



IIITDM
KANCHEEPURAM

TENDER NOTICE FOR PROCUREMENT

Tender Enquiry No: **IIITDMK/25-26/SP/Furn/025 Dt11/03/26**



Tender Enquiry **(E-Procurement Mode)**

For

Supply and Installation of Steel Cot and Reading Table



Notice Inviting E-Tender (E-Procurement Mode)

Date: 11.03.2026

IIITDM Kancheepuram invites online bids (e-tender) in two bids systems, from OEM/Authorized distributors/Authorized dealer for the following item.

Item	:	Supply and Installation of Steel Cot and Reading Table (Specification/Quantity details enclosed as Annexure-1)
Tender Enquiry No	:	IIITDMK/25-26/SP/Furn/025 Dt11/03/26
EMD	:	All participating vendors have to submit an EMD of Rs.32,000/-

CRITICAL DATE SHEET

STAGE	DATE & TIME
Bid Submission End Date & Time	30 th March 2026 - 15:00 HRS
Bid Opening Date & Time	31 st March 2026 - 15:30 HRS

NOTE:

The bidder should be a Class-I / Class-II Local Supplier meeting the requirement as per the Order No. P-45021/2/2017-PP (BE-II) issued by the Public Procurement Section, DPIIT, Ministry of Commerce and Industry, GOI dated 16-09-2020.

Bidders other than Class-I / Class-II Local Suppliers will not be considered and bids will be rejected outright.

Important:

All communications are to be addressed to in the name of The Registrar, IIITD&M Kancheepuram only and not in the name of any officer and mails has to be sent to official purchase email id purchase@iiitdm.ac.in

INSTRUCTIONS FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bid electronically on the CPP Portal, using valid Digital Signature Certificates. Below mentioned instructions are meant to guide the bidders for registration on the CPP Portal, prepare their bids in accordance with the requirements and submit their bids online on the CPP Portal.

For more information, bidders may visit the Portal (<https://eprocure.gov.in/eprocure/app>)

1. REGISTRATION PROCESS ON ONLINE PORTAL

- a) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- b) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify /nCode /eMudhra etc.), with their profile.
- e) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- f) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

2. BID PREPARATION

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” are available to them to upload such documents. These documents may be directly submitted from the “My Space are while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: This information is provided for understanding the bid submission process in the CPP Portal and may be noted that the Institute is not responsible for any delay / problem for uploading of document in the CPP Portal.

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 0120-4200462, 0120-4001002, 91-8826246593.

GENERAL TERMS AND CONDITIONS

1. The Bidders are requested to give detailed tender in two bid format.

Bid-I : **Technical Bid**
Bid-II : **Commercial Bid**

2. The tender document can be downloaded from the CPPP Portal <https://eprocure.gov.in/eprocure/app> OR Institute website- <https://www.iiitdm.ac.in/tender>

3. The duly filled tenders should be submitted on or before due date **15.00 HRS, 30th March 2026**. Extension of due date will not be entertained.

4. **Tenders submitted without following the two bid offer system will summarily be rejected. IIITDM Kancheepuram shall not be responsible for any delay in online submission.**

5. **Bid -1: Technical Bid**

The online Technical bids should be uploaded containing the scanned copy of the following documents in (.pdf file)

1.	The technical bid compliance sheet & Eligibility Criteria	(Annexure-1)
2.	All participating vendors have to submit a EMD of Rs.32,000/- and the scanned copy of EMD payment proof along with the Bid must be uploaded.	(Annexure-2)
3.	Bid Security Declaration form	(Annexure-3)
4.	Declaration of Local Content	(Annexure-4)
5.	Experience Certificate: Should have executed ONE similar work costing Rs.8.50 Lakhs and above including taxes OR TWO similar works costing Rs.5.00 Lakhs each and above including taxes to reputed organizations/ research institutions/ Universities etc. in India on or after 1/1/2020 (PO copies without any alteration/modification and copies of installation report to be enclosed)	(Annexure-5)
6.	The Catalogue/brochure and quality parameters for the materials proposed to be used by the bidder	(Annexure-6)
7.	Declaration Regarding Clean Track/No Legal Action	(Annexure-7)
8.	Acceptance of Tender Terms	(Annexure-8)
9.	No Relation Certificate	(Annexure-9)

Bids should have a validity of **120 days**. The technical offer should not contain any information on price.

Important:

The Technical bid consisting of all annexures and other documents should be serially numbered and to be uploaded as a single pdf file and the page number details has to be furnished in the compliance sheet. The total number of pages uploaded to be mentioned in the relevant column.

Earnest Money Deposit (EMD):

- Bidders shall Deposit EMD in the following bank. The amount must be through online mode and it shall be received on or before the last date and time of bid submission and the payment proof of EMD shall be attached along with the technical bid. No other mode of payment is accepted.

Steps for submission of EMD through SBI E-Collect:

- Go to link - <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>
- Please select category as "Educational Institutions"

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- Please select “IIITDM – KANCHEEPURAM A/C” from drop down list
- Please select “Earnest Money Deposit (EMD)” from Payment Category drop down list
- Kindly fill all tender details, contact details, EMD amount and make payment.
- After successful payment, the payment proof of EMD shall be attached along with the technical bid.
- In the case of payment failure/ mismatch of particulars leads to cancellation of bid.
- For the successful bidder, the EMD will be retained/ adjusted against the security deposit.
- For the unsuccessful bidders, EMD amount will be refunded within 30 days from the finalization of contract.
- The bidder shall enclose cancelled cheque/bank details to refund the EMD amount in case of unsuccessful bids at the technical evaluation process.
- EMD shall be forfeited if any tenderer withdraws their offer within the bid validity period.
- Note: If in the view of bidder, any exemption / relaxation is applicable to them from any of the eligibility requirements, under any Rules / Guidelines/ Directives of Government of India, bidder may submit their claim for the applicable exemption /relaxation, quoting the valid Rule/Guidelines/ Directives with a copy of such notification. In this case the bidder must submit necessary and sufficient documents along with the technical bid, in support of their claim. The relevant and valid certificates in support of claim of exemption must be submitted along with the Technical Bid.

6. Bid-2: Commercial Bid / Price:

- i. The Price may be quoted in INR only.
- ii. The price quoted should be for FOR Destination at IIITD&M Kancheepuram (Individual students room in the Multistoried Hostel Building at IIITDM Kancheepuram), Melakkottaiyur, Off Vandalur-Kelambakkam Road, Chennai – 600 127.
- iii. This should contain only the price information along with commercial terms & conditions.
- iv. Submission of commercial bids by any other means shall not be accepted by the Institute in any circumstances.

7. Technical Evaluation:

- a) All the technical aspects of the bids will be evaluated by a committee constituted by the Director. The scrutiny of bids will be done prima-facie on the basis of documents and information furnished by the bidder in the bid. Hence, the bidders are requested to upload all the required documents to avoid rejection of bid for want of information.
- b) The Technical Committee will examine all the Technical aspects of the bids received. Further, the Technical Committee may seek additional information from the existing users at IIITDM Kancheepuram or from other Institutes, these feedbacks will be considered for technical evaluation, the bidders will also be called for technical presentations if it is required so.
- c) The information received and the bids submitted together will be examined with reference to the tendered specifications and evaluation is made by the Technical Committee.
- d) Further, the Institute may verify from the end users specified in the technical bid about the execution and satisfactory functioning of the item quoted, if required.
- e) Any information given in the bid found to be incorrect / false / suppressed fact will render the bidder ineligible at any stage during evaluation process or after issuance of PO and PO can be cancelled with no cost to the Institute.

8. Preparation and Submission of Offers:

Quotation should be submitted directly by the original manufacturer/supplier or its sole authorized distributor/dealer/Indian Agent. In case of bid by authorized dealer/distributor/Indian Agent, the manufacturer authorization should be attached with the technical bid as per Annexure.

One Indian Agent can participate in a tender on behalf of one manufacturer only. No offer will be entertained if the same Indian Agent is representing another manufacturer for the same item.

9. Opening of Commercial Bids

IIITD&M Kancheepuram will open commercial bids of only the shortlisted bidders who qualified at the technical evaluation stage.

Commercial Evaluation:

- The bids shall be evaluated on the basis of final landing cost at F.O.R. Destination (Individual students room in the Multistoried Hostel Building at IIITDM Kancheepuram) at IIITD&M Kancheepuram, Melakottaiyur, Off Vandalur-Kelambakkam Road, Chennai – 600 127
- After arriving at final pricing of individual offers of all the short-listed firms, the lowest firm will be awarded with Contract/Purchase Order.
- The price mentioned in BoQ must be inclusive of transportation, Insurance, loading and unloading and any other local service required for delivering the goods for the desired destination as decided by IIITDM Kancheepuram. Loading and unloading is strictly in vendor scope. IIITDM Kancheepuram will not provide any manpower support towards the same.
- The installation, commissioning charges (If any) must be mentioned as per the BoQ (if requested separately in BoQ) else the price quoted will be taken as inclusive of installation, commissioning.
- The institute will not be responsible in case of the bidders failing to include any of the above mentioned prices in their bid. The price mentioned in the BoQ will be final and the bidder has to comply with that, if awarded the tender.

10. Make in India Policy:

1. This Institute is following and will abide with the Public Procurement (Preference to Make in India), Order 2017 issued from time to time. The Institute will award the Contract to the Bidder whose bid has been determined to be substantially responsive as per the Order No. P-45021/2/2017-PP(BE-II) dated 16- 09-2020 from Department for Promotion of Industry and Internal Trade (Public Procurement Section), Ministry of Commerce and Industry, Govt. of India.
2. The bidder should be a Class-I / Class-II Local Supplier meeting the requirement of minimum 20% Local Content in line with the Public Procurement (Preference to Make in India) Order 2017 No. P-45021/2/2017-PP(BE-II) dated 16-09-2020.
 - i. Class I local supplier – has local content equal to more than 50%
 - ii. Class II local supplier – has local content 20% to less than 50%
3. Further among all technically qualified bids during the price evaluation the lowest bid will be termed as L1. If L1 is Class I local supplier the contract will be awarded to L1. If L1 is not Class I Local supplier the lowest bidder among the class I local supplier will be invited to match the L1 price subject to class I local supplier quoted price falling within the margin of purchase preference and the contract shall be awarded to such class I local supplier subject to match the L1 price. In case the lowest eligible class I supplier fails to match the L1 price, the class I local supplier with next higher bid within the margin of purchase preference shall be invited to match the L1 price

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and so on and the contract shall be awarded accordingly. In case none of the class I local supplier within the margin of purchase preference matches the L1 price the contract shall be awarded to the L1 bidder (Class II Local supplier). Class II Local supplier will not get any purchase preference.

4. The margin of purchase preference for Class I local supplier is 20% from L1 price (without tax).

11. **Fraud and Corruption:**

IIITDM Kancheepuram requires that bidders, suppliers, contractors and consultants, if any, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy,

a. The terms set forth below are defined as follows:

- **“Corrupt practice”** means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution;
- **“Fraudulent Practice”** means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;
- **“Collusive practice”** means a scheme or arrangement between two or more bidders, designed to establish bid prices at artificial, non-competitive levels; and
- **“Coercive Practice”** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract

b. IIITDM Kancheepuram will reject a proposal for award if it determines that Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent collusive or coercive practices in competing for the Contract in question.

c. **Integrity Clause:** No official of a procuring entity or a bidder shall act in contravention of the codes which includes prohibition of making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.

12. **Delivery Period / Timelines:**

The deliveries and installation must be completed **within 45 Days** from the date of purchase order. The time is the essence of the contract. It is mandatory for the bidders who respond to this bid to meet this expectation, as this is linked to student’s accommodation.

13. **Supply & services:**

- The items covered by this document is required to be supplied and installed at **Individual students room in the Multistoried Hostel Building at IIITDM Kancheepuram, Indian Institute of Information Technology, Design and Manufacturing, Kancheepuram, Off Vandalur-Kelambakkam Road, Melakottaiyur, Chennai – 600 127, Tamil Nadu.**
- IIITD&M Kancheepuram will not provide any accommodation / transportation for the engineers / representatives for attending installation, commissioning and demonstration work. It is the absolute responsibility of the principal supplier / agent to make their own arrangements.

14. **Restriction on Purchase on Grounds of Defense of India:**

The Institute follows Ministry of Finance and Department of Expenditure OM No.6/18/2019-PPD dated 23rd July 2020 and subsequent order dated 23rd July 2020 which are binding and the evaluation will be done accordingly.

15. Installation and Training:

- Bidder shall be responsible for installation/demonstration as applicable and for after sales service during the warranty and thereafter.
- Installation and demonstration to be arranged by the supplier free of cost and the same is to be done within 15 days of the arrival of the equipment at site.
- Necessary training at the Institute for the employees of IIITDM Kancheepuram to be provided.

16. Performance Bank Guarantee:

5% Security Deposit in the cost of Purchase Order Value as Performance Bank Guarantee for a period of warranty period plus two months.

17. Amalgamation/Acquisition etc.:

In the event the Manufacturer/Supplier proposes for amalgamation, acquisition or sale of its business to any firm during the contract period, the BUYER/Successor of the Principal Company are liable for execution of the contract and also fulfillment of contractual obligations i.e. supply, installation, commissioning, warranty, maintenance/replacement of spares accessories etc. while submitting your bid, you may confirm this condition

18. Warranty / Support:

- The items supplied shall carry the warranty as per the requirement mentioned in the technical specification.
- The defects, if any, during the guarantee / warranty period are to be rectified free of charge by arranging free replacement wherever necessary.

19. Indemnity:

The vendor shall indemnify, protect and save IIITD&M Kancheepuram against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc., or such other statutory infringements in respect of all the items supplied by them.

20. Freight and Insurance:

The items to be supplied will be insured by the vendor against all risks of loss or damage from the date of shipment till such time it is delivered at IIITD&M Kancheepuram site.

21. Payment terms:

No advance payments are allowed.

INR Terms: 100% payment after delivery, installation to the satisfaction of the Institute upon submission of PBG 5% of PO value valid till warranty period plus 2 months.

Quality Test Certificate: The supplier should submit the test report from AHSP / NABL / ILAC accredited or Central Government Lab to prove conformity of products to the specification at the time of supply along with the invoice.

22. Penalty for delayed services / LD:

- i) As time is the essence of the contract, delivery period mentioned in the purchase order should be strictly adhered to. Otherwise LD clause will be applied / enforced.

- ii) If the supplier fails to supply, and fix the item as per specifications mentioned in the order within the due date, the supplier is liable to pay liquidated damages of 1% of order value for delay of every week or part thereof subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.
- iii) IIITD&M Kancheepuram reserves the right to cancel the order in case the delay is more than 04 weeks and the contractor is not eligible for any damage from the Institute and contractor will forfeit his claim for EMD.

23. Force Majeure:

- The Supplier shall not be liable for forfeiture of its performance bank guarantee, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the IIITDM Kancheepuram either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- If a Force Majeure situation arises, the Supplier shall promptly notify the IIITDM Kancheepuram in writing of such conditions and the cause thereof. Unless otherwise directed by the IIITDM Kancheepuram in writing, the Supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

24. Fall clause:

The commercial offer shall in no way exceed the lowest price at which the contractor sells the stores of identical description to any other person/organization during the currency of the contract

25. Arbitration:

All disputes of any kind arising out of supply, commissioning, acceptance, warranty maintenance etc., shall be referred by either party (IIITD&M Kancheepuram or the bidder) after issuance of 30 day's notice in writing to the other party clearly mentioning the nature of dispute and will be referred to the arbitrator to be nominated by Director, IIITD&M Kancheepuram, India. The Venue for arbitration shall be Chennai, India.

26. Acceptance of the terms and conditions of tender document:

The bidders have to accept all the terms and conditions of this tender document and it is made known that the bidders quoting for this tender had impliedly accepted the terms and conditions of this tender.

27. Interpretation of the clauses in the Tender Document:

In case of any ambiguity / dispute in the interpretation of any of the clause in this tender document, interpretation of Director, IIITD&M Kancheepuram shall be final and binding on all parties. The IIITD&M Kancheepuram reserves the right to accept the offer in full or in parts or reject the offer summarily or partly without assigning any reasons.



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28. Option Clause:

The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

29. Jurisdiction:

The disputes, legal matters, court issues, if any, shall be subject to Courts in the district of Chengalpattu, Tamil Nadu Jurisdiction only.

30. The competent authority reserves the right to either accept or reject the tender without assigning any reason.

Sd/-

कुलसचिव / Registrar

IIITD&M Kancheepuram

ANNEXURE-1
TECHNICAL BID
Technical Compliance Sheet (to be filled and uploaded)

Name of the Agency	
Office Address:	
Name and Mobile No. of contact person:	

Item1 : Supply and Installation of Steel Cot (150 Nos)

SI No	Item Description	Specification	Compliance Yes/No/N.A.	Deviation (If Any)	Remarks
1	Horizontal block	Steel sheet (Make: TATA / SAIL / JINDAL) with minimum thickness of 1.8 mm. Horizontal block shall have an L-bend along the periphery with minimum depth of 3 inches and bottom width of minimum 1 inch.			
2	Size of horizontal block	75 inches × 30 inches (L × W). Top surface height 18 inches from ground. Horizontal block shall have edge moulding.			
3	Stiffeners for horizontal block	Bottom side stiffening in both directions. Longitudinal direction (parallel to 75-inch): two numbers of V-shaped bent sheet/angle (2 inches on either side and 3 inches wide). Lateral direction (parallel to 30-inch): three numbers of steel pipes, minimum outer diameter 25 mm, thickness 1.5 mm, and length 30 inches.			
4	Horizontal block connection with frame	The horizontal block shall be fastened to the frame using suitable steel brackets. Each connection point shall be provided with two numbers of GI bolts along with GI-coated washers. The bracket plate shall have a minimum thickness of 3 mm and shall be welded to the frame.			
5	Frame	Steel pipe (Make: TATA / SAIL / JINDAL) with minimum outer diameter of 30 mm and minimum thickness of 1.5 mm (preferably CRC pipe). The rigid steel frame shall be perfectly fixed to the horizontal block.			
6	Frame size	The height of the frame measured from ground shall be 24 inches on one side and 30 inches on the other side. All legs shall have durable plastic bushes at the bottom.			
7	Welding	All welding shall be carried out using the electro-welding process. All burrs shall be removed to obtain a smooth surface finish.			
8	Anti-corrosive treatment	All steel components shall be subjected to acid wash followed by a 5-stage anti-corrosive treatment prior to powder coating.			
9	Powder coating	All steel components shall be powder coated with a minimum coating thickness of 60 µm.			

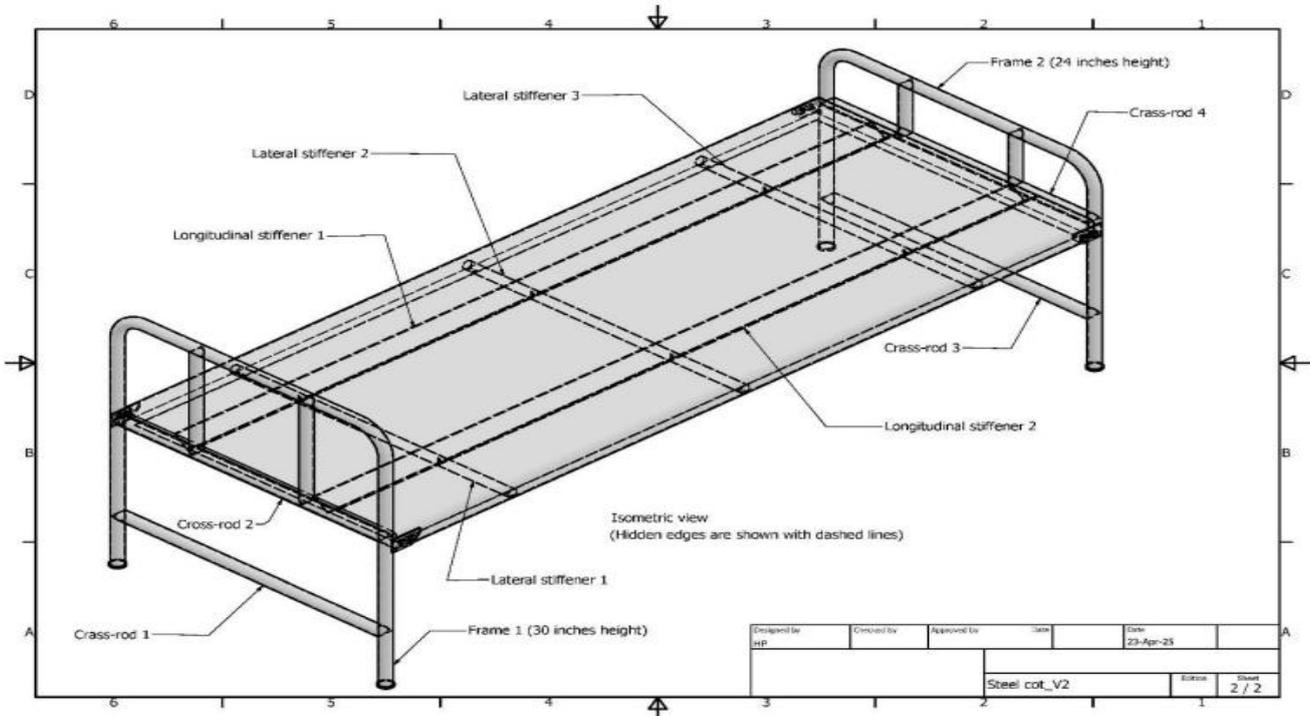
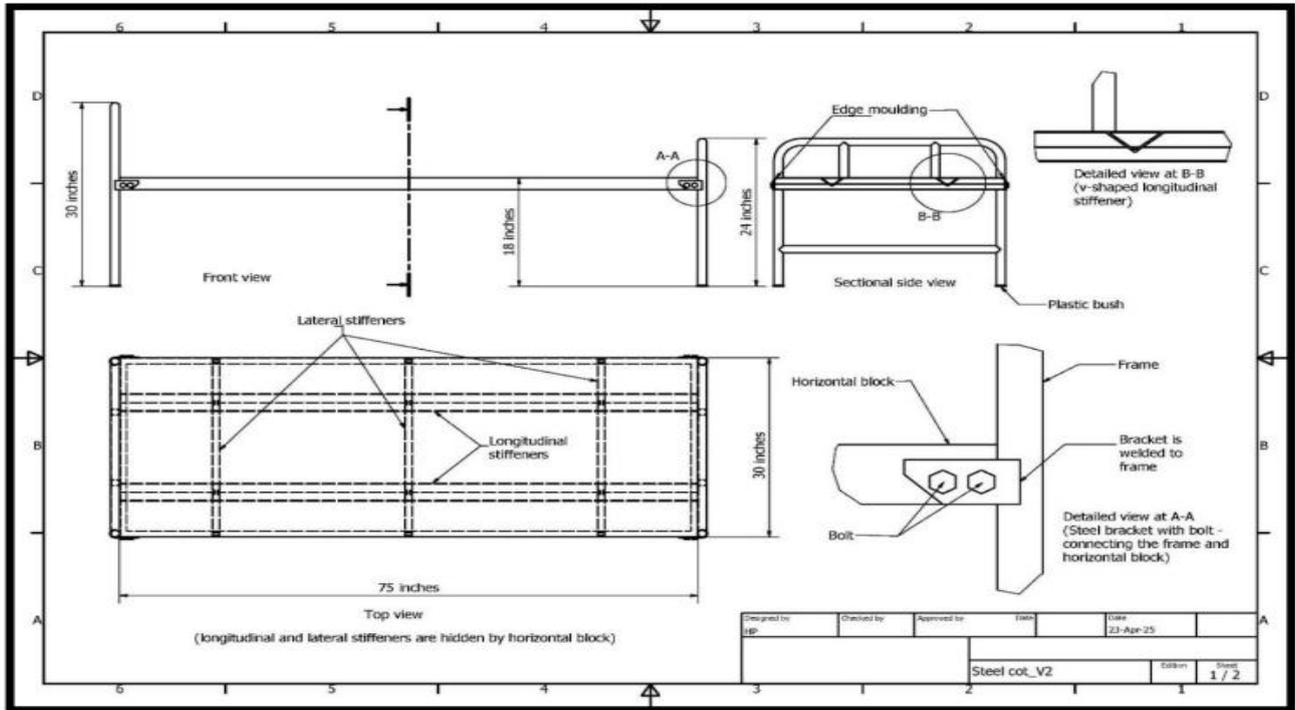


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10	Tolerance	Permissible tolerance for all dimensions shall be -5% < X < +10%.			
11	Warranty	Three (3) years warranty.			

IMAGE



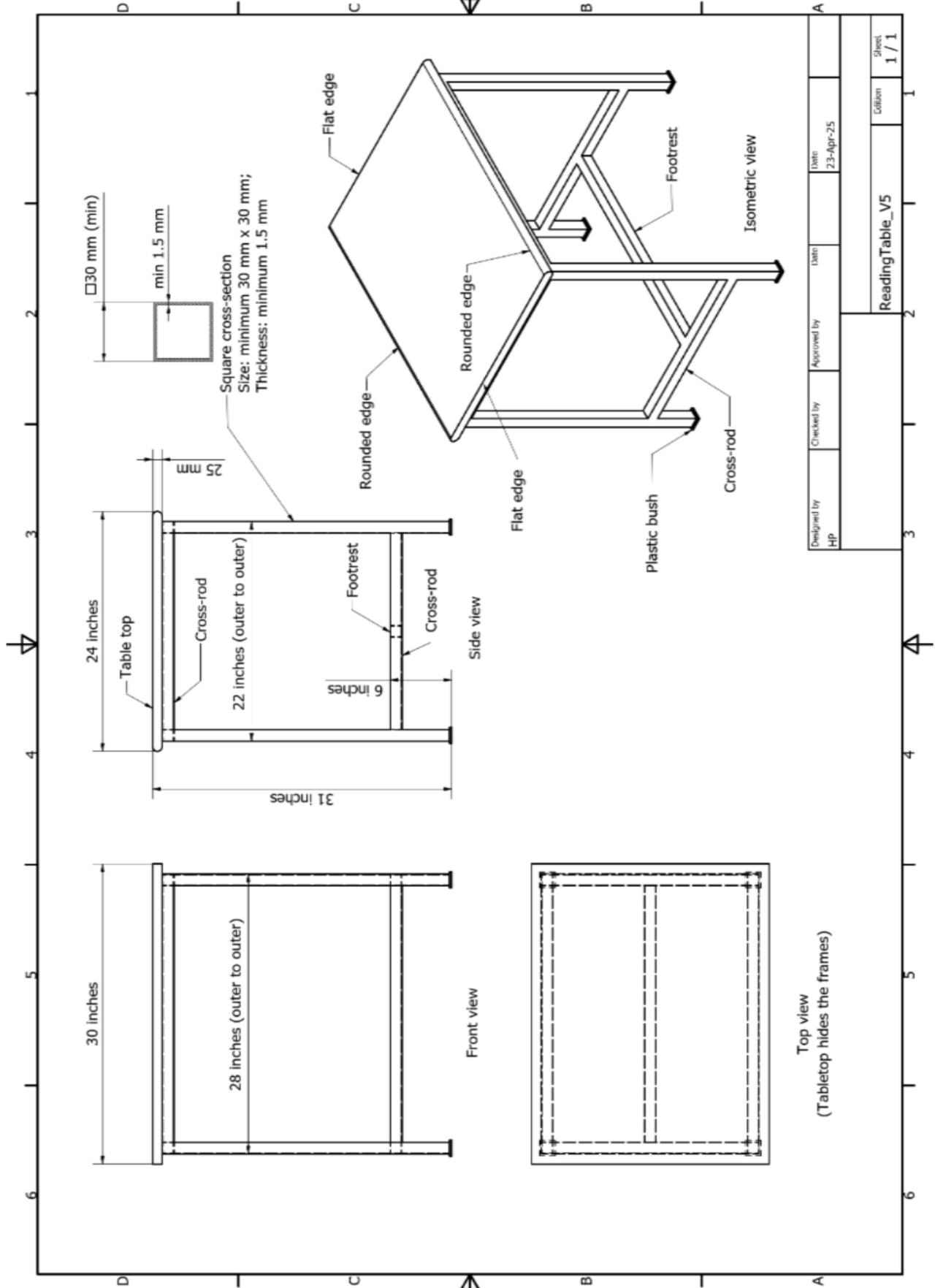
Item2 : Supply and Installation of Reading Table (150 Nos)

SI No	Item Description	Specification	Compliance Yes/No/N.A.	Deviation (If Any)	Remarks
1.	Frame cross-section	Hollow square pipe; first-grade steel (Make: Tata / SAIL / Apollo / Jindal). Minimum size 30 mm × 30 mm (outer to outer) with minimum thickness of 1.5 mm.			
2.	Frame dimensions	The dimensions of the steel frame shall be suitably made to position the tabletop and leg-rest as per the reference technical drawing.			
3.	Tabletop	High-density compressed (HDMR) board (Make: Kitply / Uniply/ Merino / Century) with smooth polished top surface and full round post-form shape at all edges. Minimum tabletop thickness shall be 25 mm.			
4.	Tabletop size	Tabletop size shall be 30 inches × 24 inches. The tabletop surface height shall be 31 inches from ground level.			
5.	Table legs	Four numbers of legs shall be provided, each fitted with suitable quality bushes at the bottom. Appropriate cross-rods shall be provided to increase rigidity of the frame.			
6.	Footrest	Footrest shall be provided at a height of 6 inches from the ground connecting the left and right cross-rods.			
7.	Anti-corrosive treatment	All steel components shall undergo acid wash followed by a 5-stage anti-corrosive treatment.			
8.	Welding	All legs, cross-rods, and the tabletop supporting structure shall be rigidly welded with each other to ensure structural integrity and long-term durability. All welding in steel components shall be carried out using the electro-welding process. All burrs shall be removed to obtain a smooth surface finish.			
9.	Powder coating	All steel components shall be powder coated with a minimum thickness of 60 µm.			
10.	Tolerance	Permissible tolerance for all dimensions shall be -5% < X < +10%.			
11.	Warranty	Three (3) years warranty.			



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IMAGE





Additional Terms and Conditions:

1. The Bidders should have a service center within the Chennai city limit for repair/ replacement of faulty items.
2. The delivery and installation must be completed within 45 days from the date of Purchase order. The time is the essence of the contract. It is mandatory for the bidders who respond to this bid to meet this expectation, as this is linked to student's accommodation. (Declaration must be enclosed in the letterhead of the bidder).
3. The items covered by this bid are required to be supplied and installed in the **Individual students room in the Multistoried Hostel Building at IIITDM Kancheepuram**. IIITDM Kancheepuram will not provide any accommodation / transportation for the engineers / representatives for attending installation, commissioning and demonstration work. It is the absolute responsibility of the supplier to make their own arrangements.

ELIGIBILITY CRITERIA

Sl. No	Description		Compliance Yes/No/N.A.	Page No.
1.	Technical Sheet	The technical bid compliance sheet & Eligibility Criteria (Annexure-1)		
2.	EMD	All participating vendors have to submit a EMD of Rs.32,000/- and the scanned copy of EMD payment proof along with the Bid must be uploaded. (Annexure-2)		
3.	Bid Security Declaration	Bid Security Declaration form (Annexure-3)		
4.	Declaration of Local Content	Declaration of Local Content (Annexure-4)		
5.	Experience Certificate	Experience Certificate: Should have executed ONE similar work costing Rs.8.50 Lakhs and above including taxes OR TWO similar works costing Rs.5.00 Lakhs each and above including taxes to reputed organizations/ research institutions/ Universities etc. in India on or after 1/1/2020 (PO copies without any alteration/modification and copies of installation report to be enclosed) (Annexure-5)		
6.	Leaflet	The Catalogue/brochure and quality parameters for the materials proposed to be used by the bidder (Annexure-6)		
7.	Declaration Regarding Clean Track/No Legal Action (Annexure-7)			
8.	Acceptance Of Tender Terms (Annexure-8)			
9.	No Relation Certificate (Annexure-9)			
10.	Bid Validity	120 Days		
11.	Total Number of pages uploaded in the technical bid			

Please Enclose Relevant Document Only.

ANNEXURE-3

(To be printed in the letter head of the bidder)

Bid Security Declaration form

Date: _____

Tender No.

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported with EMD.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of two year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.
- c) The EMD will be forfeited.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signature of Bidder

Name: _____

Designation: _____

Organization Name: _____

Contact No.: _____

ANNEXURE-4

**SELF-CERTIFICATION REGARDING LOCAL CONTENT (LC) FOR GOODS, SERVICES OR WORKS
ISSUED BY OEM UNDER PREFERENCE TO MAKE IN INDIA ORDER CERTIFICATE FOR CLASS-I or
CLASS- II LOCAL SUPPLIER OR NON LOCAL SUPPLIER**

Tender No.: _____; Date: _____

Date: [insert date (as day, month and year) of Bid Submission]

We hereby declare that the items under our Quotation
No. _____ in the brand name of
_____ & (equipment details)
_____ are manufactured at
(complete address) _____.

Hence, it contains the local content of: _____% as defined under the Make in India
policy of the Department for Promotion of Industry & Internal Trade, DPIIT, Govt. of India.

The value addition for the local content is done at (Name of the place & address)
_____.

The Country of Origin of the item(s) is/are _____.

**Further, it is declared that finished Equipment is not imported and local Content not
calculated on the basis of Transportation, Insurance, Installation, Commissioning, and Training
& after sales services. But Equipment is Manufactured/Assembled in India at out Factory
address _____.**

The false declaration will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of
the General Financial Rules of which a bidder or its successors can be debarred for up to two
years as per Rule 151(iii) of the General Financial Rules along with such other actions as may be
permissible under Law.

We also declare that the goods are not manufactured in a country that shares its land
border with India nor the beneficial owner belong to those country.

We shall be held responsible if the certificate is found to be incorrect.

Seal and Signature of OEM & Bidder



ANNEXURE-5

Past Experience details

Experience Certificate: Should have executed ONE similar work costing Rs.8.50 Lakhs and above including taxes OR TWO similar works costing Rs.5.00 Lakhs each and above including taxes to reputed organizations/ research institutions/ Universities etc. in India on or after 1/1/2020 (PO copies without any alteration/modification and copies of installation report to be enclosed)

Name of the organization	Name of Contact Person and Designation, email ID and Phone number	Purchase Order Number, date and Value	Copy of Purchase Orders and Installation and (Page no.) along with value

Note: Without submission of relevant Purchase orders, experience will not be considered.

Signature of Bidder

Name: _____

Designation: _____

Organization Name: _____

Contact No.: _____

ANNEXURE-7

DECLARATION REGARDING CLEAN TRACK/NO LEGAL ACTION

(to be provided on letter head of the firm)

I hereby certify that the above firm namely _____ is neither blacklisted by any Central/State Government/Public Undertaking/Institute nor any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

Authorized Signatory

Name:

Place:

Designation:

Contact No.:

ANNEXURE-8

**ACCEPTANCE OF TENDER TERMS
(To be given on Company Letter Head)**

Date: DD/MM/YYYY

To,
The Director,
IIITDM Kancheepuram,
Chennai – 600127.

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender /
Work:

Dear Sir,

1. I / We have downloaded / obtained the tender documents (s) for the above mentioned "Tender" from the web site(s) namely _____ as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc .,), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)



ANNEXURE-9

**NO RELATIONSHIP CERTIFICATE
(To be given on Company Letter Head)**

1. I/We hereby certify that I/We* am/are* related/not related (*) to any officer of IIITDM Kancheepuram. (If Related provide the details of the employee)
2. I/We* am/are* aware that, if the facts subsequently proved to be false, my/our* contract will be rescinded with forfeiture of E.M.D and security deposit and I/We* shall be liable to make good the loss or damage resulting from such cancellation.
3. I//We also note that, non-submission of this certificate will render my / our tender liable for rejection.

Date:

Authorized Signatory

Place:

Name:

Designation:

Contact No.: