



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, कोलकाता केन्द्र



NIT No.: e-08/2021(Pur-Kol)



राष्ट्रीय फैशन प्रौद्योगिकी 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)

TENDER

For

“Repair and Painting of old steel Almirah at Girls’ Hostel campus”

Tender No.: e-08/2021(Pur-Kol)

OPENING DATE FOR ONLINE SUBMISSION OF TENDER	03/02/2022
CLOSING DATE FOR ONLINE SUBMISSION OF TENDER	14/02/2022 up to 2.00 pm.
Date and time of opening of tenders (Technical Bid)	16/02/2022 at 3.00 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.

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 to address the specialized needs of professional and students in the field on 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.

Seal & Signature of the tenderer with date & seal



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, कोलकाता केन्द्र



NIT No.: e-08/2021(Pur-Kol)

Founded in 1995, National Institute of Fashion Technology (NIFT), Kolkata is providing education in the field of Design, Technology and Management. NIFT Kolkata is one of the five oldest Centers among the NIFT fraternity and stands as a pioneer of fashion training and research.

(A) TENDER NOTICE

NIFT, Kolkata invites **online** tender under two bid systems for “Repair and Painting of old steel Almirah at Girls’ Hostel campus” from eligible reputed Firms/Agencies having at least 03 (Three) years work experience in executing similar kind of works/jobs in Central/State Govt. Department/PSUs/MNCs Reputed Academic Institutes /Organizations.

The hard copy of the tender should be placed in a sealed envelope superscribed with “**Repair and Painting of old steel Almirah at Girls’ Hostel campus (NIT No.: e-08/2021(Pur-Kol))**” and shall be addressed to and sent to the Purchase Officer, National Institute of Fashion Technology, Block-LA, Plot-3B, Sector-III, Salt Lake City, Kolkata- 7000106 or dropped in the Tender Box kept at the said address on or before schedule financial bid should be quoted online only and need not to be submitted in hard copy .

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.

Terms and Conditions

1. Only online bids will be considered. In addition to on-line, the hardcopy of the Technical Bid (Annexure-I, II, III and IIIA only) along with necessary fees through DD, and relevant documents should be submitted within the specified date & time at the said address. Annexure-IV, V & VI (Financial Bid) to be submitted online only.
2. Please read the terms & conditions carefully before filling up the document. Incomplete tender documents will be rejected.
3. Conditional or offline tender will not be accepted or the condition(s) may not be considered.
4. The Financial Bids of technically qualified bidder only will be opened.
5. Even after qualifying in technical bid, the financial bid may not be accepted if found not in order.
6. The tenderer must have at least 3 years of experience in the relevant field and execution of similar kind of works in the Govt., PSU, reputed MNCs/ organisations.
7. In case of L-1 is more than one, the selection criteria [viz. the past performance, experience, turnover, 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.
8. 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.
9. All Taxes & other charges, if any, should be mentioned clearly; otherwise, the rates will be treated as all inclusive. Statutory rates are subject to change and will be considered as may fixed by the Govt.
10. Average Annual financial turnover during the last 3 years, ending 31st March of the previous financial year, should be at least Rs.3.50 lakh.
11. Experience criteria: Experience of having successfully completed similar works during last 5 years ending last day of month previous to the one in which applications are invited should be either of the following:-

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राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, कोलकाता केन्द्र



NIT No.: e-08/2021(Pur-Kol)

a. Three similar completed works costing not less than the amount equal to Rs.2.40 lakh.

or

b. Two similar completed works costing not less than the amount equal to Rs.3.00 lakh.

or

c. One similar completed work costing not less than the amount equal to Rs.4.80 lakh.

