

**INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI**  
**GUWAHATI – 781039, ASSAM**

**Phone : (0361) 2582064, 2582074 : : Fax : (0361) 2692771**



# **TENDER DOCUMENT**

**NIT No: IITG/IPM/NIT/FY21-22/30; Dtd-23/09/2022**

**NAME OF WORK**

**Proper illumination of cycle stand area at Subansiri  
Hostel in IITG Campus.**



# INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

Guwahati - 781 039, Assam (India)

Phone: (0361) 2582064, 2582074 Fax: (0361) 2690762

Date :.....

Detailed NOTICE INVITING TENDER for the work **“Proper illumination of cycle stand area at Subansiri Hostel in IITG Campus.”** vide NIT No: **IITG/IPM/NIT/FY21-22/30; Dtd-23/09/2022** issued to:

Shri / M/s .....

Address .....

.....

.....

**HOS (Maintenance)**



# INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

Guwahati – 781039, Assam

Phone : (0361) 2582064, 2692074 :: Fax : (0361) 2692771 , 2690762

## NOTICE INVITING TENDER

**NIT No: IITG/IPM/NIT/FY21-22/30; Dtd-23/09/2022**

Sealed tenders in single-bid system are invited from experienced & competent firms/contractor for following works at IIT Guwahati campus:

1	<b>Name of works</b>	<b>Proper illumination of cycle stand area at Subansiri Hostel in IITG Campus.</b>
2	Time of Completion	30days
3	Cost of Tender Paper	<b>Rs. 500.00</b> (Shall be deposited along with the tender in the form of <b>Demand draft</b> in favour of 'IIT Guwahati' payable at 'Guwahati.)
3	EMD	<b>Rs. 5, 224.00</b> (Shall be deposited along with the tender in the form of <b>Demand draft</b> in favour of 'IIT Guwahati' payable at 'Guwahati.)
4	Last date of Receipt of Application for Tender Paper	Tender document may be downloaded from the Institute Website <a href="http://www.iitg.ac.in">www.iitg.ac.in</a> from 29.09.2022 to 07.10.2022.
	Date of issue of tender paper	
5	Last Date & time of submission of tender	07.10.2022 at 2.30 P.M
6	Tender Bid Opening Date & Time	07.10.2022 at 4.00 P.M
7	Place of Submission of Tender	<b>Office of the- Dean IPM, Estate Building Indian Institute of Technology Guwahati, North Guwahati, Assam, PIN-781039.</b>

### 8. Qualifying criteria for issue of Tender Document :

1. Registered with Govt./Semi Govt. Department/ Autonomous Body with valid Electrical Contractor's License of appropriate class.
2. Bidder Should have Experienced of having successfully completed similar works during the last 7 years under Govt./Semi Govt. Deptt./ Autonomous Body (Copy of the satisfactory performance certificate to be enclosed):
(i). One Similar Work of value not less than ₹ 2, 08, 952.00
<b>or</b>
(ii). Two Similar Work of value not less than ₹ 1, 56, 714.00
<b>or</b>
(iii). Three Similar Work of value not less than ₹ 1, 04, 476.00
3. Completion certificate along with Work Order and SOR (Schedule of Rates) from client is to be submitted.

4. Copy of PAN card and GST Registration certificate should be enclosed.
5. Minimum financial annual Turnover in any one year during the last three (03) consecutive years should not be less than ₹3.00 lakhs.

#### **7. Download of Tender Document:**

(i). Tender document shall be downloaded from IITG website ([www.iitg.ac.in](http://www.iitg.ac.in)) only from 29/09/2022 to 07/10/2022.

(ii). Any further clarification including corrigendum, addendum, amendments, time extension etc. to the above tender will be posted in the website only. Bidders should therefore regularly visit the website [www.iitg.ac.in](http://www.iitg.ac.in).

#### **8. Submission of Completed Tender:**

i). Self-Attested copies of all the qualifying documents shall be submitted along with the completed quotation. Any quotation without the qualifying documents shall be considered incomplete and shall be rejected without any further communication.

(ii). Cost of Tender Paper of **Rs.500.00 (Rupees Five Hundred Only)** shall be deposited along with the quotation in the form of **Demand draft** in favour of 'IIT Guwahati' payable at 'Guwahati'

(iii). EMD of **Rs.5, 224.00 (Rupees Five Thousand Two Hundred Twenty-Four Only)** shall be deposited along with the quotation in the form of **Demand draft** in favour of 'IIT Guwahati' payable at 'Guwahati'.

**9.** IIT Guwahati reserves the right to not issuing tender papers to any contractor engaged in one or more ongoing works in the IITG Campus, if in the opinion of the Institute, the progress of the ongoing works of the contractor has not been found satisfactory and they will not be able to handle a new work till the completion of their ongoing work(s). IITG also reserves the right to accept or reject any or all applications for issue of tender document without assigning any reason thereof.

**10.** The issue of tender paper to a contractor does not automatically mean the tenderer is considered qualified for the price part of the bid. Price bids of only those bidders who fulfill all the requirements given here in above shall be considered.

**11.** The acceptance of tender will rest with the authority of IIT Guwahati who does not bind itself to accept the lowest tender and reserves in itself the right to reject any or all the tenders received without assigning any reason thereof. The work may be allotted in part or whole at the discretion of competent authority of the Institute.

**12.** For all clarifications regarding site conditions, items of works or any other related matters to the tender AE (Elect) may be contacted during office hours on all working days.

**13.** In case, the day of submission of the tender happens to be a holiday on account of Govt. notification and tender cannot be received or opened; the tender shall be received and opened on the next working day at the same times for which no separate communication will be made.

**14.** The tender document shall be submitted at the designated place before the last date and time as per NIT. IIT Guwahati is not responsible for any delay on the part of postal department or Shipping agencies.

**HOS (Maintenance)**

## **Special Terms & Conditions**

**NIT No: IITG/IPM/NIT/FY21-22/30; Dtd-23/09/2022**

1. Rates shall be quoted in the Bill of Quantity (BOQ) furnished in figures and in words. If there is any variation between the rates quoted in figures and rates quoted in words, the rates quoted in words shall be considered.
2. The rates shall be firm up to the completion of work. No price escalation will be paid on any account.
3. The work shall be completed within 30 days from the date of issue of the formal work order.
4. The rate shall be inclusive of all taxes including GST, Royalty, loading, unloading and transportation etc. of all the materials to work site at IITG campus, Guwahati-39. All taxes as applicable to the work as per state/central government shall be deducted from the bills.
5. All the pages of the tender document shall be signed and dated at the lower right hand corner by the tenderer. If the tender is signed by a person holding power of attorney, power of attorney authorizing him to sign on behalf of the tenderer should be submitted along with the tender.
6. The documents submitted along with the application for tender in respect of Experience, registration will be verified by the Institute with respect to that stated in the NIT for qualifying for the tender. If after verification any such data/ information are not found true or has attempted to conceal any unfavorable data/ information, his/her tender shall be summarily rejected.
7. The owner reserves the right to take inputs regarding performance of a bidder on any similar work (on-going or completed) from a client whether disclosed in the tender or not. If any such report from the client is found to be unsatisfactory, the tender is liable to be rejected.
8. Any tender submitted without the qualifying documents mentioned in the relevant clause of NIT, it shall be considered as incomplete tender and the tender will be rejected for which no communication will be made.
9. Any abnormal rate quoted in the tender will summarily be rejected for which no communication will be made.
10. The contractor shall arrange all the plants, equipment, machineries etc. required for the works for which no extra charges will be paid.
11. Care shall be taken by the contractor to avoid damage to any part of the building or its finishing. He/they shall be responsible for repairing all damaged and resorting the same to their original finished at his own cost. He/they shall also remove at his cost all unwanted wastage and materials arising out of his work from the site.
12. The Earnest Money shall be paid in the form of Demand Draft drawn in favour of "IIT Guwahati" payable at Guwahati. EMD submitted in the form of Bank Guarantee or any other form except as stated above will NOT be accepted and tender will be summarily rejected. No interest shall be paid by the institute on the Earnest Money deposited by the tenderer. The Earnest Money of the unsuccessful tenderer will be refunded.
13. 10% of the Bill Value will be deducted as Security Deposit and will be released after 12(twelve) months from completion of the work. Any damage or defect in the work during this period due to materials supplied by you or bad workmanship shall be rectified or replaced by you at your own cost or the Engineer –in-charge may cause the same to be made good by other workman and deduct the expenses from the security deposit. No interest will be paid on security deposit.
14. All other terms & conditions shall be as per provision of General Conditions of Contract followed by the institute.
15. All legal disputes will be subjected to jurisdiction of Guwahati High Court only.
16. All specification of the work will be followed as per CPWD manuals.

17. Reasonability of the rates quoted by the contractors shall be determined by comparing to the justified estimated rates. If the lowest bid is too low and the tender evaluation committee feels that it is not possible to do the work as specification, the tender shall be cancelled and fresh tender invited.
18. If the lowest bid is below 10% of the justified estimate, additional initial security deposit of value by which the quote is below 10% of the justified estimate will have to be submitted by the bidder along with the specified initial security deposit of 3% within 15 days from the date of issue of Letter of Intent offering the work. The additional security deposit shall be refunded immediately after completion of the work. In case the lowest bidder is not able to complete the work, the security deposit and the additional security deposit will be forfeited and the contractor will be debarred for 2 years from participating in the tenders floated by the Institute after issuing a show case notice. The initial and additional security deposit will be in the form as specified in the tender.
19. In case, the lowest bidder fails to submit the initial security deposit and the additional security deposit within the stipulated time, the offer will be cancelled and their EMD will be forfeited. In such case, the work will then be offered to the next lowest bidder (L2) at L2's rate and so on.
20. **Lowest quotes above 10% of the justified estimate will not be accepted in any case and fresh tender will be invited.**

**HOS, Maintenance**

To,  
The HOS IPM Section  
Indian Institute of Technology Guwahati  
Guwahati – 39

**Sub: Submission of tender for the “Proper illumination of cycle stand area at Subansiri Hostel in IITG Campus”.**

Dear, Sir,

I/we do hereby submit our tender for “**Proper illumination of cycle stand area at Subansiri Hostel in IITG Campus**” as per Notice Inviting Tender No. **IITG/IPM/NIT/FY21-22/30; Dtd-23/09/2022**. The rates quoted by me / us are for the whole work in accordance with Notice Inviting Tender and Terms & Conditions.

Name of Firm/ Contractor:

Address for correspondence:

Signature of Contractor with seal:

Date:

Contact Phone No –

Email ID:

**Enclosure:**

- 1.
- 2.
- 3.
- 4.
- 5.

**Seal & Signature of Tenderer**

# **BILL OF QUANTITIES**

**NIT No: IITG/IPM/NIT/FY21-22/30; Dtd-23/09/2022**