

TENDER

FOR SUPPLY & INSTALLATION OF FURNITURE

NIT No. : P-20/19/1/2017/02-(OfficeFurniture)
NIT Issue Date : 2nd August 2017
Last Date of Submission : **24th August 2017 by 03:00 PM**

राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान, कोलकाता (नाइपेर-कोलकाता)

**National Institute of Pharmaceutical Education and Research, Kolkata
(NIPER-Kolkata)**

औषधीय विभाग, रसायन एवं उर्वरक मंत्रालय, भारत सरकार

Department of Pharmaceuticals, Ministry of Chemicals & Fertilizers, Govt. of India

कार्यालय: सीएसआईआर-आईआईसीबी कैम्पस, 4 राजा एस सी मलिक रोड, जादवपुर, कोलकाता-700032

Office: CSIR-IICB Campus, 4 Raja S C Mullick Road, Jadavpur, Kolkata-700032

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Notice Inviting Tender

National institute of Pharmaceutical Education and Research (NIPER), Kolkata (hereinafter referred to as the “Institute”) an Institute of National Importance, invites sealed tenders from the firms for supply and installation of the following item at the Institute. Interested parties are requested to quote their best offer along with the complete details of specifications, terms & conditions. The tender document can be downloaded from the Institute website at URL Link: www.niperkolkata.edu.in or from Central Public Procurement Portal link: <http://www.eprocure.gov.in>.

S. No.	Item Description	Quantity
1.	As per Annexure-I & II	As per Annexure-I & II / to be quoted per unit.

Quotation should be sealed and superscribed with tender number and due date of submission and address to:

Registrar

**National Institute of Pharmaceutical Education and Research(NIPER)
4 Raja S C Mallick Road, Jadavpur, Kolkata**

The sealed quotations should reach the Institute, latest by 24th August, 2017 by 03:00 PM and it will be opened on same day at 03:30 PM in the Institute premises in the presence of the bidder(s) or their authorized representative(s), who will present at the scheduled date and time.

Terms & Conditions:

1. **Earnest Money Deposit:** The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs.50,000/- (Rupees Fifty Thousand only) which is refundable and a non-refundable tender fee of Rs.500/- (Rupees Five Hundred only) by way of demand draft only. The demand drafts shall be drawn in favour of “NIPER-Kolkata” payable at Kolkata.

The Earnest Money Deposit of the tenderer, whose tender has been accepted, will be returned on the submission of the performance security, and for unsuccessful bidder(s) it would be returned after award of the contract. Earnest money deposit of the successful tenderer shall be forfeited, if it refuses or neglects to execute the order or fails to furnish the required performance security within the time frame as specified by the Institute.

After the award of the contract to the successful tenderer, the earnest money deposit of the unsuccessful tenderer(s) will be refunded within 30 days.

Bid(s) received without demand drafts of EMD and tender fees shall be liable for rejection.

The firms which are registered with National Small Industries Corporation (NSIC) / or Small Scale Industrial (SSI) are exempted to furnishing the EMD and tender fee.

The details of all kind of tax(s) whichever is applicable, should be clearly indicated in respect of each item.

Details of Firm/Vendor must be submitted as per Annexure-A.

2. **Rates:** Rates should be quoted on FOR destination at NIPER-Kolkata, Chunilal Bhawan, 168, Maniktala Main Road, Kolkata on DOOR Delivery Basis, inclusive of all the charges, with breakups as:

- (i) Basic Cost.
- (ii) Tax as applicable.
- (iii) Total Cost (F.O.R at NIPER Kolkata).

Note: Institute is registered with DSIR, Govt. of India (Custom Duty Notification No.51/96- Custom dt: 23 July, 1996 and Central Excise Duty Notification No. 10/97- Central Excise dt: 1 March, 1997) and is therefore, exempted from Excise Duty, Custom Duty. Exemption certificate of the same shall be issued.

3. **Validity:** The quoted rates must be valid for period of 90 days from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quotes the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.

4. Delivery period: All the goods ordered shall be delivered within 04 weeks from the date of issue of the purchase order. All the aspects of safe delivery and commissioning shall be the exclusive responsibility of the supplier.

If the supplier fails to deliver and commissioning of the goods on or before the stipulated date, then a penalty at the rate of 1% per week of the total order value shall be levied subject to maximum of 10% of the total order value.

5. Guarantee / Warranty:

Tender must be quoted with the one (01) year comprehensive on-site Warranty / Guarantee and it will commence from the date of the satisfactory installation / commissioning of the goods against the defect of any manufacturing, workmanship and poor quality of components.

6. Performance Security:

After the award of work, the supplier shall be required to submit the performance security in the form of irrevocable bank guarantee issued by any Nationalised Bank / or Fixed Deposit Receipt, for an amount equal to the 10% of order value and **it will be kept valid for a period of 60 days beyond the date of completion of warranty period. Warranty Period will be commenced from the date of the installation of the supplied item. Hence, be careful at the time of calculation of the validity date of Performance Bank Guarantee.**

7. Payment Terms: 90% payment against delivery and satisfactory installation, and balance 10% after the submission of Performance security. It is must to submit the Performance Security within one month after the delivery of the ordered material, otherwise the remaining 10% payment (equal to the amount of Performance Security) will be forfeited, due to noncompliance of tender Terms & Conditions.

8. Bidder shall submit a copy of the tender document and addenda thereto, if any, with each page of this document should be signed and stamped to confirm the acceptance of the entire terms & conditions as mentioned in the tender enquiry document.

9. Applicable Law:

The contract shall be governed by the laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealings / processing.

Any disputes are subject to exclusive jurisdiction of Competent Court and Forum in Kolkata, West Bengal, India only.

The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Kolkata. The decision of the Arbitrator shall be final and binding on both the parties.

Force Majeure: Any delay due to Force Majeure will not be attributable to the supplier.

10. After due evaluation of the bid(s), the Institute will award the contract to the lowest evaluated responsive tenderer(s).

11. Conditional bid will be treated as unresponsive and it may be rejected.

12. The Institute reserves the right to accept in part or in full or reject any or more quotation(s) without assigning any reasons or cancel the tendering process and reject all quotations at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s).

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Details of Firm

1.	Name of the Firm	
2.	Address & Telephone No. of the Firm	
3.	Contact person with Mobile no. of the firm	
4.	E-mail address of the Firm	
5.	Status Proprietary / Partnership / Pvt./Public/Ltd.Co.	
6.	PAN (enclose copy of TIN/Service Tax No./GST Regn.No. etc.)	
7.	Details of past experience in same trade (please enclose copies of orders received from Institutions/Govt./Semi Govt. Organisation/Other reputed Institutions.	
8.	Tender Fee of Rs.500/- paid vide	
9.	Earnest Money of Rs.50,000/- paid vide	

Declaration:

I hereby certify that the information furnished above is full and correct to the best of our/my knowledge. I understand that in case any deviation is found in the above statement at any stage, the company/firm will be blacklisted and will not be allowed to have any dealing with Institute(s) in future.

(Signature with Stamp of Tenderer)