



भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद

धनबाद, झारखण्ड, भारत, पिन-826004

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का एक संस्थान)

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 : purchase@iitism.ac.in || Website : www.iitism.ac.in

No. INST-INS-099-18-19

Date:23.08.2018

Corrigendum-I

Ref No.: NIT No. INST-INS-099-18-19, Dated: 18.07.2018

Subject: Extension of date for submission of Bids for Printing and Supply of Ploynet Envelop.

1.	Revised date & time for submission of tenders	13.08.2018 , 06.09.2018 at 01:00 P.M.
2.	Revised date & time of opening of tenders	13.08.2018 , 06.09.2018 at 04:00 P.M.

All other terms & conditions and contents remain same.

Assistant Registrar



भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद

धनबाद, झारखण्ड, भारत, पिन-826004

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का एक संस्थान)

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 : purchase@iitism.ac.in || Website : www.iitism.ac.in

No. INST-INS-099-18-19

Date: 18th, July 2018

NOTICE INVITING TENDER

Subject: Printing and supply of Ploy net Envelope.

Sir,

Indian Institute of Technology (Indian School of Mines), Dhanbad invites quotations for the following to be supplied and delivered in Academic Section.

S No	Full Description of items/ store	Qty	Delivery
1	Printing and supply of Ploy net Envelope with IIT(ISM) logo and name. (Detailed Specification is given in Annexure – I)	As per Specification at Annexure-I	At the Earliest

Tender Schedule

Particulars	Date & Time
Bid Security or Earnest money deposit	Rs. 5000.00 (Rupees Five Thousand Only)
Last date and time for submission of tenders	13.08.2018 at 1:00 P.M.
Date and time of opening of tenders	13.08.2018 at 4.00 P.M.

1. You are requested to quote your lowest rates for the supply of above items in the attached format for Financial Bid (Annexure – II)
2. You may send your representative in the office of the undersigned at the scheduled date and time of opening of tender.
3. Tender should 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



भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद

धनबाद, झारखण्ड, भारत, पिन-826004

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का एक संस्थान)

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 : purchase@iitism.ac.in || Website : www.iitism.ac.in

No. INST-INS-099-18-19

Date: 18th, July 2018

Terms & Conditions

- 1) Conditional offer will not be accepted.
- 2) *Please send paper sample to be used for making of envelop as per the specification along with your Bid positively.*
- 3) *The Institute does not bind itself to offer any explanation to those bidders whose Technical Bids have not been found acceptable by the Evaluation Committee of the Institute.*
- 4) **Price shall be F.O.R., Dhanbad**, basis and firm for the period of supply. The packing, forwarding, freight and transit insurance charges if any must be included in the price and should not be claimed separately. Duties & taxes if application are to be shown separately clarifying whether those are extra or included in the price.
- 5) IIT (ISM) does not issue any Form 'C' or 'D' towards sales tax concessional rate. Hence, full rate of GST applicable should be quoted.
- 6) **Successful bidder has to supply first sample of all type of printed envelop with IIT(ISM) name, logo and address as per our specification for evaluation, if sample has been found satisfactory by the evaluation committee then only the vendor has to go-ahead for execution as per purchase order. IIT(ISM) will not pay any cost for the samples envelop.**
- 7) **Bid Security or Earnest money deposit (EMD):** should be submitted in form of A/c payee demand draft drawn in favor of Registrar, IIT (ISM) Dhanbad and payable at any other bank/branch located in Dhanbad.
- 8) **Educational discount**, if any, should be clearly mentioned.
- 9) You are requested to submit your quotation strictly as per the specifications mentioned in the NIT.
- 10) Your tender must be valid for **minimum 90 days** from the date of opening of tender.
- 11) *Each page in the bid document must be numbered properly and duly signed & sealed by the bidder on every page of the bid.*
- 12) **The items/ materials shall be required to be delivered at Exam & Academic Section, IIT (ISM) Dhanbad at the risk and cost of the tenderer.**
- 13) Unloading and installation shall be the complete responsibility of the supplier.
- 14) The stores are required to be delivered within 30 days. Late delivery may not be accepted.
- 15) The items offered should be of good quality confirming to BIS standards, wherever applicable.
- 16) **Advance payment or part payment is not admissible.** Payment shall normally be made within 4-6 weeks subject to receipt and acceptance (as per Purchase Order Terms) of the ordered materials/items.
- 17) 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.
- 18) Please send your offer by Regd.Post/ Speed Post/ Courier along with Courier receipt. Tender/ quotation will be received during IIT (ISM) working hours only (i.e. Monday to Friday). **Late or delayed tenders shall be summarily rejected.**
- 19) Any other information that you may like to obtain, you are free to contact IIT (ISM) before submission of tender.
- 20) IIT (ISM) reserves the right to accept and/or to reject any/ all tenders without assigning any reason.
- 21) IIT(ISM) reserved the right to extend/change the date and time of submission/opening of the bids.

Deputy Registrar



भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद

धनबाद, झारखण्ड, भारत, पिन-826004

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का एक संस्थान)

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 : purchase@iitism.ac.in || Website : www.iitism.ac.in

No. INST-INS-099-18-19

Date: 18th, July 2018

Annexure-I

Printing and supply of Ploy net Envelope with IIT(ISM) logo, name and address.

Sl. No.	Name of Stores with Generalized Specifications	Quantity
1.	Polynet Safety Envelope, Size: 14"x10"	6000 Nos.
2.	Polynet Safety Envelope, Size: 14"x18"	3000 Nos
3.	Polynet Safety Envelope, Size: 14"x10"	5000 Nos.
4.	Polynet Safety Envelope, Size: 16"x12"	4000 Nos.
5.	Window Envelope, (white) Size: 11"x05"	20000 Nos.
6.	Brown Colour Envelope, Size: 11"x5"	4000 Nos.
7.	Polynet Safety Envelope, Size: 14"x 10"	4000 Nos.
8.	Plastic coated yellow Envelope, Size 12"x7"	5000 Nos.
9.	Cloth coated Envelope, Size: 12"x6"	4000 Nos.



भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद

धनबाद, झारखण्ड, भारत, पिन-826004

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का एक संस्थान)

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 : purchase@iitism.ac.in || Website : www.iitism.ac.in

No. INST-INS-099-18-19

Date: 18th, July 2018

Annexure - II

Format for Commercial Bid

Our NIT No.: INST-INS-099-18-19

Date:

Bidders Ref: No.

Date:

Sub: Printing and supply of Ploy net Envelope.

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

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, livies, transportation cost and insurance costs etc. if any
- 3) All the rates must be quoted in Indian Rupees.