



NATIONAL INSTITUTE OF TECHNOLOGY GOA
(AN Autonomous Body under MHRD, Govt. of INDIA)
Farmagudi Ponda Goa - 403401

TENDER FOR FURNITURE REPAIR

Sub: Tender Notice for Furniture Repair in National Institute of Technology Goa

Tender Reference Number: NITGOA/OT/Dean P&D/17-18/OW/825; Dated: 28/11/2017

Last Date for Submission with Time: 19.12.2017 till 05.00 P.M.

Opening Date of Technical Bid with Time: 20.12.2017 at 10.00 A.M.

Opening Date of Financial Bid with Time: 20.12.2017 at 03.00 P.M.

1. National Institute of Technology Goa (in short – NIT GOA) is an autonomous Institute of the Government of India under the Ministry of Human Recourses Development imparting technical education. National Institute of Technology Goa is one of the “Institutes of National Importance” declared under the NIT Act – 2007 (Act No.29 of 2007).

The NIT GOA has various departments for teaching and lab purposes.

In this connection sealed tenders in the prescribed format are invited from the reputed / authorized firms / Startups/Proprietorship/ MSME companies engaged in the business of repair of Furniture/ supply of furniture. for furniture repair at NIT Goa.

The firm which fulfills the following minimum criteria may only apply.

- i) The Firm should be registered with relevant authorities (GST Registration, PAN No.); (Attested copies of Registrations to be enclosed)
- ii) The antecedents of persons deployed should be properly verified.
- iii) If a prospective bidder requires any clarification in regard to the bidding documents, he may mail to dean.pd@nitgoa.ac.in

Registrar I/C
NIT Goa

2. The Bid contain the following information/document as per Annexure-I & Annexure-II(Financial bid):-

- i) Name of the Firm, Business address of the Firm, Telephone No., Mobile No., and Copy of the details of the past experience of supply/repair of furniture work (if any).
- ii) Copies of Certificates of Incorporation of Firm, Pan No. and GST Registration No.
- iii) The Earnest Money of Rs. 15,000/- should be enclosed in the form of Demand Draft in favour of Director, NIT Goa. The EMD should be enclosed in separate envelope super scribed as "EMD".
- iv) Quotations in Rupees for the respective items mentioned in Annexure-II
- v) The Bidder should sign in complete the Full Tender document along with all annexures enclosed with Tender Document.
- vi) The complete Tender document can be downloaded from www.nitgoa.ac.in or from <https://eprocure.gov.in/epublish/app>
- vii) The tender has to be accompanied by an Earnest Money Deposit of Rs. 15,000/- value in the form of Demand Draft in favour of Director, NIT Goa from any scheduled commercial bank. If the successful tenderer declines to act on the offer made by the NIT GOA or withdraw/ amend their quotations after opening of tenders, the EMD shall stand forfeited without any notice to the tenderer and no claim on this account shall be entertained. The EMD of unsuccessful tenderers shall be returned/ refunded after finalization of contract.

3. SCOPE OF WORK: Repairing of Furniture items as per Technical Bid annexed

4. TERMS and CONDITIONS:

- i) In case of any deficiency of service/ work a penalty of 2% of bill for each occasion will be imposed on the firm. The decision of Director NIT Goa will be final and binding.
- ii) In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Director, NIT Goa shall be final
- iii) The Director NIT GOA and its successors reserve the right to reject any or all tenders, wholly or partly or close the tender at any stage without assigning any reason whatsoever.
- iv) The contract will be awarded to the bidder who stands lowest for total of all items/ service.
- v) The contract shall be for furniture repair as per Technical Bid enclosed. The details has been indicated in Technical Bid, the bidder before submitting the bid may visit the institute for survey of furniture to be repaired as per technical bid and evaluate the cost of repair accordingly, but subject to prior appointment from concerned official. (Dean P&D-0832-2404216) (Between 09.00 A.M. to 5.30 P.M. before tender submission date).
- vi) The repair of the furniture should be as per the requirements of the institute.

- vii) A Performance Security of @5% of contract value have to be deposited by the successful tenderer in the form of Demand Draft or Bank Guarantee of any scheduled commercial bank in favour of Director NIT Goa for the period of one year from the date of completion of work. The Performance security will be forfeited for breach of the any of terms/ conditions of our tender and if it is found at any time during the period of one year from the date of completion of work/service that the services provided by the firm are poor/defective/unsatisfactory. The decision of Director, NIT Goa in this regard shall be final.
 - viii) The Performance security shall be forfeited if there is any breach by the contractor in performance/ meeting terms and conditions of the contract. Otherwise, the same shall be refunded after completion of the one year from the date of completion of work/service as per contract to the satisfaction of concerned official of NIT Goa with no NIT Goa liabilities due from the contractor.
 - ix) The work is to be carried out in the premises of the National Institute of Technology Goa, Farmagudi Ponda Goa 403401. Only such work as cannot be done in the office premises would be allowed to be done outside. No extra charges will however be payable on this account.
 - x) The Payment shall be made within 30 days after completion of service/work as per order/contract and only if the work is performed to the satisfaction of the NIT Goa subject to submission of performance security prior to submission of bill. The NIT Goa shall not pay for any other incidentals like transportation etc. and the contracted price shall be firm/fixed during the currency of the contract. There shall also be no advance payment for any jobs assigned in terms of contract. The arrangements shall be put in place by 09.00 A.M. to 05.30 P.M. on each working day.
 - xi) The antecedents of persons deployed should be properly verified by the contractor and the undertaking has to be provided by the contractor that no person deployed by contractor for the said work is not having any criminal or civil case in any court of law and the character of persons employed are good.
 - xii) The NIT Goa reserves the right to reject any or all the quotations without assigning any reason thereof. Decision of NIT Goa shall be final in this regard.
 - xiii) Bids incomplete in any respect shall be liable to be rejected.
5. The sealed bids, in the prescribed proforma only, are to be submitted at Inward section of NIT Goa, Farmagudi Ponda Goa 403401. The due date and time for submission of bid is 19/12/2017 till 05.00 P.M. The Technical bid shall be opened on 20/12/2017 at 10.00 A.M. and financial bid shall be opened on 20/12/2017 at 03.00 P.M. The tenderers may remain present at that time or may, of so desire, depute one of their representatives to be present at the time of opening of tenders. It may specifically noted that the quotations are required to be submitted with EMD with necessary documents in the prescribed proforma only.

6. Director NIT Goa reserves the right to accept/ reject any or all the quotations received and the decision of Director NIT Goa in this regard shall be final and binding.
7. The NIT Goa reserves the right to cancel the contract at any time without assigning any reason whatsoever. The tender document should be signed by the tenderers on each page in ink and mentioned at last of tender document "The above terms & Conditions laid down in the tender document are acceptable to us and will be binding on us" and countersigned the same.



**Registrar I/C
NIT Goa**

ANNEXURE-I

<i>Sr. No.</i>	<i>Particulars</i>	<i>Details</i>
1	Name of the Firm/Company/Agency	
2	Address of Firm/Company/Agency	
3	Telephone No. and Mobile No.	
4	The details of registration (s) Viz No. Date, Validity etc. with Govt. Authorities towards incorporation of the firm, running of stated business viz. GST Registration and authorized premises	
5	GST no. and PAN no.	
6	EMD Details (Amount, Name of the Bank Branch, DD no. and date)	
7	Name of the organization where the work has been done (self-certify duly stamp copies of contract letter to be attached)	
8	Name, Designation, Telephone No./Mobile No. and Address of the person to whom all references shall be made regarding this tender.	
9	Name, Address & Telephone Number of Proprietor	

Yours Faithfully

Date:

Place:

Signature of Authorized person

Name:

Designation:

Business Address:

Seal:

National Institute of Technology Goa
Farmagudi, Ponda-Goa 403 401

ANNEXURE-II

To

The
Director
National Institute of Technology Goa
Farmagudi Ponda Goa 403401

Sub: Invitation of quotations for repair of furniture

Sir,

I/We intent to submit the quotation on the subject captioned above and hereby consent to agree/accept all terms and conditions stipulated in NIT GOA bid document no. NITGOA/OT/Dean P&D/17-18/OW/_____ dated _____. The information desired and the rates quoted are as per following details

<i>Sr. No.</i>	<i>Items of Work</i>	<i>Quantity</i>	<i>Rates in rupees (Total)</i>
1.	Repair of Chairs-Chairback	24	
2.	Repair of Chairs-Handles	34 pairs	
3.	Repair of Chairs-Mechanical Jump	18	
4.	Repair of Chairs-Cyclinders	45	
5.	Repair of Chairs-Casters (Wheel)	35 pairs	
6.	Repair of Chairs-Handles plastic	10 pairs	
7.	Repair of Chairs- Caster (Wheel) Frame (Plastic)	45	
8.	Cyclinder cover	45	
9.	Repair of Chairs	110	
10.	Repair of Desks-Desktop/Seat/Back ply	45	
11.	Repair of Desks-Stool (Top ply)	10	
12.	Repair of Desks-Maintenance-Bushes, Fixing of screws	lumpsum	
13.	Executive Tables	16	
Total in Rs. (In Figures):			
Total in Rs. (In words):			

Declaration cum integrity pact:

- i) We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of the services as required under this tender.

National Institute of Technology Goa
Farmagudi, Ponda-Goa 403 401

- ii) We are not black-listed by any Central/State Government/Public Sector undertaking in India.
- iii) I/my firm undertake that the documents submitted are genuine/authentic and nothing material has been concealed therefrom and that I/we are not debarred by any Government Organization and are competent to have the contract. I/We understand that the contract is liable to be cancelled, if found to be having obtained, through fraudulent means/concealment of information.
- iv) I/my firm commits itself to take all measures necessary to prevent corrupt practices, unfair means, and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:
 - a. I/my firm will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the NIT Goa, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the Contract.
 - b. I further undertakes that I or my firm/company has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the NIT Goa or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract or any other contract with the Government for showing or forbearing to show favour or disfavor to any person in relation to the contract or any other contract with the Government.

Signature of Authorized Signatory : { _____ }

Name of bidder: _____

Complete Address: _____

Address (works), if any: _____

Contact No.: _____

National Institute of Technology
Farmagudi, Ponda-Goa 403 40.