



Indian Institute of Information Technology, Sri City, Chittoor

NOTICE INVITING QUOTATION

No.: IIITS/NIQ/ROLLER_BLINDS/20221101, Dt. 18.11.2022

Sub: - Notice inviting quotations for the Replacement & Fixing of Roller Blinds in Academic Block of Indian Institute of Information Technology Sri City, Chittoor.

Quotations are invited from resourceful agencies for **“Providing & Fixing Roller Blinds as per the Specification”** addressed to the Registrar, IIIT Sri City, Chittoor and submit all specified documents.

Technical Specifications & Bill of Quantities are mentioned in **Annexure A**.

Bid Issue Date	Nov 18, 2022
Last Date of Bid Submission	Nov 29, 2022 up to 14:00 Hrs
Date Of Bid Opening	Nov 29, 2022 at 14:30 Hrs
Mode of Submission	Sealed Quotation in SINGLE bid system
Address for Submission	The Registrar Indian Institute of Information Technology Sri City Chittoor, #630, Gnan Marg, Sri City, Chittoor District – 517 646 Andhra Pradesh

Date: Nov 18, 2022

Place: IIIT Sri City

For & On behalf of IIIT Sri City, Chittoor

EVSR Somayajulu

Authorized Signatory



Signature of the tenderer with seal

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 NIQ. 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, NIQ No.: _____, Submission Deadline: _____".
5. Offer must be legible, clear and free from overwriting and cutting. Incomplete submissions are liable to be rejected.
6. All the specified works shall be completed **within 7 days** of award of work.
7. The quantities of various items given in Annexure-A are approximate. The quantities may increase/decrease at the time of allotment and/or execution of work. Bidder will be paid for the actual items/quantities executed at site duly verified by the concerned officials of IIIT Sri City, Chittoor.
8. **Site Visit:** Every Tenderer/Bidder is expected to inspect the site/locations between Monday to Saturday from 10:00 Hrs to 16:00 Hrs except Sunday and Govt. holidays, to ascertain the exact requirement of the NIQ, at his own cost before quoting the rates.
9. **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 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.
10. If the date of opening of the quotation is declared as holiday, it will be opened on the next working at the same time.
11. **Financial Evaluation:** The bid should be submitted strictly in the prescribed 'Annexure A' and should remain valid for a minimum of TWO (2) months.
 - a. Financial bids, which are incomplete and are not submitted in the prescribed format, will be summarily rejected.

- b. The Financial bid should clearly contain the details (without erasers/overwriting etc.) as mentioned in the form.
12. The successful bidder needs to arrange for the required material and manpower to the locations at his own cost as per the scope of the work.
 13. 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.
 14. **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.
 15. **TAXES AND DUTIES:** The Rates unless otherwise specified, will be deemed to include 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.
 16. 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.
 17. **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. Telephone/ Mobile No.:
4. E-mail:
5. Copies of previous similar work done work order / POs:
6. Details of Proprietor/partner/Director
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'**Name of the Institute: Indian Institute of Information Technology Sri City Chittoor****Name of the Work : Providing & Fixing Roller Blinds as per the Specification****NIQ No. : IIITS/NIQ/ROLLER_BLINDS/20221101, Dt. 18.11.2022****Name of the Bidder:**

Sl. No.	Item Description	Qty.	Unit	Rate (in Rs.)	Amount (in Rs.)
1	Providing and fixing Roller Blinds of approved make, shade, text with supporting frame work and assembly complete as per manufacturer specifications including Transportation. Complete as per the instructions of Engineer In-Charge in all respects.	725	Sqft		

Note:

- Please quote the rate for each make separately as above
- Institute reserves the right to select any one of the make mentioned above
- Above rates exclusive of applicable GST

For & On behalf of IIIT Sri City, Chittoor
Authorized Signatory