



भारतीय प्रौद्योगिकी संस्थान रोपड़  
INDIAN INSTITUTE OF TECHNOLOGY ROPAR  
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No: 1155-18/AD-ACD/Instt/PS/

06/07/2018

**NOTICE INVITING QUOTATION**

Sealed tenders are invited from the manufacturers/authorized dealers for the purchase of following items. You are, therefore, requested to send your sealed offer in TWO BID System i.e. Technical bid and Financial bid should be sealed in separate covers duly superscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed on the cover of the envelope: (i) Name of the item, (ii) Reference no. of this letter; and (iii) Last date & time of receipt of tenders.

Sl. No.	Description	Qty
1.	<b>Manual Up &amp; Down Writing Boards</b> (Detailed specification as per annexure - A)	8

a). Last date of receipt of tender:	<b>26.07.2018 up to 03:00 PM</b>
b). Opening of tenders on:	<b>26.07.2018 at 03:30 PM</b>
c). EMD (In shape of DD/FDR/BG in the favour of "IIT Ropar Revenue Account" payable at Ropar to be submitted in Technical Bid):	<b>₹15,000.00</b>
d). Place of submission of tenders:	<b>Office of the Registrar, Indian Institute of Technology Ropar, Utility Block, Permanent Campus, Birla Farm, Rupnagar-140001"</b>
e). Place of opening of bids :	<b>Utility Block</b>

**NB:**

- (i) Please take note of the instructions overleaf before submitting your offer.
- (ii) Tenders received late shall not be considered.
- (iii) Tenders will be opened as per the above schedule in the presence of bidders, if any.

**Registrar**

## INSTRUCTIONS

### **1) FOR IIT Ropar**

Rates offered should be on FOR IIT Ropar basis. Comparison will be made on Net price (including everything i.e. installation/freight/taxes etc.)

### **2) Payment**

30 days credit – 100% payment will be made within 30 days from the date of successful installation of material at IIT Ropar.

### **3) Warranty**

Warranty period would be as per annexures from the date of successful installation of equipment.

### **4) Customs Duty or Excise Duty**

IIT Ropar is exempted from the payment of Customs Duty/Excise Duty. CDEC/EDEC with DSIR certificate will be provided along with the purchase order (If applicable).

### **5) Validity of offer**

The offer submitted should have the validity of atleast 90 days from the date of opening of bids.

### **6) Opening of Bids:**

Tender will be opened as per the above schedule in the presence of bidders or their authorized representatives whosoever may wish to attend the opening. In case the due date of receipt/opening of the tender is declared a holiday in the Institute, then, the due date of receipt/opening of the tender shall be the next working day at the same time.

### **7) Service Manual/Circuit Diagram**

It is specifically required that the bidders will supply all the operating & service manuals and circuit diagrams alongwith the machines.

### **8) Customs Duty or Excise Duty:**

IIT Ropar is exempted from the payment of Customs Duty/Excise Duty. CDEC/EDEC with DSIR certificate will be provided along with the order (If applicable).

### **9) Banker's details:**

Name and address of the banker of your company should be mentioned as per RTGS form attached.

### **10) Reference of supply:**

It is specifically required that the bidders will supply all the operating & service manuals and circuit diagrams alongwith the machines

### **11) Brochure/Templates**

The suppliers must support the quoted specifications with the help of original printed manuals of the equipments and must highlight the specification details in the original manual

### **12) Liquidated Damages**

In case the firm fails to execute the supply as per the purchase order in whole or in part as per the terms and conditions of PO, IIT Ropar can impose the penalty @1% per week of the undelivered stores, subject to a maximum of 10%. It will also be open to the institute to procure the required item(s) from any other source at the risk and expense of the firm.

### **13) Jurisdiction:**

The Courts of Ropar alone will have the jurisdiction to try any matter, dispute or difference between the parties arising out of this tender/contract. It is specifically agreed that no Court outside and other than Ropar court shall have jurisdiction in the matter.

### **14) Force Majeure:**

Any failure of omission or commission to carry out the provision of this contract by the supplier shall not give rise to any claim by one party, one against the other, if such failure of omission or commission arises from an act of God; which shall include all acts of natural calamities such as fire, flood, earthquake, hurricane, or nay pestilence or from civil strikes, compliance with any statute and/or regulations of the Government, lockouts and strikes, riots, embargoes or from any political or other reason beyond the supplier's control including war (whether declared or not) civil war or stage of insurrection, provided that notice of the occurrence of any event by either party to the other shall be given within two weeks from the date of occurrence of such an event which could be attributed to Force Majeure conditions.

### **15) Risk & Cost**

In the event of failure to carry out the contractual obligations, within the stipulated period or extended period and determination of the contract for any reason, violation of warranties etc. the IIT Ropar shall have the right to carry out the unfinished obligation at the exclusive cost and risk of the bidder/firm, after due notice and the difference so accrued shall be recoverable from the bidder/firm.

**16)** The material found defective upon opening by the supplier representative in presence of Central stores personnel/indenter of IIT Ropar or not as per tendered specifications will be lifted back at the cost and risk of the supplier. The material lying in the IIT Ropar premises would be at supplier's risk and cost.

**Note: The Director, IIT Ropar reserves the right to accept/reject any or all quotations without assigning any reasons thereof.**

**Annexure - A**

<b>Specification</b>	<b>Size</b>
Manual up and down writing board system (Manual ceramic steel green chalk wiring board/white marker writing board)	1200X2400 1200X3000
<b>Specification:</b> Overall frame structure silver anodized sliding tracks (Three tracks) and rectangular pipes 104X50X2 mm thick. Corner ABS plastic. Core material MDF or particle. Board thick 9 mm back side GI sheet thicknesses 0.25 mm. Board frame aluminum anodized ultra series 0.9 mm thick. Full length bottom and top support M.S. with powder coating in silver or brown color support thickness 2.5 mm. screw and rawal plugs zinc plated wall mounting. Up-down dependent movement (manual) with the help of chain and sprockets when one board goes up and down other will come down.	1200X3600