



## Indian Institute of Information Technology Sri City, Chittoor

### NOTICE INVITING TENDER

**Tender Notice No.:** IIITS/NIT/CHAIRREPAIR/2022/028, Dt. 07.12.2022

Tenders are invited from resourceful agencies for the work of **“Repairing and Reconditioning of the Students Class Room Chairs in the Academic Block building of Indian Institute of Information Technology Sri City, Chittoor ”** addressed to the Registrar, IIIT Sri City, Chittoor and submit all specified documents.

<b>Bid Issue Date</b>	<b>December 07, 2022</b>
<b>Pre Bid Meeting Date</b>	<b>December 14, 2022</b>
<b>Last Date of Bid Submission</b>	<b>December 28, 2022 up to 16:00 hrs.</b>
<b>Date Of Bid Opening</b>	<b>December 28 , 2022 at 16:30 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, Tirupathy District - 517 646 Andhra Pradesh



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

*EVSR Somayajulu*

**Authorized Signatory**

**PART "A": NIT 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 approvals.
7. **Maintenance Period:** Six (6) months from the date of actual completion of the entire work and handing over to IIIT Sri City. During this maintenance period, the successful bidder should rectify and make good any defects notified on the workmanship or quality of material in the scope of works.
8. **Site Visit:** Before tendering, every bidder is advised to inspect the chairs and ascertain the kind of repair to be carried out its conditions 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.
9. **Pre-Bid Meeting:** Pre bid meeting shall be conducted at IIIT Sri City campus, 630, Gnan Marg, Sri City, Chittoor District, Andhra Pradesh on 14.12.2022 at 11:00hrs.
10. The tenderer(s) if required, may submit queries, if any, through E-mail to [pmc.2021@iiits.in](mailto:pmc.2021@iiits.in) to seek clarifications within 17:00 Hrs up to 21.12.2022. IIIT Sri City will reply only those queries which are essentially required for submission of bids. IIIT Sri City will not reply the queries which are not considered fit like replies of which can be implied /found in the NIT/ Tender Documents or which are not relevant or in contravention to NIT/Tender Documents or queries received after stipulated, extension of time for opening of technical bids, etc.
11. **Scope of Work:**
  1. Repairing and Reconditioning the students class room flip chairs in academic block building OF IIITS in as and where condition.
  2. All workmanship shall be completed with High standard.
  3. Materials to be used in the work shall be of approved make and quality.

**12. 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.

13. 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.

14. **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 those works of Repairing and reconditioning of furnitures / interior fit outs etc., Irrelevant works like House Keeping, Sewage Cleaning, Sweeping, Boring, Fabrication, Erection et., 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 5.00 Lakhs duly supported by certified copies of balance sheets and audit statement by Chartered Accountant.
- 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. Price bids, which are incomplete and are not submitted in the prescribed format, will be summarily rejected.
- f. The Price bid should clearly contain the details (without erasers/overwriting etc.) as mentioned in the form.

15. The works shall be carried out in occupied buildings as per the directions of Engineer In-Charge, Safety procedure, specifications and standard code of practice.

16. The quantities shown in the BOQ are approximate only and are liable to variation up to any extent without entitling the contractors to any compensation, provided the total value of the contract does not vary by more than 25% (twenty Five percent).

17. 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.

18. This tender notice shall be deemed to form an integral part of the contract to be entered into for this work.
19. **The successful bidder should submit Material Approvals / Method statements for approval from official concerned from IIIT Sri City.**
20. The successful bidder needs to arrange for the required materials, tools & plants including **scaffolding & staging** and manpower to the locations at his own cost as per the scope of the work.
21. The successful bidder should make his / their own arrangements for transporting the furniture's to and fro for carrying our reconditioning work in their workshop. The price bid should include the cost of the same.
22. 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.
23. Water for works shall be provided by IIIT.
24. Electricity for work shall be provided on request by the contractor after approval of the competent authority.
25. Accommodation and Transportation should be arranged by contractor themselves.
26. Quantities are Re-measurable.
27. **PAYMENT TERMS:**
  - a. 95% of Bill Value for the works shall be made after completion of work within 30 days with applicable tax deductions.
  - b. Balance 5% shall be paid after completion of the maintenance period.
  - c. Payment will be initiated only after receipt of certificate from the official concerned from IIIT Sri City Chittoor.
  - d. All taxes must be clearly mentioned in financial bid.
  - e. No escalation of prices for services will be entertained later in any case.
28. **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.
29. 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.
30. **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. Work order copies of previous similar works
5. E-mail:
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'****NIT No. : IIITS/NIT/Glass Etching/2022/028, DT 07.12.2022****Name of the Work : Repairing and reconditioning of the Students Class Room  
Chairs in the Academic Block building of Information  
Technology Sri City, Chittoor****Name of the Bidder: \_\_\_\_\_**

Sl. No.	Item Description	Qty.	Unit	Rate (In Rs.)	Amount (In Rs.)
1	Supply and fixing of 16 mm dia SS pipe with MS Plate and 16mm WBP Plywood with 1 mm Mica of approved colour and shade for the students flip chairs, including cost of all material, labour charges, transportation charges and all other service charges to the satisfaction of the Engineer-in-charge	140	No.		
2	Supply & Fixing of MS flat 30 mm x 5 mm at the bottom of students flip chairs for strengthening, including cost of all material, Labor charges, transportation charges, welding charges etc., complete up to the satisfaction of the Engineer-in-charge.	20	Nos.		
	<b>TOTAL</b>				

Note: Above rates should be exclusive of applicable GST.

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