



Tender Fee: INR 500 Only
(Including GST)
EMD : INR 50,000 Only

राष्ट्रीय फैशन टेक्नोलॉजी 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)

Limited Tender Notice For

“Partitioning Works at NIFT Patna”

Tender No. NIFT/Patna/07/2018-19/Pur.

Date of publication of tender notification	10-12-2018
Last date for Submission of tender document	14-01-2019 up to 02.00 am
Last date for receipt of duly filled in tenders	14-01-2019 upto 2.00 p.m.
Date and Time for opening of Technical Bid	14-01-2019 at 3.00 pm

Date and Time of opening of financial Bids: will be notified to the short listed

Note:1 **Tender conditions may be read properly & accordingly filled the tender and enclosure may be submitted.**

Note:2 This tender document contains 14 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 Partitioning Works at NIFT Patna - Technical Bid” and (ii) “Tender for Partitioning Works at NIFT Patna - 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 super scribed with “Tender for Partitioning Works at NIFT Patna, Tender No. NIFT/Patna/07/2018-19/Pur” 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 Technical bid envelope.

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. TENDER NOTICE

NIFT Patna invites tenders for Partitioning Works at NIFT Patna from the eligible reputed Firms/ Agencies having at least 02 (Two) years work experience in executing similar kind of works in Central/ State Govt. Department/ PSUs/ Reputed Institutes/ Organizations. Tender Document may be downloaded from NIFT website www.nift.ac.in/patna/tender or may be obtained from Purchase Department, NIFT Patna during office hours against payment of **Rs. 500/- through Demand Draft favouring NIFT Patna payable at Patna as tender cost.**

The quotation should be addressed to the Purchase Officer, National Institute of Fashion Technology, Mithapur Farm – Patna 800 001. Bidders are requested to sign on all the pages. The Technical Bid & the Financial Bid should be sealed by the bidder in separate covers duly superscribed with “Tender for Partitioning Works at NIFT Patna– Technical Bid” and “Tender for Partitioning Works at NIFT Patna – Financial Bid” respectively and both these sealed covers are to be put in a bigger cover which should also be sealed & duly superscribed with “Tender for Partitioning Works at NIFT Patna (NIFT/Patna/07/18-19(PUR))” at the top of the envelope. The tender, duly sealed, may be dropped in the Tender Box kept at the said address as per schedule. The Technical Bids will be opened as per the schedule during which tenderer or its authorized representative(s) may remain present if so desired.

It is strongly recommended that the tenderer should inspect the site any time during working hours on any working day with prior appointment; no extra money shall be payable for non awareness of the site conditions and constraints.

3. TERMS & CONDITIONS

1. A separate Demand Draft of **Rs. 500/- (Rupees Five Hundred only)** (Non-Refundable) drawn in favour of NIFT Patna payable at Patna against Tender Cost shall be attached with Technical Bid in case the tender document is downloaded from NIFT website (www.nift.ac.in/patna/tender) [the DDs should be drawn beyond the date of the NIT]
2. Please read the terms & conditions carefully before filling up the document. Incomplete tender documents will be rejected. Also, for any query and doubt related to the tender document may get cleared before submitting the tender.
3. Telegraphic or conditional tender may not be accepted or the condition(s) may not be considered.

4. Bidders are required to submit Earnest Money Deposit (EMD) of **Rs. 50,000/- (Rupees Fifty Thousand)** only through Demand Draft (drawn after the date of NIT) in favour of NIFT, Patna along-with the Technical Bid. The Earnest Money will be refunded after finalization of tender. This EMD will not bear any interest. The EMD will be forfeited in following cases:
 - If information declared/document submitted found false/fake/forged
 - If selected bidder does not execute the work after award of PO.
 - If selected bidder supplies sub-standard materials
5. Tender received without EMD or if the EMD amount is less than the amount specified shall not be considered.
6. EMD of successful bidder will be retained and will be returned only on receipt of performance security. No interest shall accrue on this deposit.
7. The Financial Bids of technically qualified bidder only will be opened.
8. Even after qualifying in technical bid, the financial bid may not be accepted if found not in order.
9. The tenderer must have at least 2 years of experience in the relevant field and execution of similar kind of works in the Govt., PSU, reputed MNCs/ organisations.
10. In case of L-1 is more than one, the selection criteria [viz. the past performance, experience, 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 to all the tenderers.
11. All Taxes & other charges, if any, should be mentioned clearly; otherwise, the rates will be treated as all inclusive.
12. The full and final payment shall be made after successfully completion of work and certification by the concerned NIFT official; no payment shall be paid in advance.
13. The annual turnover of the tenderer during the last two years should not be less than Rs.25.00 Lac per year.
14. The successful bidder needs to deposit Security Money of 5% of the total order value/cost within 10 days of acceptance of Work Order through Demand Draft favouring NIFT Patna which will be refunded/ returned, without any interest, after 3 months of completion of the work with deduction, if any and as applicable.
15. All the DD(s) [Tender Cost, EMD, etc.] are to be submitted along with the Technical Bid only and NOT with the Financial Bid.
16. All statutory obligations under various laws & as amended from time to time will have to be met by contractor for which no extra payment shall be made to him at any time. NIFT will no way be responsible for any default with regard to any statutory obligation.
17. The quotes should be valid for at least 3 months from the date of opening of the tender.
18. No payment shall be made in advance. The full and final payment shall be made after commissioning of works at NIFT Patna & submission of required performance security and acceptance of work executed on the basis of certification by the concerned NIFT Official(s). GST / TDS/ etc., if any, will be deducted during payment on applicable rates.
19. NIFT is not bound to provide any mode of transport in respect of men or material required by the successful contractor for execution of the works.
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 (Monday to Friday). NIFT will not entertain or clarify any such query during post bid.
21. Works should be executed at NIFT Campus, Mithapur Farms, Patna-800 001.
 24. The works are to be completed within 30 days or before from the date of receiving of Work Order failing which a penalty @0.1% [of the order value] per week will be imposed subject to a maximum of 2% of the work order value.
 25. 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.
 26. 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 of the tender are not filled in correctly.
 27. Late submission of tender forms will not be considered and rejected outrightly.
 28. Tender shall be accompanied by the relevant documents including the following:-
 - a) Copy of Trade License;
 - b) Copy of PAN of the company/firm;
 - c) Tenderer should be registered for GST and Income Tax Return certificate and should enclose copies of relevant certificates.
 - d) Experience certificate ;
 - e) Credentials
 29. 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. paise 50 or above will be rounded off to the next higher rupee and paise less than 50 will be ignored.
 30. The details specification of works has been provided at **Annexure 'III'**.
 31. The tenderer may inspect the site any time during working hours on any working day; no extra cost shall be payable for non-awareness of the site conditions and constraints.
 32. Tenderer must sign along with company seal on each page of the tender document as a token of the acceptance of tender conditions.
 33. All disputes are subject to Patna Jurisdiction only.
 34. Bid validity is upto 90 days from the date of opening of financial bid.
 35. Selected agency have to provide the final layout of the partition as per actual size of Halls/Rooms. Wherever applicable different size of partition (900mm / 1050 mm / 1100 mm) mm shall be fixed, however rate per sq.ft. will not be changed.

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 to that effect shall be final & binding.

Date:-
Place:-

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



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. Details of relevant work experience
(i)
(ii)
(iii)

4. Furnish copies of the following documents:
i) Current Trade License
ii) PAN Card [in the name of firm/agency or proprietor]
iii) Income tax return certificate

5. DD [enclosed] details:

1. DD no. _____, dtd. _____, amt. _____, bank _____ [EMD]
2. DD no. _____, dtd. _____, amt. _____, bank _____ [Tender Cost, if downloaded]

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.

Date:-
Place:-

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

ANNEXURE-II

TECHNICAL BID

for

Partitioning Works at NIFT Patna Campus

<u>Sl.</u>	<u>Particulars</u>	<u>Mention 'Yes' or 'No'</u>
01	Whether 'Technical' & Financial bids submitted separately and the respective envelopes superscribed properly.?	
02	Whether demand Draft of Rs. 500/- (Rupees Two Hundred Only) favouring NIFT Patna is enclosed as tender cost (if tender document is downloaded from website and not purchased).?	
03	Whether Demand Draft of Rs 50,000/- (Rupees Fifty Thousand only) [refundable] in favour of NIFT, Patna is enclosed as EMD with the Technical Bid submitted.?	
04	Whether capable and agreed to submit 05% of Work Order Value/cost as security deposit [refundable] <u>on award of work order.</u>	
05	Whether document in support of having minimum 2 (Two) years experience in execution of similar nature works alongwith a list of organizations (Govt., PSU, reputed MNCs/ organisations) where the Contractor is currently providing/earlier has provided this kind of service, submitted [copies of recent work order(s) and at least one work order of March'2017 or earlier may be submitted]	
06	Whether 'Credential' has been submitted ?	
07	Whether Trade License for this kind of jobs enclosed ?	
08	Whether copy of Pan Card enclosed ?	
09	Whether copy of GST registration and Income tax return certificate.?	
10	Whether minimum Annual turnover is Rs.25 Lakhs per year during the last 2 years ? [i.e. FY 2016-17 & 2017-18] [Please attach relevant authentic documents (audit report from the authorized Chartered Accountant or Income Tax Return [the relevant page where the turnover should be reflected], etc.) as a proof]	
11	Whether agreed to abide by all the terms & conditions of this tender?	
12	Whether all DDs, Annexure-I & II duly filled and 'undertaking' has been submitted with the <u>Technical Bid?</u>	
13	Whether Annexure-III, duly filled, is submitted with Financial Bid?	

