



# 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-233-18-19

Date: September 19, 2018

## NOTICE INVITING TENDER

### Subject:- Supply and installation of heavy duty shredder machine.

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

S No	Full Description of items/ store	Qty	Delivery
1	<b>Supply &amp; Installation of Heavy Duty Shredder Machine.</b>  <b>Specification:</b> Feed Width (mm) – 420 mm, Shred size (mm)- 10 mm & above, Shred Capacity (70 gsm A4 sheets), Min.- 70, Shred Capacity per/Hr. 150-200 kg, speed (meter/minute), Overload Protection, Duty Cycle – Continuous, Waste collection Trolley, Unwind Shaft with reel cones, Control Panel with Auto Reverse Facility, Application – Can Shred Corrugated Boxes upto 14 Ply with staples, Cellulose sheets & paper with paper clips & Staples, Thick Paper, Cartons, Glassing, Packed etc.	01 No.	At the Earliest

### **Tender Schedule**

Particulars	Date & Time
<b>Bid Security or Earnest money deposit</b>	<b>Rs.7,000.00 (Rupees Seven Thousand Only)</b>
Last date and time for submission of tenders	<b>11.10.2018 at 1:00 P.M.</b>
Date and time of opening of tenders	<b>11.10.2018 at 4.00 P.M.</b>

1. You are requested to quote your lowest rates for the supply of above items in the attached format for Financial Bid (Annexure – I)
2. Clarification(s) sought after the prescribed date shall not be entertained.
3. You may send your representative in the office of the undersigned at the scheduled date and time of opening of tender.
4. Tender should be submitted in sealed cover only super scribed with Enquiry No. and due date at the following address only:

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



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## Terms & Conditions

- 1) Price basis: FOR, IIT(ISM) Campus, Dhanbad only.
- 2) The rates should be quoted for each item separately.
- 3) Conditional offer will not be accepted.
- 4) IIT (ISM) does not issue any Form 'C' or 'D' towards sales tax concessional rate. Hence, full rate of GST applicable should be quoted.
- 5) **Bid Security or Earnest money deposit (EMD):** 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. It should not be clubbed with tender cost EMD of unsuccessful bidder will be refunded only after placement of purchase order on the successful bidder.
- 6) **Educational discount**, if any, should be clearly mentioned.
- 7) You are requested to submit your quotation strictly as per the specifications mentioned in the NIT.
- 8) Your tender must be valid for **minimum 90 days** from the date of opening of tender.
- 9) Please mention warranty/ guarantee in your offer clearly. Material/ equipment to be supplied must have minimum **warranty/guarantee of 12 months** from the date of installation.
- 10) **Performance Security/Performance Bank Guarantee:** Performance Security has to be submitted from the successful bidder. Performance Security should be 10% of the ordered value. Performance Security may be furnished in the form of Bank Guarantee/Demand Draft from any Nationalized Bank and. Performance security should remain valid for a period of two months beyond the date of completion of all contractual obligations of the successful bidder(s). No interest will be payable by IIT (ISM) Dhanbad on the Performance Security deposited. In case the contractor fails to provide satisfactory service, the Performance Security submitted by the bidder(s) is liable to be forfeited. An undertaking to this is to be submitted.
- 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 Examination and Academic Section of IIT (ISM) Dhanbad within four weeks from issuing of purchase order at the risk and cost of the tenderer. No any conditions regarding delivery will be accepted. If failing to deliver at IIT(ISM) within stipulated time, order may be cancelled and their EMD will be forfeited by the Institute.**
- 13) Unloading and installation shall be the complete responsibility of the supplier, if applicable.
- 14) The stores are required to be preferably 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 or part shipment is not admissible.** Payment shall normally be made within 45 days subject to receipt and acceptance & installation (as per Purchase Order Terms) of the ordered materials/items and submission of original bills/invoice, challan, installation report, warranty certificate etc, and PBG followed by it confirmation.
- 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. IIT(ISM) reserves right to extend the date & time of submission/opening of the quotations.
- 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). **At any circumstance by hand delivery is not acceptable.** 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.

Assistant Registrar

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NIT No.: INST-INS-233-18-19

Date:

Bidders Ref: No.

Date:

GSTIN No.:

**Subject:- Supply and installation of heavy duty shredder machine.**

Sl. No.	Full Description of Items with (HSN Code/SAC Code)	Qty.	Rate	Amount
			Packing & Forwarding (if any)	
			<b>Total</b>	
			GST	
			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 GST, HSN Code, SAC Code, duties, livies, transportation cost and insurance costs etc. if any