



Dr B R AMBEDKAR NATIONAL INSTITUTE OF TECHNOLOGY

G T Road By Pass, Jalandhar-144011, Punjab (India)

EPABX-0181-2690301 & 453 website: www.nitj.ac.in email: registrar@nitj.ac.in

Ref. No. e-Tender Notice - NITJ/PUR-III/ARC-Cleaning &Sweeping Items/105/17/e-Tender no. 12/2017
Dt:20.09.2017

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e-Tender Notice - NITJ/PUR-III/ARC-Cleaning & Sweeping Items/105/17/e-Tender no. 12/2017

Last date for submission of Online bids : 12.10.2017 upto 05.00 p.m.
Date of opening of Online bids : 13.10.2017 at 11.00 a.m

e-Tenders are invited from the Manufacturers/Dealers/Suppliers for entering into Annual Rate Contract for the year 2017-18 for the supply of Cleaning & Sweeping Items. The detailed tender documents, terms & conditions and list of Items can be downloaded /seen at website of Institute www.nitj.ac.in or www.tenderwizard.com/NITJ.

Only e-Tender will be accepted. For more details/clarifications, the bidders may contact Mr Vijay Kumar on behalf of M/S ITI Limited on Mobile no.8146699878 or email vijay@tenderwizard.com and may also contact on Chandigarh Helpline: 0172-3934667, 9557209340,8054628821, Delhi Helpline: 011-49424365.

Registrar



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THIS DOCUMENT IS FOR REFERENCE ONLY. ONLY E-TENDERS WILL BE ACCEPTED

e-Tender Notice

NITJ/PUR-III/ARC-Cleaning & Sweeping Items/105/17/e-Tender no. 12/2017

National Institute of Technology, Jalandhar invites tender for entering into Annual Rate Contract for the supply of Cleaning & Sweeping Items as per details given below:

I	Downloading of e-Tender document	Start Date: 20.09.2017 at 03.00 P.M. End Date: 12.10.2017 at 05.00 P.M.
II	Date of submission of e-Tender	End Date: 12.10.2017 at 05.00 P.M.
III	Physical submission of Tender fee and EMD	End Date: 12.10.2017 at 05.00 P.M.
III	Opening of Tender (online)	at 13.10.2017 upto 11:00 A.M.

Detailed Terms and Conditions are available in e-Tender document. The bid document can be downloaded from the website of www.tenderwizard.com/NITJ. Complete tender document & list of Items are available for reference purposes on Institute website www.nitj.ac.in. Only e-Tender will be accepted.

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Sub: e-Tender Notice - NITJ/PUR-III/ARC-Cleaning & Sweeping Items/105/17/e-Tender no. 12/2017

List of Cleaning & Sweeping Items & EMDs detail as under:

Sr. No.	Items	Tender Fee	Past year Approx. purchase of Sweeping Items	EMD	Tender Processing fees(Including GST)
1.	Purchase of Cleaning & Sweeping Items (list of Items available at Annexure "A")	Rs.500/-	Rs.7.5 Lacs	Rs.10,000/-	Rs. 885/-



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Important Note

1. All corrigenda, addenda, amendments and clarifications to Tender will be hosted in the website www.nitj.ac.in, and not in the newspaper, Bidders shall keep themselves updated with all such developments.
2. In case the last date of receipt/ opening of bids falls on holiday, the bids shall be receipt/opened on the following working day at same time.
3. Tenderer who have downloaded the tender document form from the institute website shall submit a declaration alongwith tender document that 1/we have downloaded the tender form from the Institute website www.nitj.ac.in and I/we have not tempered/modified the tender form in any manner. In case, if the same is found to be tempered/modified in any manner, I/we understand that my/our tender will be summarily rejected and I/we are liable to be banned from doing business with institute.
4. **Tender fee (Rs.500/- non-refundable) in the form of a Demand Draft in favor of the Director, Dr B R Ambedkar NIT Jalandhar and Earnest Money (Rs.10,000/- refundable) in the form of a Demand Draft in favor of the Security - A/c, Dr B R Ambedkar NIT , Jalandhar** be submitted as per date mentioned in schedule.

The processing fees for **(Rs.885/-)** will paid through online mode only to ITI Limited New Delhi.



