

NATIONAL INSTITUTE OF TECHNOLOGY  
GOA -403401

Tender Enquiry

Enquiry No: NITGOA/LT/ECE/DST/2018-19/OW/ 622

Date: 05/10/2018

Important Dates

To
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Event	Date	Time
Pre-bid Conference	-	-
Last Date of submission of quotation	<b>26-10-2018</b>	<b>05:00 P.M.</b>
Technical Bid Opening date	<b>29-10-2018</b>	<b>10.00 A.M.</b>
Financial Bid Opening date	<b>29-10-2018</b>	<b>03.00 P.M.</b>

Dear Sir,

We intend to purchase the commodities mentioned below and invite bids in accordance with the terms and conditions detailed in the bid document. If you are interested, kindly send your offer with prices and complete terms within the time mentioned above.

Please send your quotation to:

Director NATIONAL INSTITUTE OF TECHNOLOGY GOA-403401
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Yours sincerely,



Registrar I/C

National Institute of Technology  
Goa

Encl:

- (1) Schedule of requirement, specifications, dates etc.
- (2) Bid document containing detail terms and conditions.

1. **Schedule of requirements**

<b>Sl. No.</b>	<b><u>Name of Items</u></b>	<b><u>Qty. in Nos.</u></b>
1.	Site preparation work	Refer Annexure-I for details

2. **Specifications and allied Technical Details**

**Enclosed at Annexure – I**

3. **Format of Quotation (tick appropriate box)**

It is a Single bid; please give all technical specifications and price bid in one envelope.

OR

It is a two-part bid with separate techno-commercial and price bids. Please see item 1.12 of instructions for method of bidding.

4. The bid envelope should be super-scribed with

Bid for **Civil and supervision work at site** Enquiry No. **NITGOA/LT/ECE/2018-19/OW/\_\_\_\_\_**

5. Quotations should be valid for a period of 90 days from the closing date of the bid.

6. **Some important dates:**

i.	Pre-bid Conference:	Date: _____ - _____	Time: _____ - _____
ii.	Last date for receipt of quotation:	Date: 26-10-2018	Time: 05:00PM
iii.	Opening of techno-commercial bid:	Date: 29-10-2018	Time: 10:00AM
iv.	Opening of Financial bid:	Date: 29-10-2018	Time: 03:00PM

7. **Warranty** as applicable must be provided.

8(a) **Excise Duty:** Please state applicable excise duty as a separate item.

8(b) **Taxes and Duties:** Any taxes should be quoted inclusive in price bid/schedule column in Price Bid

9. **Bid Security** (See Item 2.8 of instructions): **Rs. 25,000/-** (Rupees Twenty five thousand only).

10. **Performance security: 05% (Five percent) of total order value.**

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

11. EMD of Rs. 25,000/-

12. Please go through the enclosed "bid document" carefully for other bidding instructions.

13(a) Please send your quotations by Registered/Speed Post to:

Director National Institute of Technology Goa -403401
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OR

(b) drop the quotation in the office of the normal working hours of the Institute.

14. For clarifications if any, please mail to [dean.rc@nitgoa.ac.in](mailto:dean.rc@nitgoa.ac.in)

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

(Contd.)

**NATIONAL INSTITUTE OF TECHNOLOGY  
GOA-403401**

**BID DOCUMENT**

**1. Instructions to the bidders**

- 1.1 Sealed bids are invited on behalf of the Director, National Institute of Technology (NIT), Goa – 403401, from the intending bidders for supply and fixing of goods mentioned in Annexure-I.
- 1.2 The bidders should quote the technical and financial bid separately in two separate envelopes duly superscripted on the envelope as **Technical bid/ financial bid for Civil and supervision work at site** and their offer/rates in clear terms without ambiguity and EMD should be enclosed in Technical Bid envelope.
- 1.3 The rates should be quoted both in figures and words and legibly written without any over-writings. In case of any correction, the same must be attested by the bidder with full signature. However, no over-writing is permissible.
- 1.4 In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.
- 1.5 The last date for receipt of the bid is marked in the enquiry. In case the above date is declared a holiday for NIT Goa, and the bids will be received up to the appointed time on the next working day.
- 1.6 There may be a pre-bid conference in the office of the Department as per schedule given under at the top of the document. NIT Goa for clarifying issues and clearing doubts, if any, about the specification and other allied technical details of the work projected in the bidding document. The prospecting bidders may attend this pre-bid conference at the appointed date, time and place. In case the said date is declared a holiday for the NIT Goa, the pre-bid conference shall be held at the appointed time and place on the next working day.
- 1.7 The bids may be sent by registered or speed post, so as to reach the office NIT Goa before the last date of receipt, or alternatively, be dropped in the office of the normal working hours of the Institute.
- 1.8 If a prospective bidder requires any clarification in regard to the bidding documents, he may mail to [dean.rc@nitgoa.ac.in](mailto:dean.rc@nitgoa.ac.in)
- 1.9 Bids received after the deadline of receipt indicated in tender document, shall not be taken in to consideration.
- 1.10 Each bidder shall submit only one bid. A bidder, who submits more than one bid, shall be disqualified and considered non-responsive.
- 1.11 The cover containing the bid must be sealed and super-scribed "Bid for **Civil and Supervision work at site** vide Enquiry No. **NITGOA/LT/ECE/2018-19/OW/622** dated 05/10/18 as given under item of the enquiry.

- 1.12 The bids shall be opened in the office at the date and time given on the top of the document. The bidders may send their authorized representatives to attend the bid opening, if they so desire. In the event of the above bid opening date being declared holiday for the NIT Goa, and then the bids will be opened at the appointed time and place on the next working day.
- 1.13 The bidder has to put seal and sign in full at all pages of the bidding document including all annexures and price bid failing which the bidder will be disqualified.

## 2. Conditions of the bid

- 2.1 The rates quoted should preferably be net, inclusive of all taxes and charges required for completion of this site and maintenance thereafter.
- 2.2 Site Work has to be completed within 01 month of receiving of order either by hand, post or via email whichever is earlier. The maintenance (if any) for 01 year starting from work completion period has to be carried by the successful bidder at his cost and Institute will not pay any charges for this. Therefore the bidder should quote site maintenance charges also during bidding.
- 2.3 The bidder may visit the site if required.
- 2.4 The quote by the bidders is deemed to be treated as they have visited the site and they are well acquainted with the requirements of the Project before quoting and they have clarified of all the requirements before quoting.
- 2.5 Filling of PFMS Mandate form and Bidder Information Sheet form mentioned at the end of tender document is compulsorily.
- 2.6 No accommodation will be provided for the workers by the Institute and any injury to the workers or damage to institute property will be sole responsibility of the bidder.
- 2.7 The bid should remain valid for a period of 90 days from the date of opening. In case your offer has a different validity period that should be clearly mentioned in the quotation.
- 2.8 Conditional discount, if any, offered by the bidder shall not be considered at the time of evaluation.
- 2.9 The bid is to be accompanied with "Bid Security" (*Earnest Money*) for an amount stated in the enquiry, in the form of Account Payee Demand Draft, in favour of Director, NIT Goa Fees Account from any Commercial Bank with validity period of 30 days beyond the final bid validity period. The bid security shall be forfeited, if the bidder withdraws during the bid validity period.
- 2.10 The successful bidder should furnish "Performance Security" for an amount specified in the enquiry, in the form of Account Payee Demand Draft in favour of Director, NIT Goa, which will be retained by NIT GOA for a period of one year from date of work completion period. (If mentioned at point no.10)
- 2.11 If the successful bidder, on receipt of the work order, fails to execute the order within the stipulated period, in full or part, it will be open to the Director, NIT Goa to cancel the order at any time thereafter and contractor will have no claim over the Bill payment.

- 2.11 If the successful bidder, on receipt of the work order, fails to execute the order within the stipulated period, in full or part, it will be open to the Director, NIT Goa to cancel the order at any time thereafter and contractor will have no claim over the Bill payment.
- 2.12 Director NIT Goa also reserves the right to recover the liquidate damage @0.5% of total order value per week for total or part work delayed beyond work completion period.
- 2.13 The successful bidder may be required to execute a contract, where applicable.
- 2.14 Payment (100 percent) will be made by Account Payee Cheque/Bank Draft, within 30 days from the successfully completion of work.
- 2.15 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.
- 2.16 Director, NIT Goa reserves the right to reject any or all tenders/bids without assigning any reason thereof.
- 2.17 The bid document/resultant contract will be interpreted under Indian Laws.
- 2.18 Any disputes arising out of this enquiry shall be dealt in the Goa jurisdiction.
- 2.19 Technical bid eligibility criteria

- 2.19.1 PAN No: ..... (With photo copy).
- 2.19.2 Photocopy of GST Registration Certificate.
- 2.19.3 Signed and stamped copy of Annexure I
- 2.19.4 Signed and stamped copy of Tender document
- 2.19.5 Filled bidder information sheet mentioned at the end of Tender document
- 2.19.6 Valid EMD
- 2.19.7 Filling of PFMS Mandate Form
- 2.19.8 Bidder has to be either CPWD registered Civil contractor of class II (Two) or State PWD registered Civil contractor of class II (Two) and has to complete at least one works of 05 lakhs (Attach proofs).

2.20 Criteria for Evaluation in Financial Bid

The financial bid(s) shall be evaluated on the basis of the total lowest rates quoted for all the item/total work together.

The words in price bid such as extra will entitle for disqualification of bidders.

Conditional bids will not be accepted and will be liable for disqualification

  
**Registrar I/C**  
NIT-Goa

### **Technical bid (Annexure-I)**

Name of Item: Civil and Supervision work at Site

Site location: Nautal lake, Cortalim and Mandopa, Navelim

Area : 5000 Sq. Metre at Nautal lake, Cortalim

Area: 5000 Sq. Metre

**Note: Below requirements are for a total of 10,000 sq. metres of area at two sites**

<b><u>It.N o.</u></b>	<b><u>Description</u></b>	<b><u>Yes/ No</u></b>
1	Preparation of temporary connecting roads to the sensor installation sites from the Village road. (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	
2	Civil constructions for the specific sensor location on both the project sites. (10 at each sites) (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	
3	Site preparation for the installation of the weather station (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	
4	Herbs and other weeds cleaning of the project site with maintenance cleaning (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	
5	Developing civil structure for the weather station and the other ground penetrating sensors (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	
6	General maintenance of the installation site on requirement basis (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	
7	Two daily wage man powers to look after the electronic installations at the two locations as and when required (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	

## PRICE BID

**Note: The prices to be quoted should be for a total of 10,000 sq. metres of area at two sites**

It.No.	Description	Amount in Rs.
1	Preparation of temporary connecting roads to the sensor installation sites from the Village road. (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	
2	Civil constructions for the specific sensor location on both the project sites. (10 at each sites) (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	
3	Site preparation for the installation of the weather station (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	
4	Herbs and other weeds cleaning of the project site with maintenance cleaning (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	
5	Developing civil structure for the weather station and the other ground penetrating sensors (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	
6	General maintenance of the installation site on requirement basis (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> )	
7	Two daily wage man powers to look after the electronic installations at the (at <u>Nautal lake, Cortalim and Mandopa, Navelim site</u> ) two locations as and when required	
Total in Rs. (Before taxes)		
Taxes		
Site maintenance charges		
Other charges (if any)		
Grand Total in Rs.		

Note: The above format should be on letter head of the firm with the signature of Authorized Signatory and if the above technical specification is acceptable he should stamp and sign this page.



Bidder Information Sheet

1	<u>Company Name</u>	
2	<u>company Registration Number</u>	
3	<u>Registered Address</u>	
4	<u>Name of Partners / Directors</u>	
5	<u>BidderType</u>	
6	<u>City</u>	
7	<u>State</u>	
8	<u>Postal Code</u>	
9	<u>PAN/TAN Number</u>	
10	<u>Company's Establishment Year</u>	
11	<u>Company's Nature of Business</u>	
12	<u>Company's Legal Status</u> (choose from below) (Limited Company, Undertaking, Joint venture, Partnership and others)	
13	<u>Company Category</u> (choose from below) (micro unit as per MSME, Small unit as per MSME, Medium unit as per MSME, Ancillary unit, Project Affected person of this company, SSI, Others)	
14	<u>Contact Person Name</u>	
15	<u>Date Of Birth (DD/MM/YYYY)</u>	
16	<u>Correspondence Email</u>	
17	<u>Designation</u>	
18	<u>Phone</u>	
19	<u>Mobile</u>	

Note: If the information is not pertaining to the bidder, in third column he should specify as " Not Applicable"

Date:-

**PFMS Mandate Form**

Sr. No	Details Required	Information
1	Name of Vendor/Supplier	
2	Date Of Birth / Date of Incorporation	
3	Father/Husband Name	
4	Aadhaar Number	
5	GST No	
6	PAN No	
7	Complete Address	
8	City	
9	Country	
10	State	
11	District	
12	PIN Code	
13	Mobile No.	
14	Telephone No.	
15	E Mail Address	
16	Account Holder Name	
17	Bank Name	
18	Bank (Branch)	
19	Bank Address	
20	Account No.	
21	IFSC Code	
22	Swift Code	

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I/we would not hold the user Institution responsible.

Name:

Stamp/Seal &Signature of Vendor/Supplier: