

राष्ट्रीय प्रौद्योगिकी संस्थान गोवा
NATIONAL INSTITUTE OF TECHNOLOGY GOA

Kottamoll Plateau, Cuncolim Municipal Area,
Salcete Taluka, South Goa District, Goa - 403703

सूचना कोटेशन आमंत्रित करने के संदर्भ
NOTICE INVITING QUOTATION

No: NITGOA/HOSTEL/PUR/2025/OW/103

Dated: 26/03/2025

Name of the Goods

Procurement of Sanitary Napkins Incinerator

1000

Ref No:- NITGOA/HOSTEL/PUR/2025/OW/103

Date: 26/03/2025



National Institute of Technology Goa Salcete, Cuncolim, Goa 403 703

Procurement of Sanitary Napkins Incinerator

Tender Schedule

Particulars	Details
Date of publication of Tender	27/03/2025
Tender submission start date	27/03/2025
Last date and time for submission of Tender	17/04/2025 01:00 PM
Date and time of opening of tender	17/04/2025 02:00 PM
Tender Validity period	45 Days
Email Address for any clarification	chiefwarden@nitgoa.ac.in

18/03/25
Registrar

National Institute of Technology Goa

NATIONAL INSTITUTE OF TECHNOLOGY GOA
Kottamoll Plateau, Cuncolim Municipal Area,
Salcete Taluka, South Goa District, Goa - 403703

To
Shri/M/s.....
Address.....
.....
.....

Name of the Goods: **Procurement of Sanitary Napkins Incinerator**

No NITGOA/HOSTEL/PUR/2025/OW/ 103
Dated: 26/03/2025

Dear Sir,

A Detailed notice inviting Quotation incorporating the technical specification as well Instructions and Conditions are enclosed herewith.

You are requested to submit your sealed quotation with all relevant documents latest by **01.00 PM on or before** 17/04/2025.

Yours faithfully,


Registrar

National Institute of Technology Goa

NATIONAL INSTITUTE OF TECHNOLOGY GOA
Kottamoll Plateau, Cuncolim Municipal Area,
Salcete Taluka, South Goa District, Goa - 403703

NOTICE INVITING QUOTATION

Ref: NITGOA/HOSTEL/PUR/2025/OW/ 103 **Dated:** 26-3-2025

Sealed Quotations are invited from Bidders for **“Procurement of Sanitary Napkins Incinerator”**.

Quotations will be received up to **01.00 PM on or before** 17/04/2025 and will be opened on the same day at **02.00 PM**, if intending quotationerers want to participate during quotation opening they can do the same or send their representative for the same with a proper authorization letter. In case, the day of submission of the quotation happens to be a holiday on account of Govt. notification or weekends and quotation cannot be received or opened, the quotations shall be received on the next working day at **01.00 P.M. and will be opened on same day at 02.00 P.M.** for which no separate communications will be made. Other terms and conditions are enclosed.

Last date and time for submission: **Upto 01.00 P.M. on or before** 17/04/2025.

Quotation Opening Date and time: **At 02.00 P.M. on** 17/04/2025.

Application for Quotation Document must be accompanied by filled in PFMS Form. Quotation Notice can be downloaded from the Tender section of website www.nitgoa.ac.in or it can be downloaded from <https://eprocure.gov.in/epublish/app>

There is no download fee/EMD for the same.

Director NIT GOA has the right to reject any or all the quotations received without assigning any reason thereof.



Registrar

National Institute of Technology Goa

Instructions to bidders:

1. The bidders should submit the quotation along with mandatory documents to Inward section NIT GOA (Administration office, Main Building) and the envelope should be super scribed as Quotation Enquiry No. NITGOA/HOSTEL/PUR/2025/OW/ 103 dated 26-3-25 for “**Procurement of Sanitary Napkins Incinerator**”
2. The quotation should be addressed to “**The Director, NIT Goa Kottamoll Plateau, Cuncolim Municipal Area, Salcete Taluka, South Goa District, Goa-403703.** 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 a full signature.
3. In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.
4. The last date for receipt of the quotation is marked in the inquiry. In case the above date is declared a holiday for NIT Goa, then the bids will be received up to the appointed time on the next working day.
5. The quotation may be sent by post, to reach the office NIT Goa before the last date of receipt, or be submitted in the office of the normal working hours of the Institute. **(09.00 A.M. to 05.30 P.M.)**
6. Intending bidders requires any clarification regarding the notice inviting quotation, he may mail to **chiefwarden@nitgoa.ac.in** at least 02 days before the last date quotation submission time.
7. **Quotation submitted after the last submission date will not be accepted and his quotation will be treated as non-responsive.**
8. Intending bidder shall submit only one quotation. A bidder, who submits more than one quotation, shall be disqualified and considered non-responsive.
9. The quotation shall be opened by the committee in the NIT GOA at the date and time given on the top of the document. The bidder may send their authorized representatives to attend the quotation opening with proper authorization letter if they so desire. In the event of the above quotation opening date being declared a holiday for the NIT Goa, then the bids will be opened at the appointed time and place on the next working day.



10. **The bidder has to put a seal and sign in full at all pages of the quotation notice including all annexures and price bid failing which the bidder will be disqualified.**
11. Director NIT GOA has the right to reject any or all the quotations received without assigning any reason thereof.
12. If the offered item covers the warranty period it has to be mentioned by bidder in the quotation. (Certificate should be provided). Failing to provide the Product service during the warranty period will entitle the firm/proprietor debarment from NIT Goa Work.

Conditions of the participation in quotation:

1. The rates quoted should preferably be net, inclusive of all taxes and duties, packing, forwarding, freight, Insurance, training cum demo charges (if any), and all other incidental charges mentioned separately.
2. **The goods to be supplied within 21 days from the date of issuance of purchase order.**
3. The bid should remain valid for **45 days** from the date of opening.
4. Conditional discount, if any, offered by the bidder shall not be considered at the time of evaluation.
5. The goods offered should strictly conform to the specification and technical details mentioned in technical specification by NIT GOA.
6. Any Liability regarding GST will be of the supplier of products. Also, any obligations regarding Indian Acts will be the responsibility of the supplier of products only.
7. If the successful bidder, on receipt of the supply order, fails to execute the order within the stipulated period, in full or part, it will be open to the Director, NIT Goa to recover liquidated damage from the firm at the rate of 0.5 percent of the value of undelivered goods per week or part thereof, subject to a maximum of 10 percent of the value of undelivered goods beyond the due date for delivery. Alternatively, it will also be opened to the Director NIT GOA to accept the part supply by the contractor and arrange to procure remaining items from other modes as per GFR 2017 Rules.

8. Payment (for the service, after deduction (if any)) will be made by Wire transfer within 30 days from the date of completion of the service found in good condition or receipt of the bill, commissioning of the equipment, where applicable, whichever is later/latest.
9. In the event of any dispute arising out of the quotations or from the resultant contract, the decision of the Director, NIT Goa shall be final.
10. Any disputes arising out of this inquiry shall be dealt with in the Goa jurisdiction only.

10. **Criteria for Evaluation of Lowest Quotation:-**

- a) The bidder has to quote for all the items mentioned in the price bid. Failing to quote for one or more than one item will result in the disqualification of the quotation. (Quotation to be submitted on the firm letterhead mentioning GST No., PAN no. of Firm/Proprietor.)
- b) Signed and stamped copy of the entire quotation notice along with a copy of GST Registration Certificate and PAN card to be submitted by the bidder.
- c) After fulfilling the criteria mentioned at point 10 (a-b) those quotation which are lowest in Total (of all items) will be awarded the order.

Documents required for bill processing:-

1. Filled and duly signed Bidder information sheet
2. Filled and duly signed PFMS Mandate Form


Registrar
NIT GOA 25/3

Date:-

Price Bid

Sr. No.	Description of Goods	Total in Rs.
1.	Procurement of Sanitary Napkins Incinerator (Refer attached Annexure 1)	
Total in Rs. (excluding taxes)		
Other charges (if any), please specify		
Taxes in Rs.		
Grand Total in Rs. (In figures)		
Grand Total (In words)		

14/6/22

Annexure - 1

Special Terms & Conditions

1. Comprehensive warranty:

Comprehensive warranty shall include preventive maintenance including calibration as per technical/ service /operational manual of the manufacturer, service charges and spares, During the warranty period commencing from date of the successful completion of warranty period, Service personnel shall visit each consignee site as recommended in the manufacturers technical/ service /operational manual, at least once in six months. warranty shall not be including the consumables .Further there will be 98% uptime warranty during warranty period on 24 (hrs) X 7 (days) X 365 (days) basis, with penalty, to extend warranty period by double the downtime period.

2. Service centres:

Details of Service outlets in India to render services for equipment to be furnished to buyer/consignees with complete address, telephone numbers, e mails etc at time of making the supplies .It shall be the responsibility of seller to ensure that authorized service centres are available to cater to the areas where supplies are made within reasonable distance from where the service calls can be handled. Details of toll free numbers for service call and online registration of service requests also to be provided buyer/consignee at the time of supplies.

3. Source of supply:

It shall be responsibility of seller to provide Documents regarding source of equipment's such as copy of Performa invoice or any other documents to establish that the products supplied are manufactured by OEM indicated and sourced from them.

4. Packing and Marking:

Medical equipment's being very delicate and sensitive packing for the goods should be strong and durable enough to withstand transit including transshipment (if any), rough handling, open storage etc. without any damage, deterioration etc. .The size, weights and volumes of the packing cases, remoteness of the final destination of the goods, availability or otherwise of transport and handling facilities at all points during transit up to final destination,. Quality of packing, the manner of marking within & outside the packages and provision of accompanying documentation shall take in to consideration the type of medical equipment's being supplied. The accessories shall be suitably labelled and packed .Each of the package shall be marked on three sides with indelible paint of proper quality: indicating contract number and date, brief description of goods including quantity,packing list reference number, country of origin of goods and any other relevant details.

5. Spare Parts:

Seller shall provide materials, information etc. pertaining to spare parts manufactured and supplied by the OEM. It shall be ensured that the required spares are available for purchase at least for 10 years from date of supplies .In case due to any reasons the production of the spare parts is discontinued sufficient advance notice should be given to the buyer/consignee before such discontinuation to provide adequate time to purchase the required spare parts etc. Further, OEM and their service centres/dealers shall carry sufficient inventories to assure ex-stock supply of consumables and spares for the equipment's so that the same are available.

14/04/20

OEM or reseller shall always accord most favoured client status to the buyer/consignee and shall give the most competitive price for spares and consumables of its machines/equipments supplied.

6. Installation, Training, Manuals:

Seller shall be responsible to carry out Installation & Commissioning, Supervision and Demonstration of the goods. They shall provide required jigs and tools for assembly, minor civil works for the completion of the installation and Training of Consignees representatives for operating and maintaining the equipment and Supplying required number of operation & maintenance manual for the goods. In case the category parameters are specifying any requirements regarding the installations, training and manuals the same shall also be applicable.

7. Electrical safety checking:

Sellers are required to make sure that they furnish the list of equipment's for carrying out routine and preventive maintenance to buyer/consignee. They should make sure to periodically check the electrical safety aspects as per BIS Safety Standards or equivalent .In case they do not have required equipment for such testing should ensure that the equipment's checked for electrical safety compliance through labs with facilities for such checking during every preventive maintenance call.

8. Software:

All software updates should be provided free of cost during warranty period.

GENERAL

Parameters		Compliance (Yes/No)
Type	Wall Mountable	
Purpose	Burn used Sanitary Napkins to sterile ash and stop automatically	
Colour	Elephant grey	
Operation Mode	Electronically operated, fully Automatic	
Loading Type	Front loading	
Stand provided	No	
Number of chambers	Two	
Trap Door available	Yes	
All MS parts Powder coated	Yes	
Spare parts should be available for Minimum 5 years from date of supply	Yes	
All electrical parts are ISI Marked	Yes	

Handwritten signature

DIMENSIONS OF MAIN UNIT

Thickness of thermal Insulation material (mm)	25 millimeter	
Thickness of MS/SS sheet of housing cabinet (external) (mm)	1.2 millimeter	
Thickness of MS/SS sheet of burning chamber (internal) (mm) (Min)	3 millimeter	
Machine Width(mm)	200-300	
Machine Depth (mm)	201-300	
Machine Height (mm)	501-700	
Machine Weight(kg)	16-30	
Door width(mm)	500-100	
Door height(mm)	101-150	
Thickness of door including insulation (mm)	25 millimeter	
Internal/burning chamber shape	Vertical cylindrical	
Flexible emission Outlet pipe dia (mm)	63 millimeter	
Detachable ash tray length (mm)	151-200	
Detachable ash tray width (mm)	100-150	
Detachable ash tray height (mm)	16-30	
Stand Height (mm)	500 millimeter	
Stand Width (mm)	200-300	
Stand Depth (mm)	201-300	

MATERIAL OF MACHINE UNIT

Material of Housing cabinet (External)	Mild Steel(CRCA) sheet	
Material of Burning chamber (Internal)	Stainless Steel sheet of SS-304 grade	
Finish of MS parts of cabinet	Epoxy anti rust proof painting for superior finish	
Material of Thermal Insulation	High Density Ceramic Board	

10/04/20

CONSTRUCTIONAL FEATURES

Thermal insulation of burning chamber housed in outer chamber	Yes	
Burning Chamber tray provided	Yes	
Emission Outlet pipe location	Top of machine	
Means of connecting the unit outlet with flue gas emission pipe	Clamped	
Type of door lock provided	Latch lock	

CONTROL & FUNCTIONAL FEATURES

Temperature indicator provided	Yes	
Timer provided	Yes	
Auto cut-off temperature display	Yes	
Digital display to see actual and set temperature	Yes	
Minimum Burning temperature (degree C)	800	
Burning Capacity per day (Number of Napkins)	100-200	
Burning Capacity at a time (Number of Napkins)	1-15	
Residue Ash per Napkin (gms)	1 gram	
Burning time of full capacity Napkins/pads (minutes) (Max)	30 minute	
Skin temperature of the unit under operation (deg C)	16-20	
Installation, training, demonstration and plumbing included	Yes	

ELECTRICAL AND SAFETY FEATURES

Automatic digital controller for time	Yes	
Automatic digital controller for temperature	Yes	
Equipment ON/OFF indicator provided	Yes	
Power supply	230v +/-10%, 50Hz, Single phase, AC supply	

12/12/15

Electrical Power Consumption(Watt)	1001-1500	
Minimum length of power chord to be supplied along with machine (mtr)	2 meter	
Type of Heater	Tubular heater	
Power saver (auto power cut-off)	Yes	
Safety MCB provided (16A to 30A)	Yes	
Protection against electric shock when checked as per IS:302-1/2008	Yes	
Minimum Insulation Resistance (IR) at 500 VDC (Mega Ohm)	2	
Maximum Electrical Insulation and Leakage current as per IS:302-1/2008, (mA)	0.21	
Maximum Earthing continuity test when tested as per IS:302-1/2008 (Ohm)	0.1	
HV test at 1000 V rms for 1 Sec when tested as per IS:302-1/2008	No breakdown shall occur during the test	
Performance Requirements	Warranty in Years	1

12/2/20

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
Page 14 of 15



Bidder Information Sheet

1	Company Name	
2	Company Registration Number	
3	Registered Address	
4	Name of Partners / Directors	
5	Bidder Type	
6	City	
7	State	
8	Postal Code	
9	PAN/TAN Number	
10	Company's Establishment Year	
11	Company's Nature of Business	
12	Company's Legal Status (<i>Limited Company, Undertaking, Joint venture, Partnership and others</i>)	
13	Company Category (<i>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</i>)	
14	Contact Person Name	
15	Date Of Birth (DD/MM/YYYY)	
16	Correspondence Email	
17	Designation	
18	Phone	
19	Mobile	

Note: If the information is not pertaining to the bidder, in third column he should specify as "Not Applicable" the information sheet should be sealed and signed.

14/6/22