



STORE & PURCHASE

NETAJI SUBHAS INSTITUTE OF TECHNOLOGY
(Affiliated to University of Delhi)
An Autonomous Institute of Govt. of NCT of Delhi
Azad Hind Fauj Marg, Sector-3, Dwarka, New Delhi-110078
Phone No.+91-11-25099058, Fax No. +91-11-25099022
Website: <http://www.nsit.ac.in>

E-Tender Notice

Tender ID : 2016_NSIT_109919
Tender Enquiry No. : 181(11)/2016-17/Print/NSIT
Dated : 13.07.2016
Due Date For Submission : 18.07.2016

Online tenders are invited under Two-Bid systems (Technical Bid & Financial Bid) through e-Procurement from the reputed DVAT registered firms fulfilling the eligibility criteria to supply the following GOODS at NSIT premises:

Name of Goods	Supply of Printed Syllabus Books
Estimated Cost of the Tender	Rs. 10,00,000/- (approx)
Earnest Money Deposit (EMD)	Rs. 50,000/-
Date of Release of Tender	13.07.2016
Last date and time for downloading of tender	18.07.2016 upto 4.00 P.M.
Last date and time for online submission/ uploading of bids	18.07.2016 upto 04.30 P.M.
Date and time for opening of Technical bids	18.07.2016 at 04.31 P.M.
Date and time for opening of Financial bids of the technically qualified bidders	18.07.2016 at 04.45 P.M.

Note: To participate in E-tendering process, the bidder has to register with Delhi Govt. portal at <http://govtprocurement.delhi.gov.in>.

Sd/-
Officer-in-charge (Store & Purchase)
Netaji Subhas Institute of Technology,

Earnest Money Deposit:

EMD must be submitted through ECS/RTGS/NEFT mode only. This amount shall be refunded in the event of rejection of the bid or alternatively adjusted in respect of successful bidder as part of Performance Guarantee. **Bank details for Submission of EMD through RTGS/NEFT:**

NSIT EMD A/C No. : 133010029900005
Name of Account Holder : Director NSIT A/c N.G. Plan
Name of the NSIT Bank : Andhra Bank
IFSC Code : ANDB0001330
RTGS Code : 110011034
**Bank Address : NSIT Branch, NSIT Campus, Sector-3,
Dwarka, New Delhi 110078**
Bank Code : 1330

**RTGS Timing : 10:00 AM to 4:00 PM (Monday to Friday)
10:00 AM to 1:00 PM (Saturday)**
**NEFT Timing : 10:00 AM to 6:00 PM (Monday to Friday)
10:00 AM to 12:30 PM (Saturday)**

In case of RTGS/NEFT mode of payment, Bidders must mention their details in the format given below:

Details of Bidder (Applicant)	
Account No.	
Name	<NIT No.> <Name of Goods> <Closing date & time of Tender> <Bidder's Name>
Address	<Bidder's Address>

Bidder must upload the scanned copy of RTGS/NEFT Customer Payment Confirmation along with the Bid & Date of payment (RTGS/NEFT date), before the date and time of closing of the bids clearly visible form failing which tender shall be treated as canceled.

DOCUMENTS OF TECHNICAL & FINANCIAL BID

A. E- Technical Bid must contain the following Documents which are to be uploaded on e-portal as part of Technical Bid:

1. Scanned Copy of Earnest Money Deposit (EMD) receipt for an amount Rs.50,000/- deposited only through Electronic Funds Transfer (EFT) mode i.e. ECS/RTGS/NEFT
2. Scanned Copy of DVAT Registration of the bidder.
3. Scanned Copy of Pan Card of the bidder.
4. Scanned Copy of latest DVAT return submitted by the bidder.
5. Scanned copy of successful completion certificate for Printing of Books or Magazines or Brochures for any government departments, autonomous bodies, universities, colleges of value not less than Rs.2,00,000/- for each such order during last five years ending 30.06.2016. The certificate must have been issued by concerned government department, autonomous body, university, college.
6. The bidder is required to physically submit the sample of paper and quality of printing he proposes to supply at NSIT. The sample shall be furnished in the office of Officer In charge (S&P), NSIT, Room No. 007, Administrative Block, NSIT, Sector-3, Dwarka, New Delhi-110078 on or before the date and time fixed for opening of Technical Bids. In case sample is found to be inferior in quality, the Technical Bid of such bidder shall be rejected and Financial Bid shall not be opened.

B. Financial bid will contain only BOQ in the prescribed format.

TERMS & CONDITIONS

1. Time Allowed:

B.Tech

Sr.No.	Name of Booklets	Qty. required to be supplied within 10 days from the date of issue of Purchase Order	Qty. required to be supplied within 20 days from the date of issue of Purchase Order
1.	B.E. [Biotechnology)	250 Booklets	750 Booklets
2.	B.E. [Computer Engineering)	250 Booklets	750 Booklets
3.	B.E. [Electronics & Communication Engineering]	250 Booklets	750 Booklets
4.	B.E.[Instrumentation & Control Engineering]	250 Booklets	750 Booklets
5.	B.E. [Information Technology]	250 Booklets	750 Booklets
6.	B.E.[Manufacturing Processes and Automation Engineering]	250 Booklets	750 Booklets
7.	B.E.[Mechanical Engineering]	250 Booklets	750 Booklets

M.Tech

Sr.No.	Name of Booklets	Qty. required to be supplied with in 10 days from the date of issue of Purchase Order	Qty. required to be supplied with in 20 days from the date of issue of Purchase Order
1.	M. Tech. [Information Systems]	100 Booklets	400 Booklets
2.	M. Tech. [Process Control]	100 Booklets	400 Booklets
3.	M. Tech. [Signal Processing]	100 Booklets	400 Booklets
4.	M. Tech. [Biochemical Engineering]	---	500 Booklets

5.	M. Tech. [CAD/CAM]	---	500 Booklets
6.	M. Tech [Engineering Management]	---	500 Booklets
7.	M. Tech. [Industrial Electronics]	---	500 Booklets
8.	M. Tech. [Mechatronics]	---	500 Booklets
9.	M. Tech. [Manufacturing Processes and Automation Engineering]	---	500 Booklets
10.	M. Tech. [Nano Technology]	---	500 Booklets
11.	M. Tech [Production Engineering]	---	500 Booklets
12.	M. Tech [Embedded Systems and VLSI]	---	500 Booklets

2. Penalty for Delay:

The contractor has to supply the booklets strictly as per time schedule given at Sl. No.1 above. In case, the contractor fails to complete the supply in accordance with Sr.No.1 above, the contract shall be terminated and the performance guarantee along with earnest money deposit shall be forfeited absolutely. Besides this, the contractor shall be blacklisted for participation in tender at NSIT for next five years.

3. Softcopy of the contents in PDF format shall be furnished by NSIT to the contractor along with Purchase Order. The contractor shall carry out the designing work on urgent basis and submit a complete sample in hard copy of each type of booklet to NSIT for proof reading and approval. The status of the sample regarding approval or rejection or suggested changes/corrections, as the case may be, shall be intimated to the contractor within 48 hours of receipt of sample. In case, any changes/corrections are suggested by NSIT, the contractors shall carry out such changes/corrections on most urgent basis and submit the modified samples of NSIT for approval. Final printing shall start only after the approval of sample by NSIT. However, time schedule given at Sl. No. 1 above is inclusive for all activities including sample approval and final printing.
4. In case, the quality of printed booklets is found to be sub-standard, the supply shall be rejected out rightly and no claim shall be entertained in such case. The decision of the Director, NSIT shall be final and binding on both parties regarding quality of material supplied.
5. The Bidders shall quote rates in Indian currency only. The Bidder must be registered as a dealer under Delhi Value Added Tax Act, 2004.

6. In the event of specified date of opening of tender is declared a holiday, the tender shall be opened at the same place and same time on the next working day.
7. NSIT Authority does not bind itself to accept the lowest or any bid at all.
8. Incomplete or wrong information will disqualify the tender.
9. Revision of rates is not allowed after the bids have been opened.
10. NSIT Authority reserves the right to reject any or all tenders without assigning any reason at any stage and its decision will be final in all cases in respect of acceptance/rejection or any other action to be taken.

11. Award of Contract:

The Technical Bids shall be decided strictly as per eligibility criteria and the technical specifications specified in the description of item. The contract shall be awarded to the lowest bidder from amongst the Technically Qualified bidders. In case, the specifications of any bidder are found to be superior to the specifications provided in the description of the item, the contract shall be awarded to the Technically Qualified bidder who has quoted the lowest rates.

12. Performance Guarantee:

The successful bidder shall be required to furnish a Performance Guarantee in the form of Fixed Deposit Receipt/Bank Guarantee issued from any scheduled bank in favour of the Director NSIT @ 5% of contract value within 3 days from the date of issuance of Purchase Order. This is in addition to the EMD of Rs. 50,000 converted into Performance Guarantee. The Performance Guarantee shall be valid within for a period of two months.

The Performance Guarantee will be released after successful completion of contractual obligations.

13. The goods shall be strictly as per the nomenclature & specifications of the contract.
14. The rates shall be inclusive of excise duty, DVAT, service tax, cartage, loading, unloading etc. all complete. Nothing extra shall be paid on any account.
15. Destination: The goods shall be delivered at NSIT premises.
16. Payment shall be made within 30 days through ECS after the successful completion of the supply by the contractor.
17. Consignee: OIC (S&P), NSIT, Sector-3, Dwarka, New Delhi-110 078.
18. Any damage to the items during transportation/delivery/ installation shall be solely on the contractors account.
19. Supplier will not be relieved from any liability related to warrantee/guarantee or any obligation under the contract.

20. Schedule of Payment:

All the payments to the contractor shall be made invariably through Electronic Fund Transfer (ECS/RTGS/NEFT) into their designated bank accounts. Therefore, the bank account number with the branch code and mandate needs to be submitted necessarily while submitting the bills/invoice by the successful bidders in following format.

Details of Bidder (Applicant)	
Bank Details	<Account No.> <Bank Name> <Bank Address> <IFSC Code> <RTGS/NEFT Code> <Bank Code>
Bidding Details	<NIT No.> <Name of Goods> <Closing date & time of Tender> <Bidder's Name>
Address	<Bidder's Address>

21. Misinformation:

If at any time, even after placing the Purchase Order, it was found that the information provided by the vendor in any form about products/company services or any other related matters was incorrect or it was produced in distorted form the Performance Guarantee of the vendor will be forfeited.

If it was found at any time even after placing order to a vendor that some information which was necessary to be disclosed by the vendor to NSIT was not disclosed explicitly, the Performance Guarantee will be forfeited.

22. Force Majeure:

In the event of either parties being rendered unable by force majeure to perform any obligations required to be performed, then under the agreement, the relative obligation of the vendor effective by such force majeure shall be suspended for the period during which such case lasts.

The terms force majeure as embodied herein shall mean acts of God, War, riot fire, flood sabotage and acts and regulations of Government.

Upon occurrence of such clause and upon its termination, the vendor alleging that he had been rendered unable as aforesaid hereby, shall notify alleged beginning & ending of such occurrence giving full particulars and satisfactory evidence in support of the claims.

Time for performance of relative obligation suspended by the force majeure shall stand extended by the period for which such case lasts.

If progress of work is suspended by force majeure conditions lasting for more than two months, NSIT Authority shall have the option of canceling the contract in whole or part thereof at its discretion.

23. Arbitration:

If any dispute or difference arises between the parties hereto as to the construction, interpretation effect and implication of any provision of the purchase/work order including the right or liabilities or any claim or demand of any vendor against other or in regard to any other matter under these conditions but excluding any matters, decisions or determination or which is explicitly provided for in the work order, such disputes or difference shall be referred to the sole arbitration of Director, NSIT or that of its nominee. A reference to the Arbitration under this clause shall be deemed to be submission with in the meaning of the **Arbitration and conciliation Act, 1996** and the rules framed there under for the time being in force.

The venue of the Arbitration shall be at Delhi.

Each party shall bear and pay his own cost of the arbitration proceedings unless the arbitrator otherwise decides in the award.

The **High Court at Delhi and courts subordinate** to it shall have exclusive jurisdiction in all matters concerning the work order, including any matter arising out of the Arbitration Proceedings or any Award made therein.

24. Indemnity:

The concerned vendor shall always keep NSIT indemnified of any action/damages or other legal proceedings and liabilities that may arise directly or indirectly on NSIT with respect to the systems provided by the concerned vendor to NSIT. Such liability of the concerned vendor shall always survive irrespective of the duration of any agreement made with the concerned vendor.

The vendor will be liable to remove the rejected material within 10 days from receipt of rejection report at his risk and cost failing which NSIT shall not be responsible for its safe custody.

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