12. Definition of "similar work" should be clearly defined.
13. The successful bidder needs to deposit Security Money of 3% of the Work Order value through Demand Draft favoring NIFT Kolkata which will be refunded/ returned, without any interest, after one year from the date of completion of the work with deduction, if any and as applicable.
14. should be completed within 8 weeks from the date of receiving of Work Order failing which a penalty @0.5% of the order value per week will be imposed subject to a maximum of 10% of the Order Value. However, delay due to any applicable/ unforeseen reason, viz. natural calamity, non-availability of site etc., May/ may not be considered as may be decided by NIFT Authority.
15. All statutory obligations under various laws, imposed from time to time will have to be met by the contractor for which no extra payment shall be made to him. NIFT will no way be responsible for any default with regard to statutory obligation, if any.
16. The quotes should be valid for at least 3 months from the date of opening of the tender however, for the successful bidder the rates will be valid till completion of the job.
17. No payment shall be made in advance. The payment shall be made after commissioning of works and on the basis of certification by the concerned NIFT Official(s). TDS etc., if any and as applicable, will be deducted during payment.
18. The quantity of items of work may vary and payment will be made based on actual.
19. NIFT shall not provide any mode of transport in respect of men or material required by the contractor for execution of the work.
20. Any query/ clarification with respect to the tender (T&Cs, specification(s), etc.) may get cleared prior to submission of bid; concerned NIFT official(s) may be contacted in this regard in between 10 am to 5 pm on any working day (033-23357546). NIFT will not entertain or clarify any such query during post bid.
21. Works shall be executed at NIFT Girl's Hostel Campus, Block-GE, Plot-4, Sector – III, Salt Lake City, Kolkata - 700106 by the successful bidder.
22. The schedule issued with the form of tender listing the details of item to be executed 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.
23. The tender is liable to be rejected if complete information is not given or if the particulars and data (if any) asked for in the Schedule of the tender are not filled in correctly.
24. Late submission of tender will not be considered.
25. Tender shall be accompanied by the relevant documents including the following:-
 - a) Copy of Trade License
 - b) Copy of GST Registration Certificate of the company/firm
 - c) Copy of PAN of the company/firm
 - d) Annual Turnover
 - e) Experience

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राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, कोलकाता केन्द्र



NIT No.: e-08/2021(Pur-Kol)

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. paisa 50 or above will be rounded off to the next higher rupee and paisa less than 50 will be ignored.
27. The Micro and Small scale industrial units, Startups registered under Department of Industrial Policy and Promotion (DIPP) are exempted from prior experience & turnover prior. Document proof for the same is to be provided in the Technical bid for clearance exemption
 - a) Further, as per Department of Expenditure, Ministry of Finance OM No. F.20/2/2014/PPD-(Pt) dated 25.07.2016 circulated vide note F. No. 24/2/2013/Fin-1 dated 02.08.2016, relaxation of the condition of prior turnover and prior experience in public procurement has been extended to all Startups (whether MSE or not) subject to meeting of quality and technical specifications in accordance with the relevant provisions [Rule 173(l) (b) of GFR, 2017].
 - b) Against the tender, if the bidders in their offer have submitted documents to prove the Startup/MSE status for the tendered item without certificate towards quality, assurance and capability from some authority like MSME, NSIC, etc., the Technical Team of NIFT, Kolkata, if needed, may assess the techno-commercial capability of the vendors to provide the required service as per the prescribed quality and technical specification before awarding contract to them.
28. If favorable technical capability reports obtained earlier on such firms for rendering service of the item in question as per the required specification is available, these may be considered for granting relaxation to the criteria of prior experience and prior turnover provided date of such reports are not more than one year from the date of opening of bids.
29. The details specification of works has been provided at **Annexure 'IV'**.
30. *It is strongly recommended that the tenderer should inspect the site any time during working hours on any working day with prior appointment [contact no.9051472707; no extra shall be payable for non- awareness of the site conditions and constraints.*
31. Tenderer must sign along with company seal on all the pages submitted with the tender document.
32. All disputes are subject to Kolkata Jurisdiction only.

NIFT reserves the right to accept or reject any or all the tenders either fully or partly or may cancel the tender without assigning any reason and is not bound to accept the lowest bid since due weightage shall be given to several factors besides the commercial bid and decision of NIFT in this regard shall be final & binding on all the tenderers.

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राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, कोलकाता केन्द्र



NIT No.: e-08/2021(Pur-Kol)

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) Copy of GST Registration Certificate
- iv) Document supporting yearly turnover
- v) Experience.

5. DD [enclosed] details:

1. DD no. _____, dtd. _____, amt. _____, bank _____ [EMD]

- NB: 1. Tenderer has to submit the entire set of tender papers duly signed while dropping the tender.
2. Additional paper to furnish the above information may be used.

Seal & Signature of the tenderer with date & seal



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, कोलकाता केन्द्र



NIT No.: e-08/2021(Pur-Kol)

ANNEXURE-II

TECHNICAL BID

For

“Repair and Painting of old steel Almira at Girls’ Hostel campus”

<u>Sl.</u>	<u>Particulars</u>	<u>Mention ‘Yes’ or ‘No’</u>
01	Whether Bid Securing Declaration Form enclosed	
02	Whether capable and agreed to 3% of Work Order Value/cost as Security Deposit , if work order is awarded.	
03	Whether document in support of having minimum 3 (Three) years experience in execution of similar works along with a list of organizations (Govt., PSU, reputed MNCs/ organizations) where the Contractor is currently/earlier has executed similar/related (civil) job submitted.	
04	Whether Trade License for this kind of jobs enclosed	
05	Whether copy of Pan Card and GST Registration Certificate enclosed	
06	Whether fulfill the minimum Annual turnover as mentioned in tender document [Please attach relevant authentic documents (audit report from authorized chartered Accountant, P&L St., Income Tax Return etc.) as proof]	
07	Whether agreed to abide by all the terms & conditions of this tender	
08	Whether all Annexure-I, II, III & IIIA & IIIB duly filled and ‘undertaking’ has been submitted with the Technical Bid	

All above enclosures should be valid

Seal & Signature of the tenderer with date & seal



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, कोलकाता केन्द्र



NIT No.: e-08/2021(Pur-Kol)

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 me/us.

I/We hereby undertake that the information provided above and elsewhere in the tender is 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:

(Seal & Signature of the tenderer with date & seal)

Seal & Signature of the tenderer with date & seal



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, कोलकाता केन्द्र



NIT No.: e-08/2021(Pur-Kol)

Annexure-III A

Bid Securing Declaration Form

Tender No. e-08/2021(Pur-Kol)

Dated: _____

To
The Director,
National Institute of Fashion Technology,
Block-LA, Plot-3B, Sector-III,
Salt Lake City,
Kolkata – 700106

I/ We, on behalf of M/s _____ the undersigned, declare that:

I/ We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- having been notified of the acceptance of .our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signature with stamp
(signature of person whose name and capacity are shown)
in the capacity of (legal capacity of person signing the Bid Securing Declaration)

Name: _____

Dated on _____ day of _____ (date of signing)

Seal & Signature of the tenderer with date & seal



NIT No.: e-08/2021(Pur-Kol)

Annexure-IIIB

SELF-DECLARATION – NO BLACKLISTING

In response to the Tender Document for Repair and Painting of old steel Almirah at Girls' Hostel campus at NIFT Kolkata, I/ We hereby declare that presently our Company/ firm _____ is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body.

I/We further declare that presently our Company/ firm is not blacklisted or debarred and not declared ineligible for reasons other than corrupt & fraudulent practices by any State/ Central Government/ PSU/ Autonomous Body on the date of Bid Submission including violation of relevant labour laws.

I/We further declare that contract of our Company/ firm has never been terminated by any State/ Central Government/ PSU/ Autonomous Body due to deficiency in services, performance or any other defaults.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, our security may be forfeited in full and the bid, if any to the extent accepted may be cancelled at any stage and the contract may be terminated and we shall be debarred from bidding in future against any other tender.

Yours faithfully,

Place:

Date:

(Signature of the Tender with Seal):

Seal & Signature of the tenderer with date & seal



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, कोलकाता केन्द्र



NIT No.: e-08/2021(Pur-Kol)

ANNEXURE-IV

FINANCIAL BID

Name of works – **Repair and Painting of old steel Almirah at Girls' Hostel campus**

Sl. No.	Item/ page no	Description	Unit	Qty.	Rate (Rs.)	Amount (Rs)	GST as applicable (Rs)	Amount with GST (Rs)
01	MR	Repair and Special spray Painting of old steel Almirah which includes whole body, Shelves, Door with lock and key system, Hinges, Handles, Almirah stands etc. - Complete in all respect. Dimension – 1520mm(H)X760mm(W)X430mm(D) Thickness of steel sheet lies in the range of 0.8mm to 1.25mm Selection of Almirah colour will be done as per the direction of Engineer/Officer – in charge.	Nos.	74				
Total								
(Rupees.....Only)								

Seal & Signature of the tenderer with date & seal



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, कोलकाता केन्द्र



NIT No.: e-08/2021(Pur-Kol)

FINANCIAL BID

ANNEXURE-V

Total Amount: Rs. _____ (in figure)

[Amount in Words: _____]

N.B.: a) The rate of items shall be for execution of work at all levels and height. Nothing extra shall be paid on this account. The agency shall visit the site and satisfy himself as to conditions under which the work is to be performed. He shall also check and ascertain the locations if any existing structures or equipment or any other situations, which may affect the work. No extra claim for ignorance or on the ground of insufficient description will be allowed at a later date.

b) All debris / rubbish accumulated due to the execution of work shall be disposed of / removed from the campus by the contractor without any extra charge.

c) Tenderer to quote for all the items with GST to be mentioned specifically.

d) The quantity of items may vary and payment will be made based on actual.

Seal & Signature of the tenderer with date & seal