

Notice for inviting Tenders for Supply, Installation & Commissioning of Portable Office Cabin (01 Qty.) at IIT Goa, GCE Campus, Ponda, Goa

Bids are invited from the reputed Manufacturers/Dealers/agencies/Companies for supply and installation of 01 (One) no. of size 20'x20'x8.5' Porta Cabin as per the technical specification mentioned in Annexure-I at IIT Goa, GCE Campus, Ponda.

The tender Enquiry documents can be downloaded from the official website, Tender section from **13.01.2021** onwards. Last date for submission of bid is **02.02.2021** by 17:00 hrs.

1.NIT No	IIT GOA/C&EMD/2020/026 DT. 12-01-2021
2.Name of work	Supply, Installation & Commissioning of Pre-Fabricated Porta Cabin for Temporary Physics Lab (01 Qty.)
3.Location of work	IIT Goa , At GEC campus, Farmagudi, Ponda, Goa
4.Earnest Money Deposit	EMD not applicable, bidders have to submit signed ' Bid Security Declaration ' accepting that if they withdraw or modify their bids during period of validity etc. they will be suspended for future requirement of IIT Goa (Annexure 'F')
5.Performance Guarantee	Rs.20,000/-Only
6.Period of work (Delivery & Installation)	4 weeks from date of issue of the work order.
7.Tender Basis and Mode	Two Stage (Technical Bid & Financial Bid)
8. Closing Date & Time of receiving of bids.	02.02.2021 till 17:00hrs, C&EMD Office
9. Date & Time of opening of Technical Bid.	03.02.2021 at 11:00hrs, C&EMD office
10. Date & Time of opening of Financial Bid.	Will be intimated to qualified agencies.
11.Address of tender issue, submission, opening and updated information.	Tender documents will be available on IIT Goa website & CPP Portal. Tender submission & opening place: C&EMD Office, IIT Goa

TERMS AND CONDITIONS:

A) Terms and Conditions for Prequalification, Technical Bids and financial bids:

- 1) The Bidder should have a well-established company/agency engaged in the supply and installation of office/lab cum Porta Cabins.
- 2) The preference will be given to those bidders who have executed such a work for the Government.
- 3) All the aforesaid items and the installation shall be guaranteed for proper functioning for the period of one year from the date of its successful commissioning. The guarantee/warranty of the individual items as per the manufacturer's specification shall be in addition to the overall guarantee of the Porta Cabins of one year.
- 4) The bidder has to visit the places of installation if required to have the idea/geography of the site as well as site conditions. The submitted bid shall be evaluated presuming that the bidder has full knowledge about the site conditions before submission of the bid and no relaxation on this matter shall be considered by this office at later stage.
- 5) The bidder should provide to the department, the complete technical literature specifying all technical details and engineering (Autocad) drawing of all connections of the Porta Cabins in a folder.
- 6) The Bidder should send the sealed tenders that shall be received at the C&EMD Office, IIT Goa, Goa College of Engineering Campus, Farmagudi, Ponda Goa-403401 up to 17:00hrs, 02nd February' 2021 or as per Corrigendum otherwise. Tenders received after the due date and time shall not be considered.

Tenders shall be submitted in a sealed Master envelope super scribed "Supply & installation of Portable cabin" with the NIT No. IIT GOA/C&EMD/2020/026 DT. 12-01-2021, containing three separate sealed covers, each clearly super scribed as "Bid Security Declaration", "Technical Bid" and "Financial Bid" respectively, in the following manner:

Envelope-1 - Bid Security Declaration as per Annexure 'F'. Tender without Bid Security Declaration would be summarily rejected.

Envelope-2 (Technical Bid) will consist of:

- (i) Covering letter of the offer signed by firm's authorized signatory.
- (ii) Documents establishing the identity and authenticity of the bidder/ bidding firm
- (iii) Self-certified copies of all the documents in support of eligibility of bidder.

Envelope-3 (Financial Bid) will consist of: The complete tender document, each page duly signed and stamped by the bidder as acceptance of the conditions, Declaration by Bidder and Financial Bid all duly filled-in, signed by the bidder or his/her authorized signatory and stamped.

7) The Technical Bid shall contain the number of years of experience of the Bidder in this field, the make and model of the items, date of manufacture, Specification of the items, GST Registration Number & PAN Number of Bidder in Annexure 'A'. There shall be no mention of any financial matters such as amount quoted etc. in the Technical bid. Upon observance of any such mention in the Technical bid, the tender will be summarily rejected.

