# NORTH EASTERN REGIONAL INSTITUTE OF SCIENCE & TECHNOLOGY
# (DEEMED UNIVERSITY)
## NIRJULI :: ITANAGAR ::ARUNACHAL PRADESH

**OPEN TENDER NOTICE NO. PUR/304/SUN/2022-23 Dated. 18/03/2023**

| | | |
|---|---|---|
| THE LAST DATE OF RECEIPT OF TENDER | : | **24/03/2023 up to 4.00PM** |
| DATE OF OPENING OF TENDER | : | **24/03/2023 at 05.00 PM** |

**NORTH EASTERN REGIONAL INSTITUTE OF SCIENCE AND TECHNOLOGY**
**NIRJULI :: ARUNACHAL PRADESH**
**(Under the Ministry of Human Resource Development, Govt. of India)**
**(Deemed to be University u/s 3 of UGC Act. 1956)**
**Telephone No. (0360) 2257401-11 (Extn. No.6374/6010),**
**FAX – (0360) 2258533/2257872**

**TENDER NOTIFICATION NO. PUR/304/SUN/2022-23**
**Dated. 18/03/2023**

**Sealed tenders are invited from reputed manufacturers/authorized dealers/ suppliers for purchase of various items of SUN Office/Gymkhana. The details of tender can be downloaded from our website : www.nerist.ac.in. Tender fee (non- refundable) of ₹1,500/-. The last date of receiving tender is 24/03/2023 upto 04.00PM and the date of opening of tender is 24/03/2023 at 05.00 PM. The Director, NERIST reserves the right to accept or reject any tender partly or fully without assigning any reasons whatsoever.**

**Section Officer (S&P)**

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**TERMS AND CONDITIONS :**

1. A) Rate : The rate which should be quoted both in figure & words.

   B) GST : Rate inclusive of GST will not be preferred. GST to be shown separately.

2. A) Consignee : All stores are required to be consigned to the Director, North Eastern Regional Institute of Science & Technology, Itanagar, Nirjuli, Arunachal Pradesh – 791109.

   B) Mode of dispatch : The consignment is required to be dispatched by Road Transport or delivered at this Institute under supplier's own arrangement free of additional charges. All offers of delivery should be made ex-stock and clear note should be inserted in case of damage or loss in transit, if any will be borne by the supplier.

   C) Dispatch of Document: The consignment note along with the quadruplicate of copy of relevant bill and two copies of priced challan should dispatch to the Director, NERIST, Nirjuli (Itanagar), Arunachal Pradesh – 791 109 immediately on completion of dispatch of consignment. If these documents do not reach the said office in time all wharf age/demurrage incurred, if any will be recoverable from the suppliers.

3. Delivery : The stores are required to be delivered/dispatched within ten (10) days from the date of receipt of the supply order/or as per mutual agreement, suppliers are requested to take care that all the items mentioned above are to be supplied in full set basis and the items are required to be installed in the Hostels. User manuals are also to be provided along with the items supplied.

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4. Quality Specification : As per the specification mentioned in requirement. The Director reserves the right to reject such stores as are found unacceptable on these grounds.

5. Liquidated damages : If a firm accepts the order and fails to execute the order in full or part as per terms and conditions stipulated therein, it will be open to the Competent Authority to recover liquidated damaged from the firm at the rate of 1% per month or the part thereof, subject to a maximum of 5% of the value of the undelivered stores. It will also be open to the Competent Authority, alternatively to arrange procurement of the required stores from any source, at the risk and expense of the firm that has accepted the order and failed to execute the order according in stipulations agreed upon. This will also entail removal of the defaulters name from the approved/registered list of suppliers.

6. A) Submission of quotation: Quotation should be submitted to the Section Officer(S&P), NERIST, Itanagar, Nirjuli, Arunachal Pradesh – 791109 in double sealed cover. The Inner cover should bear tender enquiry/Notice Number and date. If no counter offer is made in quotation, it will be taken for granted that the offer is strictly in accordance with the specification, terms and conditions as laid down in the tender notice. Acceptance of quotation will accordingly constitute a concluded contract on said basis.

7. Validity (Firmness): The rate should be valid for six month from the date of opening of tender. No representation for enhancement of price once accepted will be considered during the contract.

8. Opening of Quotation: (a) Every quotation will be opened on the date and time as fixed in presence of a duly constituted committee of the Institute. A firm may depute its accredited representative to witness the opening, if it so desires.

(b) In the event of the specified date for the opening of Tender is declared a holiday or due to any circumstances, if the Tenders could not be opened on the specified date by the NERIST, the Tenders will be opened at the appointed time and location on the next working date.

9. GST clearance : The tender should be accompanied by up to date GST Return certificate.

10. Quantity of Stores : The approximate quantities of item proposed to be purchased as mentioned in the list are liable to be increased or decreased at the time of placement of purchase order.

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| 11. Mode of payment : | Payment will be made through PFMS process only normally within 45 days from the receipt of the bill (on full satisfactory supply of ordered stores as required as per terms and conditions). The Institute will not bear any other incidental charges. No advance payment will be made to any selected firm as per Institute norm. |
| 12. Special discount/rebate: | Special discount/rebate admissible to Educational Institute of National importance may be specifically indicated in the quotation. |
| 13. Rejection of offer : | Tenders not conforming to the terms and conditions and procedure so out lined are liable to be rejected summarily. |
| 14. Special condition : | Special condition, if any, printed on the quotation sheets of the tenders or condition attached with the tender will not be applicable to the contract unless these are expressly accepted in writing by the Director. |
| 15. Discretionary power : | The Director, NERIST reserves the right to accept or reject any or all tenders without assigning any reason there of and also to modify in exceptional case any of the stipulated terms and conditions on merit on genuine and justifying grounds if it is in the larger interest of the Institute. The final acceptance of the tenders rests entirely with the Director who does not bind himself to accept the lowest tender. Selection will be made by the committee purely on the basis of quality of branded products. |
| 16. Tender fee: | Tender fee of Rs.1,500.00 (Rupees one thousand five hundred) only (non refundable in the form of Demand Draft in favour of Director, NERIST, Payable at SBI, NERIST Branch must be sent along with tenders. |
| 17. Receipt of the tender: | The last date of receiving tender is 24/03/2023 upto 04.00PM. |
| 18. Price: | Abnormal price OR price higher than prevailing Market Rate will not be accepted. Bidders are requested to mention the MRP of all branded products. |
| 19. ISI Marks: | The tenders shall specify whether the articles offered bear bureau of Indian standard certification mark or not. In such cases they shall produce copies of certification mark along with their tender in support of it. Also specific make and model No. of the equipment is to be mentioned. |
| 20. Guarantee/Warranty: | The stores should be covered by warranty of quality/warranty of performance and manufactures defect for a minimum period of twelve months from the date of satisfactory installation as the case may be |

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21. Post Sale Service: Post sale service is mandatory during warranty/Guarantee period.

22. The following updated documents should also accompany with the tenders:

- Trade Licence
- Income Tax clearance certificate
- GST Registration certificate
- Up to date GST return Certificate.
- Authorization / Dealership Certificate. The Dealership certificate will be cross verified. If found faulty, the firm will be liable to be black listed by the Institute.
- Manufacturer / Proprietary Certificate.
- Interested bidders are requested to provide the sample of Conference Chair and drawing & design of Conference Table at the time submission of the tender.

Sd/-
Section Officer **(S&P)**
NERIST :: NIRJULI
ARUNACHAL PRADESH

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List of items

| Sl. No. | Particulars | Quantity |
|---|---|---|
| 1. | Conference Chair (Make: Elentra, Model:EL121 OR Equivalent) | 130 Nos. |
| 2. | Exhaust Fan (300mm) Make: Crompton / Havells OR Equivalent | 10 Nos. |
| 3. | Conference Table – 35 Seater (Any reputed brand) | 01 No. |
| 4. | Almirah (4 shelves) big<br>Make: Modi/Alder OR Equivalent | 04 Nos. |
| 5. | Desktop PC (i5, 8GB RAM, 512 SSD, Windows 11, 19.5" LED Monitor, Wired Key Board and Mouse)<br>Make: HP/Dell/Lenovo OR Equivalent | 02 Pcs. |
| 6. | Laserjet Printer, Make: Canon, Model: LBP 6030 | 02 Nos. |
| 7. | Projector, Make: Benq, Model: MX550 | 01 No. |
| 8. | Projector Screen | 01 No. |
| 9. | UPS – 600 VA, Make: APC | 02 Nos. |
| 10. | Water Cooler Stainless steel, Make: Blue Star, Model: SDLX80120, Capacity -120 Ltr. | 01 No. |
| 11. | Dr. Aquaguard Classic and Compect<br>Make: EUREKA FORBES | 01 No. |
| 12. | Portable audio system<br>Make: Frontech, Model: SW0099 | 01 No. |