/document as described in clause No. (d)

(c) For applying online, the Firm should get itself registered at <https://nifttenders.eproc.in> by paying :-

- Registration Charges of **Rs. 2000/- + Rs-360/-** (Inclusive GST) = Rs2,360/- (Two Thousand Three Hundred and Sixty Only - non-refundable).
- Bid Processing Fee charges of Rs.416/- +75/-= 491/- (**inclusive of GST**) (Four Hundred and Ninety One - non-refundable) through online payments only.

(d)The Firm should ensure that it complies with the requirements as per works before applying for tender. Also, the interested Firms should submit a hard copy of the application submitted online with all relevant supporting documents by 19.08.2019 up to 2.00 P.M. Non-submission of hardcopy as directed will lead to rejection of the tender application.

(e) The sealed hard copy of the tender shall be submitted in one big envelope superscripting “Supply of Fashion Communication (FC) Lab Equipment” containing two separately sealed small envelopes, one for "Technical Bid " and another for "Financial Bid

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" superscripting as such and addressed to The Director, National Institute Of Fashion Technology, NIFT Campus, Jodhpur. The hard copies of sealed tenders documents must be dropped in the tender box kept at Reception Area NIFT Jodhpur, on or before 19.08.2019 up to 2.00.

(f) The technical bid envelope must contain the technical bid in prescribed Performa as per Annexure - I along with a demand draft of Earnest Money Deposit (refundable but non-interest bearing) of Rs. 11000/- (Rupees Eleven Thousand Only) favoring National Institute Of Fashion Technology and payable at Jodhpur with all relevant documents in support of eligibility and experience criteria. The financial bid envelope must contain only the financial bid. The financial bid shall include all the charges including all taxes etc to complete the work in all respect. NIFT will not accept any claim other than mentioned in financial bid.

(g) The technical bid will be opened at NIFT, Jodhpur on 19.08.2019 up to 3.00 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.

(h) The interested 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.

(i) Any further clarifications can be sought from the NIFT office on Telephone No. 0291 2659520, NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT Campus, Jodhpur.

And **For online procedure: For More enquiries / For Helpdesk officers: - Mr. Sandeep Bhandari , E-mail :- sandeep.bhandari@clindia.com Phone No.:- 0124-4302033 &36**

(j) Amendment to tender:

At any time prior to the last date of submission of bids, NIFT may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidders, modify the tender document by issuing corrigendum/addendum. Corrigendum/addendum to this tender shall be published in the site www.nift.ac.in/jodhpur & <https://nifttenders.eproc.in> Prospective bidders are advised to regularly visit the website: <https://nifttenders.eproc.in> www.nift.ac.in/jodhpur to keep track of corrigendum, if any.

3. NOTICE INVITING TENDER

The NIFT Jodhpur invites sealed tenders under "TWO BID SYSTEM" are invited from reputed suppliers of good standards for selection of a supplier for the purpose of **Supply of Fashion Communication (FC) Lab Equipment** at NIFT Jodhpur the name of the centre Jodhpur.

The details of the tender are given below:-

- a. Description of Services: selection of a supplier for the purpose of supplying **Supply of Fashion Communication (FC) Lab Equipment** at NIFT Jodhpur Closing date & time for submission of bids:
- b. Date & time of opening of Bid:
 - i. Technical bid: 19.08.2019, 3:00 PM (in presence of the tenderers or their authorized representatives.
 - ii. Financial bid : After evaluation of Technical Bid
 - iii. Bid validity upto: 30 days from the date of opening of financial bid

Correspondence Address : Director, National Institute of Fashion Technology, NIFT Campus, Karwar, Jodhpur-342037, Rajasthan, India.

"TWO BIDS SYSTEM" shall be followed for this tender. Tenderer should take due care to submit the tender in accordance with requirement in sealed covers. Bids received shall be evaluated as per the Criteria prescribed in the tender document. NIFT will not entertain any modifications subsequent to opening of bids and bids not conforming to tender conditions shall be liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirement of tender document specifying their acceptance to all the clauses of Bid Evaluation Criteria, General terms and conditions and compliance to the Scope of Work requirement etc.

The EMD draft should be kept in the Technical Bid Cover. The Technical bid and the financial bid should be sealed by the tenderer in separate covers duly super scribed as "Technical Bid" and "Financial Bid" respectively. Both these sealed covers should then be kept in a bigger cover which should also be sealed & duly super scribed as „Tender for **Supply of Fashion Communication (FC) Lab Equipment** at NIFT Jodhpur.

4. INSTRUCTIONS TO TENDERERS: The tenderers are requested to follow the below mentioned instructions:

1. Offers on original tender document will only be considered. Offers submitted by fax or in any manner other than specified above shall not be considered. The bids shall exactly be according to the prescribed formats. Modifications/Rewording of formats shall not be acceptable.
2. All documentations are required to be in Hindi/English.
3. Tender should be filled with neat legible and correct entries. Indistinct figures, erasures and alterations are not permitted in the tender.
4. Failure to comply with these conditions will result in forfeiting of the tender. Please cross out any mistakes and rewrite the same and counter sign.
5. Incomplete tenders, amendments and additions to tender after opening and tenders submitted after due date shall liable to be ignored.



6. Cost involved in submitting the bids, attending the tender opening meeting, arrangements for the demonstration /presentation etc. shall be borne by the bidder.
7. Tender shall be accompanied by the relevant documents including the following:-

- a) 2 lakhs each in last two financial years 2016-17 & for 2017-18(Audited/Unaudited)

OR

01 Single order of Rs. 1 lakh for supplying the items requested in the tender to the Govt. Institute/Reputed Institute (Proof thereof should be submitted)

- b) Copy of PAN of the company/firm.
 - c) Copy of GST of the company/firm.
 - d) Income Tax Return for the last two Financial Years i.e., **2016-17 & 2017-18**
 - e) Authorization letter of the OEM(Original Equipment Manufacturer)
8. No tenderer shall be allowed to withdraw the tender rates after opening of the tender. If any tenderer withdraws the rates the EMD amount deposited by him shall be forfeited and he shall be disqualified from participating in any future tender of the Institute.
 9. No interest shall be paid on the EMD and the EMD shall be forfeited in case the selected/successful bidder does not accept the W.O. or unable to supply goods.
 10. Rates should be offered unconditionally and if rates are submitted with any condition the tender shall be rejected.
 11. Warranty/guarantee :- as per company policy.
 12. The defective goods shall be replaced by the agency without any additional charge during guarantee period of supplied goods. The replacement shall have to be carried out within 7 days of the intimation being received from the Institute.
 13. Tenderer shall have to quote item wise rates, consolidated rates shall not be considered and tender shall be liable to be rejected out rightly.
 14. NIFT Jodhpur reserves the right to change the quantity/ upgrade the criteria/ drop any item or part thereof/extension of delivery date at any time before placing the purchase order.
 15. NIFT Jodhpur may increase/decrease total no. of above mentioned articles/goods if required.

5. TERMS AND CONDITIONS:

- a) **Validity of the Offer:** The offer should be valid for three months from the - date of opening of Financial Bid; it can be further extended for the period of three months.
- b) **Right of Acceptance:** NIFT does not bind itself to accept the lowest tender. Even after qualifying in technical bid, the financial bid may not be accepted if found not in order at the sole discretion of NIFT.
- c) **Delivery:** The items(**Fashion Communication (FC) Lab Equipment**) should be delivered, placed, installed and commissioned at NIFT Campus, (NIFT Campus, Karwar, Jodhpur- 342037, Rajasthan, India.) within a period of 15 days from date of issue of letter of award.

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If the tenderer fails to supply the ordered quantity within the stipulated time period/ supplies sub-standard item, liquidated damages equivalent to 0.5 (Half) per cent of the prices of any portion of stores delivered late, for each week or part thereof of delay. The total damages shall not exceed 10 (Ten) per cent of the value of delayed goods.

- d) **Responsibilities:** The furniture items supplied should be brand new furniture and should be installed/commissioned at the locations specified by NIFT at no extra cost to NIFT. NIFT is not bound to provide any mode of transport in respect of men or material required for the contract.
- e) **Prices:** The vendors are required to quote as per "Annexure II" (Financial Bid). The Bidder shall quote the rates in figures as well as words. The figures should be clearly written and there should be no overwriting. The rates quoted shall include the cost of material, labour, T&P etc, as required for the completion of work. The quoted rates shall be inclusive of all taxes, duties, Goods and Service Tax (GST) etc. as applicable and no extra shall be payable on this account.
- f) **Payment Terms:** No payment shall be made in advance.

Full Payment shall be released after the successful installation of the ordered goods against the submission of the Inspection report by the committee, In case of any delayed payments to the vendor due to unforeseen reasons, no interest or payment over and above the payment due will be made by NIFT to the vendor.

TDS as per rule shall be deducted from the bills of the contractor. The agency must enclose copy of PAN No. supported by copy of PAN Card of the company.

- g) **Signing of Tender:** The individual signing the tender (or the documents in connection with it) must specify whether he/she is signing as:
 - 1. A sole proprietor of the firm, or constituted attorney of such a proprietor.
 - 2. A partner of the firm, if it be a partnership, in which case he/she must have the authority to refer to arbitration, disputes if any, concerning the business of the partnership. Either by virtue of the partnership agreement or power of attorney.
 - 3. Authorized signatory of the firm, if it is a company (a letter of the authority in this respect must be enclosed along with the bid).
 - 4. A person signing the tender form or any part thereof, on behalf of another, shall be deemed to warrant that he/she has the authority to bind the other and if on inquiry it appears that the person so signing has no authority do to so, NIFT may without prejudice to other Civil and Criminal remedies, cancel the contract and hold the signatory liable for all costs and damages.

Each page of the tender form, agreement for purchase and agreement for Supply, Installation and Commissioning should be signed and stamped for the purpose of the tender offer.

- h) **General:** NIFT reserves the right for any reduction/increase in the scope of work and the same shall be awarded to the vendor at the same Unit Rate mentioned in their bid.
- i) **Jurisdiction:** All disputes shall be subject to NIFT Jodhpur.

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Jurisdiction only. In case of any dispute raised by the supplier, a representation will be made only by the authorized representative of the supplier and the decision of the Director NIFT Jodhpur will be binding on the supplier.

- j) **Performance Security:** The successful tenderer will be required to furnish a Performance Security Deposit of 10% of contract value after receiving Notification of Award in the form of Fixed Deposit Receipt or Bank Guarantee from any Nationalized Bank duly pledged in the name of the "**National Institute of Fashion Technology, Jodhpur**" which shall be kept valid for a period of 60 days beyond completion of all the contractual obligations.

- k) National Institute of Fashion Technology reserves the right to accept in part or in full or reject any or more quotation(s) without assigning any reasons or cancel the tendering process and reject all quotations at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s) and is not bound to accept the lowest evaluated bid since due weightage shall be given to several factors besides the commercial bid and decision of NIFT to that effect shall be final & binding.

Specification of goods(i.e. Fashion Communication(FC) Lab Equipment)

| S.NO. | Technical Specifications | QTY |
|---|---|------------|
| Photography Lab accessories | | |
| 1 | Cutter Stands with flags | 8 |
| 2 | Tripod (Ball head) | 4 |
| 3 | Umbrella | 3 |
| 4 | Barn Door set with grid(studio strobes) | 1 |
| 5 | Speed light compatible triggers | 8 |
| 6 | Light Tent | 2 |
| 7 | Snoot | 1 |
| Pantography System for FC lab/2019 | | |
| 8 | Fix track 14ft. | 2 |
| 9 | Moving track 12ft. | 4 |
| 10 | Pantograph 6ft. | 4 |
| 11 | Single roller | 4 |
| 12 | Double roller | 8 |
| 13 | Cable roller | 10 |
| 14 | Spigot roller 4 Inch | 1 |
| Studio Lights Indoor/Outdoor Accessories | | |
| 15 | Outdoor studio light | 2 |
| 16 | Light Stand | 2 |
| 17 | Studio light Battery | 2 |

6. PERFORMA OF TECHNICAL BID:



TECHNICAL BID

UNDERTAKING FROM THE BIDDER

To

Director

National Institute of Fashion Technology
NIFT Campus, Karwar,
Jodhpur- 342037, Rajasthan

Dear Sir/ Madam,

We hereby unconditionally accept all terms and condition mentioned in Tender enquiry for “Supply & installation of Fashion Communication (FC) Lab Equipment at NIFT Campus, Karwar, Jodhpur”.

Regards,

(Authorized Signatory)

(Company Seal)

Date:

UNDERTAKING

I/WeS/oR/o
..... (local address Permanent
address) solemnly state that I/We have not so far been black listed by any of the
institutions/offices.

Date this day of

Signature of contractor

(Full signature of the Tenderer with seal of the Agency)

Date:

Place:

TECHNICAL BID

| Sl. No | Particulars | Mention "Yes" or "No" |
|---------------|--|------------------------------|
| 1 | Whether „Technical“ & „Price“ bids submitted separately and the respective envelopes superscribed Properly. | |
| 2 | Whether Demand Draft of _____/-(Rupees _____ only) in favour of NIFT_____ is enclosed as EMD with the tender submitted. | |
| 3 | Copy of PAN of the company/firm. (Proof thereof should be submitted) | |
| 4 | Copy of GST of the company/firm. (Proof thereof should be submitted) | |
| 5 | Whether agreed to abide by all the terms & conditions of this tender | |
| 6 | 2 lakhs each in last two financial years 2016-17 & for 2017-18(Audited/Unaudited OR 01 Single order of Rs. 1 lakh for supplying the items requested in the tender to the Govt. Institute/Reputed Institute (Proof thereof should be submitted) (Proof thereof should be submitted) | |
| 7 | Income Tax Return for the last two Financial Years i.e., 2016-17 & 2017-18(Proof thereof should be submitted) | |
| 8 | Authorization letter of the OEM(Original Equipment Manufacturer) (Proof thereof should be submitted) | |

All above enclosures must be valid (wherever applicable)

(Name & Signature of the tenderer with seal)

Date:

Place



(Jodhpur)

Tender enquiry for Supply of Fashion Communication (FC) Lab Equipment at NIFT (Jodhpur)

Part 1.

1. National Institute of Fashion Technology (NIFT), is pleased to invite bids against this tender enquiry for 'Supply of Fashion Communication (FC) Lab Equipment at NIFT (Jodhpur) as per Compliance and Commercial details mentioned tender.
2. Bidders are requested to submit commercial offer in the enclosed formats ONLY. Telegraphic or conditional tender may not be accepted or the condition(s) may not be considered
3. The Bidders are expected to accept all technical / commercial terms & Conditions mentioned in the Bid documents.
4. "The tender shall be submitted in two separate sealed envelopes one for the Technical Bid and the other for Financial bid which should be clearly superscribed on the envelopes. The 2 covers duly sealed (i.e. Technical Bid & Financial bid) should thereafter be kept in third cover & sealed. Envelope of Technical Bid shall also contain the EMD.(in the form of Demand Draft/Pay Order payable in favour of "NIFT, Jodhpur "). This cover should also be super-scribed with "Tender for Supply of Fashion Communication (FC) Lab Equipment" Tender No. NJ NIT/No.15499 /Fashion Communication (FC) Lab Equipment/61/2019, Tender Opening date:19.08.2019, 3:00 PM.
5. Tenders duly filled in and complete in all respect should be addressed and dropped latest by 24/07/2019 hrs on 2:00 PM in the sealed box placed in the office of :

Purchase Officer,

National institute of Fashion Technology,

NIFT Campus, Karwar,

Jodhpur- 342037, Rajasthan

6. EARNEST MONEY DEPOSIT

The Bidders are required to furnish Earnest Money Deposit (EMD) (other than those specifically exempted by NSIC certificate) along with their offer in the form of Demand Draft drawn on any Nationalized Bank favoring NIFT, Jodhpur payable at Jodhpur for Rs. 11000/- (Rupees Eleven Thousand Only).

