



IIT PALAKKAD

**Indian Institute of Technology Palakkad**  
**भारतीय प्रौद्योगिकी संस्थान पालक्काड**

Nurturing Minds For a Better World

**NOTICE INVITING TENDER FOR**

**NAME OF WORK : SUPPLY OF MATERIALS FOR REPLACING 500 W  
SOLAR LIGHTING SYSTEM WITH DC FITTINGS & FANS INTO AC FITTINGS  
& FANS AT BAGESHRI BLOCK, NILA CAMPUS. IIT PALAKKAD**

Sl. No.	Events	Date and Time
1	Notice Inviting BID (NIT) No.	17/ IITPKD/EWD/2023-24/027
2	Date of Publication	14-08-2023
3	Date / Time of closing	28-08-2023, 1500 hrs
4	Opening of Technical cum eligibility Bids	28-08-2023, 1530 hrs
5	Estimated Cost put to bid	Rs. 7,72,000/-
6	Earnest Money Deposit (EMD)	Rs.15,440/-

Engineering works Division  
Indian Institute of Technology Palakkad (Nila  
Campus) Near Gramalakshmi Mudralayam,  
Kanjikode West, Palakkad – 678 623-  
Email: [ewd-@iitpkd.ac.in](mailto:ewd-@iitpkd.ac.in)

## 1. GENERAL

- 1.1. Indian Institute of Technology Palakkad (hereinafter called "IITPKD") invites online Tenders under Single-Bid System as per the specifications given in Annexure-I.
- 1.2. The tender documents may be downloaded from <https://mhrd.euniwizarde.com/>. Last date/time for submission of the bids in ONLINE mode is . The bids will be opened by the duly constituted Committee **28.08.2023, 1500 hours** or The Chairman, Engineering Works Department, through online mode. The eligibility/technical bid bids will be opened and examined by a technical committee or Engineering Works Department, which will decide the suitability of the bid as per the specifications and requirements of IITPKD. Only those who qualify in the eligibility/technical bid evaluation will be graduated to the opening of financial bids. In case of any holiday or unforeseen closure of the institute on the scheduled day of opening of the bids, the bids will be opened on the next working day at the same time, but the deadline for submission of bids remains the same as indicated above.
- 1.3. The bids shall be submitted online in MHRD Portal (<http://mhrd.euniwizarde.com/>)
- 1.4. The responsibility of submission of the bids on or before the last date shall rest with the tenderer.
- 1.5. Canvassing or offering of an advantage or any other inducement by any person with a view to influencing acceptance of a bid is an offense under Laws of India. Such action will result in the rejection of the bid, in addition to other punitive measures.
- 1.6. Each tenderer shall submit only one bid, either by himself or as a partner in a joint venture or as a member of a consortium. If a bidder or if any of the partners in a joint venture or any one of the members of the consortium participate in more than one bid, the bids (of both the individual and the partnership/consortium/joint venture) are liable to be rejected.
- 1.7. The bidder shall bear all costs associated with the preparation and submission of his bid and IITPKD shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.
- 1.8. The Tender Document is not transferable. The bidder shall make a copy of the tender document before submitting the same to the concerned office.
- 1.9. IITPKD will respond to any request for clarification or modification of the Tender Document that is received up to FIVE (05) days prior to the deadline for submission of bids prescribed by IITPKD. For this purpose, the prospective bidder(s) requiring clarification in the Tender Document shall notify IITPKD in writing at the address mentioned. Any such clarification, together with all details on which the clarification had been sought, will be published in the website.
- 1.10. Except for any such written clarification by the Institute, which is expressly stated to be an addendum to the tender document issued by the Chairman, EWD, IIT Palakkad, no written or oral communication, presentation or explanation by any other employee of any of the Sections/Departments of the Institute, shall be taken to bind or fetter the Institute.

## 2. EARNEST MONEY DEPOSIT (EMD)

- a. The bidder shall furnish EMD of Rs.15,440/- ( Rupees Fifteen Thousand Four Hundred and Forty only) through an online payment gateway in the E-Wizard. The firms who are registered with National Small Industries Corporation (NSIC) / or Small Scale Industrial (SSI)/ Micro & Small Enterprises (MSEs) are exempted from furnishing the EMD. Self-attested

photocopy of valid registration certificate issued by competent authority for 'Supply of Electrical Items' to be uploaded with the eligibility bid for exemption of EMD.

- b. Bid not accompanied by EMD/exemption document shall be DISQUALIFIED
- c. EMD of the successful bidder shall be returned on receipt of the prescribed Performance Security and after signing of the contract agreement.
- d. EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest by the 30th day after the award of the contract.
- e. EMD shall be forfeited OR the supplier who are submitting EMD exemption document will be debarred for 3 years if
  - i) the bidder withdraws his bid during the period of validity of the tender.
  - ii) the successful bidder refuses or neglects to execute the contract or fails to furnish the required Performance Security within the time frame specified by the Institute.
  - iii) the successful bidder fails to execute the Contract on specified timeline.

### **3. ADDENDUM IN THE TENDER DOCUMENT**

- a. At any time prior to the deadline for submission of bids, IITPKD may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Tender Document by way of addendum(s).
- b. Addendum will be intimated through the MHRD portal and the bidders shall ensure that the addendums are carried out in the bid before submission. The addendums will not be published in newspapers. Bidders should regularly visit the MHRD portal to keep themselves updated.
- c. No extension in the bid due date/ time shall be considered on account of delay in submission of bid.

### **4. COMPOSITION OF THE TENDER DOCUMENT**

The Tender Document comprises of:

- i. Instruction to the bidders including terms and conditions
- ii. Schedule of Quantity (Annexure-I)
- iii. Price bid
- iv. The bidder is expected to examine all instructions, forms, terms and conditions in the bid Document. In the event of discovery of any missing pages, the bidder shall inform the same to the Section/ Department concerned. Failure to furnish the information required by the Tender Document or submission of a tender not substantially responsive to the bid Document in every respect will be at the bidder's risk and may result in rejection of the bid.
- v. The bidder shall not make or cause to be made any alteration, erasure or obliteration to the text of the Tender Document.

### **5. LANGUAGE/FORMAT/SIGNING OF THE BID**

- a) The bid prepared by the Bidder and all correspondence and documents related to the tender exchanged by the Bidder and IITPKD shall be in English and the Contract shall be construed and interpreted in accordance with that language. If any of the brochures, leaflets or communication is prepared in any language other than English, a translation of such document, correspondence or communication shall also be provided at the cost and risk of the bidder. The translation so provided shall prevail in matters of interpretation. The bidder, with respect to such documents, correspondence and communications, shall bear the costs and risks of such translation.
- b) The documents comprising the bid shall be typed or written in indelible ink and all the pages shall be signed by the bidder or a person or persons authorized by

the bidder. All the pages of the bid shall be numbered and except for unamendable printed, shall be signed by the person or persons authorized.

- c) The bid shall not contain any internalizations, erasures, overwriting, except to correct errors made by the bidder, in which case the person or persons signing the bid shall initial such corrections with date.

## **6. DOCUMENTS COMPRISING THE BID**

- a) Bidders, who are bidding for this NIT shall, upload Digitally signed tender documents should be submitted in price bid online through MHRD portal (<https://mhrd.euniwizarde.com/>). The training about quoting and help desk number can also give seen from the same website.
- b) Bid submitted in any mode other than ONLINE will be rejected outright.
- c) No prices should be entered in the eligibility bid. Mentioning of Prices in any of the the eligibility document shall lead to disqualification.
- d) Prices must be quoted separately for each item
- e) If any cells (Rates) left Blank in the Cover 2, then the same will be treated as "ZERO". Contractor must ensure to quote the rate in prescribed columns. The column meant for quoting rate in figures appears in Yellow color and the moment rate is entered, it turns sky blue. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as ZERO. Therefore, if any cell is left blank and no rate is quoted by the bidder, the rate of such an item shall be treated as "0" (ZERO). However, if a tenderer quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section / subhead in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer. Rate shall be inclusive of GST or GST can be added separately. Price quoted for the item must include all costs associated with packing, transportation, insurance, delivery of material, loading and unloading on DOOR DELIVERY basis to the institute including its supply, installation testing and commissioning. Prices quoted by the bidder shall be fixed during the validity of the bid.

## **7. BID CURRENCY**

Prices of the items shall be quoted in Indian Rupees.

## **8. PERIOD OF VALIDITY OF BIDS**

Bids shall remain valid for a period of 90 days after the date of deadline for submission of bids prescribed by the Institute.

## **9. MODIFICATION AND WITHDRAWAL OF BIDS**

- a. The Bidder may modify or withdraw the bid after submission only through ONLINE mode, within the period of deadline for submission of bids.
- b. No bids can be modified subsequent to the deadline for submission of Bids.
- c. No bids can be withdrawn in the interval between the bid submission deadline and the expiration of the bid validity period.

## **10. CLARIFICATION OF BIDS**

During the bid evaluation, the Institute may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be through ONLINE mode ONLY and no change in the price or substance of the bid shall be sought, offered or permitted.

## **11. CONTACTING THE PURCHASER**

- a) From the time of bid opening to the time of Contract award, if any Bidder wishes to contact the Institute on any matter related to the bid, it shall do so in writing.
- b) If a Bidder tries to directly influence the officials or otherwise interfere in the bid evaluation process and the Contract award decision, his bid shall be rejected.

**12. AWARD CRITERIA**

- a) The Institute will award the Contract to the Bidder, whose bid has been evaluated as the lowest quote.
- b) The Institute reserves the right to buy different items/quantities from different bidders considering price of individual/group of items or any other factors as decided by the Committee/Chairman.

**13. INSTITUTE RIGHT TO ACCEPT/REJECT BIDS**

The Institute reserves the right to accept or reject any bid or to annul the bidding process and reject all bids at any time prior to Contract award, without thereby incurring any liability to the Bidders.

**14. AWARD OF WORK/PURCHASE ORDER**

Prior to the expiration of the period of bid validity, the institute will issue the Letter of Intent / Work/Purchase Order to the successful Bidder in writing.

The Work/Purchase Order will constitute the foundation of the Contract.

**15. CONTRACT AGREEMENT**

Within FIVE (5) days of receipt of the work Order, the successful Bidder shall sign and date its copy on each page and return it to the Chairman EWD, along with the Performance Security.

Copy of Purchase Order duly signed and dated by the successful Bidder on each page shall constitute the Contract Agreement.

**16. CONTRACT DOCUMENTS**

a) All documents forming part of the Contract (and all parts of these documents) are intended to be correlative, complementary and mutually explanatory. The Contract shall be read as a whole.

b) The order of precedence of the Contract documents shall be as follows:  
Contract Agreement

c) All other Forms uploaded

d) Tender Document uploaded

**17. AMENDMENT TO CONTRACT**

No amendment or other variation of the Contract shall be effective unless it is in writing, is dated, expressly refers to the Contract and is signed by a duly authorized representative of each party to the Contract.

**18. SUPPLIER'S/CONTRACTORS RESPONSIBILITIES**

The Supplier's obligations involve:

Supply of items given in Tender Document.

a) The Supplier shall, unless specifically excluded in the Contract, perform all supply all such items, services and materials not specifically mentioned in the Contract but that can be reasonably inferred from the Contract as being required

b) The Supplier shall comply with all laws in force in India. The laws will include all national, provincial, municipal or other laws that affect the performance of the Contract and are binding upon the Supplier. The Supplier shall indemnify and hold harmless, the Purchaser from and against any and all liabilities, damages, claims, fines, penalties and expenses of whatever nature, arising or resulting from the violation of such laws by the Supplier.

**19. TIME FOR SUPPLY**

a) The supplier shall supply all the available material immediately after issue of order

b) However the entire supply shall be completed within 20 days.

c) In the event of failure of supply of the item within the stipulated delivery schedule, the Purchaser has all the right to purchase the item from other sources and such items will be deducted from the supply order.

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**20. TERMS OF PAYMENT**

No advance payment shall be made. Payment made can be made against tax invoice provided each bill amount is more than 25% of the contract value.

**21. EXTENSION OF TIME LIMITS FOR SUPPLY**

The time limit for supply, installation and commissioning, integration and validation shall be extended if the supply is delayed or impeded in the performance of any of its obligations under the Contract due to justified reasons and not otherwise. Such time limit shall be fair and reasonable under all the circumstances and shall fairly reflect the delay or impediment sustained by the supplier.

**22. GOVERNING LAW**

The Contract shall be governed by and interpreted in accordance with the laws of India.

**23. SETTLEMENT OF DISPUTES**

Any dispute or claim arising out of/relating to this Contract or the breach, termination or the invalidity thereof, shall be settled by the Hon'ble Courts of Justice at Palakkad.IITPKD reserves the right to accept or reject any or all the tenders in part or whole or may cancel the tender at its sole discretion without assigning any reason whatsoever. No further correspondence in this regard will be entertained.

**ANNEXURE – I****SCHEDULE OF QUANTITY**

<b>Sl.no</b>	<b>Item Description</b>	<b>Reference make</b>	<b>Quantity</b>
1	Ceiling fan (1200mm sweep)	Havells-Efficiencia Neo (BLDC 26 W) with Remote or equivalent model in Crompton/ Orient	24 nos.
2	Exhaust fan (200mm sweep)	Havells-Ventil Air DX /DX-HS or equivalent model in Crompton/ Orient	116 nos.
3	LED down light	Philips -SM251C LED20S- 6500 PSU WH or equivalent model in Lighting Technology / Osram	38 nos.
4	LED tube light(4 feet)	Philips- BN 021 LED40S- 6500 PSU GR (4 ft) or equivalent model in Lighting Technology / Osram	63 nos.
5	Mirror light(2feet)	Philips-BN 021 LED12S 6500 PSU GR or equivalent model in Lighting Technology / Osram	1 no.
6	4x1 feet fitting with hanging accessories	Philips-SP680P LED39S 6500 PSU WH L120 S1 or equivalent model in Lighting Technology / Osram	81 nos.
7	LED lamp-9 W	Philips/Crompton/Osram/equivalent	101 no.
8	20A DP MCB ( Incomer for DC DB)	Legrand DX3 / Schneider ACTI9 / Siemens 5SX4	82 nos.
9	10A SP MCB ( Outgoing from DC DB)	Legrand DX3 / Schneider ACTI9 / Siemens 5SX4	34 no.