



भारतीय प्रौद्योगिकी संस्थान पटना
INDIAN INSTITUTE OF TECHNOLOGY PATNA

बिहटा, पटना-801106, बिहार, भारत
Bihta, Patna – 801 106, Bihar, INDIA

E- Publishing mode

Tender Reference No.: IITP/S&P/NIQ/8/GT-11/2023-24

Notice Inviting Tender for “Providing, Supplying & Fixing of Special Purpose Grommet Jacquired/blackout Curtains” at IIT Patna.



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Tender Reference No.: IITP/S&P/NIQ/8/GT-11/2023-24

Date: 17.08.2023

Indian Institute of Technology Patna is in the process of procurement for **Providing, Supplying & Fixing of Special Purpose Grommet Jacquired /Blackout Curtains**. Sealed quotation/ bids are invited for the purpose. The technical and financial bids should be sealed by the bidder in separate envelopes duly super-scribed as Technical and Financial bid and both these sealed envelopes are to be put in a bigger envelope which should also be sealed. **The tender may be dropped in the Tender Box kept in Stores and Purchaes Section, 01st Floor, Admin building, IIT Patna.**

Following must be super scribed on the sealed envelope:-

Tender for 'Providing, Supplying & Fixing of Special Purpose Grommet Jacquired /Blackout Curtains.	
Tender Reference No.: IITP/S&P/NIQ/8/GT-11/2023-24 , Dated: 17.08.2023	
To, The Registrar, Indian Institute of Technology Patna Amhara Road, Bihta, Patna - 801106, Bihar, INDIA	
From: M/s _____ Address: _____ Contact No.: _____ Email ID: _____	

The Technical bids will be evaluated by the Technical Bid Evaluation Committee duly constituted by IIT Patna. Bidders may be present at the time of bid opening. The technically qualified bidders will be asked later to submit finish sample of curtain. Financial bids of only the technically accepted offers, who qualify the sample presentation stage, shall be opened. (Detail technical evaluation, financial evaluation scheme are provided in the subsequent pages)

Name of the work	Providing, Supplying & Fixing of Special Purpose Grommet Jacquired /Blackout Curtains
Earnest Money Deposit	Rs. 37,000.00 (Rupees Thirty Seven Thousand Only)
Warranty	01 Year
Delivery Schedule	04 Weeks
Online EMD Submission: Bidder can submit their EMD online by visiting below link: https://www.onlinesbi.sbi/sbicollect/icollecthome.htm	
Note:- Tender Reference Number should be mentioned for the purpose of EMD submission. Following webpage may be referred for the instructions related to fee submission; https://www.iitp.ac.in/images/pdf/snp/SBI%20I-Collect.pdf	
The bidder claiming EMD exemption must enclose valid EMD exemption docuement like valid MSE (Micro and Small Enterprises) or Startup (recognized so by DPIIT) certificate.	
Submission of Bids: Interested parties may view and download the tender document containing the detailed terms & conditions from the website; Link (https://www.iitp.ac.in)	

1. Detailed Tender Documents may be downloaded from Institute website (<https://www.iitp.ac.in/>)
2. All details /document pertaining to the tender such as tender document, corrigendum and any further updates will be available only on IIT Patna website.
3. IIT Patna shall not be responsible for non-receipt of bid due to any reason.

CRITICAL DATES

Start date for submission of bids	17.08.2023 (03.30 PM)
Last Date & Time of Submission of Bids (Technical & Financial Bid)	11.09.2023(03.30 PM)
Opening Date & Time of Technical Bids	11.09.2023 (04.00 PM)
Date of evaluation of Financial bid	To be intimated later
Address of Communication	The Registrar Indian Institute of Technology Patna Kanpa Road, Bihta, Patna, Bihar-801106 Phone: 06115-233-683

REGISTRAR , IIT PATNA

GENERAL TERMS AND CONDITIONS

01. **Rates:** Rates quoted for items must be on F.O.R basis for IIT Patna, on DOOR DELIVERY Basis, with break up as per details given in the price bid.
02. **Validity:** The validity period of the offer should be clearly specified. It should be at least for 120 days from the last date of submission of quotations.
03. **Warranty/Guarantee:** The material must be quoted with a minimum onsite Warranty/Guarantee period of 01 year after the date of delivery, installation and acceptance at final destination.
04. **EMD& Tender Fee:** EMD & Tender Fee (if any) should be submitted in the Institute's Account using i-Collect of SBI. The details may be seen on following webpage:
(<https://www.iitp.ac.in/images/pdf/snp/SBI%20I-Collect.pdf>)
05. **Delivery:** Unless otherwise stated delivery and installation of goods shall be at IIT Patna and will have to be effected maximally within **04 weeks** from the date of issue of the Purchase Order. All aspects of safe delivery shall be the exclusive responsibility of the vendor.
06. **GST Certificates & TDS:** Scanned Copy of GST Certificate must be submitted with technical bid. Appropriate GST deduction at source will be applicable.
07. **Dealership Certificate:** Dealership certificate (in case of authorised dealers) and standard Technical literature on the offered products must be uploaded with technical bid.
08. **Performance Guarantee:** 10 % in the form of Bank Guarantee/ Fixed Deposit of the total order value needs to be submitted for such period as to cover two months beyond the warranty period for any order for equipments of more than Rs. 1 Lakh. In case of non-submission of BG/FD, an equivalent amount will be retained while payment till the above mentioned duration.
09. **Late and delayed quotation:** Late and delayed quotations will not be considered. In case any unscheduled holiday occurs on prescribed closing/opening date, the next working day shall then automatically be the prescribed date of closing/opening of the quotation with no change in timing.
10. **Ground for Rejection of Quotation:** The quotations are liable to be rejected if the foregoing conditions are not complied with. The quotation should be complete in all respects if a firm quotes NIL charges / consideration, the bid shall be treated as unresponsive and will not be considered.
11. **Payment:** Payment will be made within 30 days from the date of successful delivery and acceptance of goods at IIT Patna/ successful installation in case of machinery, equipments or the likes, generally through RTGS / FUND TRANSFER. Following information must be clearly written in the enclosed documents bank details for RTGS / FUND TRANSFER: -
 - (a) Name of the Firm with complete postal address
 - (b) Name of the Bank with Branch where the Account exist
 - (c) IFSC CODE
 - (d) ACCOUNT No
 - (e) PAN No
 - (f) GST/TIN No
12. The bidders can quote only those products in the bid which are not obsolete in the market and has atleast 3 years residual market life. Moreover, the bidder are bound to supply the spares till 10 years from the date of installation, on the same payment terms:-
13. **Liquidated Damage:** If a firm accepts an order and fails to execute the order in part or in full, as per the terms and conditions stipulated in the Purchase Order, it will be open to the institute to recover the liquidated damages from the firm at the rate of 0.5% per week of the order value subject to a maximum of 10% of the order value. It will also be open to the institute alternatively, to arrange procurement of the required stores from any other source at the risk and expense of the defaulter firm/vendor, which accepted the order but failed to execute the order according to the stipulated agreed upon. Defaulter vendor(s)/ firm(s) are also liable for blacklisting.
14. **Termination for default:** Default is said to have occurred
 - (a) If the supplier fails to deliver any or all of the goods/ items/ services within the time period(s) specified in the purchase order or any extension thereof granted by IIT Patna.
 - (b) If the supplier fails to perform any other obligation(s) under the contract
 - (c) If the vendor, in either of the above circumstances, does not take remedial steps within a period of 30 days after receipt of the default notice from IIT (or takes longer period in spite of what IIT may authorize in writing), IIT may terminate the contract / purchase order in whole or in part. In addition to above, IIT may at its discretion also take the following actions: IIT may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate IIT for any extra expenditure involved towards goods and services to complete the scope of work.
15. **Applicable Law:**

- (a) The contract shall be governed by the laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealings / processing, as may be applicable upon IIT Patna.
- (b) All disputes are subject to exclusive jurisdiction of Competent Court and Forum in Patna, India only.
- (c) Any dispute arising out of this purchase shall be referred to the Registrar IIT Patna, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, (to be appointed by the Director of the Institute). The decision of such Arbitrator shall be final and binding on both the parties.
16. The acceptance of the quotation will rest solely with the Registrar, IITP, who in the interest of the Institute is not bound to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all of the quotations received without assigning any reason(s).
17. **Important:** The Director may accept or reject any or all the bids in part or in full without assigning any reason and doesn't bind himself to accept the lowest bid. The institute at its discretion may change the quantity / upgrade the criteria / drop any item, at any time before placing the Purchase Order.
18. **Force Majeure:** The Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- (i) For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- (ii) If a Force Majeure situation arises, the Supplier shall promptly notify IIT Patna in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
19. The in general Printed conditions of supply of the firm, if any, will not be binding on the Institute.
20. The bidders can quote only items with minimum 20% domestic value additional/local content. Local content means the amount of value added in India which shall be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all custom duties) as a proportion of the total value, in percent. The bidders are required to furnish a self-certificate regarding the items meeting local content requirement, mandatorily mentioning following:
- Percentage of Local Content.
 - Location(s) at which the local value addition is made.
21. 'Class-I local supplier' shall get purchase preference over 'Class-II local supplier' as per instructions contained in Public Procurement (Preference to Make in India) Order 2017, as amended from time to time. The margin of purchase preference shall be 20%.
22. The successful bidder will be awarded contract and they will have to execute agreement. (format will be provided later).
23. This tender is being invited in compliance with Rule 144 (xi) of GFR Rules, 2017 as under:
- Bidder (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
 - Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority.
 - "Bidder from a country which shares a land border with India" for the purpose of this order means.
 - An entity incorporated, established or registered in such a country; or
 - A subsidiary of an entity incorporated, established or registered in such a country; or
 - An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - An entity whose beneficial owner is situated in such a country; or
 - An Indian (or other) agent of such entity; or

- f) A natural person who is a citizen of such a country; or
- g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

IV. The beneficial owner for the purpose of (iii) above will be as under:

In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation

a.) “Controlling ownership interest” means ownership of or entitlement to more than twenty five percent of share or capital or profits of the company;

b.) “Control” shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;

In case of partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;

In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capitals or profits of such association or body of individuals;

Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;

In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

An agent is a person employed to do any act for another, or to represent another in dealings with third person.

The registration shall be valid at the time of submission of bid and at the time of acceptance of bid.

MINIMUM QUALIFICATIONS REQUIRED FOR BIDDING

The bidders having following minimum qualification are eligible for bidding:

1. The bidder must have minimum 05 (Five) years of experience in providing hotel linen products including blackout curtains.
2. The bidder/Company/Firm/Agency must have an average annual turnover of Rs 20 lakh or more in the financial years 2019-20, 2020-21 and 2021-22.
3. The bidder/Company/Firm/Agency will have to provide details of Income Tax Return of the firm for three financial years 2019-20, 2020-21 and 2021-22.
4. The bidder/Company/Firm/Agency has to submit Profit & Loss Account/ Income and Expenditure Account along with Balance Sheet for the three financial years (2019-20, 2020-21 and 2021-22).
5. The bidder /Company / Firm / Agency should have its own Bank Account.
6. The bidder /Company / Firm / Agency shall submit declaration on its letterhead that they have not been Black-Listed/Debarred or are put to any holiday by any Indian Institutional Agency/Government Department/Public Sector Undertaking in the last three years.
7. The bidder should attached GST Registration Certificate and PAN card.
8. The Proof of EMD submission should be attached. (unless valid exemption document is submitted.)

Exemption to comply with any of the above criteria must be duly supported by the Government orders and/or OMs and other Government documents and copy (ies) of the same must be enclosed. Non compliance with any of the above conditions by the Tenderer will amount to non-eligibility for the services for which tender has been floated and its tender will be rejected.

Bidders must enclosed documentary proof in support of meeting each of the above minimum qualification criteria. A simple undertaking by the bidder for any of the stated criteria will not suffice the purpose. All documentary proofs must be enclosed with the technical bid.

The bidder must sign and seal all pages of this tender document and submit along with the bid. The bidder must not disclose price of any item in the document placed in technical bid envelope.

Technical Specifications

Providing, Supplying & Fixing of Special Purpose Jacquard/ Blackout Curtains

Size and Quantity	48 inches x 84 inches – 540 Qty (Grommet Jacquard/ Blackout) 48 inches x 144 inches – 48 Qty (Loop Blackout) 48 inches x 144 inches – 48 Qty (Semi Sheer Premium Linen) Curtain Track Channel with complete Ceiling Fitting and Installation – 180 Feet
Craftmanship	The curtain shall be sewn flat with 15% fullness. The seams shall be sewn but no raw edges visible. The curtain top shall be grommeted on 4” centers. The bottom edge shall have 2” double hem. The grommet shall be male-female type.
Flame Retardant	Blackout curtain must be flame-retardant materials. Fabric passes the flame resistance requirements specified by industry norms.
Track and Hardware Material	Track to be 29/32” X 11/16” x .050 extruded 6063-T-5, anodized aluminum. Inner surface is center ridge-grooved. Supply with hook carriers, end-caps, knock-outs, and connectors, of the sleeve type. Carrier body and wheels of Celcon. Eye and hook of .093 bright basic wire, nickel plated.
Double Curtain Installation for Suite Rooms	Double curtains installation (in specific uses): Provide (2) parallel tracks for double curtain installation. Where (2) separate tracks meet they shall overlap each other approximately 24 inches.
Special processing	Flame Retardant, Dust-resistant, Anti Static, Jacquard finish
Material & Weaving	Triple Layer blackout fabric, Front: Polyester (Non-flammable material) - Jacquard Middle: Urethane resin – 2/2 Back: Polyester (Non-flammable material) – Plain 1/3
Light Shielding Rate	Minimum 90%
Other Parameters for Textile Certificate	Dimensional stability: torque, shrinkage, elongation, stretch and recovery Seam strength Tearing strength, penetration resistance Tensile properties
Special Term and conditions:	
Manual	Self-explanatory Care Manual should be submitted
Warranty:	12 months against manufacturing defects except normal wear and tear
Delivery	Supply, delivery and fixation of curtains at Guest House, IIT Patna, Bihta Campus, Bihar

Evaluation Scheme

A. Technical Evaluation Scheme

The technical committee will evaluate the proposals on various parameters as detailed in this document. Bidders meeting the bidder's minimum eligibility criteria will be qualified for evaluation of identical sample products. The evaluation of the technical committee is final and binding.

B. Evaluation of Identical Sample Products

All technically qualified bidders will be asked later to submit finish sample of curtain, having all required technical specifications and textile testing certificate in a sealed envelope superscribing bidder's name and address to "The REGISTRAR, IIT PATNA, Amhara Road, Bihta, Patna-801106". Tender reference number should be mentioned on the envelope bearing sample and testing certificate as per above. The samples will be evaluated for maximum 100 marks and qualifying marks will be 70 marks. Bidder should be ready to submit the samples in a short-notice.

S.No.	Points to be included	Maximum Marks
1.	Valid Textile Testing Certificate from accredited lab (30)	100
2.	Physical Appearance of Blackout Curtain including quality (Plain/Jacquard) (40)	
3.	Others (Craftmanship, Eyelet Material, and other aspects of durability and presentability) (30)	

C. Financial Evaluation Scheme

Financial Bids of only those bidders will be opened who are declared qualified in both stages i.e. in technical evaluation (A) stage and in Sample evaluation (B).

The substantial responsive Lowest Bidder/Company/Firm/Service Provider will be declared L1 and finally successful for award of contract.

Technical Compliance Sheet

SI No.	Description	Submitted (YES/ NO)
1.	Proof of having minimum 05 (Five) years of experience in providing hotel linen products including blackout curtains.	
2.	GST Certificate	
3.	PAN Card (self attested copy)	
4.	EMD or valid EMD exemption certificate	
5.	Complete tender document signed and sealed by the bidder	
6.	Proof of an average annual turnover of Rs 20 lakh or more in the financial years 2019-20, 2020-21 and 2021-22.	
7.	Documents regarding Income Tax Return of the firm for three financial years 2019-20, 2020-21 and 2021-22	
8.	Documents regarding Profit & Loss Account/ Income and Expenditure Account along with Balance Sheet for the three financial years (2019-20, 2020-21 and 2021-22).	
9.	Bank Account details of the bidder	
10.	Undertaking regarding non -blacklisting/ non- debarment in the last three years.	
11.	Self-explanatory Care Manual	
12.	Certificate of Local content	

Place-

Date-

(Bidder Singature with Stamp)

Name:.....

Address.....

Email-.....

Contact No.....

Price Bid:-

Sl. No.	Item Description	Qty.	Qouted Price (without GST)	GST	Total Price (Including GST)
01	Jacquired Textured 48 inches x 84 inches Curtains With Heavy Duty Eyelets (for rooms and common area)	540			
02	Jacquired Textured 48 inches x 144 inches Curtains with Heavy Duty channel loops (for suite rooms)	48			
03	Semi sheer premium Linen 48 inches x 144 inches Curtains with Heavy Duty Channel loops (for suite rooms)	48			
04	Curtains Track Channel with curtain holders with complete ceiling fitting and installation	180 feet			
Total Price FOR IIT Patna					
Amount in words					

Place-

Date-

(Bidder Singature with Stamp)

Name:.....

Address.....

Email-.....

Contact No.....