



**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY
DESIGN AND MANUFACTURING KANCHEEPURAM**
(An Institute of National Importance under MoE, Government of India)
Melakkottaiyur, Off Vandalur-Kelambakkam Road, Chennai – 600 127,
Tamil Nadu.

E-NOTICE TENDER (E-PROCUREMENT THROUGH CPPP)

Indian Institute of Information Technology Design and Manufacturing (IIITDM) Kancheepuram invites **e-tender under TWO BIDS** with prequalification systems from the vendors who fulfil the eligibility as given below in the campus.

Sl. No.	Particulars	Quantity Required
1	Providing and fixing cupboard and uPVC windows for faculty cabins in the Laboratory block at IIITDM Kancheepuram	As per Annexure-3

The tender document may be downloaded from the website <http://iiitdm.ac.in> or Central Public Procurement Portal <https://etenders.gov.in/e procure/app>.

The offers, in the prescribed format shall be submitted online at <https://etenders.gov.in/e procure/app> as per the tender document. No tender will be accepted in hard copy, fax, email or any other such means. The intending bidders must be registered with Central Public Procurement Portal <https://etenders.gov.in/e procure/app>.

a) Tender Number /Date	IIITDM/216/2024-25/Engg/Civil/007; Dated: 6 th September 2024
b) Pre-bid meeting / Site visit	10 th September 2024; 11:00 Hrs.
c) Bid Submission	26 th September 2024; 15:00 Hrs.
d) Technical Bid Opening	27 th September 2024; 15:30 Hrs.
e) EMD	Rs. 8,870/- (submission of EMD through SBI E'Collect) https://www.onlinesbi.sbi/sbicollect/icollecthome.htm (or) Valid MSME exemption certificate must be attached
f) Security Deposit / Performance Guarantee	Successful Bidder shall submit the Security Deposit at 3% of Contract value.
g) Estimated cost. (Rs.)	Total Cost: Rs. 4,43,200 /- (Excl. GST)

TERMS & CONDITIONS GOVERNING THE CONTRACT

1. Eligibility Criteria: In order to be considered for the contract of the works as detailed under 'Techno-Commercial Bid' in this Tender Document, the tenderer should:

1.1 "Having Similar Civil works execution experience preferably awarded by the State Govt./Central Govt./Autonomous /Reputed corporate institutions/organizations, for the value enlisted below and executed on or after 01/01/2019.

(i) Rs. 3.55 lakhs Excl. GST for a single work order

(Or)

(ii) Rs. 2.22 lakhs Excl. GST each for two work orders

(Or)

(iii) Rs. 1.78 lakhs Excl. GST each for three work orders

1.2 Produce the **valid work completion certificate(s) and the relevant work order** for the above-mentioned works.

2. Earnest Money Deposit:

2.1 **Bidders shall Deposit EMD through SBI E'Collect.** The amount must be paid online, and it shall be received on or before the last date and time of bid submission. Proof of payment for EMD shall be attached along with the technical bid. Physical mode of payment, i.e., **Banker cheques or Demand drafts, is unacceptable.**

2.2 Steps for submission of EMD through SBI E'Collect.

- Go to link - <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>
- Please select "IIITDM – KANCHEEPURAM A/C" from drop down list
- Please select "Earnest Money Deposit (EMD)" from the Payment Category drop-down list
- Kindly fill in all tender details, contact details, and EMD amount and make payment.
- After successful payment, the proof of payment for EMD shall be attached along with the technical bid.

2.3 In the case of payment failure/ mismatch of particulars leads to cancellation of bid.

2.4 The EMD will be retained/ adjusted against the security deposit for the successful bidder.

2.5 For the unsuccessful bidders, the EMD amount will be refunded within 30 days from the date of issue of the work order.

2.6 The bidder shall enclose the canceled Cheque/bank details to refund the EMD amount in case of unsuccessful bids.

2.7 EMD shall be forfeited if any tenderer withdraw their offer within the bid validity period

2.8 **Valid proof of MSME exemption shall be uploaded for to waive off the EMD and the classification of the enterprises should be updated in the current financial year i.e, 2024-25**

3. Security Deposit & Contract Agreement:

- 3.1 On receipt of notification of the award, the successful bidder shall be required to send the acceptance of the work order within 07 working days.
- 3.2 Successful Bidder shall submit the Security Deposit of 3% of the Contract value in the form of a Crossed Demand Draft/Pay Order/Banker's cheque/FDR drawn/Bank guarantee in favor of "The Registrar, IIITDM Kancheepuram," payable at Chennai within 07 (SEVEN) working days of the receipt of Notification of Award (NOA) / Award of Work order from IIITDM Kancheepuram (the Defect Liability Period as specified (i.e., 12 months after completion of work).
- 3.3 The successful bidder shall be required to sign a detailed contract agreement & commence the work within 07 working days from the date of receipt of the work order.
- 3.4 In case of failure to commence the work by the Contractor within 07 days after signing of the contract or handover of the site, the Institute shall be at liberty to terminate the Award and forfeit the Security Deposit.

4. Preparation of bids - Two bid systems (simultaneous receipt of separate technical and financial bids):

- 4.1 **Technical bid** shall consist of only prequalification document along with supported documents as detailed below:
 - 4.1.1 Complete prequalification papers, Name of the Agency and also, commercial terms, etc., offered (**Note: Price column in this cover should be kept blank**).
 - 4.1.2 Duly filled and digitally signed Bid submission & self-declaration Proforma (**As per Annexure – I**), EMD transaction details (SBI Collect e-Receipt)/Valid MSME certificate details, Cancelled cheques/bank details & GST Certificate.
 - 4.1.3 Duly filled and digitally signed copy of Technical Qualification Proforma (**As per Annexure – II**) along with a copy of the work completion certificate and relevant work order as per the eligibility criteria referred to in clause no. 1
- 4.2 **Financial bid/Techno commercial bid** indicating item-wise price for the items mentioned in the technical bid, special concession in rates if any applicable for Educational Institutions shall also be offered and indicated clearly.
- 4.3 **Both the covers should be submitted through online Central Public Procurement Portal <https://etenders.gov.in/e procure/app> before due date and time.**

5. Technical terms:

- 5.1 The selected contractor will have to carry out "**Providing and fixing cupboard and uPVC windows for faculty cabins in the Laboratory block at IIITDM Kancheepuram**" which have been listed under the 'Techno-Commercial Bid' of this tender document. He shall be under obligation to carry out all of the works stipulated in the contract.
- 5.2 The material to be used by the Contractor should be conforming to reputed brands or ISI marks. Samples of all materials / fixtures as specified in 'Techno-Commercial Bid' shall be got approved

before their use by the Contractor. Catalogues / Brochures are also to be brought by the Contractor along with samples wherever required.

- 5.3 The work shall be carried out as per the relevant CPWD general specifications for civil works.
- 5.4 IIITDM Kancheepuram has Power to issue instructions etc., IIITDM Kancheepuram may in its absolute discretion & from time to time issue further Drawings if any, &/or written instructions, detailed directions & explanations in regard to:
 - 5.4.1 Minor addition, reduction, omission or substitution of any work included in the Contract.
 - 5.4.2 Minor variation or modification of the design, quality, character of any work.
 - 5.4.3 Minor variation in the dimensions of any part of the works.
 - 5.4.4 Minor discrepancy in the Drawings if any, or between the Bill of Quantities and / or Specification.
 - 5.4.5 The removal from the site of any material brought thereon by the Contractor & the substitution of any other material.
 - 5.4.6 The dismissal from the works of any person employed there-upon by the Contractor to carry out the work under the provisions of this Contract and its replacement by another suitable person within a given time frame at no additional cost to IIITDM Kancheepuram.
 - 5.4.7 The opening up of or inspection of any work covered up, all other instructions issued to him covering other aspects of the Contract.
 - 5.4.8 During the execution, any wall/flooring/table cutting and finishing & making good be carried out without any additional cost.
- 5.5 The requirements given in the 'Techno-commercial bid' are only indicative and not exhaustive. The contractor shall be required to complete the project. The decision of IIITDM Kancheepuram authorities in this regard shall be final and binding on the Contractor.
- 5.6 Engineer-in-charge or any other representative/official deputed by the IIITDM Kancheepuram shall have the right to inspect or to test the materials to establish their conformity to the ordered specifications. The Contractor shall provide all reasonable facilities and assistance to such representative without any charges to the IIITDM Kancheepuram in this regard. Further, IIITDM Kancheepuram may direct the Contractor to get any/all materials/samples tested from the specified organization(s) to conform to the tendered specifications at the Contractor's cost. In case any inspected or tested material fails to conform to the ordered specifications or workmanship is found to be unsatisfactory, IIITDM Kancheepuram may reject them, and Contractor shall either replace the rejected material or make alternative arrangements necessary to meet the stipulated specifications and rectify the defects pointed out in the workmanship, at no additional cost to IIITDM Kancheepuram.
- 5.7 Work shall be executed and completed as per the technical terms and conditions of this document. In case the Contractor fails to complete the assigned work within specified Period, IIITDM Kancheepuram may recover Liquidated Damage and/or terminate the Contract and/or forfeit the Security Deposit. IIITDM Kancheepuram on its part would be required to handover the site to the Contractor free from any encumbrance.

- 5.8 The Contractor shall, at his own expense, arrange for the safety provisions as appended to these conditions or as required by the Engineer-in-Charge, in respect of all labor directly or indirectly employed for the performance of the works and shall provide all facilities in connection therewith.
- 5.9 The Contractor shall be responsible for providing constant and adequate supervision of the work to ensure compliance with the provisions of laws relating to safety and for taking all practical steps necessary to prevent accidents.
- 5.10 Stores and Materials required for the works brought by the Contractor shall be stored by the Contractor only at places approved by the Engineer-in-Charge. Storage and safe custody of material shall be the responsibility of the contractor. The contractor shall ensure that no materials/wastes/equipment are dumped at the site. Proper cleaning and debris removal should be done daily
- 5.11 No compensation shall be payable to the contractor for any damage caused by rains, lightning, wind, or storm during the execution of work. He shall make good all such damages at his own cost, and no claim on this account will be entertained.

6. Commercial terms:

- 6.1 **The work shall be executed and completed within 45 working days from the date of Commencement of the Work.** If the Contractor fails to complete the assigned work within the specified Work Completion Period, IITDM Kancheepuram may recover Liquidated Damage and/or terminate the Contract and/or forfeit the Security Deposit. IITDM Kancheepuram, on its part, would be required to hand over the site to the Contractor free from any encumbrance.
- 6.2 Item Rates quoted on the ‘Techno-Commercial Bid’ by the bidder shall be valid and constant during the entire contract period and will not be subject to any variation on any account whatsoever.
- 6.3 The contractor needs to work at all heights and floors wherever applicable, and the cost should be included in the techno-commercial bid.
- 6.4 Measurements of all items having financial value shall be recorded in Measurement books to obtain a complete record of all works performed under the contract. Measurements shall be taken jointly by the IITDM Kancheepuram official designated for the purpose and the Contractor.
- 6.5 Payment of bills shall be made against supply, acceptance, and after verification of the bill by the Institute after deduction of taxes and TDS as per applicable rules. The running account bill/Final bill shall be submitted by the contractor after the execution of work, and the completion certificate shall be furnished by the Institute after the completion of work in full. Payment to be made only for the work actually done.
- 6.6 The Contractor shall take at his own cost, necessary insurance cover for staff and other personnel to be employed or engaged by him in connection with the afore mentioned services personnel by services to be rendered.
- 6.7 Statuary deductions of taxes at source will be carried out from the payment due at the prevalent rates as prescribed by the government.

7. Other conditions:

- 7.1 The institute reserves the right to reject any or all the bids without assigning any reasons thereof. No tenderer shall have any cause of action or claim against IITDM Kancheepuram for rejection of his bid.

- 7.2 The IITDM, Kancheepuram, has a right to cancel the awarded work at any point in time in case the contractor's performance is not up to the mark by giving a termination letter.
- 7.3 The tender document is not transferable, and Conditional Tenders / Non-compliance with any of the conditions set in the tender document shall render the bid liable for rejection.
- 7.4 IITDM Kancheepuram reserves the right to seek any clarification from the bidders or waive any minor deviation in the provisions governing the contract at its sole discretion.
- 8 Further, refer & comply with the in detail "**Tender general terms and conditions**" available at IITDM > FORMS > ENGINEERING SECTION > TENDER GENERAL TERMS AND CONDITIONS" enclosed in the mentioned web link. These conditions are part and parcel of the contract agreement. http://www.iitdm.ac.in/img/intranet_forms/ENGINEERING_SECTION/tnc.pdf

-Sd/-
Registrar
IITDM Kancheepuram

BID SUBMISSION & SELF DECLARATION PROFORMA

Name of the Work: Providing and fixing cupboard and uPVC windows for faculty cabins in the Laboratory block at IIITDM Kancheepuram

Tender No.: IIITDM/216/2024-25/Engg/Civil/007; Dated: 6th September 2024

The Registrar,
IIITDM Kancheepuram,
Chennai 600127.

Dear Sir,

- 1.1 I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking/Autonomous Body, etc., anywhere in the country.
- 1.2 I/We hereby offer to quote for work as defined in 'Financial bid/Techno-Commercial Bid' and the relevant Annexures at the quoted price given in the 'Techno-Commercial Bid' Proforma as per Annexure-3 and agree to hold this offer open for 03 months from the due date.
- 1.3 I/We have read, understood, and complied with all Terms and Conditions stipulated in the Tender document necessary for the submission of this bid.
- 1.4 It is further stated that I/We have fully read and understood the 'Techno-Commercial Bid' Terms and Conditions in the Tender Document governing this contract and shall abide by them in total if awarded the Contract.
- 1.5 The EMD amount will be returned to the unsuccessful bidder as mentioned in the tender document.
- 1.6 **I/We do hereby agree that if our Firm has not produced a valid MSME Certificate (the classification of the enterprises should be updated in the current financial year, i.e., 2024-25 / work completion certificate along with relevant work order, it will not be considered for the further evaluation process**

Date:

Yours faithfully,

Digital Signature

Note: This form duly typed on the letterhead of the bidder and duly signed should be uploaded forming Annexure-1 of this Bid document.

QUALIFICATION PROFORMA

Name of the work:	Providing and fixing cupboard and uPVC windows for faculty cabins in the Laboratory block at IITDM Kancheepuram
Tender No.:	IITDM/216/2024-25/Engg/Civil/007; Dated: 6 th September 2024
Name of the bidder (Firm):	
Contact details of the bidder: Registered office/works office Address: (Please enclose a copy of valid proof)	
Mobile :	
Email id :	
GST No.: (Please enclose the copy of GST)	
PAN No.:	
EMD payment details/ MSME details: (Please enclose valid proof) (the classification of the enterprises should be updated in the current financial year i.e, 2024-25	
Bank details for EMD refund: (Please enclose valid proof)	
Bid Submission & Self-declaration Proforma: (Please enclose the annexure-1)	
Experience: Details of similar civil works execution experience preferably awarded by the State Govt. / Central Govt./Autonomous / Reputed corporate institutions/ organizations for a value not less than Rs. 3.55 lakhs (Excl. GST) for a single work order (or) Rs. 2.22 lakh (Excl. GST) each for two work order (or) Rs. 1.78 lakhs Excl. GST each for three work orders should be awarded and executed on or after 01.01.2019. (Please enclose the copy of the valid work completion certificate along with the relevant work order)	
Details of Manpower availability: (Number with their qualification & experience): (Add separate sheet if required)	

Declaration:

I/We hereby declare and affirm that I/We have read and understood the terms and conditions of the contract as stipulated in NIT.

Digital Signature

TECHNO-COMMERCIAL BID

Tender No.:		IIITDM/216/2024-25/Engg/Civil/007; Dated: 6 th September 2024			
Name of the work:		Providing and fixing cupboard and uPVC windows for faculty cabins in the Laboratory block at IIITDM Kancheepuram			
Name of the Bidder:					
S. No.	Description	Unit	Qty	Rate in Rs.	Amount in Rs.
1	Providing and fixing 19mm thick both side balancing lamination factory pressed BWP grade marine ply as per IS 710 of approved brand boxes, shelves, racks, almirah, cupboard and drawer, etc., including necessary nails, screws, etc. complete as per direction of Engineer-in-charge. Make: Marine ply/ Kit Ply/ Green ply	Sqm	72.87		
2	Providing and fixing cupboard shutter with 19mm thick one side decorative and other side balancing lamination factory pressed BWP grade marine ply as per IS 710 of approved brand including 2mm thick PVC edge banding tape with hot glue by edge bending machine etc. with auto closing spring loaded hinges (hydraulic type) etc. complete as per direction of Engineer-in-charge.(Payment of providing and fixing auto closing hinges shall be paid separately) Make: Marine ply/ Kit Ply/ Green ply	Sqm	17.67		
3	Providing and fixing bright finished brass handles with screws etc., complete:				
3.1	100 mm Make:Sleek,Godrej,Spacewood,Evoke	Nos	48.00		
4	Providing and fixing magnetic catcher of approved quality in cupboard /wardrobe shutters, including fixing with necessary screws etc. complete. Make:Dorma,Godrej				
4.1	Double strip (horizontal type)	Nos	64.00		
5	Providing and fixing special quality chromium plated brass cupboard locks with six levers of approved quality including necessary screws etc. complete.				
5.1	Size 40 mm Make:Dorma,Hafele,Godrej	Nos	12.00		
6	Providing and fixing stainless steel soft closing spring hinges at 0 degree hinges (hydraulic type) of approved make/brand to cupboard shutters with full threaded steel screws including making necessary recess in board and finished etc. complete as per direction of Engineer-in-charge. Make:Dorma,Ozone,Godrej	Nos	112.00		
7	Dismantling aluminium/ Gypsum partitions, doors, windows, fixed glazing and false ceiling including disposal of unserviceable material and stacking of	sqm	29.16		

	serviceable material with in 50 meters lead as directed by Engineer-in-charge.				
8	Providing and fixing of factory-made uPVC glazed windows with 5mm thick glass, using uPVC multi-chambered frames, sashes, and mullions with a minimum wall thickness of 2.1 mm, reinforced with galvanized mild steel sections. Profiles to be of any shape, color, and design as per the Engineer-in-Charge's directions. The installation includes uPVC extruded glazing beads, interlocks, inline sash adaptors, EPDM gaskets, hardware, fasteners, plastic packers, plastic caps, and stainless steel screws. Profiles are to be sealed at all corners, with necessary drilling for hardware and water drainage. After installation, gaps between the frame and adjacent wall shall be filled with weatherproof silicone sealant over an approved backer rod, as per the Engineer-in-Charge's approval. Steel reinforcement and uPVC profile cross-section design are all as per the direction of the Engineer-in-Charge.				
8.1	Two track two panels sliding window Outer frame (60 mm & above) x (40 mm & above) & sash (40 mm & above) x (50 mm & above). Make: PlastOne/Eroline	sqm	29.16		
	Grand Total (Excluding GST)				

Note: Total Amount will be taken into consideration for arriving at L-1.

- **GST & Taxes will be paid extra as applicable.**
- **Site visit is compulsory**

Declaration: I/We hereby declare and affirm that I/We have read and understood the terms and conditions of the contract as stipulated in NIT.

Digital Signature