8) The technical bid should also contain a declaration by the Bidder that he is agreeable to all the terms and conditions as above mentioned and the items are being offered only after being satisfied with the said terms and conditions.

9) The Financial bid will be opened only if the Technical bid of the bidder qualifies norms and is found to be satisfactory.

10) The Financial Bid shall contain the amount quoted for Porta Cabin of size 20'x20'x8.5' with all other requirements. The price should include loading & unloading, transportation, delivery & installation and GST.

11) IIT Goa reserves the right to the requirement of fulfillment of other conditions, not expressly mentioned in this contract, and to reject any or all tenders without assigning any reason thereof.

12) Only those Manufacturers/Dealers/agencies should apply who agree to unconditionally abide by the above terms and conditions. Conditional acceptance or proposing modification of any condition/s will invalidate the tender.

13) The successful bidder shall not be allowed to sublet/ subcontract the contract to any other contractor.

14) Payment of the contract will be released only on submission of Installation/work completion Certificate by the Bidder duly issued by the concerned person as showing satisfactory supply and installation of the items.

Bid Validity: Bid shall remain valid for 120 days from the date of submission.

B) Performance Guarantee (Security Deposit): The successful bidder will be wholly and solely responsible for any damage/levy/claim will be liable to pay. In this context, the successful bidder will deposit Rs. 20,000/- (Rs. Twenty thousand Only) as Performance Security which is non-interest bearing in the shape of Bank Guarantee/Demand Draft issued by a Nationalized Bank only drawn in favor of the 'Indian Institute of Technology Goa' payable at Goa. The security deposit will be refunded only after the expiry of the contract of one year. The deposit is liable to be forfeited, if during the period of contract, the services of the tender are found to be unsatisfactory in any respect, and/or if any of the conditions of the contract is contravened/breached, and/or towards any damage caused due to negligence of the Bidder or his employees. This forfeiture will be in addition to any action by the department that the contractor firm any invite upon themselves due to any of the reasons.

C) Acceptance of Bid:

1) The bids shall be submitted in two-part system, i.e. Technical bid & Financial bid. Only those bidders, who qualify technical criteria, only will be selected for opening of financial bids. The bidder having lowest Rate inclusive of GST will be selected as successful bidder and will be awarded contract.

(D) Liquidated damage:

1) The successful bidder is required to complete the project within 1 months of receipt of letter of Intent. The date will be counted irrespective of the fact whether successful bidder has submitted Performance Guarantee or not. Delay in execution of work without justifiable reason will be subject to liquidated damage @1.5% per week of delay subject to maximum of 10% of the contract amount.

(E) Payment of Amount:

1) On successful installation of Porta Cabin at the locations, the payment will be released to the successful bidder.

In case of dispute the decision of the competent Authority or any Institute representative shall be final and binding. The Institute reserves the right to reject or ignore any bid either in full or part without assigning any reason thereof.

Annexure-I

Technical specification of Porta Cabin (20' X 20' X 8.5')

A) STRUCTURE:

The supported M.S. Structure like column, truss / portal truss, purlin, tie member etc. shall be made out with suitable size rolled / tube / folded sections. The structure shall be painted with one coat of red oxide as primer and two coats of good quality oil paint.

B) WALL PANELS:

Wall panels should be puff wall, the pufwalls shall be made of Sandwich panels. The sandwich panels shall be made out of 0.50 mm thick Pre coated GI sheet on both side of PUF (Polyurethane foam). The total thickness of panel shall be 50mm. The panels are joining together by tongue and groove method. The density of PUF shall be 36 Kg / cmt (± 2 Kgs.).

C) ROOF:

Cladding of the puff should be of insulated Roof cladding with sandwich type panels. The panels shall be made out with 0.50 mm thick Pre coated Profile GI sheets at outer side and 0.50mm thick Pre coated GI sheet at inner side of PUF (Polyurethane foam). Total thickness of roof panel shall be 50 mm. Suitable ridge shall be made of Pre coated GI sheets with requisite slopes. The roof shall be max. 600 mm projected from wall. The density of PUF shall be 36 Kg / cmt (± 2 Kgs.).

D) FLOOR:

The floor shall be made out with solid concrete platform having 2x2 feet tiles fitted on it. The height of the floor should be at least 1.5 feet above the ground level.

E) DOOR:

The door frame shall be made of Aluminum sections. The shutter shall be made of Pre coated PPGI sheets both side of PUF. The door shutter shall be fixed with the door frame with stainless steel hinges. The door shutter shall be provided with 1 No. aldrops at outside, 1 no. Tower bolts at the center inside and handles shall be provided on both the sides. 1 no. door closer is also required.

F) SLIDING WINDOW:

Two tracks sliding type window shall be made of extruded Aluminum Sections (powder coated). The window frame is fixed to panels. Clear glass sheet of 4mm thick shall be provided in all window shutters. All necessary hardware shall be provided for locking from inside.

G) FLASHING ITEMS:

Necessary flashing such as corner 'L', roof to wall corner flashing, etc. shall be made of 0.50 mm thick pre coated GI sheets. Necessary watertight flashings should be provided for all doors and windows.

H) PLINTH & FLOORING:

The height of the plinth or flooring should be 1.5 feet above the ground level.

I) OTHERS:

All other related items such as electrical wiring of laptop/ mobile charging points, lanport, fans, lights Points, A.C., sockets points need to be provided.

General Specifications

Sr No.	Component	Description
1	Bottom Frame	100mm x 50mm "ISMB"
2	Top Frame	50mm dia MS Rectangular Pipe
3	Outside Paneling	PPGI sheet -0.50 mm thick
4	Inside wall Paneling	Aluminum composite panel board
5	Roof Outside	PPGI Sheet -0.5mm thick properly sloped and water tight.
6	False Ceiling	Aluminum composite panel board
7	Flooring	18MM Cement fibre boards (2'x2') with 1.5mm Vinyl Carpet
8	Door	Door with locking arrangement, tower bolts, aldrops, door closer & handles
9	Aluminum Window	Sliding shutter aluminum powder coated with 4mm float Glass. Safety grills & monsoon shade outside. The track should have holes for water drainage. Gapes between aluminium section and puff wall should be filled with silicon sealant.
10	Insulation	Puff sheet
11	Wiring	Concealed type & shall be insulated copper wire.
12	Electrical Fittings	220-240 V,AC 50 HZ (1) LED light minimum -8 nos , 2) Air condition provision -2 nos ,3) Ceiling fan -6 no.
13	Earthing	Earthing point shall be provided for SAFETY (Actual earthing)
14	Joint filling	All joint to be neatly filled with suitable sealants to avoid leakage.
15	Hooks on top	Easy for shifting & lifting

Terms and conditions

Final Price:

The price in quotation should include price for loading & unloading, transportation, delivery & installation at site including GST.

1) Duties & Taxes: All inclusive

2) Production: Production of panels will start only from the date of technically (approval of drawings / System) clear confirmed order for major change in size/ design specifications, adjusted prices proportionate to the Quoted prices will be charged while raising the final bill. In case of any changes in design/specifications made by the customer after the panels have been manufactured, as per customer's approved size/design, the cost of such changes on account of repair shall be borne by the customer.

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

To, _____

Sub: - Acceptance of Terms & Conditions of Tender. Tender Reference No: _____

Name of Tender /Work:

Dear Sir,

1. I/We have downloaded/obtained the tender document for the above mentioned 'Tender/Work' from the web site namely:
_____ as per your advertisement, given in the above-mentioned website.
2. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure, Schedule, etc.), which form part of the contract agreement and I/we shall abide hereby by the terms/conditions/clauses contained therein.
3. The corrigendum issued from time to time by your department/organization too has also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender conditions of above-mentioned tender document/corrigendum in its totality/entirety.
5. I/We do hereby declare that our firm has not been blacklisted/debarred by any Govt. Department/Public sector undertaking.
6. I/We certify that all information furnished by our firm is true & correct and in the event that the information is found to be incorrect/ untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,
(Signature of the Bidder, with Official seal)

TECHNICAL BID

Technical bid for supply and installation of 01 (One) Porta Cabins of 20'x20'x8.5' size at IIT Goa transit campus, Farmagudi, Ponda Goa.

01.	Name of firm/Company/Agency (Copy of Shop Act/ Company Registration Certificate should be enclosed, if available)	
02.	Name and Address of bidder or firm	
03.	Contact details of Bidder	
04.	PAN No. (Enclose self-attested copy of proof)	
05.	GST Registration no. (Enclose self attested copy of proof)	
06.	Details of the Earnest Money: - (i) Name of the Bank: (ii) D. D. No. & Date: (iii) Amount:	
07.	Whether blacklisted by any Central / state Government or Central / State Government under takings? If blacklisted, indicate details. (Submit the affidavit about non- blacklisting in prescribed format as per Annexure-C)	
08.	Whether convicted by any court of law? If convicted, indicate details and enclosed a self-attested copy of the court's order.	
09.	Documents required to be submitted along with the technical bids.	1. PAN 2. GST Registration 3. Last 3 years IT Returns till 31.10.2020 4. Bid Security Declaration 5. Affidavit about nonblack listing & non-convicted by any court in India in prescribed format.

		<ol style="list-style-type: none">6. Copy of Shop Act/ Company Registration Certificate/Dealer's Certificate7. Work order for similar work with satisfactory report not later than 31st October 2020.8. Experience certificate from the client of last 5 years.9. Signed copy of tender document.10. Affidavit that the agency has not been blacklisted any Central/UT/State Government bodies.
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DECLARATION

I hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I understand that in case any deviation is found in the above statement at any state; I/we will be blacklisted and will not have any dealing with the Department in future.

(Signature of Authorized Signatory with date)

FINANCIAL BID

Name of the Company/Bidder

Address of the Bidder:

.....

Description of Item (in brief as per formats required for description)

Total Amount (in Figures):(In words)

...

1. The amount shall be quoted in Indian Rupee only.
2. The amount will be inclusive of all fees, levies, etc. In case of any discrepancy/difference in the amounts indicated in figures and words the amount in words will prevail and will be considered.
3. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document and agree to abide by them.

Signature of Authorized Signatory with date

Company Name Full address

Contact No.

AFFIDAVIT BY THE BIDDER

1. I/We undertake that my/our firm M/s has not been blacklisted by any Govt. Department/Public Sector Undertaking/Autonomous Body nor convicted by any Court of law for violation of any of the provisions of laws for the time being in force in the country.

2. I Son/Daughter/Wife of Shri Proprietor/Partner/Director/Authorized signatory of M/s am competent to sign this declaration and execute this tender document.

3. I have carefully read and understood all the term and conditions of the tender and undertake to abide by them.

4. The information/documents furnished along with the above application are true and correct to the best of my knowledge and belief. I/We am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

5. I/We understand that in case any deviation is found in the above statement at any stage, my/our concern/firm/co. shall be blacklisted and shall not have any dealing with the Department in future.

Signature of the authorized

Signatory of the firm/Company/Organization

Date:

Office Stamp/Seal

Place:

(To be furnished by successful bidder)

----- Space for Stamp -----

Contract Agreement for Supply & Installation of Pre –fabricated Porta Cabin (20’ X 20’X8.5”)at
IIT Goa AND M/s

.....
.....

A. Preamble:

This agreement is made on (..... day of, 2020) between the office of
the Indian Institute of Technology, Farmagudi ,Ponda -403401 Of the one part
and M/s

.....

..... having address, of the other another
part (which expression shall unless excluded by or repugnant to the context be deemed to include
his in office or assigned of the other part).

B. Whereas:

IIT Goa had issued letter of award of contract vide Contract No.

..... dated..... to M/s

..... for supply, installation and commissioning
of 01 (one) Porta Cabin at IIT Goa as per the terms and conditions stipulated in tender documents
dated..... and elaborated in clause ‘D’ below.

C. Contract:

M/s Agrees for supply, installation and commissioning of 01
(one) Porta Cabin at IIT Goa (As mentioned in the Tender document) on the charges valid as
mentioned below:

1. Charges: Rs. (Rupees) only (inclusive of all taxes).

2. Validity of the Contract agreement: The contract agreement will be valid till the period of
guarantee for proper functioning of the Porta Cabins i.e. up to 01 (one) year from the date of
submission of installation certificate to this office regarding successful commissioning of the one
(01) no. Porta Cabin. However, the successful bidder shall have to complete the work within a
period of 4 weeks from the date of award of the contract i.e.

D. Terms and Condition for supply, installation and commissioning of Porta Cabins:

1. Subletting of Contract: - The successful bidder shall not be allowed to sublet / sub-contract the

contract to any other contractor.

2. Contract period: -

(i) The period of contract will be valid till the period of guarantee for proper functioning of the Porta Cabins i.e. up to 01 (one) year from the date of submission of installation certificate to this office regarding successful commissioning of the one Porta Cabin. The period of contract / agreement may be further considered for extension on request of contractor on the same terms and conditions by the competent authority.

(ii) The successful bidder shall have to complete the work within a period of 04 weeks from the date of award of contract i.e.

(iii) The Institute reserves the right to extend or reduce the contract period.

The Institute can terminate the contract in case of poor performance after giving an advance notice. The department will have the right to terminate the contract of successful bidder and allot the same to any other willing valid bidder in case of unsatisfactory performance of the successful bidder.

Billing and Payment: -

(i) The billing shall be done after the completion of supply, installation and commissioning of Porta Cabin at desire location and upon production of NOC/Installation certificate issued by the concern officer of IIT Goa in lieu of successful commissioning of the said Porta Cabin.

(ii) The department will not make any advance payment.

3. Forfeiture of Security Deposit: -

The successful bidder has submitted a security deposit of Rs. 20,000/- (Twenty thousand only) in the form of Demand Draft/Bank Guarantee issued by bearing No..... dated..... In favor of the as performance security which is noninterest bearing. The amount of Security Deposit will be forfeited if installations of Porta Cabin at desire location are not completed by the successful bidder. The security deposit will be refunded only after the expiry of the contract of one year. The deposit is liable to be forfeited, if during the period of contract, the services of the tendered are found to be unsatisfactory in any respect, and/or if any of the conditions of the contract is contravened/breached, and/or towards any damage caused due to negligence of the successful bidder or his employees. This forfeiture will be in addition to any action by the department that the contractor firm may invite upon themselves due to any of the reasons.

4. Other Terms and conditions: -

(i) The successful bidder have to complete the work at desire location within 4 weeks of award of contract i.e.

(ii) If the work is not completed by the bidder within the period of 4 weeks, the bidder will be subject to liquidated damage. Failure to complete the work within extended period, the amount of

Security Deposit will be forfeited. Delay in execution of work without justifiable reason will be subject to liquidated damage @1.5% per week of delay subject to maximum of 10% of the contract amount.

(iii) The liabilities of the officials of this office will be limited to providing space along with foundation at the place of installation.

(iv) All items, labor, tools etc. as well as transport and handling up to the site, required for supply, installation and commissioning of Porta Cabins, would have to be supplied by the successful bidder to whom the contract is awarded.

(v) All the aforesaid items and the installation shall be guaranteed for proper functioning for the period of one year from the date of its successful commissioning. The guarantee/warranty of the individual items as per the manufacturer's specification shall be in addition to the overall guarantee of the Porta Cabins of one year. During the period of the guarantee period of one year of the Porta Cabin installed and commissioned, if any or all components are found to be defective, it shall have to be replaced or repaired free of charge (including the cost of transport and visit charge of the representative of service centre or any service charge, if applicable) and any short comings found in the system as specified shall have to be removed at no extra cost by the successful bidder. The successful bidder shall provide the necessary personnel and tools for fulfilling the above guarantee and also give the emergency numbers of the concern person who shall attend the problems related to the functioning of the said Porta Cabins installed.

5. Jurisdiction of the Court: -

(i) In case of any dispute of any kind and in respect of whatsoever arising out of tender / contract, the decision of the Hon'ble Courts at Goa will be final and binding.

(ii) In respect of any Terms and Conditions, if anything is missing, the provisions of tender documents will prevail.

E. Applicable Law:

The contract shall be interpreted in accordance with the Indian Laws.

F. Notice:

Any notice by one party to other pursuant to the contract shall be sent in writing or by E-mail and confirmed in writing to the address specified for that purpose in the contract.

A notice shall be effective when delivered or on the notices effective date, whichever is earlier.

For and on behalf of

For and on behalf of

Indian Institute of Technology
Goa
(Signature)

M/s.....
.....
(Signature).....

1. Witness.....

1. Witness

Signature:.....

Signature:..

2. Witness

2. Witness

Signature:

Signature:.....

Instructions for Bid Submission

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein may kindly contact Mr. B.K.Padhi, EE (birendra@iitgoa.ac.in).

(To be printed in letter head)

ANNEXURE-F

BID SECURITY DECLARATION

IN LIEU OF SUBMISSION OF EARNEST MONEY DEPOSIT (EMD)

Ref: (1) Our Offer No.....dated.....
(2) Your Tender No. IIT GOA/C&EMD/2020/026 dated 12-01-2021

In the event of withdrawing or modifying our offer within the validity or extended validity period, we hereby accept the suspension of our company for a period of two years from the date publication of this tender for your future requirement.

Signature with date: Name:

Designation:

Official Seal