The EMD of the bidder will be forfeited if the bidder misleads NIFT during the course of evaluation of the tender by providing false and misleading information. If party becomes L1 and not willing to accept the offer/supplies Sub-standard material, EMD will be forfeited.

PLEASE NOTE THAT OFFERS NOT ACCOMPANIED BY THE REQUIRED EMD ARE LIABLE TO BE REJECTED.

The EMD of the unsuccessful Bidders shall be released by NIFT after receiving the "letter of acceptance" of the Order from the Successful bidder.

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7. It is the responsibility of Bidders to read all terms & conditions of this tender carefully before filling the tender. Incomplete tender documents / or bids not responsive enough to the tender terms shall be rejected. NIFT reserves the right to split or reject any or all the tenders without assigning any reason thereof. NIFT shall not be responsible for any postal delays.
8. Any vagueness/incomplete details in the offer shall make it liable to be rejected as such shortcomings in the offer shall be interpreted as incompetence and disinterest on the part of the bidder to meet tender requirements.
9. NIFT is not bound to accept the tender quoting the least in the financial bid. . NIFT reserves the right to place order for a part of the quantity offered. The rates quoted by the bidder shall be valid for any such part order.

Purchase Officer
NIFT , (Jodhpur)

7. PERFORMA OF FINANCIAL BID:

| No. | Description of Goods/material | Qty | Price | | | |
|---|---|-----|-------------------|---------------------------------------|--------------------------------|-------------------------------|
| | | | Unit Price in Rs. | Taxes as applicable such as GST, etc. | Total Price in Rs. (in Figure) | Total Price in Rs. (in Words) |
| Photography Lab accessories | | | | | | |
| 1 | Cutter Stands with flags | 8 | | | | |
| 2 | Tripod (Ball head) | 4 | | | | |
| 3 | Umbrella | 3 | | | | |
| 4 | Barn Door set with grid(studio strobes) | 1 | | | | |
| 5 | Speed light compatible triggers | 8 | | | | |
| 6 | Light Tent | 2 | | | | |
| 7 | Snoot | 1 | | | | |
| Pantography System for FC lab/2019 | | | | | | |
| 8 | Fix track 14ft. | 2 | | | | |
| 9 | Moving track 12ft. | 4 | | | | |
| 10 | Pantograph 6ft. | 4 | | | | |
| 11 | Single roller | 4 | | | | |
| 12 | Double roller | 8 | | | | |
| 13 | Cable roller | 10 | | | | |
| 14 | Spigot roller 4 Inch | 1 | | | | |
| Studio Lights Indoor/Outdoor Accessories | | | | | | |
| 15 | Outdoor studio light | 2 | | | | |
| 16 | Light Stand | 2 | | | | |
| 17 | Studio light Battery | 2 | | | | |

1. L-1 will be decided on the item wise of material/goods. No other charges will be paid except the total amount quoted.
2. The above payment will be treated as full and final GST may be shown in the bill and indicate GST No. of NIFT Jodhpur (GST NO.08AAATN2067J1ZG) on bill.

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3. The rates are inclusive of all taxes & F.O.R. at NIFT Jodhpur.
4. The tenderer has to fill the Tender terms & Conditions and provide submit document mentioned as per terms & conditions.
5. All columns must be filled compulsorily.
6. Conditional bid will be treated as unresponsive and are liable to be rejected.
7. Items quoted must be as per the specifications given. The quotes should be in the given format. No deviation in format will be acceptable.

Signature of tenderer
With date & address.

Date:

Place: