



भारतीय प्रबंध संस्थान अमृतसर INDIAN INSTITUTE OF MANAGEMENT AMRITSAR

पीआईटी बिल्डिंग, सरकारी पॉलिटेक्निक परिसर; पॉलिटेक्निक रोड; छेहरता, जी.टी. रोड अमृतसर- 143105

वेबसाइट :www.iimamritsar.ac.in, दूरभाष 0183-2820040

PIT Building, Inside Govt. Polytechnic Campus; Polytechnic Road; Chheharta, G.T. Road Amritsar – 143105,

Website: www.iimamritsar.ac.in, Ph. No. 0183-2820040

Ref No. IIMASR/NIQ/293/2022

Date: 16/09/2022

Sub: - Notice inviting quotations (NIQ) for False ceiling and aluminium partition work at new leased building of IIM Amritsar through its e-Tender portal.

Sir / Madam,

E-Quotations are invited on IIM Amritsar e-Tender portal for **False ceiling and aluminum partition work at new leased building of IIM Amritsar** PIT building inside polytechnical campus, polytechnic road, chheharta, Amritsar -143105. The quotation should be uploaded on IIM Amritsar e-Tender portal (<https://iimamritsar.ac.in/post/tender.html>) on or before **26.09.2022 up to 12:00 pm**. The quotation shall be opened on the e-Tender portal on the same day, i.e. **26.09.2022 at 12:30 pm** in the presence of bidders or their duly authorized representatives, if any, at Purchase office of IIM Amritsar. Quantity and specification of the items are mentioned in **Annexure A**.

TERMS & CONDITIONS

1. The Invitation is open to all registered manufacturer/authorized dealer/supplier who are having PAN/GST number and Bank A/c Number in their firm/Co. name.
2. Bidder will sign on all the pages of this quotation at the designated spaces. The submission of bid implies that the terms and conditions of this quotation are acceptable to the bidder.
3. The vendor should have three years of experience in the same kind of services provided at the national level of organization (**please attach proof**).
4. The bidder will provide additional documents such as an incorporation/business registration certificate, previous year turnover proof, MSME/Startup certificate required. These documents shall be used in case of tie, if any required document is not found, the bidder with the document(s) shall be selected.
5. The bidder should provide a declaration related to non-blacklisting in Annexure 'B'.
6. The bidder shall provide the complete correspondence address, contact number and alternate number and email id.
7. If the date of opening of the quotation is declared a holiday, it will be opened on the next working day at the same time.
8. Any other charges, such as packing and forwarding, delivery charges, sales tax, etc. if any, should be included in the price.
9. **Price:** Price quoted by supplier and accepted by the Institute are final and no deviation there from will be accepted without the Institute's specific agreement in writing.
10. **Jurisdiction:** For all intents and purposes any contract under order shall be deemed to have been concluded at Amritsar
11. **Financial Evaluation:** The financial bid should be submitted strictly in the prescribed format (Annexure A) and should remain valid for a minimum of three months after opening the bid. Financial bids, which are incomplete, unclear, overwritten and are not submitted in the prescribed format, will be summarily rejected.
12. **Tie breaker:** In case of a tie (commercial bids of two or more bidders being equal) at the lowest bid (L1) position, the bidder shall be selected on the basis of more technical competence. The following sequence of preference shall be adopted to select the bidder,
 - a. Number of such completed orders.
 - b. Years of experience in the stationery/printing business.
 - c. Turnover in a previous financial year.
 - d. In case, one of the bidders is MSE, then an order shall be placed on such bidder.
 - e. In case, one of the bidders is MSE owned by SC/ST Entrepreneur, then an order shall be placed on such bidder.
 - f. In case, one of the bidders is MSE owned by Women Entrepreneur, then an order shall be placed on such bidder.

Signature of bidder with date

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- g. In case there is a tie at the lowest bid (L-1) position between only start-up bidders and none of them has past turnover, the order will be placed on the start-up that is registered earlier with the Department of Industrial Promotion and Policy.
- h. If the bids or proposals are equal in every respect, the award shall be made by lot, which shall be conducted, with prior notice, in the presence of the Tie Bidders who choose to attend. The result shall be final & binding to all bidders.

13. Site visit: Every Tenderer/Bidder is expected to inspect the site/locations between Monday to Friday from 10:00 am to 4:00 pm except Saturday & Sunday and Govt. holidays, to ascertain the exact requirement of the Institute, at his own cost before quoting the rates. He must also go through all the terms and conditions as stipulated in the documents. It will be construed that the bidder has inspected the site and satisfied himself with the Institute's requirements, site conditions, and other relevant matters.


14. IIM Amritsar reserves the right:

- a. to accept or reject any or all quotations either in whole or in part or to invite revised price bids or to annul the bidding process or to postpone and/or extend the date of receipt/opening of quotation or to withdraw the same at any time before finalization without incurring any liability to the affected Tenderer / Bidder. The Director, IIM Amritsar does not bind himself to accept the lowest or any quotation and reserves to himself the right of accepting the whole or any part of the quotation. And, the Tenderer/Bidder shall be bound to perform the same at the rates quoted.
- b. to postpone and/or extend the date of receipt/opening of quotation or to withdraw the same, without assigning any reason thereof.
- c. to obtain feedback from the previous/ present clients of the vendor by contacting them or by visiting their site to get first-hand information regarding the services (being) provided by the vendor.
- d. This office reserves the right not to accept the lowest quotation without assigning any reason for the rejection.

15. Summary of rejection or disqualification of bids

- a. Applications received after the stipulated deadline
- b. Any bid in which rates have not been quoted in accordance with the specified formats/ details as specified in the bid document.
- c. If any bidder has filled more than one bid.
- d. If unclear, poorly scanned copies are uploaded and received.
- e. Conditional proposal/bid will not be accepted and will be rejected outright.
- f. Canvassing in any form will make the quotation liable to rejection.
- g. Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the qualification document.
- h. If any additions/ alternations are made in tender forms.
- i. Bids are submitted through any other mode other than the E-Tendering portal on IIM Amritsar's website (<https://iimamritsar.ac.in/>).
- j. Missing any supporting document(s) with the Bids.
- k. False or misleading information is submitted.
- l. Unhealthy participation Record of poor performance such as, abandoning work, not properly completing the contract, or financial failures /weakness etc.

16. Queries & Responses: Queries related to the stated above should be submitted at purchase@iimamritsar.ac.in only till 20.09.2022, 05:00 pm. Queries submitted after due date and time, and on any other email id will not be entertained. The response to the queries will be given within 1-2 days by email after the last date of submission of queries.


Dean Administration

भारतीय प्रबंध संस्थान अमृतसर
Indian Institute of Management Amritsar

पी.आई.टी. भवन/P.I.T. Building

सरकारी पॉलिटेक्निक परिसर, अमृतसर-143105
Govt. Polytechnic Compound, Amritsar-143105



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Annexure A

Financial Bid

S.no.	Description of Items	Unit	Quantity	Rate	Amount
1	False Ceiling Work: Providing and fixing false ceiling with gypsum tile of size 2'-0' x 2'0' and thickness 7mm at all height including providing and fixing of necessary frame work consisting of "T" runners (of size 24x38x0.3 mm) wall angle (of size 24x24x0.3)mm – both "T" runners & wall angle made of galvanized M.S sheet), Hanging arrangement from ceiling by dash fasteners, fixing of wall angle by rawls plugs, etc. complete in all respect. Cutting of false ceiling tiles for light fixtures, cut-outs, etc. to be included in the quoted rate and for which nothing extra will be paid. Note: - Sample of gypsum tile to be fixed is available with the owner. Bidders are suggested to inspect the same, if required before quoting.	Sqft	3300		
2	False Ceiling Light: Providing & fixing of recess type LED luminaire of size 2'0'x2'0' & 48w in false ceiling of cabins & passage. Note: Sample of false ceiling light to be used is available with the owner, Bidders are suggested to inspect the same, if required before quoting.	Nos	36		
3	Aluminum Partition Work: Providing & fixing aluminum partitioning work including doors, door closed, door lock, etc. for 1 no cabin consisting of following components as a composite structure, complete in all respect: - a. Brown aluminum 16 Gauge b. 12mm thick PVC board Note: Cabin to be constructed should be matched with the existing cabin's pattern. Bidders are suggested to inspect the size before quoting. Measurement of the partition work for cabin will only be paid as per the quoted rate and nothing extra on account of provision for door and providing door closer, door lock etc., will be payable.	Sqft	325		
Grand Total					

I/We hereby declare and affirm that I/we have read and understood the terms and conditions of this. I/ we accept all terms and conditions as mentioned in it and hereby offer the rates.

Signature of authorized person _____

Official seal of BIDDER

Name of the bidder _____

Designation _____

Contact no _____

Email _____

Signature of bidder with date _____



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Annexure B

CERTIFICATE

(To be provided on the letterhead of the firm)

I hereby certify that the above firm/agency is neither blacklisted by any Central/State Government/ Public Undertaking/Institute nor is any criminal case registered/ pending against the firm or its owner/ partners anywhere in India.

I also certify that the above information is true and correct in every respect and in any case, at a later date it is found that any details provided above are incorrect, any contract given to the above agency may be summarily terminated and the firm blacklisted.

Signature of Authorized Signatory

Date:

Name:

Place:

Designation:

Contact No.:

Seal

Signature of bidder with date