All above enclosures must be valid

Date:-
Place:-

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



UNDERTAKING

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.

Date:

**(Signature with full name, Designation
& Seal of the Tenderer)**



ANNEXURE-III

FINANCIAL BID

(Partitioning Works at NIFT Patna Campus)

Name of the Tenderer:.....

Estimate for Partitioning Works

Sl.No.	Description of Items	Qty.	Unit	Rate per Sq ft.	Amount
01	Providing and Fixing of Modular Partition of thickness 50mm or Equivalent made up of pre-laminated particle/block board (max 4 feet height) fitted with soft pinup board and marker board above the work top level, and glass (max 2 feet height) to complete maximum partition of height of 6 feet and CRCA section frame work having 9mm thick PLPB panels complete with raceway in steel and cover in extruded aluminum section duly power coated and ABS plastic caps. Partition to be supported by stability brackets wherever required, along with concealed wire arrangement with 4 nos. of 5A/6A power outlets and 1 No. Telephone jack, electrical wires and modular fittings to be used has to be of reputed brands like Anchor, Havells etc.	3408 sq ft (Four Rooms of 750 sq. ft and one Room of 408 sq ft. *)	Sqft.		
Grand Total:-					
GST@					
Total with GST and any other charges					

Grand Total:-

I/We agree to carry out the above mentioned works Rs.
(In word) _____

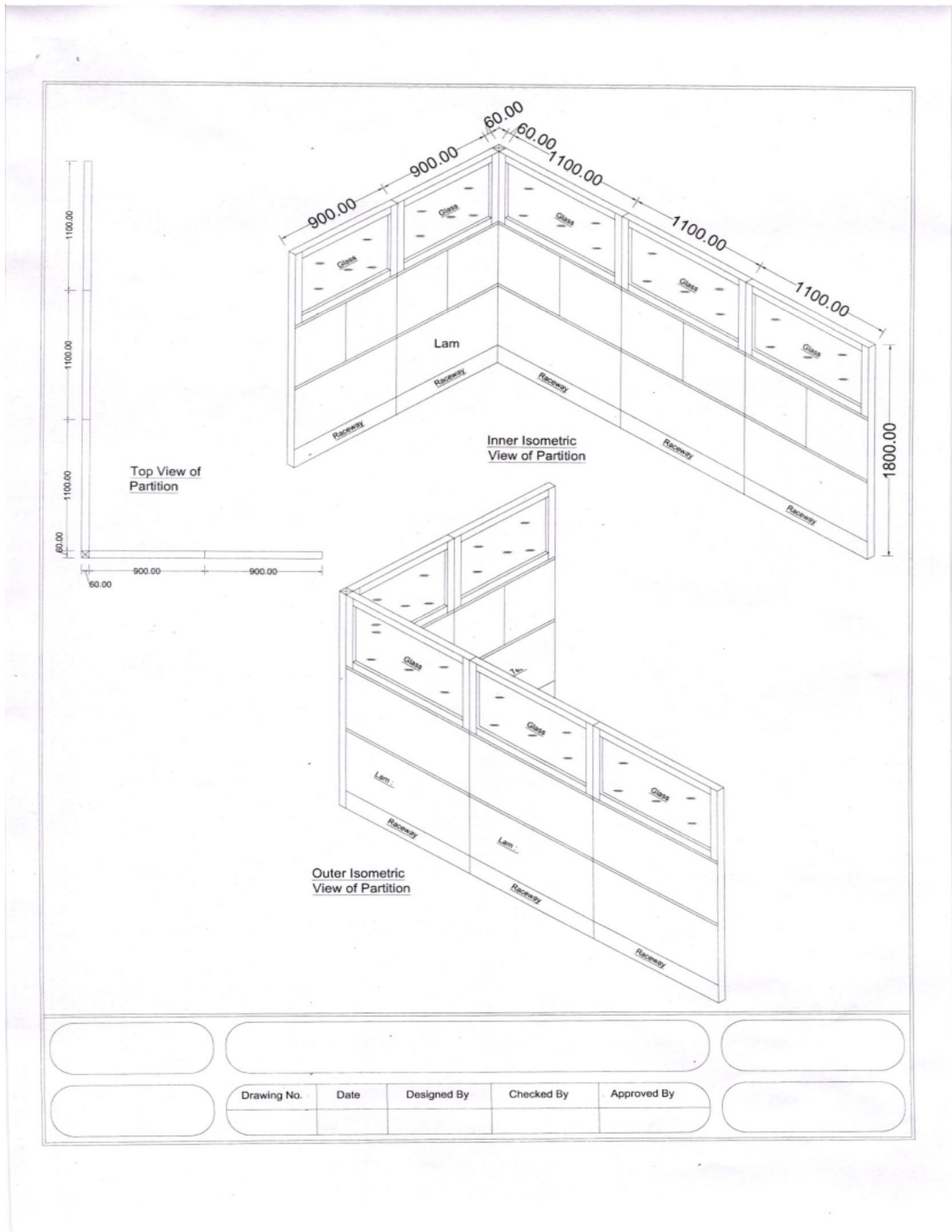
Signature of Authorized person of the
Firm/Agency with stamp/ seal

