



भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद  
धनबाद, झारखण्ड, भारत, पिन-826004

INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD  
DHANBAD, JHARKHAND, INDIA, PIN-826004

(An Institute of National Importance under Ministry of H.R.D., Govt. of India)

STORES & PURCHASE SECTION Phone:(0326) 2235678 || Email : drps@ismdhanbad.ac.in || Website : www.iitism.ac.in

No. IIIF-500095-17-18

Date: June 02, 2017

### NOTICE INVITING TENDER

**Subject: Supply & Installation of Good quality magnetic white board.**

Indian Institute of Technology (Indian School of Mines), Dhanbad invites quotations for the following to be supplied and delivered at IIT(ISM), IIIF, New Town, Kolkata.

S No	Full Description of items/ store	Qty	Delivery
1	<b>Supply &amp; Installation of Good quality magnetic white board</b> <u>Specifications</u> Size: 8 fit X 4 fit	05No	At the Earliest /Ex-Stock

#### **Tender Schedule**

Particulars	Date & Time
Last date and time for submission of tenders	<b>23.06.2017 at 3:00 P.M.</b>
Date and time of opening of tenders	<b>23.06.2017 at 4.00 P.M.</b>

#### **Terms & Conditions**

1. Interested firm(s)/bidder(s) are requested to quote their lowest rates for the supply of above items in the attached format for Financial Bid (Annexure – I)
2. The firm(s)/bidder(s) may send their representative in the office of the undersigned at the scheduled date and time of opening of tender. The representative must carry an Authorization Letter along with proper Identity Proof and Photograph.
3. Tender must be submitted in sealed cover only super scribed with Enquiry No. and due date at the following address only:

*The Deputy Registrar (P&S)*  
*Indian Institute of Technology (Indian School of Mines),*  
*Dhanbad – 826 004 Jharkhand*

#### **Terms & Conditions**

1. The rates should be quoted for each item separately.
2. Conditional offer will not be accepted.
3. IIT (ISM) does not issue any Form 'C' or 'D' towards sales tax concessional rate. Hence, full rate of sales tax/VAT applicable should be quoted.
4. **Educational discount**, if any, should be clearly mentioned.
5. The firm(s)/bidder(s) are requested to submit their quotation strictly as per the specifications mentioned in the NIT.



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6. The bid/quotation must be valid for **minimum 90 days** from the date of opening of tender.
7. Please mention warranty/guarantee in the offer clearly. Material/equipment to be supplied must have minimum warranty/guarantee of **02 years onsite**.
8. *Each page in the bid document must be numbered properly* and duly signed & sealed by the bidder.
9. **The items/materials shall be required to be delivered to:**  
IIT(ISM) IIF, Kolkata  
NBCC Shopping Centre  
VIBGYOR TOWER  
ACTION AREA-I  
New Town, Kolkata- 700156  
West Bengal  
Item/material shall be delivered at the risk and cost of the tenderer. Unloading shall be the complete responsibility of the supplier. Information of delivery should be given at Purchase & Stores Section of IIT(ISM), Dhanbad also.
10. Unloading and Installation shall be the complete responsibility of the supplier.
11. The stores are required to be delivered within 30 days. Late delivery may not be accepted.
12. The items offered should be of good quality confirming to BIS standards, wherever applicable.
13. **Advance payment is not admissible.** Payment shall normally be made within 3-4 weeks subject to receipt, acceptance & satisfactory installation (as per Purchase Order Terms) of the ordered materials/items.
14. In the event the supplier fails to supply the materials or install the same as contractual conditions, IIT(ISM) shall have the right to deploy suitable agency/third party to get the job completed at the risk and cost of the supplier.
15. IIT(ISM) does not bind itself to offer any explanation to those bidders who's Technical Bids/Bid has not been found acceptable by the Evaluation Committee of the Institute.
16. In the event date on which the tender is opened for acceptance is declared to be a holiday, the tenders shall be deemed to remain open for acceptance till the next working day.
17. Please send your offer by Regd. Post/ Speed Post/ Courier along with Courier receipt. Tender/quotation will be received during IIT (ISM), Dhanbad working hours only (i.e. Monday to Friday). *Late or delayed tenders shall be summarily rejected.*
18. Liquidated Damage: The ordered material/work complete in all respects are required to be delivered and installed within the period stipulated in the purchase order failing which liquidated damages of 1% per week for the delayed period subjected to maximum of 5% of the total basic value of the order shall be deducted from the invoice of the supplier.
19. Any other information that you may like to obtain, you are free to contact IIT (ISM), Dhanbad before submission of tender.
20. IIT (ISM), Dhanbad reserves the right to accept and/or to reject any/ all tenders without assigning any reason.

Deputy Registrar



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**Annexure - I**

**Format for Financial Bid**

NIT No.: IIF-500086-17-18

Dated: 02.06.2017

Bidders Ref: No.

Dated:

**Subject: Supply & Installation of Good quality magnetic white board.**

Sl. No.	Full Description of Items	Qty.	Rate	Amount
			Packing & Forwarding (if any)	
			<b>Total</b>	
			CST/VAT (if any)	
			Freight (if any)	
			Installation (if any)	
	Amount should be in figure as well as word		<b>Grand Total</b>	

**Note:**

- 1) All the details must be provided as per prescribed format only
- 2) Prices quoted by the bidders should include all local taxes, VAT, service tax, duties, levies, transportation cost and insurance costs etc. if any
- 3) All the rates must be quoted in Indian Rupees.