



NATIONAL INSTITUTE OF TECHNOLOGY
TIRUCHIRAPPALLI - 620 015, TAMIL NADU

Web site: www.nitt.edu

TENDER FOR SUPPLY OF SHIRTING & SUITING MATERIAL FOR STAFF
UNIFORM

BID SYNOPSIS	
Tender Reference Number and Date	NITT/ Central Stores / Shirting & Suiting Material for STAFF UNIFORM/10 dated Oct 2017
Brief Description of the item to be purchased	(As per enclosed Schedule)
Type of Tender	Single Bid System
Cost of Tender Document including 5% VAT (Non- refundable)	No Cost
Our web site address for downloading the Tender document	The tender document can be downloaded from our website www.nitt.edu
Earnest Money Deposit (Refundable)	Rupees in figures 12500/- (Rupees Twelve Thousand Five Hundred only) payable through Demand Draft drawn in favour of The Director NITT , Tiruchirappalli, Tamil nadu Payable
Last Date and Time for receipt of tender	07/11/2017 upto 3 P.M
Mode of submission of Tender	By Speed Post/ Register Post/ Courier/ Hand delivery at the postal dispatch section of NITT.
Due Date, time & venue Opening of Tender	07/11/2017at 3.30 P.M at stores Section, Main Office, NITT
Address for submission of Tender	The Director, National Institute of Technology, Tiruchirappalli-15, Tamil Nadu, India Kind attention: Deputy Registrar(S&P)
Procedure for submission of Bid	Envelope 1 : EMD and Cost of Tender document Envelope 2 : Specification and Quotation Bid Envelope 3: Larger size Outer Envelope (Wrapper)
Contract person for Technical Queries	Deputy Registrar (Stores and Purchase) National Institute of Technology, Tiruchirappalli-15 Land Line Number 0431 <u>2503961</u> and <u>2503056</u>

Notice inviting Tender

Sir, National Institute of Technology, Tiruchirappalli, (**herein after referred to as NITT**) invites quotation for SUPPLY of Shirting & Suiting Material for staff Uniform for 2017. The following are the technical specifications for the calendar:

CHAPTER 1: TECHNICAL SPECIFICATIONS

<i>Sl. No.</i>	<i>Description</i>	<i>Specification of NITT Width 58"</i>	<i>Quantity [Approximately]</i>
1.	<u>Sky Blue:</u> Shirting / Small Cheked	<u>Brand:</u> Raymond <u>Quality No.001176 Shade</u> <u>No. 02</u>	500 mtr.
2.	<u>Dark Blue:</u> Suiting [Trance]	<u>Brand:</u> Raymond <u>QualityNo.4469114423 Shade</u> <u>No. 003</u>	400 mtr.
3.	<u>Khaki:</u> <u>Khaki Line</u>	<u>Brand:</u> Raymond <u>Quality No.55539</u> <u>Shade No. 004</u>	150 mtr
4.	<u>White: Shirting</u>	<u>Grasim / BLD Silver</u> <u>Touch</u>	35 mtr.
5.	<u>White Suiting &</u> <u>Pino fore</u>	<u>Brand:</u> Raymond <u>QualityNo.4030001322 Shade</u> <u>No. 0001</u>	100 mtr.

BEFORE SUBMITTING THE BID, PROSPECTIVE BIDDERS ARE ADVISED TO INSPECT THE SAMPLES OF SHIRTING & SUITING MATERIAL FOR STAFF UNIFORM AT NITT STORES SECTION

CHAPTER 2: TERMS AND CONDITIONS FOR PURCHASE

1. **Pre-qualification criteria:** Experience of having successfully completed similar works during last 7 years ending 30th sep 2017 should be any of the following:
 - a. Three similar completed the supply Job, costing not less than Rupees 2.0 lakh each or
 - b. Two Similar completed the supply job, costing not less than Rupees 2.50 lakh each or
 - c. One similar completed the supply costing not less than Rupees 5.0 lakh

d. In support of the above pre-qualification, the bidder must furnish copies of work order or purchase order placed by the customers.

2. Quantity: The quantity mentioned above is indicative and may increase at the time of placing Purchase Order.
3. Delivery: Within 21 days from the date of Purchase Order, Uniform material must be cut in specified dimension and delivered in separate pockets given by stores section. Execution of the Job should be standard quality, neat and accurate according to the specifications of NITT. Inferior or defective materials shall under no circumstances be accepted by NITT.
4. In case of the delivery of any defective material which is ascribable to the supplier, he shall be bound to rectify such error or defect at his own cost to the satisfaction, and within the time limit fixed by the NITT for the purpose.
5. 100% payment will be made after successful completion of the supply of the uniform materials. No advance or partial payment request will be entertained.
6. The rate should be quoted on Door Delivery Basis. No packing/forwarding charges will be paid extra. Taxes as per norms of Govt. norms.
7. At the discretion of the NITT Penalty may be imposed on the late supply of materials or if it is not as per specification subject to maximum 10% of the total cost.
8. NITT reserve the right to accept or reject any quotation without assigning any reason thereof.
9. The supplier should not be blacklisted by any government organization.

CHAPTER 3: TENDERING PROCESS

The tender document and terms and conditions can be downloaded from our website www.nitt.edu.

Through two separate Demand Drafts, the bidder is required to furnish Earnest Money Deposit (EMD) Rupees 12500/- (Twelve Thousand Five Hundred only) and Cost of Tender Document Rs.150 (one hundred and fifty only). Without EMD and Cost of Tender Document, the technical bid will not be opened and the tender will be rejected summarily.

The sealed tender should be submitted on or before **07/11/2017 3.00 P.M.**, through post or hand delivery and addressed to the Director, National Institute of Technology, Thuvakkudi, Tiruchirappalli-15, Tamil Nadu, India.

CHAPTER 4: Sealing and Marking of Bids

Procedure for sealing and marking of bids: The Tender / Bid Cover shall contain the following:

- (a) **FIRST** envelope should contain the Earnest Money Deposit. The envelope should be sealed and super scribed as “EMD COVER”.
- (b) **SECOND** envelope should contain the Specification and Quotation along with samples desired in the Tender document. This envelope should be sealed and super scribed as “Specification and Quotation Bid” Cover.
- (c) All the above mentioned TWO SEPARATE ENVELOPS are to be sealed and kept in one single Larger size outer envelope (Third envelope) which should also be sealed and super scribed.
- (d) **Each of the THREE ENVELOPS** shall be super scribed with following details:

Tender reference Numbersupply of
Due date of tenderand time
Name of the Tender Inviting Department NITT
Name and Complete address of the Bidder

- (e) If all the TWO inner envelops and the ONE outer envelope (i.e., larger envelope) are not sealed and marked as instructed, NITT will assume no responsibility for the misplacement or premature opening of any of the envelope. An envelope opened prematurely will be rejected.

CHAPTER 5: PROFORMA FOR TECHNICAL BID

S.No.	Item/ Requirement from the Bidder	
1.	Particulars of remittance of EMD: Specify (a) DD Number (b) Amount (c) Issuing Banker	
2.	Have you met with the Pre-qualification criteria set out under the terms and conditions of the tender document? If so, copies of the purchase order for supply of Shirting & Suiting Material for the stipulated amount.	
3.	Before submitting the Specification and Quotation Bid , have you verified the sample Shirting & Suiting Material for staff uniform from our Stores Department and understood our requirement?	
4.	Name and Complete Postal address of Supplier with phone/ Fax/ Mobile number	
5.	Legal status / Constitution of the Supplier : (a) Sole Proprietor (b) Partnership (c) Private Limited (d) Public Limited (e) others	
6.	Location address of the Shop	
7.	(a) Name, (b) address ,(c) designation, (d) phone & cell number and (e) E mail ID of the Contact person of the Supplier	
8.	Income Tax Permanent Account Number (PAN Number) (Attach self-attested Xerox copy)	
10.	VAT/ TIN/ number (Proof to be attached)	
11.	Goods and Service Tax (GST) Number	
12.	If the bidder even been blacklisted by any Government/ PSU/ University/ Autonomous bodies? Please give details and reasons thereof. If black listed and Revoked give details of the same.	
13.	If the bidder has already supplied Shirting & Suiting Material for Staff Uniform to NITT, the details of the same.	
14.	Do you agree with the terms and conditions of the tender? Do you have reservations over the terms and conditions? Please indicate.	

Authorized signatory of Supplier with Seal

CHAPTER 6: QUOTATION FORMAT

Tender No. & Date: Name of the Bidder:

S. No.	Description of the item to be procured		Unit Price	Quantity (APprox)	Basic Price in Rupees (Excluding all taxes and duties)	GST in %			Total Amount in Rupees (Inclusive of all taxes and duties)
						SGS T	CGST	IGST	
1	<u>Sky Blue:</u> Shirting / Small Cheked	<u>Brand: Raymond</u> <u>Quality</u> <u>No.001176</u> <u>Shade No. 02</u>		500 mtr.					
	<u>Dark Blue:</u> Suiting [Trance]	<u>Brand: Raymond</u> <u>QualityNo.44691</u> <u>14423</u> <u>Shade No. 003</u>		400 mtr.					
	<u>Khaki:</u> <u>Khaki</u> <u>Line</u>	<u>Brand: Raymond</u> <u>Quality No.55539</u> <u>Shade No. 004</u>		150 mtr					
	<u>White:</u> <u>Shirting</u>	<u>Grasim / BLD</u> <u>Silver Touch</u>		35 mtr.					
	<u>White</u> <u>Suiting &</u> <u>Pino fore</u>	<u>Brand: Raymond</u> <u>QualityNo.40300</u> <u>01322</u> <u>Shade No. 0001</u>		100 mtr.					
2.	Packing and Cutting Charges, if any								
3.	Freight and Transit Insurance Charges, if any								
4.	Any other charges, if any								
5.	TOTAL ALL INCLUSIVE PRICE FOR DOOR DELIVERY AT NITT STORES								

Important Note: While placing order, the quantity is likely to increase.

Authorized signatory of Supplier with Seal