

राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, पटना
NATIONAL INSTITUTE OF FASHION TECHNOLOGY, PATNA
(A Statutory body governed by The NIFT Act 2006 Set up by the Ministry of Textiles, Govt. of India)

(INVITING REQUEST FOR PROPOSAL FOR REPLACEMENT OF DOORS AND DOOR FRAME AT NIFT PATNA)

निविदा नंबर (Tender No): NIFT/Patna/02/2019-20/Building

Time schedule for tender process:

निविदा अधिसूचना के प्रकाशन की तिथि / Date of publication of tender notification	04.06.2019
निविदा प्रक्रिया / Tender Process e of publication of tender notification	Single Bid System
निविदा प्राप्त करने की अंतिम तिथि / Last date for receipt of duly filled in tender document at NIFT Patna	28.06.2019 at 2:00 PM
निविदाओं के तकनीकी एवं मूल्य बिड खोलने की तारीख और समय /Date and time of the opening of Technical cum price bid of tenders	28.06.2019 at 3:30 PM

Note:1 Tender conditions may be read properly, accordingly filled, duly signed all the pages of this documents and all duly signed enclosure may be submitted.

Note:2 This tender document contains 09 pages and bidders are requested to sign on all the pages. The tender should be submitted in sealed envelopes for Technical Bid & Financial Bid duly sealed. The envelop should be superscribed "Request for Proposal for Replacement of Doors and Door Frame (Chaukhat) at NIFT, Patna, Tender No. NIFT/Patna/02/2019-20/Building" and **addressed to:**

Purchase Officer
National Institute of Fashion Technology,
NIFT Campus, Mithapur Farms, Patna-800001

The Tender Fee (to be attached with tender form if downloaded from website) along with EMD draft should be put in the bid envelope.

NIFT Campus, Mithapur Farms, Patna-800001
Ph. No.: 0612-2366834, Fax No. 0612- 2366835 Web ID: www.nift.ac.in/Patna

1. About The Institute

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) NIFT Patna was established in 2008.

2. Terms & Conditions:-

1. Submission of Tender: Tenders should be submitted in one Parts i.e. for “Technical bid” and “Price bid” in one sealed envelopes and super-scribing Tender No. & name of work, bidder’s name & address. The tender duly filled may be sent to Purchase Officer, NIFT Patna either by post or hand delivered in the tender box kept in the NIFT Patna campus. No tender shall be accepted later than the time schedule specified above. Any clarifications/ amendments/ corrigenda etc., to NIT before last date of submission of bid will only be available on our website: <http://nift.ac.in/patna/tenders> . Therefore bidders are advised to keep visiting our website.
2. Technical criteria : The bidder shall submit the following:
 - I. Copy of Registration of firm, establishment, company.
 - II. Copy of the PAN CARD of the Proprietor/Partner/Company.
 - III. Copy of Registration under GST.
 - IV. Any to copy of - Satisfactory completion of contract certificate from previous organization or order copy of any amount (**meaning of similar nature work- Civil Work, Carpentry Work, Building Repair, water proofing and Maintenance Work shall be consider only**)
 - V. Non blacklisting declaration (on letter head).
3. Price Bid: The bidder is required to quote his item rates in the BOQ attached in accordance with the scope of work, terms & conditions & technical specifications enclosed. The rates/price quoted by contractor should be all inclusive i.e. should include all material cost, labour, services, plant/machinery/tools & tackles, ladders & scaffolding required for work, freight, Insurance, Octroi, Govt. duties & levies, taxes (GST), transport/cartage of materials/labour and all other expenses not specifically mentioned but reasonably implied. Nothing over and above these rates shall be payable to contractor. Further nothing extra in rates will be considered for any variations in tender quantities or due to any site difficulties. It is mandatory for bidder to quote all items rate as asked for in the Price Schedule. Failure in not filling some item rates will lead to rejection of tender. The bidders should quote unconditional rates, neatly written without any overwriting and all pages should be duly signed & stamped.
4. Earnest Money: **An earnest money of Rs.12,000/-has to be enclosed along with the bid.** The EMD shall be only in the form of Bank Draft in favour of NIFT Patna, payable at Patna. No Cheques/Cash shall be accepted as EMD. The refund of EMD to the technically disqualified bidders at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. The EMD of the successful lowest bidder (L1) shall be held back with the centre and will be released after completion of the works and site clearance.
5. Validity of Tender: Tender shall be valid for our acceptance without any change in rates and NIT conditions for a period of 90 days from the date of opening of price bid.
6. Completion time: The time shall be the essence of this contract and entire work as titled above is to be completed in all respects within a period of one (01) months from the date of issue of LOI /Purchase order. Any delay in completing the work for reasons attributable to the Contractor is liable for liquidated damages as per clause 14 of NIT. Under the force-majeure conditions or delay due to reasons beyond control of the contractor, NIFT may grant suitable time extension without penalty for which the contractor has to request along with the justification/ reasons well in advance to NIFT for

approval without any prejudice to price escalation. The decision of the Director, NIFT regarding Time extension will be final and binding on the contractor.

7. **Scope of Work:** Detailed scope of work, special terms & conditions, makes of materials and specifications etc. are enclosed with this NIT as per Annexure –A-VI of price bid. Bidder must read them before filling rates.
8. **Deviations:** No deviation from the stipulated terms and conditions will be allowed. Tender will be unconditional.
9. **Site Conditions:** Contractor shall acquaint himself fully with the site conditions and the working environment of NIFT, PATNA before quoting his rates. No Compensation on account of any site difficulties will be entertained, at a later date, after award of the work.
10. **Correspondence and Supervision:** All the correspondence in respect of tender/award of work shall be made to Building Department, NIFT Patna.
11. **Terms of Payment:** The payment shall be made on submission of the bills in proper format by the contractor after due certification by the NIFT officials responsible for supervision of the work.
12. **Labour Laws:** The contractor will abide by all the rules and regulations related to labour laws, accident, workmen compensation act, workmen insurance etc. This will be the sole responsibility of the contractor. NIFT, Patna will not be a party at any stage in any of the disputes relating to the above. In case, NIFT, Patna has to bear any expenditure due to non-conformance of the above provisions by the contractor, the same will be recovered from contractor's bills.
13. **Rules governing the Contractor's employees working in the NIFT, Patna Premises:** The contractor's employees working inside the NIFT, Patna campus will abide by the Centre's rules & regulations for works inside the campus. Any damage to the NIFT, Patna property due to mishandling, carelessness on the contractor's or his workmen's part will be recoverable from the contractor's bills.
14. **Liquidated damages:** In case the work is delayed beyond the specified completion period for reasons attributable to the contractor, deductions on account of Liquidated damages @1/2% of the contract value per week will be deducted subject to a maximum of 5% of the contract value.
15. **Extra or substituted item-** If any extra or substituted item appears in the work, contractor shall submit its rate analysis supported with documents which shall be approved by NIFT, PATNA. If required, NIFT, PATNA can make its own analysis based on price quoted by then.
16. **Defect Liability period:** Defect liability period shall be one year from the date of completion of work. Any defect arising in this period due to contractor's fault will be rectified by him at his own cost. Failure to do so shall lead to forfeiture of security deposit.
17. **Security Deposit:** A security deposit equal to 05 % of the value of work will be deducted from Contractor's bills and shall be refunded after the completion of defect liability period of one year after ensuring successful performance of the system executed by the contractor. EMD deposited by bidder shall be converted into security deposit on request.
18. Contractor should depute a qualified supervisor dedicated for this work, which will monitor and coordinate work from contractor's side and interact with the Building Department, NIFT, PATNA, responsible for supervision of work, on regular basis.
19. Contractor will take due permission for entry of all his workmen in NIFT, PATNA. No unauthorized person will be allowed to work inside.
20. The contractor will arrange all necessary materials, tools, equipment, access ladders & scaffolding, measuring instruments and working consumables etc. needed for execution of the works. Safe custody of all such material will be contractor's sole responsibility. No extra charges will be paid for the same. Watch and ward of all material till the system is taken over by NIFT Patna shall be the sole responsibility of the contractor and pilferage etc. shall be entirely to his account.
21. During execution of work, committee member can make minor changes in the scope of work as per site conditions or other reasons. Contractor will have no extra claim in his rates for the same.
22. If during the execution of works, any damage is caused to NIFT, PATNA property by contractor's workers, contractor will duly make good the loss. NIFT, PATNA has the right to make reasonable deduction from contractor's bills along with penalty, if contractor fails to make good the loss.
23. During execution of work, the contractor should follow all standard norms of safety measures/precautions as per relevant IS codes and CPWD specifications to avoid accidents/damages to man, machines and buildings, at his own cost. Contractor will have his own arrangement to escort

- the labour to the nearest hospital for treatment in case any injury happens to any worker during execution of work.
24. Manpower deployed by the contractor at our site for carrying out contract works is strictly prohibited being associated with any other works on the campus, splitting, chewing tobacco & cigarettes.
 25. No material belonging to the contractor whether consumable or non-consumable should be brought inside the NIFT, PATNA campus without proper entry at the Main Gate nor any material should be taken out without proper gate pass issued by the authorized representatives of the Centre.
 26. During execution of the work, contractor should dispose of waste material on regular basis and should keep the area of work properly cordoned off and neat and clean as far as possible. After completion of work, contractor should clear the site completely of all unwanted and junk material before submitting his final bill.
 27. NIFT Patna will provide free water and electricity during execution of work at one point. The contractor has to make his own arrangements for supplying power and water from that point onwards as per his requirements.
 28. No worker shall stay in the premises after 8.00 PM to 7.00 AM.
 29. Tender once submitted will remain with the NIFT Patna and will not be returned to the bidders.
 30. Termination of Contract:- The Director, NIFT, PATNA reserve the right to terminate the contract on account of poor workmanship, failure to mobilize site within 30days, non-compliance of specifications for the works, abnormal delay in progress of work, violation of any contract provisions by the contractor. In such case, contractor's EMD and security deposit deducted so far will be forfeited. The contract can also be terminated on the request of contractor. In such cases the contractor is liable to pay Liquidated damages @ 5% of tendered value besides forfeiture of EMD & security deposit recovered so far.
 31. Any dispute arising out of this contract will be subjected to jurisdiction of Patna.
 32. Tenders not complying with any of the provisions stated in this tender document are liable to be rejected. Director, NIFT, PATNA also reserves the right to accept or reject any or all the tenders without assigning any reason and does not bind himself to accept the lowest tender

3. SPECIAL TERMS AND CONDITIONS

1. Makes of Door material should be ISI Mark and will be according to the list of approved makes as per CPWD. No local and unbranded makes will be used by the contractor.
2. Contractor will first submit the sample of relevant make of paint to NIFT, PATNA for approval of colour before procuring the Aluminum Board /Section.
3. Contractor's job will also include removing of all malba and debris arising in the process of doors replacement including washing of floor to remove dust, at no extra cost.
4. Contractor will be paid on the basis of price quoted for per door / Door Frame (chauhkat). No. of Door Frame (Chauhkat) may be increased or decreased as per site condition.
5. Contractor will arrange proper ladders, scaffolding and jhoolas (for painting at higher levels) at his own cost and will take all safety measures like safety belts, extra labour to hold ladders/Jhoolas etc. If it is observed that work is proceeding without adequate safety precautions, work may be stopped by NIFT, PATNA officials and in such cases, contractor will be solely responsible for delay and its consequences thereof.
6. Minor repairs (like repairing broken edges of walls, filling depressions etc., and fixing of tiles broken / removed during door replacement work) will be carried out by contractor, at no extra cost. If the tiles got broken during the replacement work at Bathrooms, it should be changed by the bidder without any additional charge.

