



राष्ट्रीय प्रौद्योगिकी संस्थान नागालैंड
NATIONAL INSTITUTE OF TECHNOLOGY NAGALAND
Chumukedima, Dimapur
Nagaland - 797 103

**TENDER FOR SUPPLY OF POTABLE DRINKING WATER JAR OF
20 LITERS TO NIT NAGALAND**

NOTICE INVITING TENDER

Notice Inviting Tender No. : NIT-N/PUR/ET/2022/09-01/0001
Date: 28-09-2022

Tender Document Issue Date : 28-09-2022

Last Date of Submission of Tender : 10-10-2022, 2.00 p.m.

EMD Amount : Rs. 50,000/-

Technical Bid Opening Date and Time : 11-10-2022, 2.30 p.m.

Financial Bid Opening Date and Time : 11-10-2022, 3.00 p.m.

Delivery Period : 30 Days

Tender Document Fee : Rs. 3,000/-

Address for Submission of Tender : The Registrar
and EMD fee National Institute of Technology
Nagaland
Chumukedima, Dimapur-797 103

NATIONAL INSTITUTE OF TECHNOLOGY NAGALAND

Chumukedima, Dimapur – 797 103.

NOTICE INVITING TENDER

No. NIT-N/PUR/ET/2022/09-01/0001 Date: 28-09-2022

National Institute of Technology Nagaland is one of the newly established Institutes by MHRD under the NIT Act 2007 to impart technical education and to promote research activities in the North East region.

Sealed Quotations under two cover system (1. Technical, 2. Financial) are invited from the reputed Manufacturers / Dealers / Registered Suppliers for Supply of potable drinking water Jar of 20 liters to NIT Nagaland as per the detailed locations of supply of drinking water jars given in the Annexure-1. Interested parties can get the details terms and conditions and prescribed forms can be download from our Institute's website www.nitnagaland.ac.in or <https://eprocure.gov.in/>.

The bidder shall be required to deposit the earnest money (EMD) for an amount of Rs. 50,000/- (Rupees Fifty Thousand only), which is refundable and a tender document fee for an amount of Rs. 3,000/- (Rupees Three Thousand only), which is non-refundable by way of Demand Draft only. The Demand Draft shall be drawn in favour of "IRG, NIT Nagaland" payable at Chumukedima, Dimapur. **The original Demand Drafts for Earnest Money Deposit & Tender Document fee** shall be submitted in a sealed envelope bearing the following reference on the top left corner: **NIT-N/PUR/ET/2022/09-01/0001 Fees, latest by 10th October 2022 at 2.00 p.m.** and addressed to:

The Registrar

National Institute of Technology Nagaland
Chumukedima, Dimapur
Nagaland - 797 103

Bid(s) received beyond the due date of submission will be rejected. The tender documents should be submitted in **Government of India e-procure portal only** on or before the due date and time (10-10-2022 & 02:00 PM). Tenders submitted by E-mails, Post, Courier, in person, etc., shall not be entertained. The Institute shall not be responsible for any postal delay about non-receipt / non-delivery of the tender documents.

Technical bid(s) will be opened on 11-10-2022 at 2.30 p.m. in the Conference Hall, Administrative Block of the Institute in the presence of the bidder(s) or their authorized representative(s) who are present at the scheduled time. The Financial bid(s) of the technically qualified bidder(s) will be opened on 11-10-2022 at 3.00 p.m.

In the event of the due date of receipt and opening of the tender being holiday/declared as holiday for the Institute, then due date of receipt / opening of the tender will be the next working day at the same time.

The tender document duly signed and stamped on each page shall be submitted in original with the Technical bid as a proof to confirm the acceptance of the entire terms and conditions of tender. Any amendment and / or addition made to the tender are not permissible after opening of the tender. Incomplete tenders will be rejected.

The Institute reserves the right to reject any or all tenders, wholly or partly or close the tender at any stage prior to award of contract without assigning any reason whatsoever.

**ESSENTIAL QUALIFICATIONS FOR SUPPLY OF POTABLE
DRINKING WATER JAR OF 20 LITERS**

1. The bidder(s) should have carried out atleast one similar works of annual value of Rupees 10.00 Lakhs or Higher in any Central / State Government Educational Institute within last 3 years.
2. The bidder should produce back up documents like purchase orders, work completion certificates for the above mentioned work.
3. The bidder should furnish the certificate of PAN and GST number.
4. The bidder should be either original manufacturers or their authorized dealers having adequate experience of at least 3 years in the relevant field of supply of drinking water to Central / State Government Institution Educational Institute.
5. In case of Authorised dealer/supplier, the firm should have the registration /dealership with the OEM/Manufacturer to supply potable water for the state of Nagaland for the last 3 years. Dealership certificate from the OEM/Manufacturer should be produced.
6. The bidder must have a service office in Dimapur for last 3 years. (Documentary evidence like Incorporation / Registration Certificate, Service Registration / Trade License should be submitted).
7. Average Annual Turn Over for Supply of drinking water for the last 3 years should be at least Rs.30 lakhs. The bidder should produce Audited statement of accounts for the last 3 years.
8. The manufacture should have latest FSSAI and BIS/ISO Certification issued by Competent Authority.

Note: All the supporting documents should be attached with the Technical Bid, without which the tender will be rejected. The bidder need to bring the above original documents at the time of technical opening for the verification.

INSTRUCTIONS TO BIDDER

Tender should be submitted in two covers, Cover-I (Technical Bid) and Cover-II (Financial Bid). Envelopes of technical bid and financial bid should be individually sealed and then placed in a common outer cover which shall also be sealed and super scribed with the tender reference no. and due date of submission.

Cover-I: Technical Bid (Cover I should be superscribed as Technical Bid and indicating the Tender Reference No.)

1. The bidder shall be required to deposit the earnest money (EMD) for an amount Rs. 50,000/- (Rupees Fifty Thousand only), which is refundable and a tender document fee for an amount of Rs. 3,000/- (Rupees Three Thousand only), which is non-refundable by way of Demand Draft only. The Demand Draft shall be drawn in favour of “IRG NIT Nagaland” payable at Chumukedima, Dimapur. **The Demand Drafts for Earnest Money Deposit & Tender Document fee must be enclosed in the envelope containing the technical bid.**
2. Any technical bid without the Demand Drafts of Earnest Money Deposit and tender fee is liable to be rejected. The Institute is not responsible to pay any interest on such amount. Earnest Money Deposit shall be forfeited, if the tenderer withdraws its bid during the period of tender validity.
3. The Earnest Money Deposit of the successful bidder shall be refunded after the completion of contract/order. For unsuccessful bidder(s) it will be refunded after award of the contract.
4. Approximate per day consumption of NIT Nagaland including hostels, Offices etc is 130 Jar (20 liters) per day.
5. The supplier should provide door to door service to all the hostels, Quarters, Administrative building (location of service at Annexure-1)
6. The rate quoted should be valid for a minimum period of one year. No claim for escalation of the rate will be considered after opening the tender.
7. The Institute reserves the right to accept in part or in full any quotation(s) or reject any or more quotation(s) without assigning any reason or to cancel the tendering process and reject all quotation(s) at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s).
8. In case of damage/leak of jar, it will be responsibility of supplier to replace jar immediately and no payment will be made for damage.

9. In case of failure to supply the water on any day, the penalty of Rs 1000/- will be charged per day till the regular supply is resumed.
10. Tender should have adequate capital for supply of the above items for a period upto 3 months on credit and during this period, the vendor should not discontinue the supply.
11. The representative of the bidders may be present during the opening of the tender document.
12. The safe delivery shall be the sole responsibility of the supplier.
13. A prospective bidder requiring any clarification of the tender document may communicate to The Registrar, NIT Nagaland.
14. The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

Cover-II: Financial Bid (Cover-II should be superscribed as Financial Bid and indicating the Tender Reference No. and shall contain Price only)

1. Financial bid should be enclosed in a separate sealed cover and should be written in the format (Summary Sheet) given in the tender document. Failure to provide price bid in a sealed separate cover will result in invalidation of the offer.
2. The bid should be clearly filled or typed and signed in ink legibly giving full address of the bidder. The rate should be quoted both in words and figures. All the pages of the bid should be duly signed by the authorized person affixing the seal. All corrections and overwriting should be initialled otherwise the tender shall be invalidated.
3. The rate quoted should be inclusive of transportation charges for door to door services. No extra charges on labour, transit will be reimbursable.
4. The rates should be quoted in Indian Rupee including all taxes and Freight charges at FOR destination at NIT Nagaland, Chumukedima, Dimapur - 797103 on Door Delivery Basis.

