



Indian Institute of Information Technology Sri City, Chittoor

(An Institute of National Importance under an Act of Parliament)
630 Gnan Marg, Sri City, Tirupati District - 517 646, Andhra Pradesh, India
e-mail: procurement@iiits.in, www.iiits.ac.in

NOTICE INVITING TENDER

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| Name of the work | On behalf of IIIT Sri City Chittoor, sealed quotations are invited for Purchase of Angvastram for Convocation 2023 |
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TENDER SCHEDULE

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|----------------------------------|---|
| Tender Enquiry No. | IIITS/NIT/2023/03/01/Convocation, dt.10.03.2023 |
| Mode of submission | Sealed quotations in Single bid system |
| Address for submission | The Registrar IIIT Sri City, Chittoor 630, Gnan Marg, Sri City, Tirupati District, PIN: 517 646 |
| Tender Fee | Nil |
| Bid Issue Date | 10 March, 2023 |
| Last Date for submission of bids | 25 th March, 2023 @ 11:00 Hrs |
| Date of opening of sealed bids | 25 th March, 2023 @ 11:10 Hrs |

Col.T.Umasankar, Retd.
Registrar



Signature of the bidder with seal

Sealed quotations are invited by IIIT Sri City Chittoor for Purchase of Angvastram for Convocation.

General Terms & Conditions:

1. Bid Documents: The interested parties may collect the bid documents from the Office of the Registrar or download them from the IIIT Sri City website <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 envelopes shall be submitted in the office of Registrar in the prescribed format before the due date and time as mentioned in NIQ.
4. No other mode of submission is acceptable.
5. Sealing and Marking of Bids: Sealed quotations in single cover containing Technical related documents and Price bid super scribing the NIQ No., Name of the work, Bidder name & address will be received at this office upto 11:00 hrs on or before 25th March, 2023 addressed to the Registrar, IIIT Sri City, Chittoor, 630, Gnan Marg, Sri City, Tirupati District, AP, PIN:517 646. Sealed Quotations will be opened at 11.10Hrs on the same date and further information, if any, may be obtained from the office.
6. Offer must be legible, clear and free from overwriting and cutting. Incomplete submissions are liable to be rejected.
7. Validity: Minimum validity of the quotation must be 90 days from the date of opening of the quotation/tenders.
8. If the date of opening of the bid is declared as holiday, it will be opened on the next working day at the same time.
9. The overall lowest bidder will be considered for award of purchase order.
10. Bids to be submitted in this tender form and all pages must be duly signed by the bidder failing which bid may not be considered.
11. Bidders are mandatorily required to submit following documents duly signed along with the bid.
 - a. Copy of Pan Card.
 - b. Copy of GST registration (In case bidder is GST unregistered, Declaration of the same)
 - c. Duly signed NIQ document
 - d. Part A - Annexure II - DETAILS TO BE FURNISHED BY THE BIDDERS
 - e. Part A - Annexure III - Declaration regarding black-listing and/ or litigations
 - f. Part B – Annexure I – Price Bid
12. Bidder will have to supply Angvastram to IIIT Sri City as per specifications given in Part A - Annexure – I within 7 days of receipt of Purchase Order.

Signature of the bidder with seal

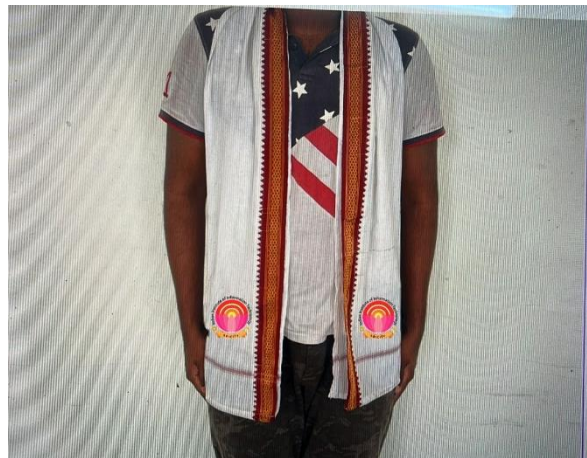
13. The quotation may be submitted only if you are able to supply the material/items within one week from the date of issue of Purchase Order. Exact delivery period will be mentioned in the Purchase Order. The number of items to be purchased could be increased or decreased depending on the requirement of end user.
14. Payment shall be made within 15-20 working days from the date of delivery and receipt of Invoice.
15. Bidder will be paid for the authorized actual items supplied at the site duly verified by the concerned officials of IIT Sri City, Chittoor.
16. TDS / Taxes will be deducted from the payment as per norms.
17. The quoted rates should be inclusive of all taxes, levies, charges etc. as applicable. Nothing shall be paid on account of any hidden taxes, charges, etc.
18. The materials are to be supplied on door delivery basis at Registrar Office, IIT Sri City, Chittoor.
19. The Railway Receipt/Public Way Bill/Consignment Note along with the relevant bill and challan in triplicate should be dispatched to Registrar Office, IIT Sri City, and Chittoor immediately on completion of dispatch. If these documents do not reach the Registrar Office, IIT Sri City, Chittoor in time all wharf age/demurrage incurred, if any, will be recoverable from the bidder.
20. As the firm is required to deliver the items at Registrar Office, IIT Sri City, Chittoor, so the rates must be quoted as F.O.R. destination i.e., IIT Sri City, Chittoor, 630, Gnan Marg, Sri City, Tirupati District, A.P-517646 and the rates must include the charges for packing, forwarding, insurance, freight, commissioning, demonstration, transportation charges etc., if any.
21. The price of items may be quoted in Indian rupees.
22. All the firms may invariably mention their CST/ST/LST/PAN numbers on quotation/tender failing which quotations may not be considered valid. Further, this institution does not issue any Concessional form, so the CST/ST/GST applicable as per actual rates must be mentioned in the offer. In case CST/ST/GST is not mentioned, the rates shall be treated as inclusive of all taxes.
23. IIT Sri City reserves the right:
 - a. IIT Sri City Chittoor reserves the right to accept or reject the lowest offer or all the quotations without assigning any reasons.
 - b. 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
 - c. 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.
 - 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.
24. JURISDICTION: All the disputes arising out of this order shall have exclusive jurisdiction of Tirupati, Andhra Pradesh only.

Part A
Annexure - I

Technical Specifications of Angvastram

- Size : Width 1.6 m or 5'11"
Length : 0.44 m or 1'6"
- Colour : Zari Border (to be printed in both sides) - Maroon red combination with contrast color preferably Golden yellow one side and dark Green combination with contrast color preferably Golden yellow other side.
- Fabric : 100% Handloom
- Institute Logo : Embroidered Logo on both sides at 30 cms above both the lower ends. The logo should be visible as the Angvastram is draped around the shoulder

Image is given below:



Signature of the bidder with seal

Part A
Annexure-II
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 bidder with seal

Part A

Annexure–III

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 2023

Signature of Bidder

Name & Address of Bidder

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Signature of the bidder with seal

Part B
PRICE BID
(Annexure I)

Name of the work : Purchase of Angvastram for Convocation of IIT Sri City Chittoor Campus.

Name and address of the Institute : Indian Institute of Information Technology Sri City Chittoor, 630, Gnan Marg, Sri City Tirupati District, Andhra Pradesh-517 646

Name of Bidding Agency / Vendor with complete address : _____

Contact No. : _____

Alternate No. : _____

Email : _____

| Description of Item | Qty. | Rate per Unit (Rs.) | Total Amount Rs. |
|--|----------------------|---------------------|------------------|
| Angavastram as per Specification given in Annexure I | 260 nos. | | |
| | Other charges if any | | |
| | Grand Total | | |

Note:

a. Above rates exclusive of applicable GST.

For & On behalf of IIT Sri City, Chittoor

Authorized Signatory



Signature of the bidder with seal