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

Date: _____
Place: _____



TENDERER TO FILL UP THIS PAGE

Annexure – A-I

- 1 (a) Name of the Tenderer's firm/
Organisation/ Agency :
- (b) Name of the Proprietor/ Partner :
- 2 Office Address :
- Telephone/ Mobile 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 List of documents furnished along with
the tender paper :

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

Date: _____

Place: _____

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

(Govt. of India, Ministry of Textiles)

Mithapur Farms, Patna – 800004

TECHNICAL FORMAT FOR REPLACEMENT OF DOORS AND DOOR FRAME

- 1 Name of the firm/ agency : _____
- 2 Whether Agreed for Security Deposit @05% of Order Value ? : Yes/ No. _____
- 3 Whether Technical & Financial Bid submitted in envelopes and superscribed properly ? : Yes/ No. _____
- 4 Whether agreed and quote the rate to deliver the items upto NIFT Patna? : Yes/ No. _____
- 5 Whether price quoted as per the required specification mentioned in the Annexure 'A-VI' and inclusive of all taxes & other charges etc. (mentioned separately)? If specifications will not match with the Annexure "A-II" Tender may be rejected. : Yes/ No. _____
- 6 Similar nature (Experience) document submitted? : Yes/ No. _____
- 7 Defect Liability period up to One Year after completion of Works : Yes/ No. _____
- 8 Whether agreed to abide by all the terms & conditions mentioned in the tender paper ? : Yes/ No. _____
12. Whether EMD submitted? : Yes/ No. _____, if Yes Demand Draft No Dated____
Tender received without EMD shall be rejected. _____ for **Rs. 12,000/-** drawn on_____
favouring NIFT, payable at Patna is enclosed.

Required Documents	Attached/ Not Attached (Enter Reason wherever applicable)
Self attested copy of Firm/ Agency Establishment Certificate	
Self attested copy of GST Registration Certificate along with GST Number of Agency / Firm	
Self attested copy of PAN Card number under Income Tax Act.	
<p>Work Order for similar nature work .</p> <p>Any two duly signed and stamped copy to be attached –</p> <ul style="list-style-type: none"> (1) Satisfactory completion of contract certificate from previous organization of any amount, or (2) Work order copy of any amount <p>Note- Meaning of similar nature work- Civil Work, Carpentry Work, Building Repair, water proofing and Maintenance Work shall be consider only)</p>	

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

Date: _____

Place: _____



UNDERTAKING

I/We.....S/o.....R/o

..... (local address Permanent address) solemnly state that I/We have

not so far been **black listed** by any of the institutions/offices in which I/We have worked/awarded for works and for any false information I / We shall be solely responsible.

Date this day of

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

Place: _____

FINANCIAL FORMA
For REPLACEMENT OF DOORS AND DOOR FRAME

- This Financial Bid should be filled in by tendering party duly signed, Stamped submitted with bid documents.

SL No	Particulars of Works	Rate of each item with all charges/Taxes /GST	Total No. of Items (2)	Total Cost (Rs)
(1)	(2)	(3)	(4)	(5)= (3) x (4)
1	Aluminium Door with Door Frame- Supply and installation of Aluminium Doors of size 77 inch (Length) x 25.5 Inch (width) with 1”3/4 gage, 1.5 (mm) thickness of aluminium section, side panel size – 32 inch x 84 inch and silver colour of ACP with 4mm thickness, fitting in Door along with 6 inch tower bolt, 4 inch handle and all necessary items.	Rs.	95 Nos.	Rs.
2	Aluminium Door- Supply and installation of Aluminium Doors of size 2.1 (meter) x 0.9 (meter) with 1”3/4 gage, 1.5 (mm) thickness of aluminium section fitting in Door along with 6 inch tower bolt, 4 inch handle and all necessary items	Rs.	25 Nos.	Rs.
Total of above (SI -01 to 02)				
Buyback rate of old doors and Door Frame being replaced as per SI-01 to 02				
Total cost				
(in Word Rupee.....)				Rs.

* Rate of GST@.....(Which Shall be inclusive of above per sq. ft rate)

Note: 1. All rates should be inclusive of all charges / Taxes / GST, Work order shall be given on over all L-1 rates. Payment shall be made on actual measurement on certification by NIFT officials.

- Approx measurement may be increased or decreased by 1 inch to be the part of above scope of work.
- Minor repairs (like repairing broken edges of walls, filling depressions etc., and fixing of tiles broken / removed during door replacement work) will be carried out by contractor, at no extra cost. If the tiles got broken during the replacement work at Bathrooms, it should be changed by the bidder without any additional charge.
- The numbers of door and door frame are indicative, it may increased or decreased and payment will be on actual.

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

Date: _____

Place: _____