Vendors shall submit the Summary Sheet I appended to the tender, duly filled in and shall be put in the technical bid cover and the Summary Sheet II duly filled in shall be put in the commercial bid cover.

REGISTRAR

CONTRACT FORM

[To be provided by the bidder in the business letter head]

1. (Name of the Supplier's Firm) hereby abide to deliver / establish the by the delivery schedule / completion time as mentioned in the tender document for supply of the items if the purchase order is awarded.
2. The item will be supplied conforming to the specifications stated in the tender document without any defect and deviations.
3. Warranty will be given for the period mentioned in the tender document and service will be rendered to the satisfaction of NIT Nagaland during this period.

Signature of the Bidder :

Name and Designation :

Business Address :
.....
.....

Place :

Date:

Seal of the Bidder's Firm

**DETAILS OF THE POINT OF SUPPLY OF DRINKING WATER JARS
AT NIT NAGALAND, CHUMUKEDIMA**

Sl. No	Particulars Location	Per Day Consumption (in jars)
A.	Hostels	
	▪ Saramati A	10
	▪ Saramati B	10
	▪ Saramati C	10
	▪ Japfu	10
	▪ Tiyi	10
	▪ Patkai A	10
	▪ Patkai B	10
	▪ Patkai C	10
	▪ Dzukou	10
	▪ Zanibu	10
	▪ New Boys Hostel (2 Blocks)	10
B.	Administrative Building	9
C.	Academic Blocks	5
D.	Director Bungalow	4

SUMMARY SHEET I – TECHNICAL BID

S.N	Particulars	Filled by Bidder
1.	(a) Name of the Firm/Agency:	
	(b) Address:	
	(c) Name of proprietor:	
	(d) Telephone No./ Mobile No. :	
	(e) E-mail Address:	
2.	PAN Number (copies to be enclosed)	Yes/No:_____
3.	GST Number (copies to be enclosed)	Yes/No:_____
	Details of EMD (i) Amount : _____ Draft No. _____ Date _____ (ii) Issuing Bank: _____	
5.	The bidder(s) should have carried out atleast one similar works of annual value of Rupees 10.00 Lakhs or Higher in any Central / State Government Institution/ Research Institute or Institute of National Repute within last 3 years.	Yes/No:_____
6.	The bidder should be either original manufacturers or there authorized dealers having adequate experience of at least 3 years in the relevant field of supply of drinking water to Central / State Government Institution/ Research Institute or Institute of National Repute	Yes/No:_____
7.	In case of Authorised dealer, the firm should have the registration /dealership with the OEM/Manufacturer to supply potable water for the state of Nagaland for the last 3 years. Dealership certificate from the manufacturer should be produced.	Yes/No:_____
8.	The bidder must have a service office in Dimapur for last 3 years. (Documentary evidence like Incorporation / Registration Certificate, Service Registration / Trade License should be submitted).	Yes/No:_____
9.	License Number issued by BIS	Yes/No:_____
10.	FSSAI Certificate	Yes/No:_____
11.	Whether the firm is blacklisted by any Govt Department or any criminal case is registered against the firm or its owner/partners anywhere in India (if no, an undertaking to this effect is to be attached)	Yes/No:_____
12.	Average Annual Turn Over for Supply of drinking water for the last 3 years should be at least Rs.30 lakhs. The bidder should produce Audited statement of accounts for the last 3 years	Annual Turnover:_____

Note: All the supporting documents should be attached with the Technical Bid, without which the tender will be rejected. The bidder need to bring the above original documents at the time of technical opening for the verification.

Place:
Date:
Company Seal :

(Signature of the authorized person)
Name: _____
Designation: _____

SUMMARY SHEET II – FINANCIAL BID

(In Rupess)

Type of packed Jars/Bottles required	Name of Brand	Rate per Jar / Bottle (Rs.)	Rate with taxes, if any (Rs.)	Total Price including taxes (Rs.)
20 Liters Packaged Drinking Water Bottle/Jar.				

Note:

1. Approximate per day consumption of NIT Nagaland including Hostels, Offices etc., is 130 Jars (20 liters) per day.
2. The price quoted should include the transportation and labor cost to deliver to the location as mentioned in bidder instructions and in Annexure-1).

Place:

(Signature of the authorized person)

Date:

Designation:

Company Seal: