

NATIONAL INSTITUTE OF TECHNOLOGY SILCHAR-788010

No: NITS/PS-438/ HC/Medicine/16

Date: 21.10.2016



NOTICE INVITING TENDER

FOR SUPPLY OF MEDICINE AT NIT SILCHAR

LAST DATE & TIME OF SUBMISSION	:	07.11.2016 up-to 01.00PM
DATE & TIME OF OPENING	:	07.11.2016 at 03.30PM



**NATIONAL INSTITUTE OF TECHNOLOGY
SILCHAR - 788 010**

Tel.No. Director: (03842) 224879

Fax: (03842) 224797

NOTICE INVITING TENDER

Sealed Tender/Quotations are invited from reputed Firms/Agencies/Manufacturer /Authorized Dealer **FOR SUPPLY OF MEDICINE AT NIT, SILCHAR** along with Earnest Money Deposit (EMD) @2% of the total bid value in the form of Demand Draft in favour of "The Director, NIT, Silchar". Payable at NIT silchar. No Interest shall be paid on EMD.

Detail list of Medicine is given in (Annexure – A).

Tender documents can be obtained from Purchase Section, NIT Silchar or may be downloaded from our website www.nits.ac.in or <http://tenders.gov.in> .The cost of tender document is **Rs. 5,00.00** (non-refundable) to be submitted through cash or DD in favour of The Director, NIT, Silchar. Payable at NIT Silchar. The last date for submission of Tender documents will be **07.11.2016** up-to **01.00** PM and tender will be opened on the same date at **03.30** PM in Office of the SMO, Health Centre, NIT SILCHAR

The offers without Cost of Tender & Earnest Money Deposit (EMD) shall be outright rejected. Director, NIT Silchar reserves the right to extend the date, or cancel the tender, accept or reject any/all quotations or not to purchase all or any of the items.

Quotations are to be sent/submitted in sealed covers addressed to:-

The Purchase Officer
National Institute of Technology, Silchar
788 010 (Assam)


REGISTRAR, NIT SILCHAR



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Credential Criteria:

- The bidder should have provided similar nature of services to IITs/NITs/Govt. Departments/Semi Govt. Departments/PSU/Educational Institutions of National Importance etc. during last three years. Duly certified copies are to be enclosed.
- Quotations are to be submitted in properly sealed covers. Also, the address of the firm submitting the quotation must appear distinctly on sealed covers and super scribed as

- "QUOTATION FOR SUPPLY OFAT NIT SILCHAR.
- VIDE TENDER REF NO NITS/PS-....., DATED.....
- DATE OF OPENING

[The bid may be summarily rejected & returned to the bidder if the sealed envelope containing the quotation is not super scribed as above].

- **Genuine Pricing** :Vendor is to ensure that quoted price is not more than the price offered to any other customer in India to whom this particular item has been sold, particularly to IIT/Institutes and other Government Organization. Copy of the latest price list for the quoted item, applicable in India, must be enclosed with your offer.
- **Mode of delivery** : **Delivery should be made within 15 days of receipt of order..**
- **Termination for default** : Default is said to have occurred -
- If the supplier fails to deliver any or all of the ordered items within the time period(s) specified in the purchase order or any extension thereof granted by NIT Silchar, the Institute may terminate the contract / purchase order in whole or in part and forfeit the EMD/PBG as applicable.

TERMS & CONDITIONS:

1. The bidding agency should be reputed firm and having all necessary certificates, viz. VAT registration certificate, PAN, Sale Tax Clearance Certificate, Authorized Dealership/Distributorship certificate, etc. The photocopies of all the certificates should be attached with the tender.
2. The items being quoted should be of Original Manufacturer and no non-standard/non-genuine item should be quoted. The bidder must submit the Compliance Statement and Deviation Statement of technical specification/composition.
3. **The rate quoted must be both in words and figures and F.O.R. / Destination National Institute of Technology, Silchar inclusive of packing, forwarding etc. and any other charges.** Educational discount, if any should be indicated clearly. Tenderer(s) may note that the Government of India exempts this Institute from paying custom duty/excise duty on selected items. Necessary documents will be furnished if required on demand by the Tenderer(s). **Rate quoted for any other destination shall not be accepted.**
4. Assam Sales Tax must be quoted as extra in the tender, wherever applicable.
5. Payment shall be made only after receipt of the materials/articles/items in good condition as per specifications/composition by the department.
6. Tenderer(s) registered with the State/Central Government must quote his registration numbers, if any, and submit a Xerox copy of registration along with the tender.

7. Expiry period offered for the tendered item is to be clearly specified. The expiry period of each item must be 1 year from the date of supply.
8. The rates to be quoted by the agency should be valid for a period of six months from the date of placement of order.
9. The quantity against each item mentioned in the tender may vary according to the actual requirements at the time of placing Purchase Order.
10. It is not binding for the bidding agency to quote for all the items.
11. **Each bidder should clearly specify that the bidder agrees to abide by the conditions of this tender document on their printed letter head duly sealed & signed by an authorized person.**

12. **Bid Price**

- a) The contract shall be for the full quantity as described above. Corrections, if, shall be made by crossing out, initialing dating and rewriting.
- b) **The bidder should quote the total price for each item inclusive of packing and forwarding, any other charges, etc. Only taxes & (discount if any) should be mentioned separately.**
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

13. All necessary documents shall be furnished along with the bid.

14. **Validity of Tenders/Quotations:** Tenders/Quotations shall remain valid for a period not less than 6(six) months after the deadline date specified for submission of tender. Quantity as mentioned is variable. May increase or decrease as per the requirement of the institution. Further the validity may be extended for a further period of 6(six) month with the consent of both the parties i.e. the NITS & the concerned firm.

15. **Packing**

- a) The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.
- b) The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract including additional requirements.

16. **Evaluation of Quotations :**

NIT Silchar will evaluate and compare the quotations determined to be substantially responsive i.e. which

- a) are properly signed
- b) conform to the terms and conditions, and specifications.

17. **Award of contract:**

NIT Silchar will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

- a) The bidder whose bid is accepted will be notified of the award of contract by the NIT Silchar prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
- 21 Acknowledgement of the Purchase Order:** The supplier shall give an acknowledgement of the Purchase Order within 15 days of the date of the Purchase Order. In case, the supplier fails to acknowledge the Purchase Order within the stipulated time, the Institute is at liberty to cancel the Purchase Order.
22. No alternations in tender forms shall be made by the bidder and if any such alteration is made, the tender is liable to be rejected.
23. The tenders submitted shall clearly mention the name of the firm/person in whose favour the purchase order is to be placed.
24. National Institute of Technology Silchar is not liable for non-receipt of the tender forms in time due to wrong address/ any delivery delay of the mail service provider/ force majeure. Tender documents received after the last date and time for receiving tenders will be summarily rejected.
25. All legal disputes shall be under the jurisdiction of the Silchar Courts of Cachar District in the state of Assam.
26. All the terms & condition should clearly be specified.



Registrar, NIT Silchar
PIN: 788 010

DECLARATION

I / We hereby declare that no case is pending with the police/ court against the proprietor/ firm/ dealer/partner or the company (Agency). Also I /We have not been suspended / blacklisted by any PSU / Government Department / Financial Institution / Court.

(Signature & seal of the contractor)

Place:

Date:

NO DEVIATION CERTIFICATE

Notwithstanding anything mentioned in our bid, we hereby accept all the terms and conditions of this tender and we do not have any deviation to this tender enquiry. We hereby undertake and confirm that we have understood the scope of work properly and shall be carried out as mentioned in this tender enquiry.

(Signature & seal of the contractor)

Place:

Date:

BIDDERS DETAILS

Name of the Contractor /Party/Dealer/Firm/Agency	:	<input type="text"/>
Name of Authorized Representative	:	<input type="text"/>
Phone Nos.	:	<input type="text"/>
Mobile Nos.	:	<input type="text"/>
Fax No.	:	<input type="text"/>
E-Mail Address	:	<input type="text"/>
Web Site Address (If Any)	:	<input type="text"/>

(Signature & seal of the contractor)

Place:

Date: