



**INDIAN INSTITUTE OF TECHNOLOGY GOA
GEC CAMPUS, FARMAGUDI, PONDA
GOA-403401**

**TENDER DOCUMENT FOR SUPPLY, INSTALLATION, TESTING
AND COMMISSIONING OF KITCHEN VENTILATION SYSTEM AT
IIT GOA, FARMAGUDI, PONDA, GOA**

NIT: IIT GOA/C&EMD/2021/016 DT.19-07-2021

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PART A (TECHNICAL BID)

1. NOTICE INVITING TENDER

1.1. INTRODUCTION

Indian Institute of Technology (IIT) Goa, hereinafter called IITG, invites sealed tenders from the eligible contractors for Supply, Installation, Testing and Commissioning of Fresh Air and Hot Air Exhaust System. Particulars of the work are as follows.

1.2 PARTICULARS

1.NIT No	IIT GOA/C&EMD/2021/016 DT.19-07-2021
2.Name of work	Supply, Installation, Testing and Commissioning of Kitchen ventilation System.
3.Location of work	IIT Goa transit campus at GEC Fermagudi.
4. Tender Fees	Rs.500/- only
5.Estimated Cost (Including GST)	Rs. 5,20,000/- Only
6.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
7.Performance Guarantee	Rs. 15,600/- Only
8.Period of work	Thirty (30) days from date of issue of work order.
9.Tender Basis and Mode	Two Stage (Technical Bid & Financial Bid)
10.Mode of Payment to IIT Goa	Demand Draft/ Bank Guarantee in favor of IIT Goa Main Account payable at Goa. (Cheque will not be accepted)
11..Date, Time & Venue of Pre bid meeting.	On line meeting dtd.23 th July'2021 at 11:00am
12. Closing Date & Time of receiving of bids.	10th Aug;2021 by 15:00hrs
13.Date & Time of opening of Technical Bid.	10 th Aug;2021 by 16:00hrs
14. Date & Time of opening of Financial Bid.	Will be intimated to qualified agencies.
15.Address of tender issue, submission and opening	Tender documents will be available on the site as stated: https://www.iitgoa.ac.in (Under tender Section) & CPP Portal. Tender submission & opening place: C& EMD OFFICE, IIT GOA

16. Website for full and updated information.	https://www.iitgoa.ac.in (Under tender Section) & CPP Portal.
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1.3. ELIGIBILITY CRITERIA

1.3.1. The bidder must be registered in appropriate class of works with Government organization like CPWD/ PWD/ MES/ PSUs/Reputed private firms or those having experience in similar nature of works awarded by Government / Semi Government Organizations/ Government Funded Autonomous Organization or having experience in execution of similar works in any reputed private firms.

1.3.2. The bidder must have done at least 1 (ONE) similar work of value equal to or greater than Rs. 4,16,000/- (80% of the estimated cost) or 2 (TWO) similar works each of value equal to or greater than Rs. 3,12,000/- (60% of the estimated cost) or 3 (THREE) similar works each of value equal to or greater than Rs. 2,08,000/- (40% of the estimated cost) with Government/ Semi-government/ PSU/ Government Funded Autonomous Organization/Reputed private firms during last 7 (seven) years preceding the last date of the month of tender submission.

Note:

- (i) The estimated cost is Rs. 5,20,000/- (Rupees Five Lakhs Twenty Thousand Only).
- (ii) Similar works shall mean: Supply, Installation, Testing and Commissioning of ducting system and blower for Fresh Air and Hot Air Exhaust. **Maintenance of such work or only supply of materials will not be considered as similar work.**

1.3.3. The bidder must be registered with appropriate government authority as a bonafide business entity and must have GST registration certificate and Permanent Account Number of income tax.

1.3.4. A Certificate/Undertaking on the letter head of the Company to the effect that the bidder/Manufacturer has not been blacklisted anywhere in India or abroad by any organization. A self-certification to this effect is required to be enclosed.

1.3.5. The registrations and licenses should be valid during the execution phase.

1.3.6. Average annual turnover for the last three years of the bidder as per ITCC or profit & loss statement shall not be less than the estimated cost (i.e. Rs. 5,20,000/-).

1.3.7. The agencies should enclose the Xerox copies of the following;

- a) Performance certificate/ work completion certificate in support of 1.3.2
- b) GST Registration.
- c) PAN

2. INFORMATION TO BIDDERS

2.1. SCOPE OF WORK

2.1.1. The IIT Goa invites tender for Supply, Installation, Testing and Commissioning of Fresh Air and Hot Air Exhaust System at IIT Goa.

2.1.2. Supply, installation, testing and commissioning of **fresh air type** motor-blower set of capacity 8,000 CFM in order to cater the need of fresh air in the kitchen area.

2.1.3. Supply, installation, testing and commissioning of **exhaust type** motor-blower set of capacity 12,000 CFM in order to vent out hot exhaust generated from burners/stove etc.

2.1.4. Supply, installation, balancing and commissioning of **0.80 mm** factory or site fabricated **G.I. sheet metal** rectangular/round ducting complete with neoprene rubber gaskets, elbows, splitter dampers, vanes, hangers, supports, filters etc. as required.

2.1.5. Supplying & fixing of **powder coated extruded 10 nos aluminum Supply Air Grills** with inner dimensions of 0.3-meter x 0.3 meter and outer dimension of 0.36-meter x 0.36 meter and height of 0.2 meters along with accessories as required for fixing in ducts.

2.1.6. Supply, installation, balancing and commissioning of factory fabricated SS 304 sheet metal wall mounted rectangular kitchen hood of size as mentioned in Scheduled of Quantities complete with oil gutter fixtures, grease filters etc. along with all the accessories required for installation.

2.1.7. Servicing, cleaning and complete over hauling of existing exhaust fan motor (3 hp)-blower set and fresh air fan along with replacement of all the bearings pillow block and painting of metallic parts etc as required.

2.1.8. Servicing, cleaning (including buffing) and painting of existing kitchen hood, exhaust and fresh air duct.

2.1.9. The contractor shall provide a technical supervisor having minimum 5 years' experience in ventilation system for supervising all the works carried out.

2.1.10. All the replaced items must be stored in the store room as directed by the Engineer in charge.

2.1.11. No debris shall be left over during the installation works under each item on any day. An area for 'Debris bins' will be identified on the request of contractor for collection of debris generated on day to day basis. The Debris from debris bin shall be cleared as and when required.

2.1.12. Police Verification Certificate of all workers shall be obtained by Contractor.

2.2. GENERAL INSTRUCTIONS

2.2.1. Bidding documents are to be obtained electronically through websites: <https://www.iitgoa.ac.in> (Under tender Section) & CPP Portal. The tender fee in the prescribed mode must accompany the tender documents.

2.2.2. This bid document shall be read in conjunction with GCC (General Conditions of Contract) laid down in the CPWD manual and the applicable specifications of CPWD.

2.2.3. **The bidder shall visit and inspect the site and obtain all information on his own responsibility and at own cost, which may be necessary for the purpose of quoting and submitting the tender.** No excuse or ignorance as to the site conditions and local information shall be accepted after awarding of the contract. Access to the site will be granted by the Engineer-in-charge on all working days within working hours.

2.2.4. All clarifications about the tender shall be sought by bidder on or before pre-bid meeting. The bidders may make suggestions which shall be considered during the Pre Bid Meeting. No queries shall be entertained after notification of replies to the noteworthy queries received till the date of pre-bid meeting.

2.2.5. Completion certificate issued by Competent Authority will only be considered as credential. If the Completion certificate issued by Competent Authority does not reflect the type of work, then Final bill / Schedule of Quantity of the qualifying works also to be attached along with the Completion certificates. Certificate from reputed private organizations for whom such works have been executed shall also be accepted.

2.2.6. The bidding document (consisting of the schedule of quantities of various types of items to be executed, the set of terms and conditions of the contract and other documents / drawings, if any), Corrigendum, Clarifications to Pre-bid queries can be downloaded from the website: <https://www.iitgoa.ac.in> (Under tender Section) Corrigendum, if any shall be published only on these website. The institute shall not be responsible for any delay / difficulties / inaccessibility of downloading facility for any reason whatsoever.

2.2.7. All costs, charges & expenses that may be incurred in connection with the preparation of the tender shall be borne by contracting firm and the Institute accepts no liability whatsoever thereon.

2.2.8. **Rates quoted by the bidders shall be inclusive of labour charges and GST (Goods and Services Tax - Central, State and Interstate) and all applicable taxes. Income Tax and all other statutory deductions like labour cess etc. will be deducted from the bill as per prevailing rules.**

2.2.9. Exemption to IIT Goa against any tax/ duty/ fee/ surcharge/ charge/ cost, if any, found applicable or sought later from IIT Goa after award shall be passed on to IIT Goa by the contractor without dispute.

2.2.10. IIT Goa reserves the right to reject any or all of the bids without assigning any reason.

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

2.2.12. **Firm Price:** Bidder's quoted Rates/Prices for executing the activities under the Contract shall remain firm till the period of one year & shall not attract any escalation under any circumstances whatsoever.

2.2.13. If any information furnished by the bidder is found as false / fabricated, then his bid will be rejected and treated as cancelled. Even if such manipulation is detected at any stage after signing of the contract, it would lead to termination of the contract besides forfeiture of Earnest Money Deposit and liabilities towards prosecution. In such cases the bidder will be debarred from participation in future tendering process in IIT Goa for next 05 (Five) years.

2.2.14. **Bid security declaration in lieu of Earnest Money Deposit (EMD)** is necessary to be furnished as per the attached format Annexure-II . Bidders who do not submit the document will be out rightly rejected.

2.3. SUBMISSION OF TENDER

2.3.1. The sealed tenders shall be received at the C&EMD Office, IIT Goa, Goa College of Engineering Campus, Farmagudi, Ponda Goa-403401 up to 15:00hrs, 10th Aug' 2021 or as per Corrigendum otherwise.

2.3.2. Tenders received after the due date and time shall not be considered.

2.3.3. Tenders shall be submitted in a sealed Master envelope super scribed "Supply. Installation, testing & commissioning of Kitchen ventilation system" with the NIT No. IIT GOA/C&EMD/2021/016 DT.19-07-2021, containing three separate sealed covers, each clearly super scribed as "Tender fees & Bid security declaration –Annexure-II ", "Technical Bid" and "Financial Bid" respectively, in the following manner:

2.3.4. Envelope-1 (Tender fees & Bid Security Declaration) will consist of:

Tender fees of requisite amount, in the prescribed mode or proof of payment thereof and Bid security declaration as per attached format.

2.3.5. Tender without Tender fees & Bid Security Declaration would be summarily rejected.

2.3.6. Envelope-2 (Technical Bid) will consist of:

(i) Covering letter of the technical 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.

2.3.7. 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. The name of the person signing the bid documents with his designation in the firm/company must be clearly mentioned.

2.4. EVALUATION OF BIDS AND AWARD OF WORK

2.4.1. The Technical Bid of bidder will be opened on the specified date and time of opening at the C&EMD Office, IIT GOA, GEC Campus, Farmagudi, Ponda Goa in the presence of willing bidders or their authorized representatives.

2.4.2. Bids shall, first be checked for payment of Tender Fee and Bid Security Declaration. Only those bids found to have duly paid/ submitted Tender Fee and Bid Security Declaration shall be considered for evaluation.

2.4.3. Date, time and place of opening of Financial Bid will be informed after evaluation of Technical Bid to the Technically Qualified Bidders.

2.4.4. Evaluation of Technical Bid: The bids received will then be assessed on the eligibility criteria mentioned at para 1.3 of Notice Inviting Tender. Bids found not meeting the eligibility criteria shall be considered non-responsive and shall be rejected summarily. **Bidders must enclose the document of Annexure-I & Annexure-III in the technical bid itself.**

2.4.5. IIT Goa retains the right to revert back to individual bidders with further clarifications / queries on the Technical Bid. The bidder has to respond to the queries within the specified time.

2.4.6. **EVALUATION OF Financial Bids:** The Financial Bid should contain the complete bid document with duly filled in Schedule of Financial Quote. Financial Bids opened as above will be checked for arithmetical errors.

2.4.7. The successful bidder shall be issued Letter of Acceptance (LOA) of the bid, and be required to furnish a Performance Guarantee as per General Conditions of Contract (CPWD GCC Manual).

2.4.8. Agreement (Contract) consisting of complete tender document including conditions, bill of quantities, technical proposal and specialized services, drawings, if any, and acceptance thereof together with any correspondence leading thereto, shall be drawn and signed with the awardee after issue of Work Order.

2.4.9. After the issue of work order, the qualified bidder must deposit all the requisite material at site within 15 days of issue of work order (date issued on work order will be considered as day-0). The material deposited at site will be checked for quality and specifications as mentioned in Section 2.1 Scope of work and in Part-B Financial bid.

2.4.10. The quality check of the material should be done by the agency at their own cost and as directed and in the presence of the Engineer –in –charge.

2.4.11. If the material deposited at site is found to be of inferior quality or not as per specification given in section 2.1 scope of work and in Part-B Financial bid, then the bidder should replace the material with right specification & quality within 7 days from the day of rejection.

2.4.12. If the material deposited at site are found to be of required quality and specification as mentioned in section 2.1 if the scope of work and in Part-B Financial bid, then the work is to be started immediately and the work should be completed within a time period of 21 days.

2.4.13. If there is any delay in condition no. 2.4.10 to 2.4. 13 of the works, the Institute shall be entitled to recover liquidity damages at the rate of 0.5% of the total fees per week of delay.

CERTIFICATE

(To be provided on letter head of the firm)

I hereby certify that the above firm neither blacklisted / debarred by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm may be blacklisted.

Signature with date: Name:

Designation:

Official Seal

(To be printed in letter head)

ANNEXURE-II

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/2021/016 dated 19-07- 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/firm for a period of two years from the date publication of this tender for future requirement of IIT Goa

Signature with date: Name:

Designation:

Official Seal

ANNEXURE-III

Technical Compliance Statement

Sr No.	Particular	Units	Qty (Q)	% of Local Content	Country of Origin
1	Supply, installation, testing and commissioning of following size motor-blower set for exhaust and fresh air supply. Operating Conditions: Input operating voltage- 3 phase, 415V +- 10%, 50 Hz +- 10%, outdoor type. Note: Installation also includes power cable connection from source to blower/motor.				
1.1	12,000 CFM for exhaust	Each	1		
1.2	8,000 CFM for fresh air	Each	1		
2	Supply, installation, balancing and commissioning of factory fabricated G.I. sheet metal rectangular/round ducting complete with neoprene rubber gaskets, elbows, splitter dampers, vanes, hangers, supports, filters etc. as per specifications of following sheet thickness complete as required.				
2.1	Thickness 0.80 mm sheet	Sq.metre	50		
3	Supplying & fixing of powder coated extruded aluminium 10 nos Supply Air Grills with inner dimensions of 0.3 meter x 0.3 meter and outer dimension of 0.36 meter x 0.36 meter and height of 0.2 meters along with accessories as required.	Each	10		
4	Supply, installation, balancing and commissioning of factory fabricated SS 304 sheet metal wall mounted rectangular kitchen hood of Width = 1 meters; Height = 0.45 meters following size complete with oil gutter fixtures, grease filters etc. along with all the accessories required for installation.	R.M.	12		

Signature with date: Name:

Designation:

Official Seal

PART B (FINANCIAL BID)

Schedule of Quantities

Sr No.	Particular	Units	Qty (Q)	Rates (R1)	Amount (A=Q*R1)
1	Supply, installation, testing and commissioning of following size motor-blower set for exhaust and fresh air supply. Operating Conditions: Input operating voltage- 3 phase, 415V +- 10%, 50 Hz +- 10%, outdoor type. Note: Installation also includes power cable connection from source to blower/motor.				
1.1	12,000 CFM for exhaust	Each	1		
1.2	8,000 CFM for fresh air	Each	1		
2	Supply, installation, balancing and commissioning of factory fabricated G.I. sheet metal rectangular/round ducting complete with neoprene rubber gaskets, elbows, splitter dampers, vanes, hangers, supports, filters etc. as per specifications of following sheet thickness complete as required.				
2.1	Thickness 0.80 mm sheet	Sq.metre	50		
3	Supplying & fixing of powder coated extruded aluminium 10 nos Supply Air Grills with inner dimensions of 0.3 meter x 0.3 meter and outer dimension of 0.36 meter x 0.36 meter and height of 0.2 meters along with accessories as required.	Each	10		
4	Supply, installation, balancing and commissioning of factory fabricated SS 304 sheet metal wall mounted rectangular kitchen hood of Width = 1 meters; Height = 0.45 meters following size complete with oil gutter fixtures, grease filters etc. along with all the accessories required for installation.	R.M.	12		
5	Servicing, cleaning and complete over hauling of existing exhaust fan motor (3 hp)-blower set and fresh air fan along with replacement of all the bearings and painting of metallic parts etc as required.	LS	1		
6	Servicing, cleaning (including buffing) and painting of existing kitchen hood, exhaust and fresh air duct. Note: Painting is to be done only for metallic parts.	LS	1		
7	Shifting of Dismantled material to the store identified by the Engineer-in-Charge	LS	1		
Total					

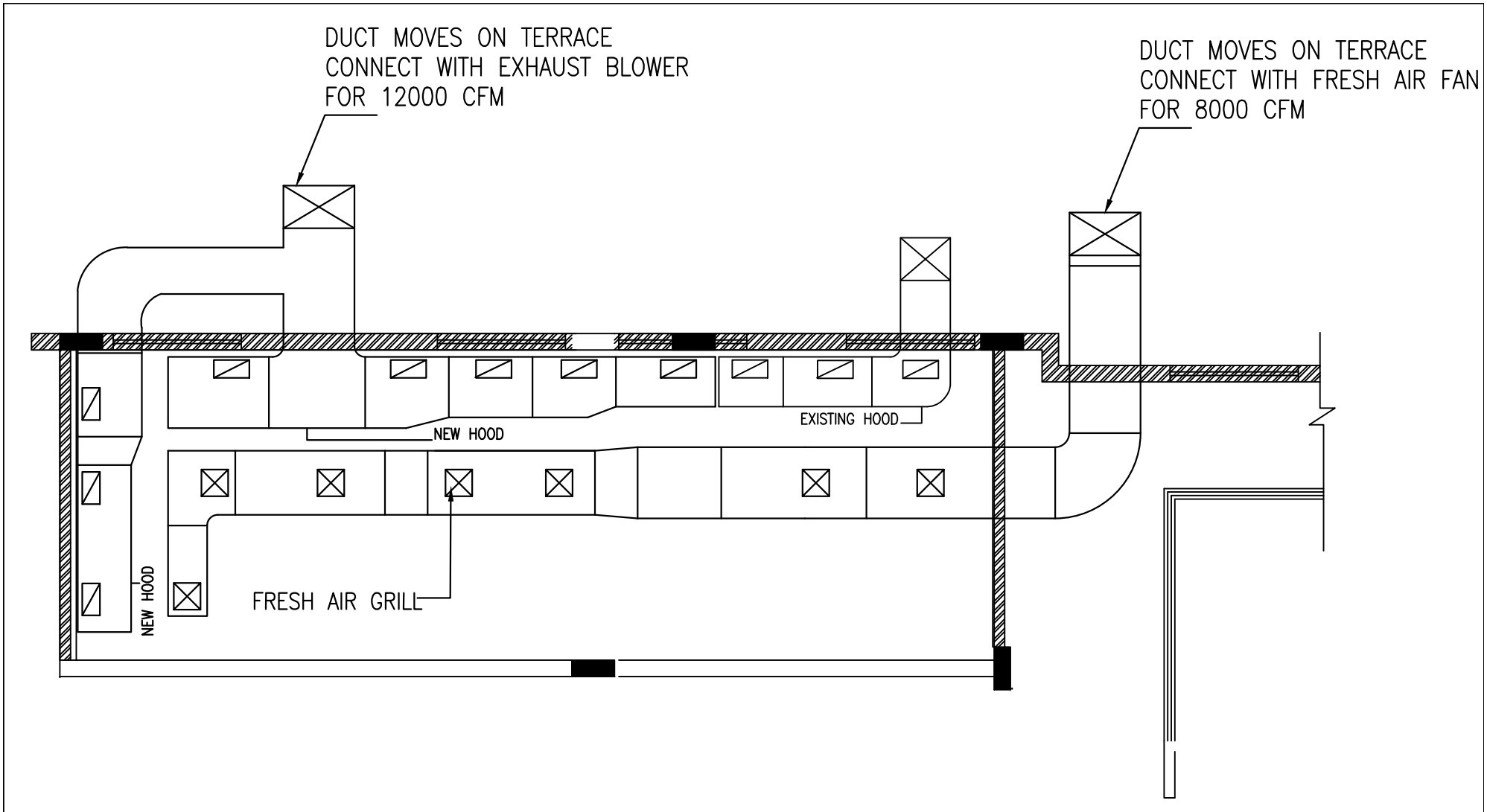
Signature with date: Name:

Designation:

Official Seal

DUCT MOVES ON TERRACE
CONNECT WITH EXHAUST BLOWER
FOR 12000 CFM

DUCT MOVES ON TERRACE
CONNECT WITH FRESH AIR FAN
FOR 8000 CFM



NEW HOOD

FRESH AIR GRILL

NEW HOOD

EXISTING HOOD