



NORTH EASTERN REGIONAL INSTITUTE OF SCIENCE & TECHNOLOGY
(DEEMED UNIVERSITY)

NIRJULI :: ITANAGAR :: ARUNACHAL PRADESH

OPEN TENDER NOTICE NO.PUR/310/New Admin/2023-24

Dated:17.08.2023

THE LAST DATE OF SUBMISSION OF TENDER(BOTH TECHNICAL AND FINANCIAL BIDS)	:	28.08.2023 UPTO 04.00 PM
DATE OF OPENING OF TENDER		29.08.2023 AT 11.00 AM



NORTH EASTERN REGIONAL INSTITUTE OF SCIENCE AND TECHNOLOGY
NIRJULI :: ARUNACHAL PRADESH
Telephone No. (0360) 2257401-11 (Extn. No.6374/6010),
FAX – (0360) 2258533/2257872

TENDER NOTIFICATION **NO.PUR/310/New Admin/2023-24 Dated: 17.08.2023**

Sealed tenders are invited from Manufacturers/ Dealers for supply & installation of reputed brand of furniture for this Institute in two bid systems (Technical and Financial bid). The details list of items along with terms and conditions can be downloaded from our website: www.nerist.ac.in. The last date of submission is 28.08.2023 at 04.00 pm and date of opening of Tender is 29.08.2023 at 11.00 am. Tender fee (Non-refundable) for the Rs. 5,000.00 in favour of Director, NERIST, payable at SBI, NERIST, Nirjuli to be submitted along with EMD @ 2% on bid value in the form of DD in favour of Director, NERIST Nirjuli payable at SBI, NERIST Nirjuli. The Director, NERIST reserves the right to accept or reject any tender partly or fully without assigning any reasons whatsoever.

Section Officer (S&P)

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NORTH EASTERN REGIONAL INSTITUTE OF SCIENCE AND TECHNOLOGY
NIRJULI :: (ITANAGAR) :: ARUNACHAL PRADESH

NERIST OPEN TENDER : NO.PUR/310/New Admin/2023-24 Dated: 17.08.2023

TERMS AND CONDITIONS :

1. A) Rate : The rate which should be quoted both in figure & words. GST to be shown separately.
2. A) Consignee : All stores are required to be consigned to the Director, North Eastern Regional Institute of Science & Technology, Itanagar, Nirjuli, Arunachal Pradesh – 791109.
B) Mode of dispatch : The consignment is required to be dispatched by Road Transport or delivered at this Institute under supplier's own arrangement free of additional charges. All offers of delivery should be made ex-stock and clear note should be inserted in case of damage or loss in transit, if any will be borne by the supplier.
C) Dispatch of Document: The consignment note along with the quadruplicate of copy of relevant bill and two copies of priced challan should dispatch to the Director, NERIST, Nirjuli (Itanagar), Arunachal Pradesh – 791 109 immediately on completion of dispatch of consignment. If these documents do not reach the said office in time all wharf age/demurrage incurred, if any will be recoverable from the suppliers.
3. Delivery : The stores are required to be delivered/dispatched within 20 (Twenty) days from the date of receipt of the supply order/or as per mutual agreement, suppliers are requested to take care that all the items mentioned above are to be supplied in full set basis and the items are required for supply of **New Administrative Building** of this Institute
4. Quality Specification : The stores offered should be of the best/standard quality available unless, otherwise specified conforming strictly to the specification cited. The Director reserves the right to reject such stores as are found unacceptable on these grounds. Items of only reputed manufacturers will be given preference.

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5. Liquidated damages: If a firm accepts the order and fails to execute the order in full or part as per terms and conditions stipulated therein, it will be open to the Competent Authority to recover liquidated damages from the firm at the rate of 1% per month or the part thereof, subject to a maximum of 5% of the value of the undelivered stores. It will also be open to the Competent Authority, alternatively to arrange procurement of the required stores from any source, at the risk and expense of the firm that has accepted the order and failed to execute the order according to stipulations agreed upon. This will also entail removal of the defaulters name from the approved/registered list of suppliers.
6. A) Submission of quotation: Quotation should be submitted to the Section Officer (S&P), NERIST, Itanagar, Nirjuli, and Arunachal Pradesh – 791109.
- B) Earnest Money : At the time of submission of Tender, the earnest money in the form of DD @2% on the quoted tender value is to be deposited with the tender which will be interest free. No Tender will be accepted without earnest money. The earnest money is to be deposited in favour of Director, NERIST on State Bank of India, Nirjuli Branch On receipt of supply order, in case the firm fails to supply, the earnest money will be forfeited.
7. Validity (Firmness): The rate should be valid for six month from the date of opening of tender. No representation for enhancement of price once accepted will be considered during the contract.
8. Opening of Quotation: Every quotation will be opened on the date and time as fixed in presence of a duly constituted committee of the Institute. A firm may depute its accredited representative to witness the opening, if it so desires.
9. Income Tax: The tender should be accompanied by up to date Income Tax clearance certificate.
10. Quantity of Stores : The approximate quantities of item proposed to be purchased as mentioned in the list are liable to be increased or decreased at the time of placement of purchase order.
11. Special discount/rebate: Special discount/rebate admissible to Educational Institute of National importance may be specifically indicated in the quotation.

12. Refection of offer : Tenders not conforming to the terms and conditions and procedure so out lined are liable to be rejected summarily.
13. Guarantee/Warranty : The complete system will bear one-year comprehensive onsite warranty followed by additional four years annual maintenance contract. The rates of annual maintenance contract must be mentioned year-wise in percentage with GST extra. During warranty as well as during annual maintenance contract, a qualified technical assistant must be available on site on all working days.
14. Special condition : Special condition, if any, printed on the quotation sheets of the tenders or condition attached with the tender will not be applicable to the contract unless these are expressly accepted in writing by the Director. Due weight age will be given to bidder offering warranty for a longer period.
15. ISI Marks : The tenders shall specify whether the articles offered bear bureau of Indian standard certification mark or not. In such cases they shall produce copies of certification mark along with their tender in support of it. Also specific make and model No. of the equipment is to be mentioned.
16. Tender fee: Tender fee of Rs.5,000/- (Rupees Five thousand) only (non-refundable in the form of Demand Draft in favour of Director, NERIST, Payable at SBI,NERIST, Nirjuli, Code No.18744 must be sent along with tenders for supply of instruments for New Administrative Building of this Institute . .
17. **Bids Submission.** Separate envelope should be used for Technical and Financial bids. Mixed up envelope will not be accepted. These two envelopes should be sealed in one big envelope. Each envelope must be suitably marked to indicate the type of bid i.e. Technical bid and financial bid. Tender to be attached in separate envelope with technical bid and EMD with financial bid.

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18. Discretionary power : The Director, NERIST reserves the right to accept or reject any or all tenders without assigning any reason there of and also to modify in exceptional case any of the stipulated terms and conditions on merit on genuine and justifying grounds if it is in the larger interest of the Institute. The final acceptance of the tenders rests entirely with the Director who does not bind himself to accept the lowest tender. The selection will be made purely on the basis of Technical Committee's recommendation, genuineness of the firm based on the technical specification of various products as per printed catalogues & also on the basis of experience, performance

19. Abnormal price will not be accepted. The rate should not be exceeding prevailing Market rate/ MRP at any cost. Supplier must mention in their tender the MRP/Company's standard price for each and every item.

20. The following updated documents should also accompany with the tenders:

- Trade License
- Income Tax clearance certificate/Copy of Income Tax return certificate for last 2 years.
- GST return for last 2 years
- GST Registration Certificate –Mandatory.
- Authorization certificate must be from OEM (Original Equipment Manufacturing) only which will be cross verified.
- PAN card of the firm is mandatory.
- Compliance report as at Annexure- IIA

Sd/-

Section Officer (S&P)

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ANNEXURE – I

Sl. No.	Particulars	Make & Model	Quantity
1.	Executive Chair for the Chairman (BoM)	Make : Alder Model : F103HB	01 No.
2.	Conference Chair for Board Room	Make: Ryaan Model: 1205	25 Nos.
3.	Office Table for Board Room	Make: Alder Model: Dallas	01 No.
4.	Office Chair for Board Room	Make: Elentra Model: EL-76	08 Nos.
5.	Computer Table for Board Room	Make: Alder Model: ZC448	01 No.
6.	Computer Chair for Board Room	Make: Elentra	01 No.
7.	Executive Chair for Director's Chamber and his Conference Room	Make:Alder:F103HB	02 Nos
8	Chair for Director's Conference Room	Make:Electra: EL 12	40 Nos
9	Tables for Deans' Chamber	Make:Geeken-Exclusive 4	04 Nos
10	Chairs for Deans' Chamber	Make:Alder:F108HB	04 Nos
11	Visitors chair for Deans Chamber	Make:Elentra:EL 76	24 Nos
12	Conference Chair for Deans Conference Room	Make:Alder: F108NR	30 Nos
13	Almirah for Deans Chamber (Big)	Modi: Elegent ERML20	04 Nos
14	Book self for Deans Chamber(4 shelves)	Make: Modi	04 Nos
15	Table for CVO's Chamber	Make:Geeken-Exclusive 4	01 No
16	Chair for CVO's Chamber	Make:Alder:F108HB	01 No
17	Visitors chair for CVO's Chamber	Make:Elentra:EL 76	06 Nos.
18	Almirah for CVO's Chamber	Modi: Elegent ERML 20	01 No
19	Book self for CVO's Chamber	Make: Modi	01 No
20	Conference Chair for Registrar's Chamber	Make & Model: Ryaan: 1217	07 Nos.
21	Office Table for staff	Make: Alder Model: Dallas	10 Nos.
22	Office Chair	Make: Alder Model: A102NR	09 Nos.
23	Computer Table	Make: Alder	05 Nos.
24	Computer Chair	Make: Elentra	08 Nos.
25	Almirah (Big) four shelves	Make: Modi	09 Nos.
26	Book self (four shelves)	Make: Modi	05 Nos.

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