



Tender Ref. No.: NSIC/OK/INCUB/1/ 2019-20

TENDER DOCUMENT

For

Aluminum Partition Wall & False Ceiling Work

NSIC Technical Services Centre
The National Small Industries Corporation Ltd.
(A Government of India Enterprise)
Okhla, Industrial Estate, Phase III,
New Delhi-110020

Tel No. 011-26826801(Extn 229) 41073424, 26826847
Fax: - 011-26826783

Email: ntscok@nsic.co.in
Website: www.nsic.co.in

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NOTICE INVITING TENDER

The NSIC Technical Services Centre, Okhla invites sealed tender in two bid system (Technical & Commercial bid in two separate envelopes) from eligible Contractor/Supplier for the "Aluminium Partition Wall & False Ceiling work".

The details are summarized below: -

a)	Tender number	Reference number for inviting bids through this tender is <u>NSIC/OK/INCUI/1/ 2019-20</u>
b)	Eligible Bidder	Eligible Contractor/Supplier for the "Aluminium Partition Wall & False Ceiling work" (as per the eligibility details placed in the tender of " Instructions to the Bidders ").
c)	Purchaser	The NSIC-Technical Service Centre, Okhla Industrial Estate, Phase-III, New Delhi – 110020 which is one of the Technical Centres of National Small Industries Corporation. (A Government of India Enterprise)
e)	Scope of Tender	Supply & Installation of Aluminum Partition Wall & False Ceiling work.
f)	Specification/ details of Aluminium Partition Wall & False Ceiling work.	The detailed specifications of "Aluminium Partition Wall & False Ceiling work" are specified in tender and placed at Annexure-A
g)	Web page for details of tender	Web page: http://www.nsic.co.in/Tenders.asp The prospective bidders are advised to visit the website periodically for any update in respect of this tender. No separate advertisement/communication will be sent to the individual and/or parties.
h)	Addresses of supplies	"The Aluminium Partition Wall & False Ceiling work" are proposed to be supplied at NSIC-Technical Services Centers at Okhla, Industrial Estate, Phase III, New Delhi-110020
j)	Earnest Money Deposit (EMD) along with Tender	Interest free, EMD of Rs. 12,500/- (Rupees Twelve Thousand Five Hundred Only) shall be submitted in the form of D.D. in favour of ' NSIC Ltd-NTSC A/C ' payable at New Delhi and to be placed in the Technical Bid envelope while submitting the tender. Alternatively, EMD can be submitted through Online Banking Mode for which the details are given below in "Instructions to Bidders" section. UTR No. and date of the online banking transaction on letter head of the bidder is to be submitted in the Technical Bid envelope while submitting the tender.
k)	Exemption from the payment of EMD and Tender fee	The exemption for the payment of EMD as well as tender fee will be applicable under Rule 170 & 173 of General Financial Rules (GFR), 2017 for Micro & Small Enterprises (MSEs) as per the "Public Procurement Policy for Micro & Small

		Enterprises Order 2012". To claim the exemption, self-certified copy of valid certificate/proof of registration for the goods for which this tender floated, must be enclosed with Technical Bid.
l)	Cost of Tender Documents	The tender document can be collected from the office of the Centre-Head, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase-III, New Delhi-20 in between the period from 23.12.2019 to 13.01.2020 between 10:30 hours to 15:00 hours against payment of Rs.590/- (Rupees five hundred ninety rupees only) (Non-refundable, Inclusive of GST) by way of demand draft, in favour of ' NSIC Ltd-NTSC A/C ' payable at New Delhi. Alternatively, tender document form can be downloaded from our website www.nsic.co.in from 23.12.2019 to 13.01.2020 . In case the tender document downloaded for submission of offer, the non-refundable tender fee of Rs.590/- in form of demand draft in favour of ' NSIC Ltd-NTSC A/C ' payable at New Delhi shall be enclosed with Technical Bid of the tender while submitting the tender or through Online Banking for which details are given under S.no: 9 in "Instructions to Bidders" section.
m)	Last date of submission of bid	Tender must be delivered to the address below on or before 13.01.2020 up to 15:30 hours (Time) . The bids received after the due date and time shall be rejected. Centre-Head, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase-III, New Delhi-20.
n)	Date of opening of Technical Bid (Envelope-1)	The technical bid for the tender shall be opened on 13.01.2020 at 16:00 hours at the address as under: Office of the Centre-Head, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase-III, New Delhi-20.
o)	Date of opening of Commercial Bid (Envelope-2)	The date for opening second envelope containing Commercial Bid will be intimated to the technically qualified bidders separately.

Note: In case of any further details required, the same can be collected from the office of the Centre-Head, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase-III, New Delhi-20 from **23.12.2019 To 13.01.2020** (except Saturday & Sunday) between 10:30 hours to 15:00 hours.

Centre-Head,
NSIC-Technical Services Centre,
Okhla Industrial Estate, Phase-III,
New Delhi-110020.

INSTRUCTIONS TO THE BIDDERS

The Tender shall be submitted in accordance with these instructions, as under.

1. Abbreviations:

Throughout this tender document, the word/ term:

- a) "NTSC" means NSIC-Technical Services Centre
- b) "NSIC" means The National Small Industries Corporation Ltd.
- c) "day" means Calendar day
- d) "working day" means Monday to Friday in week
- e) "tender" means tender number NSIC/OK/INCUC/1/2019-20
- f) Details means "Details of requirements and technical specifications of Aluminium Partition Wall & False Ceiling work detailed at Annexure-A.
- g) If context so requires, "singular" means "plural" and vice versa.
- h) "EMD" means Earnest Money Deposit, without interest.
- i) "Purchaser" means The NSIC-Technical Services Centre, Okhla.
- j) "Bid" means the document and financial details submitted by bidder in response to this tender.
- k) "Bidder" means the eligible and qualified bidder.

2. Scope of Supplies:

- a) The Material of "Aluminium Partition Wall & False Ceiling work" shall be supplied and fixed compliance to the specifications mentioned in Annexure- A of the tender and installed there.
- b) The Details of requirements and technical specifications of "Aluminium Partition Wall & False Ceiling work" detailed at Annexure-A are the minimum requirements of tender.

3. Address of supplies:

- a) The details of addresses are as under:

#	Location	Address for supplies
1	NTSC-Okhla, New Delhi	NSIC- Technical Services Centre, Okhla, Phase III, Near Govindpuri Metro Station, New Delhi-110020.

- b) The bidder is free to inspect the address(s) in the premises before submitting the bid under this tender.

4. Special Provision for Micro & Small Enterprises:-

Micro and Small Enterprises (MSEs) participating in the tender will be given benefit as per Public Procurement Policy, 2012. Further, the MSEs owned by SC/ST/Women entrepreneurs will also be given benefits as per Public Procurement Policy, 2012. The definition of MSEs owned by SC/ST/Women is as given under:

- (a) In case of proprietary MSE. Proprietor shall be SC/ST/Women
- (b) In case of partnership MSE, the SC/ST/Women partners shall be holding at least 51% shares in the unit
- (c) In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters.

Document to claim benefits shall be enclosed in Technical Bid.

5. Delivery of work

- a. The authority is interested to complete the work of Aluminium Partition Wall & False Ceiling work with material within Fifteen (15) calendar days from the date of issue of supply order. However, the bidders has an option to offer less than 15 days.
- b. The supplied material shall be physically inspected on receipt at site and bidder shall be responsible for any damage during the transit.

6. Warranty

- a. The bidder shall offer on-site comprehensive warranty of Aluminium Partition Wall & False Ceiling work for one (1) year from the date of successful Installation & fixing at the designated location. The purchaser is not liable to pay any extra charges on any account during warranty period.
- b. The bidder shall pay to the purchaser such compensations that may arise by reasons of the warranty therein contained but not attended by the bidder.
- c. Any part or parts fail or proved defective within the on-site warranty period specified above, owing to defect in design, material or workmanship; the bidder shall have to replace them at the place of installation without asking for any charges.
- d. During the warranty period, expert(s) shall be deputed at site by the bidder within two working days from the date of request from purchaser, to rectify and fixing the defects.

7. Tender documents:

- a) The tender document can be collected from the office of the Centre-Head, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase-III, New Delhi-20 in between the period from **23.12.2019 to 13.01.2020** (Except Saturday & Sunday) between 10:30 hours to 15:00 hours against payment of Rs. 500/- +18%GST = Rs.590/- (Rupees five hundred and ninety only) (Non-refundable, inclusive of GST) by way of demand draft, in favour of NSIC Ltd-NTSC A/c payable at New Delhi.
- b) Alternatively tender form can be downloaded from our website **<https://nsic.co.in/tender/Current-Tenders.aspx>** from **23.12.2019 to 13.01.2020** In case the tender downloaded for submission of offer, the tender fee of Rs. 590/- in form of demand draft in favour of NSIC Ltd-NTSC A/c payable at New Delhi, shall be enclosed with Technical Bid of the tender while submitting the tender.

The other option is to pay Rs.590/- by RTGS/NEFT to the bank of purchaser as detailed under:

ACCOUNT NAME	BANK NAME	BANK A/C NO.	BANK IFSC CODE
NSIC LTD.NTSC A/C	PUNJAB NATIONAL BANK, NSIC BHAWAN OKHLA INDUSTRIAL ESTATE, NEW DELHI-110020	0602002100009880	PUNB0060200

The bidder is requested to attach the UTR No. / Bank Statement / RTGS Slip in the Technical Bid, to prove the transfer of payment to the purchaser's Account.

- c) At any time prior to the deadline for submission of bids, the Purchaser may amend the Tender Documents by issuing addendum/ corrigendum which will be placed on website
- d) The prospective bidders are advised to visit the Website (www.nsic.co.in) for any update in respect of this tender.

8. Authorization for Submission of Tender:

- a) The original and all copies of the bid shall be signed and stamped, on every page, by a person duly authorized to sign on behalf of the Bidder. The written confirmation of authorization (in form of letter on the bidder's letter head) to sign on behalf of the bidder confirming the signature as a person duly authorized to sign should be attached with the technical bid of the tender.
- b) The person signing the tender document or any other documents on behalf of the Bidder shall be deemed to warrant that he has authority to bind the Bidder. If it subsequently comes to light that the person so signed had no authority to do so, the purchaser may without prejudice to any, consider civil & criminal remedies cancel the tender and hold the Bidder liable for all costs, charges and damages.**

9. Earnest Money & Tender Fees:

- a) The EMD shall be submitted in the first envelope super-scribed as "Technical Bid", of prescribed amount by way of Demand Draft drawn in favour of "NSIC Ltd-NTSC A/C", or online banking mode, only for Supply & Installation of Aluminium Partition Wall & False Ceiling work quoted by the Bidder. No cash towards EMD shall be accepted. The bids without EMD from the Bidders shall be rejected.
- b) In case tender documents downloaded from website, Tender Fee of Rs. 590/- shall be submitted by way of D.D. drawn in favour of "NSIC Ltd-NTSC A/c" along with the Technical Bid of the tender documents. Tender fee is non-refundable. The option for payment of EMD/Tender fees by RTGS/NEFT is also available and bank details of purchaser, are as under:

ACCOUNT NAME	BANK NAME	BANK A/C NO.	BANK IFSC CODE
NSIC LTD. NTSC A/C	PUNJAB NATIONAL BANK, NSIC BHAWAN OKHLA INDUSTRIAL ESTATE, NEW DELHI-110020	0602002100009880	PUNB0060200

The bidder is requested to attach the UTR No. /Bank Statement / RTGS Slip in the Technical Bid, to prove the transfer of payment to the purchaser's Account.

- c) **The exemption for the payment of EMD as well as tender fee will be applicable under Rule 170 & 173 of General Financial Rules (GFR), 2017 for Micro & Small Enterprises (MSEs) as per the "Public Procurement Policy for Micro & Small Enterprises Order 2012". To claim the exemption, self-certified copy of valid certificate/proof of registration for the goods for which this tender floated, must be enclosed with Technical Bid.**
- d) The Purchaser shall not be liable for payment of any interest on EMD/Tender fees.
- e) Any request by the bidders to consider their EMD already furnished by them to any of the other office of the purchaser, for any other contract/ tender will not be considered as EMD for this tender.
- f) The EMD will be returned to the unsuccessful bidders within 30 days after the orders are placed on the successful bidder. In case of successful bidder, the EMD will be released along with 20% payment schedule, as per payment terms mentioned at Para 24 of "Instructions to the Bidders".

10. Submission of Bid:

- a) The prospective bidders should examine all instructions, forms, terms and specifications in the tender documents and to furnish with its bid all documents or information as required by bidding/ tender document.
- b) The language for all the correspondence and documents related to this tender shall be in English/ Hindi only. Moreover, the printed literature for the Supply & Installation of Aluminium Partition Wall & False Ceiling work shall also be in English/ Hindi.
- c) The bid must be placed in a properly sealed bigger envelope addressed to The Centre-Head, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi and the said bigger envelope shall contain two sealed envelopes, each containing, Technical & Commercial bids, respectively. The bigger envelope must be super-scribed "Tender for the Aluminium Partition Wall & False Ceiling work with tender inquiry number and its due date." The two sealed envelopes inside the bigger envelope must be super-scribed as:

Envelope No-1: The said envelope is for technical bid & shall be super-scribed as "Tender for the Aluminium Partition Wall & False Ceiling work- Technical Bid". (Page No. 1 to 19)

Envelope No-2: The said envelope is for commercial bid & shall be super-scribed as "Tender for the Aluminium Partition Wall & False Ceiling work- Commercial Bid". (Page No. 20 to 21)

- d) If both or either of the envelopes are not sealed and marked as required, the Purchaser shall not be responsible for the misplacement or premature opening of the bid.
- e) All the columns of the tender document/form shall be duly, properly and exhaustively filled in. Any cutting/over writing etc. in the tender document/form must be signed by the person who is signing the tender/bid.
- f) Tenders received in open covers/ letters/ fax/ email will not be considered.

11. Commercial Bid Submission:

- a. The Price of Aluminium Partition Wall & False Ceiling work before GST shall remain firm & inclusive of all costs involved for the delivery to the destination which Include the cost of Installation & Commissioning at destination.
- b. No extra payment or revision of Price of Aluminium Partition Wall & False Ceiling work before GST shall be accepted on account of any discrepancy in nomenclature of items. The Bidder is advised to seek clarification, if any, desired before submitting the tender.
- c. No representation for the revision of the quoted Price of Aluminium Partition Wall & False Ceiling work before GST shall be considered till the supplies are completed to the designated location(s).

No extra payment or revision of "Price of Aluminium Partition Wall & False Ceiling work before GST" shall be accepted on account of any discrepancy in nomenclature of items. The prospective bidders are advised to seek clarification, if any, desired before submitting the bid.

12. Last date of submission of Bid:

- a) The bid should reach the office of the **Centre-Head, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, and New Delhi** by 13.01.2020 up to 15:30 hours.
- b) **The purchaser may, at its discretion, extend the deadline for the submission of bids by amending the Tender Documents, in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended. The prospective bidders are advised to remain in touch with website for any update in respect of this tender.**
- c) The purchaser shall not consider any bid that submitted/received after the deadline i.e. date and time for submission of bids. Any bid received by the Purchaser after the deadline for submission of bids shall not be considered and shall be rejected.

13. Rights of Purchaser:

- a) It may be noted that the Centre-Head, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi, without assigning any reason whatsoever, reserves the right to cancel the procurement even after calling the offers from bidders but before the issue of supply order to execute the supply by the successful bidder. The reason for cancellation of supply would not be disclosed and the bidder has no right to ask for so.
- b) The Purchaser reserves the right to accept or reject any bid, without assigning any reason, thereof, and to annul the bidding process and reject all bids at any time prior to supply order, without thereby incurring any liability to Bidders. In case of annulment, all bids submitted and specifically Bid document, EMD deposits shall be returned to the Bidders.

14. Opening of Technical Bid:

- a) The technical bid of tenders will be opened at office of Centre-Head, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, and New Delhi on **13.01.2020 at 16:00 hours**. The Bidder or their authorized representative (One person only) may be present at the time of opening of the Bid.

15. Opening of Commercial Bid:

- a) The Commercial Bid of only technically qualified bidders will be opened on the stipulated date. The date & time for opening of Commercial Bid shall be intimated to the technically qualified bidders through email, after the evaluation of Technical Bid.

16. Validity of Tender:

- a) The tender shall be valid for a period of 90 days from the date of opening of the Technical Bid of this tender. Terms and financial details submitted in the bid shall be treated as firm during the said period of 90 days.
- b) In exceptional circumstances, prior to the expiry of the bid validity period, the Purchaser may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing.

17. Evaluation of Bids:**1) The bid are evaluated item wise and Unit price of the Aluminium Partition Wall & False Ceiling work before GST.**

- a) If there is an error in a total corresponding to the addition or subtraction of sub totals, the subtotals shall prevail and the total shall be corrected; and
- b) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
- c) To assist in the examination, evaluation, comparison of the bids and qualification of the Bidders, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Purchaser shall not be considered. The Purchaser's request for clarification and the response shall be in writing only.
- d) If the Bidder does not provide clarifications of its bid by the date and time set in the Purchaser's request for clarification, its bid shall be rejected.
- e) The Purchaser shall compare the "Unit Price of Aluminium Partition wall & Fall Ceiling at Apparel Incubator before GST" of all the responsive bids to determine the lowest bid for a particular address.
- f) The bidder shall note that they are not supposed to put any GST amount in the Commercial Bid. However, after the supplies & fixation, they have to issue the GST invoice indicating the Price of Aluminium Partition Wall & False Ceiling work as quoted in the Commercial Offer and thereafter specify the GST as applicable at the time of delivery. The Purchaser shall pay total amount which includes the unit price of **Aluminium Partition Wall & False Ceiling work** as well as the GST as applicable at the time of delivery.
- g) The Purchaser is authorized to ask the evidence from bidder to counter-check that the GST as claimed by the bidder at the time of issue of invoice after the Completion of **Aluminium Partition Wall & False Ceiling work**.

18. Earnest Money Forfeit:

- a) If any Bidder withdraws his bid/tender before the period of 90 days from the date opening of technical bid or makes any modifications in the terms and the conditions of the tender which are not acceptable to the purchaser, then the purchaser shall, without prejudice to any other rights or remedy, be at liberty to forfeit the EMD.

- b) The EMD will also be forfeited in following cases:
- i. If the bidder fails to accept the order based on his offer (bid) within the prescribed time.
 - ii. If the bidder fails to supply & Fixing of Aluminium Partition Wall & False Ceiling work with specifications as mentioned in Annexure–A
 - iii. If the bidder delays supplies beyond a reasonable time.
 - iv. Bidder for any reason whatever, withdraws the tender after it is accepted or become unable or fails to execute the orders within stipulated delivery period
 - v. Submission of misleading/contradictory/false statement or information and fabricated/invalid documents is detected before or after the issue of order to execute the supplies.
 - vi. The successful bidder does not submit Indemnity Bond within the prescribed time.

19. Notification of Award:

Prior to the expiry of the period of bid validity, the purchaser shall notify the successful Bidder, in writing, that its Bid has been accepted. The notification letter shall specify the sum that the Purchaser will pay to the bidder in consideration of the supply of Aluminium Partition Wall & False Ceiling work with the details of selected location(s)/ address(es).

20. Installation & Fixation Time:

- a) The bidder shall indicate the period within which the ordered quantity will be supplied for installations/fixation. The bidder shall note that in case bidder fails to supply within the period of delivery indicated by the bidder in technical bid of this tender, penalty @0.5% of value of the order per week of delay would be levied subject to maximum 4 weeks. It means, the bidder shall have the liability of delayed supply to the maximum of 4 weeks after expiry of scheduled delivery date. After that the supply order shall be cancelled and EMD will be forfeited and bidder will be debarred from participation in any future tenders. Also purchaser reserves the right to ask for demurrages even after adjustment of EMD from the bidder because of delay in supplies, as agreed.
- b) The successful Bidder shall, within a week from the date of receipt of communication of acceptance of quotes from purchaser shall intimate his acceptance of the order. The successful bidder shall complete supplies strictly as per the accepted delivery period.

21. Payment:

- a) The payment shall be released as per the actual measurements of the completed work. The 70% payment of total bill will be made by the purchaser by crossed account payee Cheque/RTGS/NEFT for which the bidder shall send bills in duplicate (original + copy) after the successful Supply & Fixing of Aluminium Partition Wall & False Ceiling work at Apparel Incubator.
- b) The 20% payment of total bill along with interest free EMD will be released to successful bidder after one month from the date of completion of work.
- c) The remaining 10% payment will be retained and shall be released after warranty period.

22. Causes of Rejection of Bid:

- a) While submitting the Bid, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the Bid shall be rejected.
- b) If any Bidder stipulates any condition of his own, such conditional Bid shall be liable to be rejected.

23. Address for communication:

All the communication with respect to the tender shall be addressed to:

Centre-Head,
NSIC-Technical Services Centre,
Okhla Industrial Estate, Phase III, New Delhi-20.
Ph: 011-26826801, 26826847; Fax: - 011-26826783
Email: ntsoc@nsic.co.in
Website: www.nsic.co.in

24. Force Majeure:

In the event of any unforeseen circumstances directly interfering with the supply and installation of Aluminium Partition Wall & False Ceiling Work during the execution of order such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, earthquakes, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the successful Bidder shall, within 7 working days, from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days "notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other.

25. Code of Ethics:

The Purchaser as well as the Bidder shall observe the highest standard of ethics including laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988", during the procurement or execution of such contracts. If the bidders are found in Bid pooling, cartelisation or against law on fraud and corruption then their firms may be blacklisted.

26. Jurisdiction:

In the event of any dispute the legal matter shall be subjected to the jurisdiction of the court at Delhi.

We confirm with our acceptance to the instructions (S. No. 1 to 26 above) as given above.

BIDDER'S NAME & SIGNATURE WITH SEAL

The duly signed pages of "Instructions to the Bidders" as above shall be attached with technical bid of the tender as a mark of acceptance of bidder and any bid/ tender not confirming the instructions as above, is liable to be rejected.

ANNEXURE-A**Details of requirements and technical specifications of Aluminium Partition Wall & False Ceiling work****Name of the Work : Aluminium Partition Wall & False Ceiling work**

S. no	DSR	Description items	Unit	No	L	H	Qty
1	MR	Aluminium Partition wall					
		Providing and fixing Powder coated Aluminium work for doors and Partitions walls with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make fixed with rawl plugs and screws or with fixing clips, or with expansion hold fasteners for fixing of vertical sections in the ceiling to support the frame including necessary filling up of gaps at junctions, top, bottom and sides with required PVC/ neoprene felt, etc. Aluminium sections shall be smooth, rust free straight, metered and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / panelling, C.P. brass/ stainless steel screws all complete as per architectural drawings and the direction of engineer-in-charge With powder coated aluminium section of 63.5mm X38.10mm (sectional weight of the Aluminium section should not be less than 4 Kg. for the sectional length of 15') with 12 mm thick both side pre-laminated flat pressed three layer of graded wood particle board conforming to IS:12823 grade I type II in panelling of partition walls or with float glass panes of 5 mm thickness (Modi, saint Gobain or equivalent) panelling of required height complete in all respect including all hardware fittings (Excluding door closer) as per the direction of Engineer -in charge	Sq. Ft	1	58.00	8.50	498.00

S. no	DSR	Description items	Unit	No	L	W	Qty
2	MR	False Ceiling					
		"Providing and fixing mineral fibre false ceiling tiles at all heights of size 595X595mm of approved texture, design and pattern. The tiles should have Humidity Resistance (RH) of 99%, Light Reflectance > 85%, Thermal Conductivity $k = 0.052 - 0.057$ w/m K, Fire Performance as per (BS 476 pt - 6 &7) in true horizontal level suspended on interlocking T-Grid of hot dipped all round galvanized iron section of 0.33 mm thick (galvanized @120 GSM) comprising of main T runners of 15x32 mm of length 3000 mm, cross T of size 15x32mm of length 1200 mm and secondary intermediate cross Toff size 15x32 mm of length 600 mm to form grid module of size 600x600 mm suspended from ceiling using galvanized mild steel item (galvanised @80gsm) 50 mm long 8mm outer diameter M-6 dash fasteners, 6 mm diameter fully threaded hanger rod up to 1000 mm length and L-shape level adjuster of size 85x25x2 mm, spaced at 1200 mm centre to centre along main 'T'. The system should rest on periphery walls /partitions with the help of GI perimeter wall angle of size 24x24X3000 mm made of 0.40 mm thick sheet, to be fixed to the wall with help of plastic rawl plug at 450 mm centre to centre & 40 mm long dry wall S.S. screws. The exposed bottom portion of all T-sections used in false ceiling support system shall be pre painted with polyester baked paint, for all heights. The work shall be carried out as per specifications, drawings and as per directions of the engineer-in-charge. With 16 mm thick bevelled regular mineral fibre false ceiling tile (NRC 0.55 to 0.6)	Sq. Ft	1	40	24	960

ANNEXURE -B

(Undertaking from Bidder on their official stationery)

**To,
The Centre-Head,
NSIC-Technical Services Centre,
Okhla Industrial Estate, Phase-III,
New Delhi-110020.**

Sir,

Subject: Undertaking for the participation in the tender No. **NSIC/OK/INCU/1/ 2019-20** due for opening of technical bid 13.01.2020.

Dear Sir,

HAVING EXAMINED AND PERUSED THE FOLLOWING DOCUMENTS

1. Notice Inviting Tender
2. Instructions to The Bidders
3. Technical specifications of Aluminium Partition Wall & False Ceiling work(Annexure-A)
4. Annexure – C (Technical Bid)
5. Annexure – D (Commercial Bid)

I/Wedo hereby submit the above Bid in prescribed formats duly completed in all respects in accordance with the conditions applicable. If this tender is accepted, I/We undertake to abide by and fulfil all the terms and conditions in the tender documents

I/We hereby distinctly and expressly declare and acknowledge and undertake that before the submission of this Bid, I/We have carefully read and followed the instructions and I/We have understood the existing system of supply at the address(es) of purchaser including the scope and nature of duties expected from the Bidder.

I/We distinctly undertake that I/We would hereafter make no claim or demand upon the purchaser based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my/our part of the said stipulations, restrictions and conditions.

I/ We undertake & declare that our unit has never made any default in supplying & fixation of Aluminium Partition Wall & False Ceiling work to Government / Semi Government/ Central or State Public sector enterprise(s) for any reasons in the last five years.

Any notice required to be served on me/us shall be sufficiently served on me/us through email or post (registered or ordinary) or courier or left at my/our address furnished herein.

.....
.....

I/We fully understand the terms and conditions in the tender documents.
I/We understood that the purchaser is not bound to accept any proposal that it may receive without assigning any reason.

Dated this.....day of.....2019/2020

Authorized Signatory
Seal:

ANNEXURE-C

FORMAT & REQUIREMENTS FOR SUBMITTING TECHNICAL BID

- 1. Tender Ref. No: NSIC/OK/INCU/1/ 2019-20**
- 2. Name of Bidder:**
- 3. Complete office address of Bidder.....**
- 4. Contact details of authorized person of Bidder who has signed tender**
 - a. Name.....
 - b. Designation.....
 - c. Phone (office).....
 - d. Phone (Mobile).....
 - e. E.Mail.....
5. PAN Number of bidder (Copy to be enclosed).....
6. GSTIN registration number of Bidder (Copy to be enclosed).....
7. Due date & Time of submission: on or before 13.01.2020, 15:30 hours
8. Opening date & Time: 13.01.2020, 16:00 hours
9. Tender fee payment details (*if tender document downloaded from website*)
Details of DD/RTGS/NEFT by which tender fee paid.....
10. EMD payment details (DD number & bank details).....
Or Registration Certificate No.
(Copy of registration certificate enclosed)
11. Delivery period after receipt of order from NSIC (Number of days)

1. Details of requirements and technical specifications of Aluminium Partition Wall & False Ceiling work

#	Items	Description	Acceptance to the specification as placed at Annexure-A and agreed to supply with required Quantity (write YES/ NO only)	If marked "NO" in the column before, specify the deviation in specification of the Devices offered for the supply.
1	Aluminium Partition Wall & False Ceiling work	Specification..... As per Annexure-A		

2. Confirmation for supply to the address:

#	Details	Address
		Centre-Head, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase-III, New Delhi-20.
1	Tentative quantity required	Ref. Annexure-A
2	Consent to supply: (write YES/ NO only)	

3. Tender fee payment details (if tender document downloaded from website)

Details of DD/ RTGS/ NEFT by which tender fee paid.....

4. EMD payment details (Not applicable if the bidder is holding valid registration/ exemption certificate, as per Para 9 (c) of Instruction to Bidders): Details of DD/RTGS/NEFT by which EMD paid

.....

5. PAN of bidder (self-attested copy to be enclosed)

6. GSTIN registration number of bidder (self-attested copy to be enclosed)

7. Delivery period after receipt of supply order from purchaser: (The purchaser is expected to complete work of Aluminium Partition Wall & False Ceiling work by the bidder within fifteen (15) calendar days from the date of issue of supply order. However, the bidder

has an option to submit the best delivery time, with 15 days from the date of issue of supply order by purchaser.

Delivery to be completed *in* number of days (Calendar Days In figure)
..... (Calendar Days in words) for delivery from the date of issue of supply order by purchaser.

8. Details of address with contact details from where the bidder planned to offer After Sales Services during the Warranty period:

#	Address
	NSIC-Technical Services Centre, Okhla Industrial Estate, Phase-III, New Delhi-20.
Details of address of bidder for rendering 'After Sales Services'	

9. Details of address with contact details for at least 02 contractor to whom the bidder completed similar above said task in the last 02 years. The format for submission of details for at least two contractor are as under: (the bidder can furnish details of even more than three purchaser)

- Address of contractor with contact details (email and phone no.):
- Details of order for supply placed to bidder:
- Description of ordered equipment:
- Value of order in rupees:
- Date of completion of delivery:

(The contractor shall have liberty to contact any or all of contractor to assess the performance of above said work supplied by bidder)

10. Documents - Details to be enclosed with the Technical bid by bidder are as under:

- To avail benefit of Public Procurement Policy by SC/ST Micro & Small Enterprises, the requirement of documents to substantiate their claim (As per Para 4 of this tender) shall be submitted with Technical Bid.
- Undertaking as per annexure-B on official stationery.
- Duly signed all pages of "Instructions to Bidders" of the tender document as a mark of acceptance.
- Technical Literature of Aluminium Partition Wall & False Ceiling work with particular reference proposed to supply against this tender along with reference of website to assess the further features.
- Authorization letter in favour of their representative to sign the tender on behalf of bidder.
- Self-certified copy of valid certificate for claiming EMD exemption.
- Self-certified copy of valid certificate for claiming Tender Fee exemption.
- Self-attested copy of valid GSTIN registration.
- Self-attested copy of valid PAN.
- In case EMD paid through online banking system, the details of UTR Number and date shall be submitted.

- k) In case the tender downloaded from website, then either the Demand Draft towards tender's fees or UTR number and date for the transfer of tender fees shall be enclosed with the technical bid.
- l) The Bidders shall furnish complete Technical details of Aluminium Partition Wall & False Ceiling work offered to supply.

I/We as bidder agree and certify that:

- a. The Bid submitted through this tender shall remain valid for acceptance for 90 days from the date of opening the Technical Bid of the tender.
- b. Agree to offer onsite comprehensive warranty on the Aluminium Partition Wall & False Ceiling work for one Year supplied through this tender.
- c. Agree to offer services during warranty period of one (01) year for the Aluminium Partition Wall & False Ceiling work supplied.
- d. No price of any Aluminium Partition Wall & False Ceiling work shall be given in Technical Bid.
- e. All above Aluminium Partition Wall & False Ceiling work should be provided with safety features etc. wherever applicable.
- f. The Bidder certified that all supply conform to national/ international standard(s).

Name & Signature of the authorized bidder with stamp

Contact details of authorized person of bidder who have signed the tender.

Name.....

Designation.....

Phone (office).....

Phone (Mobile)

E mail.....

Annexure – “D”

FORMAT FOR SUBMISSION OF COMMERCIAL BID

1. Tender Ref. No: **NSIC/OK/INCU/1/ 2019-20**

2. Name of the Bidder:

a. Aluminium Partition Wall & False Ceiling work at NTSC-Okhla:

S.no	Item Details (Ref. Annexure-A for Specifications)	Unit Price Per Sq. Ft. (In Rs. Excluding GST)	Unit Sq. Ft. (In No.)	Total Price (Multiply column no 2 and 3) (In Rs. Excluding GST)
	1	2	3	4
1	Aluminium Partition Wall		498	
2.	False Ceiling		960	

The following to be noted while submitting financial details for the Aluminium Partition Wall & False Ceiling work to the individual address:

- The competitiveness of bid shall be made on address of supply basis on the evaluation of Item wise “Unit Price of Aluminium Partition Wall & False Ceiling work before GST”.
- The Purchaser shall compare the “Unit Price of Aluminium Partition Wall & False Ceiling work before GST” of all the responsive bids to determine the lowest bid for a particular Item.
- The bidder shall note that they are not supposed to put any GST amount in the Commercial Bid. However, after the supplies, they have to issue the GST invoice indicating the Price of Aluminium Partition Wall & False Ceiling work as quoted in the Commercial Offer and thereafter specify the GST as applicable at the time of delivery. The Purchaser shall pay total amount which includes the unit price of Aluminium Partition Wall & False Ceiling work as well as the GST as applicable at the time of delivery.
- The Authority reserves the right to ask the evidence from bidder to counter-check that the GST as claimed by the bidder at the time of issue of invoice after the completion of work.
- The bidder will not be entitled to any increase in Unit Price of the Aluminium Partition Wall & False Ceiling work before GST occurring during the period of delivery for any reason.
- The “Unit Price of the Aluminium Partition Wall & False Ceiling work before GST” should be inclusive of all costs. Cost of services during Comprehensive Warranty period of one year.
- No extra payment or revision of “Price of Aluminium Partition Wall & False Ceiling work before GST” shall be accepted on account of any discrepancy in nomenclature of items. The Bidder is advised to seek clarification, if any, desired before submitting the tender/ bid.

h. The competing bids of "Unit Price of the Aluminium Partition Wall & False Ceiling work exclusive GST" shall be given due consideration as the Commercial Bid would be evaluated on the basis of Item wise lowest price.

I/We as bidder agree and certify that:

- i. The tender shall remain valid for acceptance for 90 days from the date of opening the Technical Bid of the tender.
- ii. Agree to offer services for onsite comprehensive warranty for one year on the above said work supplied through this tender.
- iii. Agree that the offer price is valid for a period of 90 days from the date of opening of technical bid of this tender.

Further confirm that we agree with the terms and conditions specified in "Instructions to Bidders" and if we succeed, the execution of supplies would be made in compliance.

Name & Signature of the authorized bidder with stamp
Contact details of authorized person of bidder who have signed the tender.

Name.....
Designation.....
Phone (office).....
Phone (Mobile)
E mail.....