



**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY
DESIGN AND MANUFACTURING KANCHEEPURAM
Off Vandalur - Kelambakkam Road, Melakkottaiyur
Chennai - 600 127**

Tender No.: IIITDM/2024-25/ELECT/002; Dt: 03rd July 2024

**NOTICE INVITING TENDER
SITC OF HIGH VOLUME LOW SPEED FANS AT IIITDM,
KANCHEEPURAM**

**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY
DESIGN AND MANUFACTURING KANCHEEPURAM
Off Vandalur-Kelambakkam Road, Melakkottaiyur
Chennai-600 127**

NOTICE INVITING TENDER

Name of Work: Supply, Installation, Testing, and Commissioning of high volume low-speed fans for Arjuna sports complex at IITDM, Kancheepuram

Indian Institute of Information Technology, Design, and Manufacturing (IITD&M) Kancheepuram invites item rate tender in the sealed envelope under single bid with prequalification systems from the bidders who fulfill the eligibility as given below for providing High-Volume Low-Speed fans for Arjuna Sports Complex at IITDM campus.

Sl. No.	Particulars	Quantity Required*
1	Supply, Installation, Testing and Commissioning of 24 Feet sweep size (HVLS) high volume low-speed fans for Arjuna sports complex at IITDM, Kancheepuram	As per Annexure-III

The tender document can be downloaded from the website “<http://iitdm.ac.in>”. or collected from the Estate section, IITDM Kancheepuram.

Tender Notice No.	IITDM/2024-25/ELECT/002
Tender Document for	Supply, Installation, Testing, and Commissioning of 24 Feet sweep size (HVLS) High volume low-speed fans for Arjuna sports complex at IITDM, Kancheepuram
Earnest Money Deposit	Rs. 6,800/-
Estimated amount	Rs. 3,40,000/- (Excl. GST)
Date of Issue of Tender Documents	03 rd July 2024
Pre-Bid Meeting including SITE VISIT	08 th July 2024 at 11:00 hrs.
Last date and time of submission	12 th July 2024 at 11:00 hrs.
Date and time of opening of Tender	12 th July 2024 at 12:00 hrs.
Place of Submission	Ground Floor (Tender Box), Admin Building, IITDM Kancheepuram.

Please quote your rates for the mentioned service as per the tender terms and conditions. The TENDER details may be sent to the undersigned so as to reach by the due date. **Please ensure that the bid shall be in a sealed envelope super-scribing the Tender Notice No.** The Institute reserves the right to reject any or all including the lowest bids without assigning any reason whatsoever. The bidder has to accept all terms and conditions of the Institute given in overleaf and conditional offers will not be accepted.

General Terms and Conditions:

1. **The bids should be valid for 30 days** from the due date and this work should be carried out in a time bound manner and the entire work including providing, placing in position, installation, commissioning at the designated location in the address mentioned above of this Institute.
2. The rate shall be quoted in INR only.
3. No unsolicited correspondence will be entertained after the submission of the offer.
4. **Eligibility Criteria:** The bidder must meet the following criteria and submit proof for the same along with the tender document.
 - Valid Business License / GST / MSME / Company license
 - Should have executed at least two works of similar type for an amount of Rs. 1,70,000/- (Excl. GST) or more in a government / government-controlled autonomous Institute / Organizations on or after 01.01.2020. Proof (work completion certificate / photocopy of supply order / work order for each event) for the same must be attached.
 - The bidder shall have a registered office in and around Chennai and shall be within 50 km of the institute's radial distance for the ease of service and maintenance coordination.
 - After receipt of the bid, if required, a committee by IIITDM will visit the factory and inspect material to verify the quality and other measures. The bids of the bidders who have been recommended by the committee only shall be opened and all other bids will be returned. The decision of the committee shall be final and binding.
5. Bidders shall Deposit EMD through SBI E'Collect. The amount must be through online mode and it shall be received on or before the due date and time of bid submission and the payment proof of EMD shall be attached along with the technical bid.
6. 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"
 - 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.
7. For the unsuccessful bidders, EMD amount will be refunded within 30 days from the date of issue of work order.

8. The bidder shall enclose cancelled Cheque / Bank details to refund the EMD amount in case of unsuccessful bids.
9. EMD shall be forfeited if any tenderer withdraw their offer within the bid validity period.
10. Quantity mentioned in the technical compliance sheet may vary and payment will be made as per actual.
11. **Security Deposit (SD):** For the successful bidder, after the award of contract, the bidder shall deposit 10% of the contract value as a Security Deposit (SD) in the form of Bank Guarantee (BG) / Demand Draft (DD) / FDR in the favour of The Registrar, IIITDM, Kancheepuram, Payable at Chennai at any scheduled bank.
12. For the successful bidder, the SD will be released after the completion of defect liability period / warranty period. In the event of any damages to the Institute property / failure during the execution of the work/ in the time of defect liability period, the cost of repairs/service will be deducted from the security deposit.
13. **Contract agreement:** After award of the work order / Award of contract the bidder has to execute the contract agreement in Rs. 100/- non judicial stamp paper. This tender document and the work order is part and parcel of the contract agreement.
14. **Tender Envelope should contain:**
 - Profile of Firm / Agency (As per **Annexure – I**)
 - Bid Declaration Form (As per **Annexure – II**)
 - Schedule of items as per the **Annexure-III**.
 - List of enclosure as per **Annexure - IV**
 - EMD payment details
 - Company license / GST registration certificate
 - Past experience of at least two similar works in any government or government-controlled autonomous institution / Organizations. Proof (Photocopy of work completion certificate / work order) for the same must be attached.
15. The financial bid should include the rate and other charges like labor requirements for tools & tackles, fixing arrangements, scaffolding, lifting arrangements, manpower, transport arrangement, etc., with necessary other terms and conditions, if any.
16. **The bids duly sealed and super-scribed on the envelope with the name of the work, tender reference no., and due date should be addressed to the undersigned so as to reach on or before the due date stipulated above. The same may be dropped in a tender box placed on the Ground floor, Administration Building, IIITDM Kancheepuram.**
17. Quoting merely the lowest price does not confer any right to any bidder for award of work order. The Institute reserves the right to select any bid on the grounds of quality, offer of additional / special features, compatibility, etc.
18. The Institute also reserves the right to reject any bids with sub-standard products even if they are found to be lowest. All the materials must comply with Indian standard (IS).

19. Any delay in executing the work on the time and date mentioned above will lead to the total rejection of the work and no payment whatsoever shall be made towards the work.
20. No damage shall be made to any fittings, surfaces, paintings of the building and institute installations. If any made shall be restored by the bidder at their own cost.
21. The rate quoted should be net inclusive of all men, material, labor, transportation and installation of the items at the designated place.
22. Special concession in rates if any applicable for Educational Institution shall also be offered and indicated clearly.
23. The tenders will be opened by a Committee of the Officials of IIITDM Kancheepuram. The tenderer or their authorized representatives may attend at the time of opening of the tenders.
24. The Institute also reserves the right to increase or decrease the scope of work by any margin depending on the requirement. For any dispute, the Institute shall be the final authority and its decision shall be final and binding on both the parties. The Institute reserves all rights to accept or reject any or all tenders in part or full without assigning any reason thereof.
25. The institute also reserves the right to accept the TENDER in full or partially for some of the items quoted by deleting certain items without assigning any reason thereof.
26. Work shall be executed and completed as per the technical terms and conditions of this document as per the direction of Engineer in charge.
27. 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 performance of the works and shall provide all facilities in connection therewith.
28. 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.
29. Required materials brought by the contractor shall be stored only at places designated by the Engineer-in-Charge. Storage and safe custody of material shall be the sole responsibility of the contractor. The contractor shall ensure that no materials/ wastes/ equipment's are dumped at site. Proper cleaning and debris/waste removal should be done on daily basis.
30. No compensation shall be payable to the contractor for any damage caused by rains, lightening, wind, storm & any other natural calamities during the transportation/execution of work. He shall make good all such damages at his own cost and no claim on this account will be entertained.
31. In case the Contractor fails to complete the assigned work within specified Work Completion 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.
32. The payment shall be made as first and final bill on completion of the work satisfactorily. Any less usage of number of items, the rate will be reduced pro-rata and vice versa.

33. Payment of bills shall be made against supply & execution of the work, acceptance and after verification of the bill by the Institute after deduction of taxes and TDS as per applicable rules. The Final bill shall be submitted by the contractor after the satisfactory execution of work. Payment to be made only for the work actually done.
34. The Contractor shall take at his own cost, necessary insurance cover in respect of staff and other personnel to be employed or engaged by him in connection with the afore mentioned services personnel by services to be rendered.
35. If the due date of submission of tender / Tender opening is declared a holiday for the Institute, the due date for submission of tender / Tender opening will be extended to same time on next working day.
36. The Institute reserves the right to accept the offer in full or in parts or reject the offer summarily or partly without assigning any reasons.

MAIN TERMS, CONDITIONS & IMPORTANT INSTRUCTIONS

1. The complete work is to be executed as per directions of the Engineer in charge of IITDM.
2. The work shall be completed within **7 working days from the date of issue of work order / Award of contract.**
3. The contractor will be responsible for any damages caused to the existing fixtures, electric fittings, cables, structures, etc., in the course of execution. The contractor shall make good any such damages for which nothing extra is payable
4. Transportation of all items to site and back from site is total responsibility of the bidder / firm.
5. All material should be new / of standard quality and decent. Cleanliness of all items should be of high standard. **All necessary safety precautions, safety equipment PPE (Scaffolding, safety belt, suit, helmet, shoes etc.,) shall be taken care during work execution & operation at site by the bidder.**
6. Quantities, requirements and specifications given are approximate and may vary as per site conditions and few items may be deleted / added / modified, if needed.
7. Payment will be made as per actual work executed. The statutory taxes will be recovered from the bill as per norms (TDS)
8. Rate must be quoted on unit basis (including supply, transportation, labour, scaffolding, installation, testing and commissioning etc.) in the price schedule only and taxes (if any) should be clearly indicated.
9. The Agencies are requested to visit the proposed site on the day of PRE-BID MEETING for the better understanding of the work.
10. In case of any dispute, if arises decision of IITDM will be final and binding.

Sd/-
Registrar
IITDM Kancheepuram

Profile of Firm / Agency

S. No.	Description	
1.	Name of the Firm / Agency	
2.	Status of the Firm / Agency (With supporting Document)	Proprietary / Partnership / Limited / Joint Venture (Specify)
3.	Postal Address	
4.	Telephone / Mobile No's.	
5.	Email & website	
6.	Bid Submission & Self declaration Proforma: (Please enclose the annexure-II)	
7.	PAN No. (Attach proof)	
8.	GST & other Registration No. (Attach proof)	
9.	Particulars of Head of Organization and Directors / Partners of Organization with Names, PANs., completed address & phone No's	
10.	Should have executed at least two works of similar type for an amount of Rs. 1,70,000/- (Excl. GST) or more in a government / government-controlled autonomous Institute / Organizations on or after 01.01.2020. Proof (work completion certificate / photocopy of supply order / work order for each event) for the same must be attached.	(1) (2) (3)
11.	Other information, if any	

Authorized signatory with seal

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

Bid Declaration form

**To
The Registrar,
IIITDM Kancheepuram.**

I/We M/s. _____ (Name) bid for the
tender _____ (Tender No.) towards
_____ (Name of the item) declare
that if we withdraw or modify our bids either during the period of validity of bid or fail to execute
the contract on award the purchase order/contract, we understand and agree that our firm will be
debarred for the period of one year for further bidding of any tender of your institute. Further, we
agree that your institute is at liberty to intimate this debarment to all departments/ organizations
of government and governmental organizations.

Authorized signatory with seal

SCHEDULE OF ITEMS

S. No.	Description of item	Qty	Unit	Rate in Rs.	Total amount in Rs.
1	<p>i) SITC of 24 feet, 5 blade with hub of Permanent Magnet Synchronous Motor (PMSM) type, High Volume Low Speed (HVLS) fan and required Variable Frequency Drive (VFD) along with minimum 1.5m fan mounting rod, base and necessary fasteners to fix the in the existing structure and supply & fixing of Metal Guy wire - safety ropes and bolt nut accessories. The product shall also include Tension wire, Top safety ring to grip all the blades.</p> <p>ii) A dedicated PVC /Metal box with lock and key arrangement for VFD control unit and a suitable length power cable of IS marked and reputed make shall be laid from the VFD to the fan & Main DB to VFD, and all necessary fixing accessories like pvc conduit pipe/capping & casing, including Scaffolding arrangements etc., as required to complete the job.</p> <p>Desired Product Specifications: Motor: PMSM Diameter (Feet): 24 (7.3m) No. of Blades: 5 Fan Power (W): 1100 (Max) Air Volume (CMH): 10,05,000 (Min) Maximum Speed (RPM): 0 – 55 RPM Fan Weight (Kg): 100 (Max) Noise (dB): <39, Blade: Aerofoil Blade magnalium (NABL Certified),MOC: Magnesium 6063 T6, Winglet: ABS Winglet Colour: Silver (Shall match with the existing HVLS fan colour available at the institute) Certification: CE / UL/ ISO/ OHSAS/ NABL Warranty – 2 years from the date of Commissioning.</p>	No's	2		
Total Amount in Rs. (Excluding GST)					

Note:

1. The rate shall be exclusive of GST.
2. The quoted rate shall include transportation, men, materials, machinery, scaffolding, and equipment. Nothing extra shall be payable under any account over and above the rate quoted.

Authorized signatory with seal

LIST OF ENCLOSURES

Sl. No	Description	Compliance Yes/No/N.A.	Remarks
1.	Profile of Firm / Agency		
2.	Bid Declaration form		
3.	Schedule of items for convocation		
4.	EMD payment details		
5.	GST Number registration certificate		
6.	Past experience of at least two similar work for an amount of Rs. 1,70,000/- (Excl. GST) in any government or government autonomous institution / Organizations on or after 01.01.2020. Proof (Photo copy of work completion certificate / work order) for the same must be attached.		
Please Enclose Relevant Documents Only.			

Authorized signatory with seal