



**Indian Institute of Information Technology Sri City, Chittoor.**

**NOTICE INVITING QUOTATION**

**Tender Notice No.:** IIITS/NIQ/SIGN BOARD/2022/012, Dt. 18.10.2022

Tenders are invited from resourceful agencies for **“Supply, Erection, Testing and Commissioning of IIITS Sign Board in the Academic Block Building of Indian Institute of Information Technology Sri City, Chittoor as per the Design & Specification”** addressed to the Registrar, IIIT Sri City, Chittoor and submit all specified documents.

<b>Bid Issue Date</b>	<b>October 18, 2022</b>
<b>Last Date of Bid Submission</b>	<b>November 9 , 2022 up to 15:00 Hrs</b>
<b>Date Of Bid Opening</b>	<b>November 9 , 2022 at 16:00 Hrs</b>
<b>Mode of Submission</b>	<b>Sealed Quotation in SINGLE bid system</b>
<b>Address for Submission</b>	The Registrar Indian Institute of Information Technology Sri City Chittoor, #630, Gnan Marg, Sri City, Tirupathi District - 517 646 Andhra Pradesh

**For & On behalf of IIIT Sri City, Chittoor**

*EVSR Somayajulu*

**Authorized Signatory**



**PART "A": NIQ DETAILS**

1. **Tender Documents:** The interested parties may collect the tender documents from the Office of the Registrar and also download from web-site of IIIT Sri City – <https://www.iiits.ac.in/tenders/>
2. Bidders are advised to visit the website frequently to find any addendum/ Corrigendum issued or extension of due date for submission, etc. No separate intimation will be issued /advertised in this regard.
3. The tender in SINGLE bid systems in sealed envelope shall be submitted in the office of Registrar in the prescribed format before the due date and time as mentioned in NIT. No other mode of submission is acceptable.
4. **Sealing and Marking of Bids:**  
The Techno-Commercial bid must be sealed in an envelope, duly super-scribed as "Techno-Commercial Bid, NIT No.: \_\_\_\_\_, Submission Deadline: \_\_\_\_\_".
5. Offer must be legible, clear and free from overwriting and cutting. Incomplete submissions are liable to be rejected.
6. **Completion Time:** All the specified works shall be completed **within 30 days** of award of work including sample approval if any.
7. **Maintenance Period:** Six (6) months from the date of actual completion of the entire work and handing over to IIIT Sri City.
8. **Warranty:** 2 years Warranty should be given for the all the works, parts, components, Electrical accessories and workmanship under this tender. In the event of any defect noticed during this warranty period, it should be rectified by the contractor on receiving notice from IIIT.
9. **Site Visit:** Before tendering, every bidder is advised to inspect the site/locations of work and its environments between Monday to Saturday from 10:00 Hrs to 16:00 Hrs except Sunday and Govt. holidays, to ascertain the exact requirement of the NIT, at his own cost.
10. **Scope of Work:**  
Supply, Erection, Testing and commissioning of IIIT name sign board in the Academic block building of IIIT Sri city as per approved design and specification.
11. **IIIT Sri City reserves the right:**
  - a. To accept or reject any or all quotations either in whole or in part or to invite revised price bids or to annul the bidding process
  - b. To postpone and/or extend the date of receipt/opening of quotation or to withdraw the same at any time before finalization without incurring any liability to the affected Tenderer / Bidder.
  - c. To omit/delete any item(s) of work from the schedule at the time of allotment or before the commencement of work or during execution of work without assigning any reason whatsoever.
  - d. To change the quantity or add the item or cancel the item/service required.
  - e. To accept or reject any or all the Tenders without assigning any reason.

12. If the date of opening of the tender is declared as holiday, it will be opened on the next working day at the same time.
13. **Bid Evaluation:** The bid should be submitted strictly in the prescribed 'Annexure A' and should remain valid for a minimum of THREE (3) months.
  - a. The bidder should have experience of having successfully completed similar works in any University, reputed educational institute, Government Organizations and reputed companies during last 3 financial years ending 31<sup>st</sup> March of the previous financial year. Without required experience party will not be considered in this tender.
  - b. Similar works means the same nature of supply and erection of sign boards. Irrelevant works like House Keeping, Sewage Cleaning, Sweeping, Boring, shall not be considered in similar works category.
  - c. Average Annual Turnover in the last 3 financial years (2018-19, 2019-20 & 2020-21) shall be minimum 3.00 Lakhs.
  - d. Documentary evidences for work experience, turnover, GST, PAN all as indicated & required in the tender document should be furnished without which it will not be taken into account.
  - e. Financial bids, which are incomplete and are not submitted in the prescribed format, will be summarily rejected.
  - f. The Financial bid should clearly contain the details (without erasers/overwriting etc.) as mentioned in the form.
14. The works shall be carried out in occupied functional building as per the directions of Engineer In-Charge, Safety procedure, specifications and standard code of practice.
15. Works shall be awarded to L1 tenderer on L1 quoted rates. Price quoted by tenderer shall be fixed and not subject to any escalation whatsoever during the period of execution of the contract including the extended period, if any.
16. This tender notice shall be deemed to form an integral part of the contract to be entered into for this work.
17. **The successful bidder should submit Design drawing(s) / Material Approvals / Samples, Method statements for approval from official concerned from IIIT Sri City.**
18. The successful bidder needs to arrange for the required materials, tools & plants including **scaffolding, staging, lead, lift to the terrace** and manpower to the locations at his own cost as per the scope of the work.
19. The successful bidder has to ensure the safety of the manpower/vehicles deployed in the premises. IIIT Sri City will not be responsible for any incident arising during execution of the work.
20. Electricity for work shall be provided on request by the contractor after approval of the competent authority.
21. Accommodation and Transportation should be arranged by contractor themselves.

22. The contractor should coordinate with IIIT Sri City Electrical team to obtain power tapping point for effecting permanent power supply to the Sign Board.
23. Any Electrical accessories required for power tapping to the sign board is under contractor scope. Only suitable power tapping location will be given by IIIT Sri City.
24. The contractor should take utmost care in installation of the sign board and while installation they should not damage any existing structures. If any damages happen it should be made good by the contractor on their own cost up to the satisfaction of IIIT.
25. **PAYMENT TERMS:**
- a. 100% of Bill Value for the works shall be made after completion of work within 30 days with applicable tax deductions.
  - b. Payment will be initiated only after receipt of certificate from the official concerned from IIIT Sri City Chittoor.
  - c. All taxes must be clearly mentioned in financial bid.
  - d. No escalation of prices for services will be entertained later in any case.
26. **TAXES AND DUTIES:** The Rates unless otherwise specified, will be deemed to exclude sales tax or GST or any other taxes and duties, which are in force or may be levied by the Central/State/Local Governments from time to time, on the production and sale of the goods.
27. On account of security consideration, some restrictions may be imposed by the security staff on the working and/ movement of men and materials etc. The contractor will be bound to follow all such restrictions/ instructions and he shall organize his work accordingly. No claim on this account, whatsoever, shall be payable.
28. **JURISDICTION:** All the disputes arising out of this order shall have exclusive jurisdiction of Tirupati, Andhra Pradesh only.

Annexure-1

DETAILS TO BE FURNISHED BY THE BIDDERS

1. Name of the Firm/Company:  
(Attach copy of the Registration Certificate)
2. Address for Communication:
3. Contact Person Telephone/ Mobile No.:
4. E-mail:
5. Details of Proprietor/partner/Director
6. Copies of work order of previous completed similar works.
7. GST Registration No.:  
(Attach copy of the GST Registration Certificate)
8. PAN Number:  
(Attach copy of the PAN Card)

This is to certify that the above facts are true complete and correct to the best of my knowledge and belief. Further, it is certified that I/We have read and understood the terms and conditions of the Tender Notice.

I/We give an undertaking and give our unconditional and unequivocal acceptance of all terms and conditions of the Tender and agree to abide by these terms and conditions.

Name and Signature of the Firm/Company

Seal of the Firm/Company

Signature of the tenderer with seal

Annexure-2

Declaration regarding black-listing and/ or litigations

I/we hereby declare that our firm/agency is not black-listed by any Ministry or Department of Central Government/State Government or PSU or other bodies under the Central Government/State Government. I/we further declare that no criminal case is registered or pending against the firm/company or its owner/partners/directors anywhere in India.

Date the ..... day of ..... 2022

Signature of Bidder .....

Name & Address of Bidder .....

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**PRICE BID: ANNEXURE 'A'****NIQ No. : IIITS/NIQ/SIGN BOARD/2022/012, Dt. 18.10.2022****Name of the Work : Supply, Erection, Testing and Commissioning of IIITS Sign Board in the Academic Block Building of Indian Institute of Information Technology Sri City, Chittoor.****Name of the Bidder: \_\_\_\_\_**

<b>I. No.</b>	<b>Item Description</b>	<b>Qty.</b>	<b>Unit</b>	<b>Rate (In Rs.)</b>	<b>Amount (In Rs.)</b>
1	Supply and Fixing of ACP Material glossy box fitting with MS Fabrication frame and water proof back sheet, with all necessary fixtures including cost of all material, labour charges, Transport charges, Tools & Plants complete. (Box Size: 32 feet X 5 feet) All as per approved design drawing.	Sq.f	160		
2	Supply and fixing of LED sign letters of approved color "IIIT SRICITY", with 3D embossing (Male and Female), including providing rain water proof power supply arrangements inside Box with approved LED lights, including all wiring accessories, lead, lift, transportation, labour, tools & plants complete and including supply of necessary spares. All as per approved design Drawing. Letter Size: 34 inch Each. Logo Size: 36 inch Each.	Inch	410		
3	Supply and fixing of MS clamps of suitable size and quality for fixing the sign board box in the parapet of the Academic block building, including cost of all materials, labour, Tools & Plants, Transport. Lead & lift, scaffolding, staging etc., complete. All as per the design drawing	LUMPSUM			

Signature of the tenderer with seal

3	Supply and fixing of permanent power supply to the sign board from source including all Electrical conduits, cables, wires of approved make, including testing & commissioning of sign Board with all lead, lift, transport. Coordination etc., complete. Operation control should be given in the ground floor of Academic building. All as per the design drawing	LUMPSUM		
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Note:

- a. Above rates exclusive of applicable GST.

**For & On behalf of IIIT Sri City, Chittoor**

*EVSR Somayajulu*

**Authorized Signatory**





**ANNEXURE 'B'**

**DRAWING:**

- 1. Preliminary Sign Board Design Drawing.**