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Instructions to Tenderer

1. **No tender will be accepted in physical form.** The bidders shall have to submit their bids online in Electronic Format under Digital Signatures. For participation in the e-tendering process, the bidders need to register themselves on www.tenderwizard.com/NITJ. The registration and other charges are available on their website. On registration, they will be provided with a user ID and a system generated password enabling them to submit their bids online using Digital System Certificates (DSC).
2. Tenders without Digital Signatures will not be accepted by the electronic tendering system.
3. The tenderers are required to upload the duly signed and stamped copies of the relevant documents required as per Terms & Conditions of the tender and its Annexure, **failing which their bids may be rejected and will not be considered.**
4. **The scan copy of Terms and Conditions of this tender document duly signed and stamp must be uploaded, failing which their bids may be rejected and will not be considered.**
5. NIT Jalandhar will not be responsible for any delay in online submission of bids due to any reason whatsoever.
6. Bidders should also send the scanned copies of Tender fees and EMD as specified in the tender documents with online documents.

Tender fee (Rs.500/- non-refundable) in the form of a Demand Draft in favor of the Director, Dr B R Ambedkar NIT, Jalandhar and Earnest Money (Rs.10,000/- refundable) in the form of a Demand Draft in favor of the Security - A/c, Dr B R Ambedkar NIT, Jalandhar should be submitted to the following address by last date of submission and as per schedule time given for physical submission of EMD and Tender fee, superscribe as following:-.

<p>Kind Attention: Dispatch Section (Purchase Section) Supply of Cleaning & Sweeping Items e-Tender Notice - NITJ/PUR-III/ARC-Cleaning & Sweeping Items/105/17/e-Tender no. 12/2017 Submission of EMD & Tender fee Due date _____ and Time _____</p> <p>Director, Dr B R Ambedkar National Institute of Technology, GT Road, Amritsar By Pass , Jalandhar 144001 (Punjab) (India)</p>

Envelope should have full address, phone number & Email of the tenderer

Read and Accepted.

(Signature & Stamp of Tenderer)



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7. The details of EMD specified in the tender document should be same as submitted online (scanned copies). Otherwise tender will be rejected summarily.
8. The conditional bids shall not be considered and will be out rightly rejected.
9. Tele fax-email and other incomplete offers are liable to be summarily ignored.
10. If Samples are required for checking the quality of the material, the supplier has to submit within 2/5 days failing which the rates of item will not considered. If the sample not found of as per required quality by committee, the rates quoted for the item will be treated invalid.
11. Before quoting the rate, the supplier/bidder can check the sample in the Institute Central Store during any working day (Monday to Friday) 9.00 a.m .to 5.00 p.m.
12. At any time prior to the deadline for submission of bid, the institute may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective tender(s), modify the tender document by amendment.
13. The amendment (if any) will be published on www.tenderwizard.com/NITJ and on Institute website www.nitj.ac.in only. In order to afford prospective tenderer(s) reasonable time in which to take the amendment into account in preparing their bid, the institute may, at its discretion extend the deadline for the submission of tender.

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(Signature & Stamp of Tenderer)



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Terms & Conditions to be Tenderers for Supply of Cleaning & Sweeping items

1.	FOR : Rates shall be quoted in Indian Rupees & FOR NIT, Jalandhar basis.
2.	The quote should submit financial/Commercial bid strictly according to format prescribed on the portal.
3.	Delivery Period: 20 Days The supply of material is required within 20 days or stipulated date as mentioned in the supply order. Being an Educational Institution, time is essence of the order. Date of the delivery shall be strictly adhere to, otherwise, the Institute reserves the right not to accept the delivery in part or full. On delay in delivery, the penalty will be imposed as per institute rules. a) No recovery of penalty will be made if the delayed supplies are acceptable by extending the delivery period by the Director. b) The Director will allow extension on the request of the supplier by recording in writing that in exceptional circumstances the supply was beyond the control of the supplier and there was no loss to the institute. c) Part Supply is normally not acceptable. But may be allowed in genuine cases, on written request and subject to approval only. d) The supplier will be liable to the purchaser for any excess costs incurred for procurement of goods or services not delivered in time.
4.	Taxes: a) GST or any other chargeable taxes must be specifically mentioned failing which no tax/duty will be allowed at subsequent stage. Otherwise, it will be termed as inclusive of all taxes. b) Octroi Entry Taxes, as applicable will be paid by the firm and can be claimed afterwards in bill on production of original receipt.
5.	a) MRP rates must be mentioned in the tender (where applicable) b) The supplier cannot be charge rates more than MRP if the rates found more than MRP rates at any stage the excess charged amount will be deducted out of their payment. c) The supplier shall quote rates strictly for brand/make mentioned by institute in the financial bid. However, where there is no mention of make/model, the supplier may quote their brand as per institute's required specification (if mentioned). If supplier change the specification or make /model at their own level the bid will be liable to be rejected.
	Read and Accepted. (Signature & Stamp of Tenderer)



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6.	<p>Payment Terms:</p> <ul style="list-style-type: none">a) 100% payment will be released against delivery and inspection of the material in the institute. No advance payment will be made for the supplies.b) Payment shall be made by Cheque or such other mode/ electronic fund transfer offered by the Bankc) Any loss or damage to the items while handling/transporting till such time the items are delivered and handed over to central store of the institute is the responsibility of the supplier/dealer.
7.	<p>Validity of Offer :</p> <ul style="list-style-type: none">a) The offer shall be kept valid for 90 days. <p>Period of rate contract:</p> <ul style="list-style-type: none">a) The supplier quote rates shall be valid for 1 year.b) The approved rates of all the items shall remain firm throughout the Contract period.c) The Rate Contract will generally be valid for a minimum period of one year. However the rates for more than one year may also be considered subject to acceptance of purchaser & seller.
8.	<p>Tender Document fee & Earnest Money:</p> <ul style="list-style-type: none">a) Tender fee of Rs.500/- (non -refundable) in the shape of Demand Draft favoring Director Dr B R Ambedkar , NIT Jalandhar be submitted by the date & time as per date mentioned in schedule. Bids without Tender fee shall be treated as invalid.b) Earnest Money of Rs.10,000/- (refundable) in the shape of Demand Draft favoring Security-A/c, Dr B R Ambedkar, NIT Jalandhar be submitted by the date & time mentioned in schedule. Bids without EMD shall also be treated as invalid.c) The Institute is not liable to pay any interest on EMD. Earnest Money deposit shall be forfeited in following circumstances:<ul style="list-style-type: none">(i) If the tenderer, withdraws its bid during the validity of offer.(ii) If the successful tenderer refuses or neglects to execute the contract and failed to supply the ordered material within stipulated period as given by institution <p>However, the EMD(s) of unsuccessful bidders/highest bidder will be released after finalization of award of contract /supply Order.</p> <p>The Earnest Money of successful bidders will be retained till the period of award of contract as a security amount.</p>
9.	<p>Award of Contract:-</p> <p>The order will be placed with Lowest bidder amongst the bids received as per required specifications, sample and brand/make/model of material given in the tender documents (at Annexure "A")</p>
	<p>Read and Accepted. (Signature & Stamp of Tenderer)</p>



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10.	<p>a) The Director may accept a tender in part or whole of the quantity offered or reject any tender without assigning any reasons, and may not accept the lowest tender or in case of any doubt dispute whatever may be, the decision of the Director shall be final in this regard.</p> <p>b) The items, so supplied will have to be of high quality and grade. During inspection/test, if these are found to be of inferior quality, the same are to be replaced by supplier at their own risk & cost within the stipulated period, failing which the Contract with the firm may be cancelled and EMD will be forfeited. The delayed supply/non-compliance of complete order may also lead to cancellation of Contract.</p> <p>c) The prices charged for the stores items supplied under Rate Contract, shall under no event be higher than lowest prices at which the party sells the items of identical description to any other organization during the period of contract.</p> <p>d) The Director may modify, impose or relax any clause in the terms and conditions.</p> <p>e) Any dispute arising out of this contract at any stage shall be referred to the Director NIT Jalandhar whose decision shall be final and binding upon both the parties.</p> <p>f) The Director, NIT Jalandhar reserves the right to enter into parallel Rate Contract for similar items at any time during a period of Rate Contract with one or more parties.</p> <p>g) The Rate Contract can be terminated at any time by giving one month's notice by Director NIT, Jalandhar.</p> <p>h) The bid of any tenderer who has not complied with one or more of the conditions of instructions and terms & conditions or fail to submit the required documents as required/ or mentioned in tender document are liable to be summarily rejected.</p> <p>i) Mere submission of application/ proposal does not imply acceptance of the same at this end and the firms will be enlisted only after meeting the laid down qualifying parameters for which decision of Director, NIT Jalandhar shall be final and binding on the parties.</p>
11	The tenderer should not have been debarred /or blacklisted by any Central Government or any state Government (s) certificate Performa attached with the tender as per (Annexure "B")
12	Penalty: The Director of the institute shall have the power to impose penalty upto 5% of the value of the order, if the supply is not executed within the stipulated/extended period.

Read and Accepted.

(Signature & Stamp of Tenderer)



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ARBITRATION:

In case of any dispute or difference arising out of or in connection with the tender conditions / job order and Contract, the Institute and the Seller will address the dispute / difference for a mutual resolution and failing which, the matter shall be referred for arbitration to a sole Arbitrator to be appointed by the Institute.

The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Jalandhar only. The decision of the Arbitrator shall be final and binding on both the parties.

JURISDICTION:

The courts at Jalandhar alone will have the jurisdiction to trial any matter, dispute or reference between parties arising out of this tender / contract. It is specifically agreed that no court outside and other than Jalandhar Court shall have jurisdiction in the matter.

We M/S _____ read and accepted the terms and conditions of the tender documents and shall comply with them strictly.

Read & accepted

Signature of Tender(s)

(Individual / Firm / Company / Other)

(Affix stamp except individuals)

Name in full _____

Address for correspondence _____

Phone No. _____ Mobile No. _____

Permanent Address _____

Email address _____



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Dt:20.09.2017

ANNEXURE 'A'

FINANCIAL/COMMERCIAL BIDS

FORM FOR ANNUAL RATE CONTRACT 2017-18 - For Purchase of Cleaning & Sweeping Items

1.	NAME OF THE APPLICANT (Mention about self – Mfg./ Dealer/supplier	
2.	NAME & ADDRESS OF THE Dealer/Supplier (With Tel./ Fax/Mobile/email address)	
3.	NAME & ADDRESS OF THE LOCAL Mfg./Dealer/Supplier	
	3.1 Phone	
	3.2 Fax	
	3.3 E-mail	
	3.4 Contact Person Name& Mobile No.	
4.	GST No. OF THE FIRM	
5.	PAN No. OF THE DEALER/Supplier (copy to be attached)	



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List of Cleaning and Sweeping Items

Sr. No.	Particular	Make/Model/specification s mention make where require	MRP Rates (quote where mention on the item)	Quoted rates by the supplier	GST	Remarks
1.	Duster Cloth	Size 1 ½" X 1 ½" (Superior quality)				Sample required
2.	Floor Cleaner	Lizol - (HVL) – 5 Ltr				
3.	Colin	500 ml				
4.	Phool Broom	500 gm				
5.	Wheel Active	1 kg				
6.	Pocha	Size 2½" X 2 ½" approx (Superior quality)				Sample required
7.	Trishul (Disinfection for floor & bathroom)	1 Ltr White				
8.	Phenyl	450 ml (Trishul) (black)				
9.	Saini Fresh	500 ml				
10.	Harpic	500 ml				
11.	Napthalene Ball or Phenyl Goli	(Trishul) ISI Grade 400gm				
12.	Odonil different fragrance	50 gm				
13.	Godrej liquid	50 gm				
14.	Bamboo Broom	(500gm)				
15.	Wiper	18" x 2 ½'				Sample required
16.	Wiper	20"x 2 ½'feet				Sample required
17.	Wiper	22"x 3'				Sample required
18.	Wiper	24"x3 ½ '				Sample required
19.	Wiper	32"x4'				Sample required
20.	Toilet Brusher	Superior Quality				Sample required



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Delivery : NIT Jalandhar

1. It is hereby certified that we have understood the instructions to tenderer and also terms and conditions attached to the tender.
2. This is certified that the rates are not more than MRP

Date

Place

Signature of Tender(s)

Name in full_____

Address for correspondence_____

Phone No._____ Mobile No._____

Permanent address_____

Email address_____.



SELF ATTESTED ON THE LETTER HEAD OF THE SUPPLIER

DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER.

I / We _____ (Tenderer) hereby declare that the firm / agency namely M/s. _____ has not been blacklisted or debarred in the past by Union / State Government or organization from taking part in Government tenders in India.

Or

I / We _____ (Tenderer) hereby declare that the Firm / agency namely M/S _____ was blacklisted or debarred by Union / State Government or any Organization from taking part in Government tenders for a period of _____ years w.e.f. _____ to _____. The period is over on _____ and now the firm/company is entitled to take part in Government tenders.

In case the above information found false I / we are fully aware that the tender/ contract will be rejected / cancelled by Director, NIT Jalandhar, and EMD / SD shall be forfeited.

In addition to the above Director, NIT Jalandhar, will not be responsible to pay the bills for any completed / partially completed work.

DEPONENT

Attested:

Name _____

Address _____

Phone No. _____ Mobile No. _____

Permanent Address _____

Email adress _____