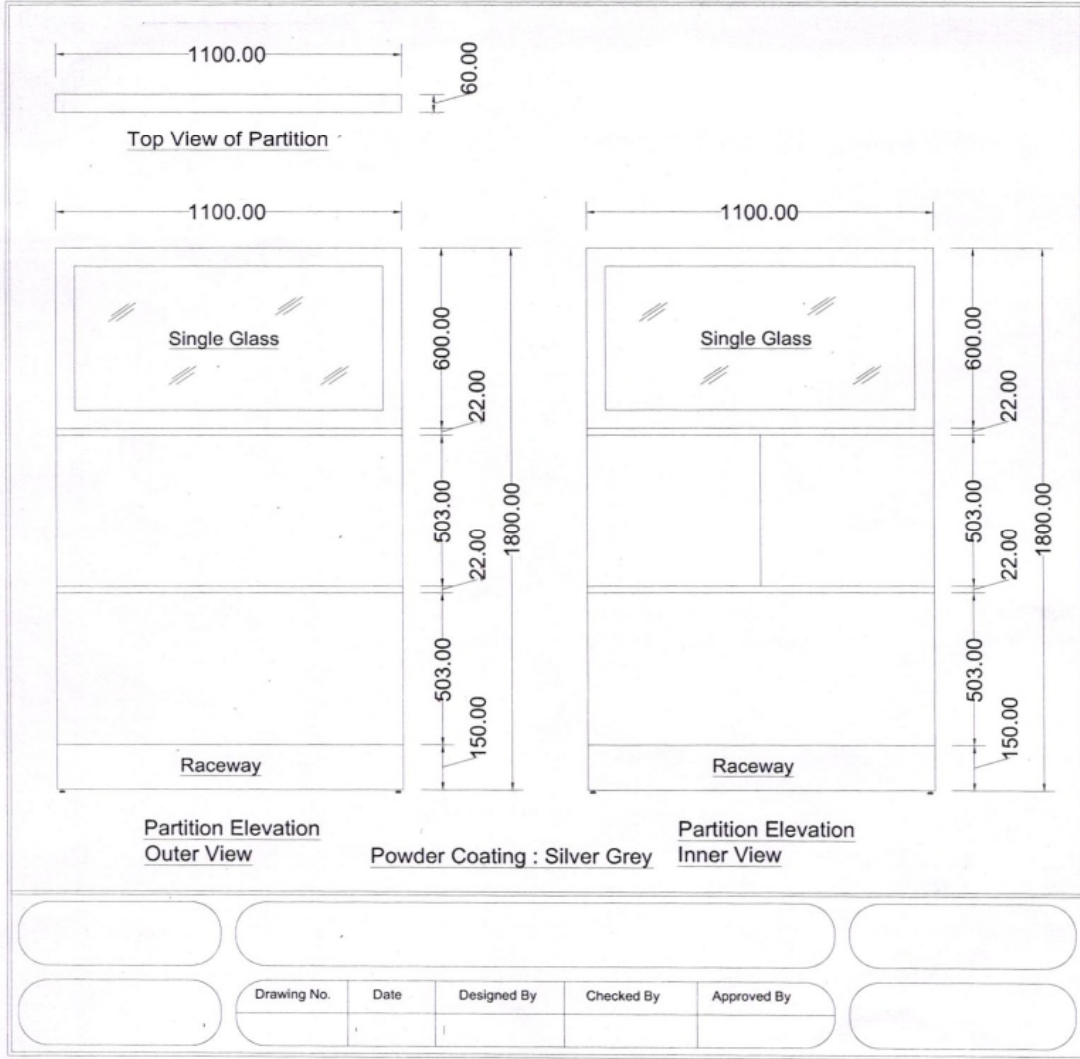
Note:- *Quantity & unit may increase or decrease as per actual requirement and measurement after completion of work. Payment will be make as per actual measurement on certification by NIFT officials.

Note:- Tentative Map and layout of partition is attached in **Annexure-IV. Final design/layout shall be submit by the selected bidder.**

Note:- Color of the laminates / partition shall be as per NIFT choice.

ANNEXURE-IV





3ft.

