

Issued To _____

Tender Document

FOR ALUMINUM PARTITION FOR VARIOUS DEPARTMENTS OF UPTTI

Tender No: 06/UPTTI/2016-17

Schedule-2

Last date & Time of submission	22.10.2016, 10.30A.M
Date & Time of opening technical bids	22.10.2016, 11.30 A.M

**Uttar Pradesh Textile Technology Institute
11/208, Souterganj, Parwati Bagla Road, Kanpur
U.P. – 208001
Website: www.uptti.ac.in**

INVITATION FOR QUOTATION FOR SUPPLY OF GOODS FOR VARIOUS DEPARTMENTS OF UPTTI

To

Sub: INVITATION FOR QUOTATIONS FOR WORK ORDER OF ALUMINUM PARTITION AS PER LIST ENCLOSED AS ANNEXURE-II

And as per

Tender Notice No: 06/UPTTI/2016-17

Schedule-2

Dear Sir/ Madam,

You are invited to submit your most competitive quotation for the following work:-

Brief description of the Work	Qty	Delivery Period	Place of Delivery	Installation requirement if any	Approx. Cost(Rs.)	EMD (Rs.)
Aluminium partition for various rooms of Faculty Members & Offices With following details- Aluminum Hindalco/ Jindal/Centuary/ISO or IS Standard 1.5 mm section 1.75 inch x 1.75 inch APP sheet , 4 mm glass , 5 mm door with handle lock	Approximately 182 square meter (Approx 20 chambers)	01Months	UPTTI Kanpur	Along with installation & commissioning	6.00 Lac	6500.00

1. Tenders should be submitted either in person or by post in sealed envelopes on which schedule No, item quoted, the name of tender, tender number and date along with name and address of the firm will be written.
2. The **Bid** should accompanied with the following documents:
 - a) A demand draft/FDR for earnest money (Refundable to non successful bidders) as shown in above table must be made in the name of 'Director, Uttar Pradesh Textile Technology Institute, Kanpur' payable at Kanpur.
 - b) The copy of receipt of tender document fee (The tender document fee is Rs 500- and is payable in cash or through DD in favour of Director, Uttar Pradesh Textile Technology Institute, Kanpur' payable at Kanpur)
 - c) General information as per annexure-I

- d) The Firm must be at least one year old with working experience of the above work. The turnover of the firm regarding the above type of work must be at least 10 lakhs.
 - e) The certificate of registration in sales tax/trade tax.
 - f) PAN
 - g) The product catalogue/ literature for the quoted product giving detailed description and specification of the product.
3. Firms will have to attach the list of customers to whom they have supplied similar items during the last two years along with performance reports.
 4. The detailed specifications and make of the material must be given.
 5. No sales tax form “C” or “D” etc. for concessional rates shall be provided by the Institute.
 6. Tenders without sample wherever required may not be accepted.
 7. Tenders without mentioned earnest money deposit will not be entertained.
 8. Standing of the firm and major supplies in recent past with proof must be attached.
 9. Deduction of TDS as per Govt. Rules.
 10. Tenders will be opened in the presence of those who choose to be present on the opening date and time.
 11. Any dispute will be subjected to Kanpur (UP) Jurisdiction only.
 12. Conditional tenders will not be accepted.
 13. Warranty/ Guarantee of one year from the date of Installation shall be applicable to the supplied goods.
 14. Rates and other taxes such as excise, sales/trade tax/ VAT and levies etc should be recorded separately and very clearly. Cutting/correction, if any, shall be properly attested by the tenderer.
 15. Conditional offers or optional bidding shall not be acceptable and such offers shall be rejected out rightly.
 16. **Evaluation of Quotations**
The purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which
 - a) Are properly signed; and
 - b) Conform to the terms and conditions, and specifications**The Quotations would be evaluated separately for each item.**
 17. **Award of Contract**
The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
 - 17.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to award of contract.
 - 17.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
 - 17.3 Successful bidder has to submit 5 % security money for the period of 01 year from the date of supply & installation of machine. On satisfactory performance certificate the security will be returned back.

- 17.4 Payment will be made only after successful installation and operation in the concerned department after verification from the departments.
- 17.5 If the supply is not made within prescribe period the firm shall be liable to pay a penalty equal to 0.10% of value of purchase order per day. However this can be waved off by the Director under special circumstances. If the firm fails to supply the equipments earnest money deposit will be forfeited.
- 17.6 100% Payment after completion and verification of work.
- 17.7 Warranty/ Guarantee of one year from the date of Installation shall be applicable to the supplied goods.
18. We look forward to receiving your quotations and thank you for your interest in this purchase.
19. The Director reserves the right to accept or reject any or all tenders without assigning any reason thereof.

Director

Uttar Pradersh textile Technolohy Institute,
11/208, Parvati Bagla Road, Souterganj, Kanpur
Tel No 0512-2531814, Fax No: 0512-2530199, E-mail: info@upti.ac.in

Please Fill This Annexure positively

Annexure I

1.	Date of Application	
2	Name of Firm	
3	Address of Firm	
4	Sales/Trade Tax Registration No	
5	Address of the firm	
6	Whether Manufacturer/ Authorized Dealer	
	Certificate of authorization in case of dealer	
7	Name & address of the service centre Or the authorized agency that will provide Warranty services on your behalf	
8	Tender fee receipt no	
	Tender fee receipt date	
9	EMD details	
	EMD Amount	
	Bank Draft Number	
	Name of Bank	
	Branch	
	Date of Bank Draft	
10	List of Users	
11	Certificate of Sales Tax Registration	
12	Original Catalogue of product	
13	Any document in requirement of general terms and condition	

Signature of Proprietor

Seal