



# NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

Ravangla Campus

Barfung Block, Ravangla Sub Division, South Sikkim-737139

Tender No: 423/nits/utenstils/mess/2017-18/admin\_\_\_

Date: December 08, 2017

## **Sub: Notice Inviting tender for supply of Utensil at NIT Sikkim, Ravangla Campus, South Sikkim from reputed and registered stainless steel product / Utensil Dealer**

Sl No	Details	
1	Tender Floating Date	December 08, 2017
2	Tender receive Closing Date	December 31, 2017 (05:00 pm)
3	Tender Opening Date	To be notified to bidders after closing of tender by email.
4	Tender and EMD Fees type	Demand Drafts in favour of "The Director, NIT SIKKIM" payable at State Bank of India, Ravangla Branch (IFSC SBIN0007218)
5	Tender Fees	Nil
6	EMD for all items (non-interest bearing)	₹ 8,000/-
7	Tender document to be send to	Dean In Charge (Student Affairs) National Institute of Technology Sikkim Barfung Block, Ravangla Sub-division South Sikkim, Sikkim PIN 737 139, INDIA
8	For any Clarification	<i>e-mail:- fisa.nitsikkim@gmail.com</i>

Authorized stainless steel product / utensil dealers/manufacturers are invited to submit their bids on the basis of the following details.

Technical & financial bids must be submitted in separate sealed envelope. **Bidder must send Eligibility criteria supporting documents with the Technical Bid and Financial bid in separate two sealed envelope and both envelope put in another sealed envelope.** Other terms & Conditions, eligibility criteria remain as below. All Utensil will be used in NIT Sikkim for hostel mess purpose only. It is mandatory to write email ID of bidder on the envelope for any communication.

**Please note that for any query you please write through email to given email ID. Any kind of phone call or personal visit will not be entertained. If any kind of such activities are observed their tender will be terminated without assigning any reason.**
















## General Technical Specification:

1. Specifications of all material to be used should be in compliance to relevant codes of Bureau of Indian Standards (BIS).
2. ISI marked material shall be used wherever applicable.
3. For standard makes or variety of materials the samples shall be got approved from concerned committee of NIT Sikkim in advance before delivery.
4. **STAINLESS STEEL:** Where stainless steel is specified, it shall be what is known to the trade as austenitic 18swg Type 304 (food grade) hair line finish. Stainless steel shall be free from scale and all surfaces shall be polished at a No.4 commercial finish.
5. **WELDING:** All welding shall be done by the electric fusion, metal method. Carbonic or gas welding will not be permitted. All welding shall be done in a thorough manner, with welding rod of same composition as sheets or parts welded. Welds shall be complete welds, strong and ductile, with excess metal ground off and joints finished smooth to match adjoining surfaces.
6. **HANDLES, BRACKETS, LOCKING DEVICES AND HARDWARE:** Wherever equipment is provided with handles, knobs, hinges, brackets and locks or other miscellaneous hardware, all shall be of either heavy Satin Finish Chrome Plated Brass or Stainless Steel.
7. **GRINDING, POLISHING AND FINISHING**  
All welded exposed joints shall be suitably ground flush with adjoining material & neatly finished to harmonize therewith. All ground surfaces shall then be polished (Satin finish No.4) and buffed to match adjoining surface, consistent with good workmanship.
8. **MATERIAL AND WORKMANSHIP**  
All materials, equipment etc. shall be new and of kinds specified and shall be in undamaged conditions when handed over to owner. All workmanship shall be of best quality by craftsmen skilled in their respective trades. Appliances shall be of rigid construction, free from objectionable vibrations and quiet in operation.



## General Technical Specification of Utensil for Mess purpose)
















Sl no	Name of Items	Specification	Quantity	Sample photo
1	Dabbu Big Size Handle	200ml with Wooden handle	10	
2	Dabbu Small Size Handle	127 ml With Wooden handle	10	
3	Kadhai (Iron ) Big Size	Diameter of Kadhai 24 Inches. 25 Kg	5	
4	Kadhai (iron) Small Size	SS Diameter of Kadhai 20 Inches. 20Kg	4	
5	Khunti Big (Iron)	Length 72 Inches. Thickness 2 Inches	1	
6	Stainless Steel Plate(Lunch & Dinner)	11 inch (dia)/16 gauge(Thickness)/4 divided parts(SS)	400	
7	Single Burner Oven	Stainless (rust resistance).Length 2 Fit. High Quality Brass Burner. Commercial Single Burner gas stove. The Fine Finish and fuel efficient. Safety Feature and easy operation of the burner. Inbuilt feature of being washable, easy to clean without any sharp edges at the bottom.	7	
8	Pressure Cooker 20 Ltr (ISI/ISO Mark, preferred Prestige/ Hawkins/ United) with 2 yrs warranty	20 Ltr	7	
9	Spoon	Thickness Min 12 Gauge	500	
10	Hot Pot Big Size(ISI/ISO Mark)	20 ltr(SS).Robust Construction .Flawless Finish. Corrosion Proof. In 20 ltr Capacity	8	
11	Grinder (Mixture Grinder) (ISI/ISO Mark, bajaj/ usha/ philips) with 2 yrs warranty	750 Watts of power, 240 Volt of voltage. Three jars of three different sizes. Compact and Sleek.	4	
12	Water Boiler Can(Drinking Water)	35 Ltr (SS)	4	
13	Knife Big	Big Size	20	



# NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

Ravangla Campus

Barfung Block, Ravangla Sub Division, South Sikkim-737139








14	Knife Small	Small Size	20	
15	Plastic Tray for Plate Keeping	600(L)×400 (B)×275	5	
16	Rice Cooker 20 Ltr Capacity (ISO/ISI marked, preferred prestige/ sunflame /Panasonic) with 2 yrs warranty	20 Ltr Capacity	9	
17	Serving Dish with Top Cover	RVS GN 1/1 65 (SS)	10	
18	Small Dekchi (Aluminium)	Diameter 24 Inches.	8	
19	Peeler (Hand Peeler)	Vegetable Peeler made of Fibre.	24	
20	Tea Net	8.5 Cm	10	
21	Chopping Board	12 Inches *18Inches. Made of Fibre	12	
22	Storage Drum 100 ltr (Steel)	100 Ltr SS	7	
23	Stainless Steel Jug	Height- 9 inch,width-7.25 dia-4.5 inch /weight 500 gram	30	
24	Stainless Bucket	18 LTR (SS)	16	
25	Steel Glass	7 Cm	300	
26	Serving Food Set (with Top Cover)	RVS GN 1/1 65 (SS)	10	
27	Momo Maker Big Size	27.5 × 27.5 × 22.5 Cm. (Atleast 60 Pcs in Row)	1	
28	Bowl Steel	Small Size Stainless (Dia 10 Cm. Height 4.75 Cm. Weight 100 Gms.)	90	



# NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

Ravangla Campus

Barfung Block, Ravangla Sub Division, South Sikkim-737139

29	Plate Rack Minimum 100 Pcs Plate Stay	SS (As per Specification No 6.)	3	
30	Vegetable Rack(Stainless Steel)	35×24×72 inch (SS)	1	
31	Commercial Aluminium Idli Steamer 108 Idlis	108 Pieces (Aluminium)	2	
32	Handi Aluminium Handi With Lid	40 Ltr (Aluminium) No 36 & 40	3	
33	Parath	SS 1.5 ft Radius	7	
34	Handi Small Size(Aluminium Handi With Lid)	20 Ltr	4	
35	Steel Bowl	5 Ltr-8 Ltr (SS)	10	

## Technical Bid

### Eligibility Criteria:

1. **Tender no, Subject, due date contact details (email ID, mobile no) on each envelop.**
2. Tender received as sealed envelope on or before due date.
3. Separate Eligibility criteria supporting documents, Technical and Financial Bid
4. EMD in form of Demand Draft in favor of Director NIT Sikkim.
5. **The copy of valid (a) Firm registration certificate (b) Trade License (should be valid for financial year 2017-18) (c) GST Registration Certificate; (d) PAN of the Firm (in case of Proprietary firms, PAN of the sole owner); (e) ISI certificates (for material) issued by the Bureau of Indian Standards for utensil/ stainless steel product certificate; (f) Copy of Membership certificates of recognized organizations / associations of utensil manufacturers. For documents (a), (b) and (c) documents must be in stainless steel product/ utensil manufacturer business. Documents showing other business will not be accepted and the technical bid will be rejected.**
6. Quotation according to Tender specification.
7. Warranty declaration of minimum SIX (06) months for utensils from date of delivery and installation with service for electronic equipment **as mentioned in technical specification.**
8. **Certificate of authorized dealer/supplier/manufacturer for quoted utensil and electronic equipments.**
9. Technical Bid must be reported with detailed drawing details with dimension, specification, photos and manufacture catalogue of the required items. **Mere declaration of complying with specification will not be accepted. Specification must be sustained in catalogues.**
10. Clearly mention of differences if specification differ from NIT Sikkim's specification.
11. Winning bidder must furnish a declaration with bid for delivery of the **items within 30 days** from date of confirmation of the Order. If, the bidder fails to deliver the product, Liquidity damage will be levied as per terms stated below.
12. **Declaration with authorized signature regarding willingness of providing of PBG/Performance security and Liquidity damage.**
13. Signature and seal on each tender document pages by authorized person of the bidder.



# NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

Ravangla Campus

Barfung Block, Ravangla Sub Division, South Sikkim-737139

14. **The vendor should be an authorized and established supplier with track record of 2 years of supply of utensil to central/state Govt. body or autonomous Institutes.**

## Other Terms and conditions

1. Any manufacturer, authorized dealer can participate in bid provided the specialization /dealing with Utensil stainless steel product.
2. **Components must be ISI certified and clearly mentioned supporting documents must be attached.**
3. **Approval of goods:** Financial bid or even order may be cancelled or delivered items may be not be accepted fully or partially at any time if found that item specification differ from NIT Sikkim's mentioned specification and differences / departures not yet informed to NIT Sikkim with Technical Bid. If found differences after payment then PBG value may be forfeited and will not refunded to bidder.
4. If technical specification differ then bidder must inform as separate document to NIT Sikkim with technical bid. This document can not include/merged with technical specification.
5. **Validity:** Bids shall remain valid for 180 days from date of the Tender closing Date.
6. **Counter Conditional tenders strictly not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Conditions mentioned in the tender bids submitted by vendors will not be binding on NIT SIKKIM. If bidder have any condition, then request not to submit bid.
7. **F.O.R. NIT Sikkim:** The quoted price must include the transportation and installation up to NIT Sikkim Ravangla campus and successful bidders have to supply Freight on Receipt (FOR) basis at NIT Sikkim.
8. **Delivery Period:** Delivery period for all items must be made **within 30 working days** after issuing of Purchase order. Otherwise, Liquidity damage will be levied.
9. Applicability of GST as notified by Govt. of India shall apply and the vendor must provide valid GST registration certificate/document.
10. Quotations may either be in (a) letter head or (b) as annexure on white page but duly stamped by the authorized signatory along with a forwarding letter on letter head.
11. Only invoices with serial numbers and printed with GSTIN no will be accepted.
12. Payment shall be made only after the delivery and installation of the goods & supplies against the Purchase Order from time to time.
13. Responsibility of ensuring quality and specification lies with the supply firm. The firm must get the sample utensil approved by the committee and then supply the Utensil as applicable.
14. **Clarifications:** For any clarification you may please contact [fisa.nitsikkim@gmail.com](mailto:fisa.nitsikkim@gmail.com)
15. **Payment condition:** 100% payment after delivery and successfully delivery followed by installation if necessary. If PBG is not received from supplier then 10% of PO value shall be deducted from the bill and kept as security deposit.
16. Packing, forwarding and transportation charges should be inclusive in the price. For any damage/loss during the transit, supplier will be solely responsible and damaged utensil must be replaced by supplier at their own cost.
17. **Performance Bank Guarantee (PBG):** Noninterest bearing @10% of the value of PO to be submitted to NIT Sikkim by the supplier along with delivery of material and invoice within 15 days from delivery as PBG. If failed, equivalent amount will be deducted from PO value and after deduction balanced will be paid to supplier. Validity of PBG will be up to 60 days after expiry of warranty period.
18. **Liquidity damage:** In case of failure in supply and installation within the specified period or parts of material, liquidity damage shall be charge at the rate of 2% per month.
19. If supplier fail to deliver the items on time, NIT Sikkim may cancel full order or part of the order and EMD value may be forfeited. NIT Sikkim may purchase desired items from other bidder as per its decision.
20. **Warranty/Guarantee & On-site skill support:** Six months onsite comprehensive original manufacturer warranty from the date of successful installation and commissioning. The Authorized Distributors and Dealers must attach certificate about their after sales and service facilities, escalation support for on-call on-site service or station technician etc for electronic equipment as mentioned in technical specification.
21. **Service:** Response to ensure quality of services, the deputed technician from the Vendor shall have a minimum of 2 years of experience in the relevant field.



# NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

Ravangla Campus

Barfung Block, Ravangla Sub Division, South Sikkim-737139

22. **Acceptance of Tender:** The Authority of NIT Sikkim does not bind itself to accept the lowest priced bid and reserves the right to reject any or the entire tender bids received without assigning any reason thereof.
23. **Extra Features:** If the bidder provides any other extra features on the material/specification which are not mentioned in the tender product specifications, then that shall be highlighted in clear terms, with documentary evidence/literature.
24. The Institute does not bind itself to offer any explanation to those bidders whose technical bids have not been found acceptable by the Technical Evaluation Committee of the Institute.
25. Signed copy of the tender document, with company seal, agreeing to the terms & conditions and declaration.
26. **Opening of Price Bids:** The Price Bid(s) of only those vendor(s) will be considered who are found technically qualified.
27. Tenderer or his/her authorized representative (with proper authorization letter for attending opening of technical bids and also for opening of price bids) may choose to be present at the time of opening of Technical Bids/Price Bids.
28. The Director of NIT Sikkim may accept or reject any or all the bids in part or in full without assigning any reason and does not bind himself to accept the lowest bid. The Institute at its discretion, may change the quantity/upgrade the criteria/drop any item or part thereof at any time before placing the Purchase Order.
29. A bid submitted with false information will not only be rejected but also the vendor will be debarred from participation in future tendering process of NIT Sikkim.
30. The Vendors need to submit a certificate with the technical bids that they are not currently debarred or blacklisted in NIT Sikkim for any supplies, products or services, or at present in any national organization or educational institute/university.
31. In case of any dispute, the decision of the Director of this Institute shall be final and binding on the bidders.
32. In case the due date for opening tender happens to be a holiday, the same will be opened on the next working day. The timings will however remain unchanged.
33. **Credential of supply of similar utensil or related stainless steel product in last two years to central Govt. / autonomous body must be enclosed. Preferably credential for items supplied to canteen/mess of educational Institute like IITs/NITs/IISERs/ nationally reputed research Institute shall be enclosed. Bids of suppliers without credential may not be considered. Copies of POs/documents supporting suppliers shall be given. Value of single orders in a year must be considerable amount.**
34. The drawing / photo, specification etc. are provided with this tender document. The bidder have to read and understand carefully and in case of any doubt/suggestion have to contact undersigned through email only for clarification.

We look forward to receiving your rate quotations and thank you for your interest.

With approval of the competent authority, issued by

**Dean In-Charge (Student Affairs)**

**National Institute of Technology Sikkim**

**Ravangla, South Sikkim- 737139**

**Email: fisa.nitsikkim@gmail.com**



# NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

Ravangla Campus

Barfung Block, Ravangla Sub Division, South Sikkim-737139

## Format for submission of Technical Bid

To be submitted by bidder

### Format for Profile of the bidder

Sl No.	Particulars	Please Fill-in	Reference No/ remarks if any
01.	Name of the Firm		
02.	Address		
03.	Name of the contact person: Designation: Address Mobile no.: E-mail ID:		
04.	Month and Year of Establishment of Firm*		
05.	Whether the firm is Proprietary / Partnership Firm / Private Ltd. / Public Ltd. / Others.		
06.	Name(s) and addresses of Proprietor / Partners / Directors		
07.	Number of years of experience in this field*		
08.	Annual Turnover during last three years 2016 – 17: 2015 – 16: 2014 – 15:		
09.	Registration Number of the Firm*		
10.	PAN number of the firm or Proprietor*		
11.	Trade License (should be valid for financial year 2017-18) for stainless steel product/ Utensil related business		
12.	GST registration no		
13.	Other desired documents as mentioned in pt 7 of technical		

**\*All fields are mandatory to fill with the copy of duly signed.**

### Detail of Demand Draft submitted for EMD and tender fees:

Sl. No.	DD no	Date	Amount	Submitted for	In favour of





**Technical Specification in details for Utensil (Mere declaration of complying with specification will not be accepted.):**

Sl. No.	Name of items	Specification	Qty	Photo / Drawing of the Stainless Steel utensil must provide by bidder
1-35	Name of utensils	It is mandatory to mention the details of the specification with design. "As per specification "will not be considered.	As desired in tender document	

Signed by

(Name)

Authorised Signatory of M/s ..... (Bidder)

Official Stamp

Date and Place



# NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

Ravangla Campus

Barfung Block, Ravangla Sub Division, South Sikkim-737139

## **Financial Bid (will be considered for technically qualified bidder)**

### **To be submitted by bidder**

Sl. No.	Name of items	Unit Price (₹)	GST (@ %)	Unit price including tax	Qty	Total Price (₹)	Grand Total F.O.R NIT Sikkim (₹) inclusive all taxes #

# quoted price should be inclusive all charges (taxes, transportation charges). NO extra charges will be paid.

## **Proforma for Direct Payment/Transfer to Bank Account by NIT Sikkim**

### **To be submitted by bidder**

Sl. No.	Particulars	Information
1	Firm (Beneficiary) Name	
2	Please enclose a cancelled cheque and copy of PAN card. Cancelled cheque & PAN card is to be submitted only once	
3	Complete Bank Account No. of the Firm [beneficiary]. [in case of change in bank account vendor should write to Account Office]	
4	Bank Name	
5	Bank Address	
6	IFSC Code no	
7	Mobile no (for SMS)	
8	Email ID (for information)	

We undertake that all information provided above is correct and NIT Sikkim will not be responsible in case of any error on the part of firm.

Note: This Proforma shall be enclosed with price bid

**[Seal and Signature of the firm]**



**Undertaking form to be submitted with the technical part**

**To**

**The Director**

**NIT Sikkim**

**Sub.:** Undertaking for *Tender No: 423/nits/utensils/mess/2017-18/admin* \_\_\_ date *December 08, 2017*

Dear Sir,

This is to undertake that I / We, owner(s) of M/s ....., of (name of city) have read the above mentioned Tender document and have fully understood the points and their implications. We undertake that if I / We am / were given the contract, I / We will abide by all the terms and conditions of the Tender in letter and spirit.

Signed by

(Name)

Authorized Signatory of M/s ..... (Bidder)

Official Stamp

Date:

Place: