

INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

Guwahati - 781 039, Assam

Phone: (0361) 2582061, 2692771 Fax: (0361) 2692771, 2690762



TENDER DOCUMENT

NIT No.: IITG/IPM/NIT/R/2023-24/59 Dated: 28.11.2023

Part- A: Technical Bid

NAME OF WORK

Restoration and shifting of main outdoor feeder panel including associated works near cricket ground in IIT Guwahati Campus.



NOTICE INVITING TENDER

Tender No- IITG/IPM/NIT/R/2023-24/59 Dated: 28.11.2023

E-tenders in **two-bid system** are invited from experienced & competent contractors for following works at IITG campus:

Name of works	Restoration and shifting of main outdoor feeder panel including associated works near cricket ground in IIT Guwahati Campus.
E Tender Web Site	https://eprocure.gov.in/eprocure/app
Estimated Cost	₹ 7,87,127.00
Time of Completion	60 (Sixty) days.
Earnest Money	₹ 16,000.00 (Rupees Nineteen thousand only) by Demand draft/ Banker's cheque in favour of 'IIT Guwahati' payable at 'Guwahati'. The original hard copy of EMD should be submitted to the HoS(M) IPM Section, IIT Guwahati on or before the last date and time of submission of the tender.
Bid document Download/ Purchase Date & Time	21.12.2023 at 10.00 Hrs
Online Bid Submission End Date & time	14.00 hrs on 02.01.2024
Online Opening of Technical Bid date & time	15.30 hrs on 03.01.2024
Date & Time for Financial bid Opening	Will be informed later on after the evaluation of Technical Bids (Only to the bidders who will successfully qualify the Technical Evaluation)

Qualifying criteria for participation in the Tender:

- (1) The bidder should be Registered with Govt. / Semi Govt. Dept. / Govt. Autonomous Body.
- (2) Contractor must have valid Electrical contractor's license from the Govt. licensing Board.
- (3) Minimum average annual financial turnover should not be less than **₹ 2.36 lakh** during the immediate last 3 years.
- (4) Experience : (i) Shall have experience in similar Electrical LT panel/ underground cable works completed satisfactorily during the last seven years as follows:
(a) One work of value not less than **₹ 6.30 lakh** against a single work order
OR (b) two works of each value not less than **₹ 4.72 lakh** each against two separate work order OR (c) three works of each value not less than **₹ 3.15 lakh** each against three separate work orders in Govt./ Semi Govt. department / Autonomous body during last seven years.
(Work order with BOQ and completion certificate must be submitted along with the tender)
- (5) Copy of PAN card & GST Registration certificate.

Note: Financial turn over and values of completed works of previous years shall be given weightage of 7% per year and part thereof to bring them to the present price level.

Tender papers shall be downloaded from the website www.eprocure.gov.in/eprocure/app & to be submitted though online only.

GUIDELINES FOR BIDDERS:

1. The intending bidder must read the terms and conditions carefully. He should submit his bid only if he considers himself eligible and he is in possession of all the documents required.
2. Tender documents shall have to be downloaded from the website <https://eprocure.gov.in/eprocure/app> .
3. **Earnest money:** Earnest money shall be deposited along with the tender in the form of Demand draft/ Banker's cheque in favour of 'IIT Guwahati' payable at Guwahati. (Scanned copy of EMD should be uploaded in the Fee/Technical cover) EMD is exempted for Firms which are specifically registered for the required items of the tender with NSIC/MSME. No price preference will be given. If exemption is sought from submission of EMD, the same should clearly be mentioned and copy of valid NSIC/MSME registration must be uploaded in place of EMD document. Original copy of the EMD document has to be sent to O/o the IPM Section, Guwahati-781039 latest by last date & time of bid Submission
4. Information and Instructions for bidders posted on website shall form part of bid document.
5. The bid document consisting of Technical bid (eligibility bid) & the Financial bid i/c plans, specifications, drawings etc. to be executed and the set of terms and conditions of the contract to be complied with contractor whose bid may be accepted and other necessary documents can be seen on website www.eprocure.gov.in/eprocure/app.
6. Work experience certificate and other documents as specified in the technical bid/eligibility bid document shall be scanned and uploaded to the e-Tendering website within the period of bid submission.
7. Online technical bid documents submitted by intending bidders shall be opened only of those bidders whose original documents scanned and uploaded are found in order.
8. IIT Guwahati reserves the right to not consider tender papers of any contractor engaged in one or more ongoing works in the IITG Campus, if in the opinion of the Institute, the progress of the ongoing works of the contractor has not been found satisfactory and they will not be able to handle a new work till the completion of their ongoing work(s). IITG also reserves the right to accept or reject any or all of the tenders without assigning any reason thereof.
9. The rates include cost of all operations and all inputs of labour, material, T&P, scaffolding, wastages, watch and ward, other inputs, all incidental charges, all taxes, cess, duties, levies,(Including GST) etc. required for execution of the work.
10. The downloading & submission of tender paper to by a contractor does not automatically mean the tenderer is considered qualified for the price part of the bid.
11. The successful bidder shall submit an irrevocable **Performance Guarantee of 3%** (Three percent) of the tendered amount in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract agreement, (not withstanding and/or without prejudice to any other provisions in the contract) within 15 days from the date of issue of letter of acceptance.
12. The acceptance of tender will rest with the authority of IIT Guwahati who does not bind itself to accept the lowest tender and reserves itself the right to reject any or all the tenders received

without assigning any reason thereof. The work may be allotted in part or whole at the discretion of competent authority of the Institute.

13. For all clarifications regarding site conditions, items of works or any other related matters to the tender, HoS (Maintenance) may be contacted during office hours on all working days or through email hos_maint@iitg.ac.in.
14. In case, the day of opening of the tender happens to be a holiday on account of Govt. notification and tender cannot be opened; the tender shall be opened on the next working day at the same time.
15. The tender document shall be submitted through online only.
16. Part-A (Technical bid) of the tender shall be opened on the date and time as mentioned above. But price bids of only of those tenderers whose technical bid are found acceptable shall be opened on a later date.
17. Only the authorized person(s) to attend tender opening. All the bidders shall send their representative(s) to attend tender opening with proper authorization during opening of the tenders.

Thanking You,

Yours faithfully,

HoS (Maintenance)

INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

Submission of Tender

From :.....

To
The Dean (IPM),
Indian Institute of Technology Guwahati
GUWAHATI - 781 039

1. I/We hereby tender for execution of the work **“Restoration and shifting of main outdoor feeder panel including associated works near cricket ground in IIT Guwahati Campus.”** as per tender document within the time schedule mentioned therein and accepted by me/us, at the rates quoted by me/us for the whole work in accordance with terms and conditions, specifications, drawings, as detailed in the tender document. It has been explained to me/ us that the time stipulated for job and completion of works in all respects and in different stages mentioned in the “Time schedule” of completion of work and signed and accepted by me/us is the essence of the Contract.
2. It has been explained to me/ us that the time stipulated for job and completion of works in all respects and in different stages mentioned in the “Time schedule” of completion of work and signed and accepted by me/us is the essence of the Contract. I/We agree that in the case of failure on my/ our part to strictly observe the time of completion mentioned for work or any of them and to the final completion of works in all respects according to the schedule set out in the tender, I/We shall pay compensation to the Owners as per provision and stipulations contained in the relevant clause of Contract and I/We agree to the recovery being made as specified therein. In exceptional circumstances extension of time which shall always be in writing may, however, be granted by the Engineer-in-Charge at his entire discretion for some items of work, and I/We agree that such extension of time will not be counted for the extension of completion dates stipulated for work and for the final completion of works as stipulated in the said “Time Schedule” of Completion of work.
3. I/We agree and accept the terms and conditions laid down in the memorandum below in this respect.

MEMORANDUM

- | | |
|---------------------------------------|--|
| (a) General description of work | Restoration and shifting of main outdoor feeder panel including associated works near cricket ground in IIT Guwahati Campus. |
| (b) Earnest Money | Earnest money of ₹ 16,000.00 shall be deposited in the form of Demand draft/ Banker’s cheque in favour of ‘IIT Guwahati’ payable at ‘Guwahati’ |
| (c) Performance guarantee | 3% (Three percent) of the tendered amount. |
| (d) Time allowed for starting of work | : 25 (twenty-five) days from the date of issue of letter of intent / acceptance of the tender. |

4. Should this tender be accepted I /We hereby agree to abide by and fulfill all terms and conditions referred to above and in default thereof, to forfeit and pay to the Owner or its successors or its authorized nominees such sums of money as are stipulated in conditions contained in Notice Inviting Tender and other tender documents.
5. I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/We shall be debarred for tendering in IIT Guwahati in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Performance Guarantee.
6. If I/We fail to commence the work specified in the memorandum herein above, or I/We fail to deposit the amount of Performance guarantee specified in the Memorandum, I/We agree that the said Owner and its successors without prejudice to any other right or remedy be at liberty to cancel the notice of acceptance of tender if I/We fail to deposit the Performance guarantee as aforesaid or to execute an agreement or to start work as stipulated in the tender documents.
7. I/we hereby certify that all the statement made and information supplied are true and correct.
8. I/we have furnished all information and details necessary for eligibility and have no further pertinent information to supply.

CERTIFICATE:

It is certified that the information given in the tender are correct. It is also certified that I/we shall be liable to be debarred, disqualified in case any information furnished by me/us found to be incorrect.

Date.....day of.....2023

Witness:

Name in Block Letters:

Address:

Signature of Tenderer(s), with the seal of Firm

**PROFORMA FOR ACKNOWLEDGEMENT LETTER OF BIDDING DOCUMENT
(TO BE SUBMITTED IN BIDDER'S OWN LETTER HEAD)**

Ref no.

Date:

To

The HoS (Maintenance)

IIT Guwahati

Guwahati-781039, Assam

Sub: Restoration and shifting of main outdoor feeder panel including associated works near cricket ground in IIT Guwahati Campus.

Ref: IITG/IPM/NIT/R/2023-24/59 Dated: 28.11.2023

Dear Sir,

We hereby acknowledge receipt of a complete set of bidding document along with all enclosures for the subject work for preparation and submission of the Bid.

We undertake that the contents of the above Bidding document shall be kept confidential, further that specifications and documents shall not be transferred, and that the said documents are to be used only for the purpose for which they are intended.

(A) We intend to bid as requested for the subject works and furnish following details with respect to our quoting office:

- (i) POSTAL ADDRESS :
- (ii) TELEPHONE NUMBER :
- (iii) MOBILE NO. :
- (iv) TELEFAX NUMBER :
- (v) CONTACT PERSON :
- (vi) DESIGNATION :
- (vii) EMAIL ADDRESS :
- (viii) REGISTERED OFFICE :

BIDDER'S NAME :

SIGNATURE:

NAME :

DESIGNATION :

DATE :

Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: *My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.*

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without

changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
 - 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
 - 8) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
 - 9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

**INDIAN INSTITUTE OF TECHNOLOGY
GUWAHATI, ASSAM**

Special Conditions of Contract



NAME OF THE WORK

Restoration and shifting of main outdoor feeder panel including associated works near cricket ground in IIT Guwahati Campus.

Special Conditions of Contract

The present scope of work under this contract shall include “**Restoration and shifting of main outdoor feeder panel including associated works near cricket ground in IIT Guwahati Campus.**”.

1. The scope of this contract shall include supply, installation, testing and commissioning of Electrical LT pane, laying of LT cable and necessary civil works involving preparation of panel basement, brick work etc. The Contractor shall provide all necessary materials, equipment, labour etc. for the execution and maintenance of the work till completion unless otherwise mentioned in this tender document. All materials required for the work shall be as per technical specifications and approved by Engineer-in-Charge prior to procurement and use.
2. Rates shall be quoted in the Bill of Quantity (BOQ) furnished in figures and in words. If there is any variation between the rates quoted in figures and rates quoted in words, the rates quoted in words shall be considered.
3. The rates shall be firm up to the completion of work. No price escalation will be paid on any account.
4. The work shall be completed within **60 (Sixty) days** from the date of issue of the formal work order.
5. The rate shall be inclusive of all taxes including GST @ 18% (eighteen). All other taxes including forest Royalty as applicable to the work as per state/central government shall be deducted from the bills. Loading, unloading and transportation etc. of all the materials to work site at IITG campus, Guwahati-39 shall be inclusive of quoted rate.
6. All the pages of the tender document shall be signed and dated at the lower right hand corner by the tenderer. If the tender is signed by a person holding power of attorney, power of attorney authorizing him to sign on behalf of the tenderer should be submitted along with the tender.
7. The documents submitted along with the application for tender in respect of Experience, registration will be verified by the Institute with respect to that stated in the NIT for qualifying for the tender. If after verification any such data/ information are not found true or has attempted to conceal any unfavorable data/ information, his/her tender shall be summarily rejected.
8. The owner reserves the right to take inputs regarding performance of a bidder on any similar work (on-going or completed) from a client whether disclosed in the tender or not. If any such report from the client is found to be unsatisfactory, the tender is liable to be rejected.
9. Any tender submitted without the qualifying documents mentioned in the relevant clause of NIT, it shall be considered as incomplete tender and the tender will be rejected for which no communication will be made.
10. In case the work involves electrical works, the contractor must have electrical contract license and if the contractor does not have such license they should submit and undertaking to engage a party which fulfills the qualifying criteria. In such cases, Electrical License with his acceptance to take up the work shall be submitted.
11. The electrical license should be valid for the entire duration of the work till completion. In case the license expires during currency of work, it will be renewed well in time. Contractor will not be permitted to do electrical work without license. Onus delay on this account shall solely rest with contractor.
12. The contractor shall arrange all the plants, equipment, machineries etc. required for the works for which no extra charges will be paid.

13. The Contractor shall provide all necessary materials, equipment, labour etc. for the execution and maintenance of the work till completion unless otherwise mentioned in this tender document. All materials required for the work shall be as per technical specifications and approved by Engineer-in-Charge prior to procurement and use.
14. The contractor will arrange for water and electricity at his own. However, the Institute may provide electricity on the request of the contractor on payment basis under the terms and conditions fixed by the institute.
15. Care shall be taken by the contractor to avoid damage to any part of the building or its finishing. He/they shall be responsible for repairing all damages and resorting the same to their original finish at his own cost. He / they shall also remove at his own cost all unwanted wastage and materials arising out of his work from the site.
16. Any abnormal rate quoted in the tender will summarily be rejected for which no communication will be made.
17. **Payment of Bills:** The successful bidder if desire may submit their Running Account Bill as per progress of work and actual execution. Site Engineer will prepare RA Bill for release of payment subject to his satisfaction in progress of work.

After successful completion of work, as per specification and requirement, the contractor must submit their Final Bill including detail measurement along with Forest Department or other department clearance if necessary within one month from the date of completion of work. On submission, the site engineer will prepare the bill subject to his satisfaction and put up for payment within fifteen days.

18. Compensation for Delay

If the contractor fails to maintain the required progress or to complete the work and clear the site on or before the contract or justified extended date of completion as well as any extension granted in the event of any deviations resulting in additional cost over the tendered value. The contractor without prejudice to any other right or remedy available under the law to IITG on account of such breach, pay as compensation the amount calculated at the rates stipulated below on the amount of accepted tendered value of the work for every completed day/month (as determined) that the progress remains below that specified or that the work remains incomplete.

Compensation for delay of work: With maximum rate @ 1% (one percent) / month of delay to be computed on per day basis based on quantum of damage suffer due to stated delay on the part of Contractor. Provided always that the total amount of compensation for delay to be paid under this condition shall not exceed 10 % (ten percent) of the accepted tendered value of work or of the accepted tendered value. In case the delay is beyond the delay with compensation, the work will be done by the Institute at the risk and cost of the contractor and the contractor will be debarred from allotment / participation in the tenders for at least 2(two) years

Defect Liability: Twelve (12) Month's Period of Liability from the Date of Issue of Completion Certificate

- (i) The Contractor shall guarantee the installation/work for a period of 12 months from the date of issue of completion certificate. Any damage or defect that may arise or lie undiscovered at the time of issue of completion certificate, connected in any way with the equipment or materials supplied by him or in the workmanship, shall be rectified or replaced by the Contractor at his own expense as deemed necessary by the Engineer-in-Charge or in default, the Engineer-in-Charge may cause the same to be made good by other workmen and deduct expenses (of which the certificate of Engineer-in-Charge shall be final) from any sums that may be then or at any time thereafter, become due to the Contractor or from his security deposit, or the proceeds of sale thereof, or of a sufficient portion thereof.

19. **Anti-Corruption Policy:**

IIT Guwahati's anti-corruption policy requires the bidders, suppliers and contractors associated with the Institute to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, terms set forth below are as follows:

- i) They are not to indulge in any corrupt practices. These are defined as giving, receiving or soliciting directly or indirectly, anything of value to influence improperly the actions of the Institute.
- ii) In case there is any improper demand from any employee of the Institute (directly or indirectly), they are to inform the Institute's Chief Vigilance Officer (CVO). Currently the CVO is

Prof. T. Punniyamurthy

Telephone no. 0361-258 2309

Email: tpunni@iitg.ac.in

20. **Performance Guarantee: Performance Bank Guarantee (PBG):**

- i) The successful bidder shall submit an irrevocable Performance Guarantee of 3% (Three percent) of the tendered amount in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract agreement, (not withstanding and/or without prejudice to any other provisions in the contract) within 15 days from the date of issue of letter of acceptance. This period can be further extended by the Engineer-in- Charge on written request of the contractor stating the reason for delays in procuring the Performance Guarantee, to the satisfaction of the Engineer-in-Charge. This guarantee shall be in the form of Banker's Cheque of any scheduled bank/Demand Draft of any scheduled bank/Pay Order of any scheduled bank or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the form annexed hereto. In case a fixed deposit receipt of any Bank is furnished by the contractor to IITG as part of the performance guarantee and the Bank is unable to make payment against the said fixed deposit receipt, the loss caused thereby shall fall on the contractor and the contractor shall forthwith on demand furnish additional security to IITG to make good the deficit.
- ii) The PBG shall be valid up to the stipulated date of completion plus minimum 6 months beyond that. To cover the defect liability period of 6 months of the work, the Performance Guarantee shall be retained as Security Deposit. The same shall be returned after expiry of the defect liability period without any interest.
- iii) The Engineer-in-Charge shall not make any claim under the performance guarantee except for amounts to which IITG is entitled under the contract (not withstanding and/or without prejudice to any other provisions in the contract agreement) in the event of:
 - a) Failure by the contractor to extend the validity of the Performance Guarantee as described herein above, in which event the Engineer-in-Charge may claim the full amount of the Performance Guarantee.
 - b) Failure by the contractor to pay IITG any amount due, either as agreed by the contractor or determined under any of the Clauses/Conditions of the agreement, within 30 days of the service of notice to this effect by Engineer-in-Charge.
- iv) In the event of the contract being determined or rescinded under provision of any of the

Clause/Condition of the agreement, the performance guarantee shall stand forfeited in full and shall be absolutely at the disposal of IITG.

Clause no. 3.0 (i) to (iv) shall supersede clause no. 19.1 & 19.2 of the General Conditions of Contract. The term Initial Security Deposit/Security deposit used elsewhere in the tender document shall be read as Performance Guarantee.

21. All legal disputes will be subjected to jurisdiction of Gauhati High Court only.
22. If the lowest bid is below 10% of the estimate, additional initial security deposit of value by which the quote is below 10% of the estimate will have to be submitted by the bidder along with Performance Guarantee within 15 days from the date of issue of Letter of Intent offering the work. The additional security deposit shall be refunded immediately after completion of the work. In case the lowest bidder is not able to complete the work, the performance guarantee and the additional security deposit will be forfeited and the contractor will be debarred for 2 years from participating in the tenders floated by the Institute after issuing a show case notice.
23. The performance guarantee and additional security deposit will be in the form as specified in the tender. In case the lowest bidder fails to submit the performance guarantee and additional security deposit within the stipulated time, the offer will be cancelled. In such case, the work will then be offered to the next lowest bidder (L2) at L2's rate and so on.
24. Lowest quotes above 10% of the estimated cost will not be accepted in any case and fresh tender will be invited.
25. All other terms & conditions shall be as per provision of General Conditions of Contract followed by the institute.

HoS, Maintenance

**PROFORMA FOR ACKNOWLEDGEMENT LETTER OF BIDDING DOCUMENT
(TO BE SUBMITTED IN BIDDERS OWN LETTER HEAD)**

Date:

To,

The HoS (Maintenance)
Indian Institute of Technology Guwahati
Guwahati – 39

Sub: Submission of tender for the “Restoration and shifting of main outdoor feeder panel including associated works near cricket ground in IIT Guwahati Campus.”.

Sir,

I/we do hereby submit our tender for “Restoration and shifting of main outdoor feeder panel including associated works near cricket ground in IIT Guwahati Campus.”, as per Notice Inviting Tender No IITG/IPM/NIT/R/2023-24/59 Dated: 28.11.2023. The rates quoted by me / us are for the whole work in accordance with Notice Inviting Tender and Terms & Conditions.

Name of Firm/ Contractor :

Address for correspondence :

Signature of Contractor with seal :

Date :

Contact Phone No –

email id :

Enclosure :

- 1.
- 2.
- 3.
- 4.
- 5.

Seal & Signature of Contractor

FORM "A"

FINANCIAL INFORMATION

Financial Analysis – Details to be furnished duly supported by figures in balance sheet/ profit & loss account for the last three years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).

Years

Year	2020-21	2021-22	2022-23
Gross Annual turnover on construction works ` in lakhs			
Profit / Loss.			

* The bidder should give information strictly in above format.

- I Financial arrangements for carrying out the proposed work.
- II. Solvency Certificate from Bankers of the bidder in the prescribed Form "B".

Signature of Chartered Accountant with Seal

Signature of Bidder(s).

FORM "B"

List of qualifying Works executed during last 7 years as per criterion "3" of Qualifying criteria for participation in the Tender:

Sl. No.	Full Postal Address of client & Name of Officer-in-Charge	Description of the work with contract no.	Value of contract	Date of Commencement of work	Stipulated date of completion	Actual date of completion

Note: Original or attested copies of work order and completion certificates from the client should be attached by the applicant. Otherwise it will not be considered.

Signature of Bidder(s)

FORM 'C'

PERFORMANCE REPORT OF WORKS REFERRED TO IN FORMS "B"

1. Name of work/project & location
2. Agreement no.
3. Estimated cost
4. (i) Tendered cost
(ii) Value of work done
5. Date of start
6. Date of completion
 - (i) Stipulated date of completion
 - (ii) Actual date of completion
7. (a) Whether case of levy of compensation for delay has been decided or not Yes/No

(b) If decided, amount of compensation levied for delayed completion, if any
8. Performance Report

(1) Quality of work		Outstanding/Very Good/Good/Poor
(2) Financial soundness		Outstanding/Very
Good/Good/Poor (3) Technical Proficiency		Outstanding/Very
Good/Good/Poor (4) Resourcefulness		Outstanding/Very
Good/Good/Poor (5) General Behaviour		Outstanding/Very
Good/Good/Poor		

Dated:

Executive Engineer or Equivalent

Note: If Name of Work is not clearly defining scope of work as specified in the definition of similar work, bidders are advised to upload copy of Agreement/ final bill or any other relevant document in support of their proposed completed work conforming to the definition of similar work.

Form "D"

Undertaking regarding obtaining GST registration Certificate of The State, in which work is to be taken up

If work is awarded to me, I/we shall obtain GST registration Certificate of the State, in which work is to be taken up within one month from the date of receipt of award letter or before release of any payment by IITG, whichever is earlier, failing which I/We shall be responsible for any delay in payments which will be due towards me/us on a/c of the work executed and/or for any action taken by IITG or GST department in this regard.

Signature of Bidder(s) or an authorized
Officer of the firm with stamp

FORM "E"

Compliance to requirement of tender documents:

We confirm that our tender complies with the total techno-commercial requirements of bidding document without any deviation.

Signature of Company/ Contractor

FORM "F"

TENDER VALIDITY

Tender shall remain valid for acceptance for a period of 120 (One hundred twenty) days from the date of opening of the tender. The tenderer shall not be entitled during the said period to revoke or cancel his tender or to vary the tender given or any term thereof. In case of tenderer revoking or cancelling his tender or varying any term in regard thereof, the OWNER shall reject the tender. Tender shall be revalidated for extended period as required by Owner in writing.

Signature of Company/ Contractor

List of document to be scanned and uploaded digitally signed with in the period of bid submission in the CPP Portal:

1. Earnest Money Deposit (EMD) of ₹ **16,000.00** in the form of **Demand draft/ Banker's cheque from** any Scheduled Bank in favour of 'IIT Guwahati' payable at 'Guwahati. If exemption of EMD is sought, then the same should clearly be mentioned and copy of valid NSIC/MSME registration certificate must be uploaded in place of EMD document.
2. Registration Certificate from Govt. / Semi Govt. Dept. / Govt. Autonomous Body
3. Valid Electrical contractor's license from the Govt. Licensing Board.
4. Work completion certificates supported by respective Work order / detailed BOQ/ final bill etc. for works executed in Govt./ Semi Govt. Department/ Govt. Autonomous Body.
5. Certificate of Financial Turnover for the last three years from Chartered Accountant or Audited Balance sheet for the last three years.
6. Total technical bid document including addenda, corrigendum etc
7. Duly filled in Form- "A" to Form- "F"
8. GST registration certificate.
9. PAN card
10. Any other documents intends to submit by the bidder.

EVALUATION PROCEDURE FOR TECHNICAL BID TO QUALIFY FOR OPENING OF PRICE BID

TENDER TECHNICAL QUALIFICATION CRITERIA

Sl. No.	Qualifying Criteria	DOCUMENTS REQUIRED FROM THE BIDDER
1	Total tender document including addenda, corrigendum etc.	Digitally signed total technical bid document including addenda/corrigenda.
2	Certificate of registration with Govt. / Semi Govt. Dept. / Autonomous Body.	Valid Registration in Govt./ Semi Govt. department / Autonomous body
3	Contractor must have valid Electrical contractor's license from the Govt. licensing Board.	Valid Electrical contractor's license from the Govt. licensing Board.
3	Earnest Money of ₹ 16,000.00	Shall be deposited in the form of Demand draft/ Banker's cheque in favour of 'IIT Guwahati' payable at 'Guwahati and the scanned copy shall be uploaded in the Technical-Bid.* If exemption of EMD is sought, then the same should clearly be mentioned and copy of valid NSIC/MSME registration certificate must be uploaded in place of EMD document.
5	Work experience	Satisfactory completion certificates supported by respective Work order / detailed BOQ/ final bill etc. for works executed in Govt./ Semi Govt. Department/ Govt. Autonomous Body.
	Shall have experience in similar Electrical LT panel/ underground works completed satisfactorily during the last seven years as follows:	
	One work of value not less than ₹ 6.30 lakh against a single work order OR (b) two works of each value not less than ₹ 4.72 lakh each against two separate work order OR (c) three works of each value not less than ₹ 3.15 lakh each against three separate work orders in Govt./ Semi Govt. department / Autonomous body during last seven years.	
6	Minimum average annual financial turnover should not be less than ₹ 2.36 lakh during the immediate last 3 years	Certificate of Financial Turnover for the last three years from Chartered Accountant or Audited Balance sheet for the last three years.
7	GST Registration	GST registration certificate should be submitted.
8	PAN no. of the Company/Firm.	Copy of PAN Card

Note: *The hard copy of EMD and Cost of tender document should be submitted to the HoS(E) IPM Section, IIT Guwahati on or before the last date and time of submission of the tender.

APPROVED MAKES
LIST OF APPROVED MANUFACTURERS / BRAND NAMES OF VARIOUS TYPES OF
ELECTRICAL MATERIALS / EQUIPMENT / APPLIANCES: -

C. Electrical Works:

Sr. No	Description List of Makes - Electrical	Recommended Makes
1	LT CABLES (underground)	GLOSTER / CCI / INCAB / INDUSTRIAL CABLES / RPG / UNIVERSAL / NICCO / HAVELLS / POLYCAB / CRYSTAL / FINOLEX / KEI/RR
2	Wire (Copper conductor)	FR copper wire (FINOLEX / HAVELLS / RR KABEL /BERIA/KEI
3	Electrical Panel	Any CPRI/ERDA approved manufacturer
4	Multifunction Meter (Digital Type)/Load Manager	Schneider/Socomec/Secure Meter/HPL/Siemens/L&T
6	PVC CONDUITS	BERLIA / AKG / PRESTO. PLAST/RISHAWELKM
7	MODULAR SWITCH SOCKET WITH SWITCH BOXES	ANCHOR/ MK / CRABTREE / LEGRAND / SCHNEIDER / PHILIPS/NORTH WEST/GREATWHITE
8	BRASS DOUBLE COPRESSION GLANDS	DOWELLS/COMMET/Siemens/Phoenix
9	MCCB/MCB/ACB	L&T / SCHNEIDER / CONTROL & SWITCHGEAR / CROMPTON GREAVES / ABB / C&S / HAVELLS / LEGRAND / HAGER
10	FSU WITH HRC FUSE	L&T/SIEMENS/ Schneider /Eaton/Legrand
11	ELCB/MCB	Siemens/ Schneider / Legrand/Eaton/L&T
12	MCB DBS	Siemens/Schneider/Legrand/L&T /Eaton
13	METAL CLAD SOCKET OUTLETS	Legrand/SALZER/HAVELLS/L&T HAGER/Schneider
14	CABLE TRAYS	PROFAB//OVI ENGINEERS/Aslesha/Indiana/OBO Bettermann
15	LUMINAIRES	PHILLIPS/WIPRO/CROMPTON/HAVELLS
16	PROTECTIVE RELAYS	Siemens/ABB/L&T/Schneider/Eaton
17	CT's	VOLTAMP/AE/KAPPA
18	SURGE PROTECTION DEVICES	Schneider/Siemens/Legrand/Eaton
19	Auto Transfer Switch (ATS)	Siemens/Socomec/Schneider (ASCO)
20	TVSS	Vertiv APC –Schneider /Eaton/Legrand
21	LT Switchboards	License of IEC 61439 Panel Builder
22	Power Distribution Unit (PDU-Inside the Rack)	Vertiv/APC-Schneider /Raritan/Eaton/Numeric/enlogic
24	Terminal blocks & cage clamps	Elmexx Phoenix Wago
27	Single phase preventor	L&T Minilec Syntron Beluk

NOTE: i) ALL MAKES SHALL CONFIRM TO STANDARD SPECIFICATIONS OF EACH ITEMS AS ENCLOSED WITH THE TENDER DOCUMENTS. THE APPROVED MAKE SHALL BE SELECTED WITH APPROVAL FROM MAINTENANCE SECTION.

HOS, Maintenance

INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI

Guwahati - 781 039, Assam

Phone : (0361) 2582061, 2692771 : : Fax : (0361) 2692771 , 2690762



TENDER DOCUMENT

NIT NO: IITG/IPM/NIT/R/2023-24/59 Dated: 28.11.2023

Part - B: Price Bid

NAME OF WORK

**Restoration and shifting of main outdoor feeder panel
including associated works near cricket ground in IIT
Guwahati Campus**