
	राष्ट्रीयसमुद्रप्रौद्योगिकीसंस्थान NATIONAL INSTITUTE OF OCEAN TECHNOLOGY	संविदाआमंत्रणसूचना(नि.आ.सू.) NOTICE INVITING TENDER (NIT)	
		फार्मसंख्या:Form No.NIOT/S&P/NIT	
e-Tender Schedule			

निविदासंख्या/ Tender No.	NIOT/SnP/EnM/29875/2024-25	
कोजारी Issued To	Providing and fixing motorized rolling shutters for front and rear side of IB in NIOT campus.	
निविदाप्रणाली/Tender Mode	Open Limited Tender – Single Bid	
निविदाजारीहोनेकीतिथि Tender Issue date	28/01/2025	
निविदाबंदहोनेकीतिथिवसमय Tender Closing Date and Time	On 13/02/2025 at 3.00 PM	
निविदाखुलनेकीतिथिवसमय Tender Opening Date and Time	On 13/02/2025 at 3.30 PM	
EMD	Rs.6400/- a) Scanned copy towards EMD to be uploaded in the portal. b) Original EMD should be sent through courier / speed post or in person dropped at the tender box well before the closing date and time of the tender.	
निविदा प्रलेख उपलब्धता स्थान Documents available place	Tender documents can be freely downloaded from www.eprocure.gov.in/eprocure/app and our website www.niot.res.in till closing date and time of the Tender. The tender document fee is waived for downloading the Tender.	
ई-निविदा के लिये सहायता मैनुअल/ Help manual for e-tender	support-eproc@nic.in / cphp-nic@nic.in	
अपने प्रश्न ई मेल आईडी पर भेजें Send your queries to the email IDs	निविदा के अंतिम चरण तक/Upto Tender finalisations	tendergroup@niot.res.in / eandm@niot.res.in

राष्ट्रीयसमुद्रप्रौद्योगिकीसंस्थान NATIONAL INSTITUTE OF OCEAN TECHNOLOGY

वेलचेरीताम्बरममैनरोड VELACHERY TAMBARAM MAIN ROAD

नारायणपुरम, चेन्नै 600 100NARAYANPURAM, CHENNAI 600 100

रा.स.प्रौ.सं. वेबसाइट/NIOT Website : <http://www.niot.res.in/tender>

Bid Preparation and Tender Submission Procedure

Bidders may download the help documents and Bidders manual kit and FAQ from www.eprocure.gov.in/app . Toll free Helpdesk phone number 180030702232

- a)** For any technical queries related to operation of the Central Procurement Portal please mail to cphp-nic@nic.in OR please call 24 x 7 Toll Free No. **1800 3070 2232** and Mobile Numbers **91 7878007972, 91 7878007973, 91 7574889871, 91 7574889874**.
- b)** In addition to the above numbers, the new helpdesk numbers are: Mobile Numbers- 91 8826246593 Tel : The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002. Please mail to support-eproc@nic.in
- c)** For any policy related matter / clarifications pl contact cphp-doe@nic.in - managed by Dept of Expenditure, Min of Finance.
- d)** For any issues / clarifications relating to the tender(s) published kindly contact the respective Tender Inviting Authority (NIOT).
- e)** **The prospective Bidders should register themselves in the CPPP Portal and submit the Bids electronically through the CPPP portal. The paper based physical Tender submission is not permitted.**

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INTRODUCTION

National Institute of Ocean Technology (NIOT) is an autonomous body under the Ministry of Earth Sciences, and is involved in developing technology for utilizing ocean resources in an eco-friendly manner.

Notice Inviting Tender Document

E-tenders are invited on behalf of the National Institute of Ocean Technology for the **"Providing and fixing motorized rolling shutters for front and rear side of IB in NIOT campus"** as per the specification enclosed.

1. **Submission of bids: Submission of bids:** The bids are to be submitted as per the bidding type indicated in the front page of the NIT. **In case of Single bid / One Part bid (One cover system),** Bidders are advised to submit their quotation in single part containing Technical, Commercial and price bid together should be submitted electronically through NIC Portal www.eprocure.gov.in/eprocure/app. **The paper based physical Tender submission is not accepted and liable for rejection.**

The responsibility to ensure the timely submission of bid lies with the bidder. Bids submitted through Fax or e-mail will not be considered. Bidders shall also attach scanned copies of all the requisite documents. The bids are to be submitted (electronically) as per the bidding type indicated in the front page of the NIT.

The Bid forms should be filled and submitted with the supporting documents should be scanned and uploaded in the NIC portal. DSC is mandatory for all the bidders to participate in this tender.

2. **This NIT** shall form part of the Order / Contract document.
3. **Terms and conditions indicated in the NIT** shall be superseded by the terms and conditions mentioned in the Special conditions of contract (SCC) indicated wherever difference arises.

INSTRUCTION TO BIDDERS:

4. **Security:** Any information / material / document supplied along with this tender or after placement of order should not be disclosed or copied without written permission from NIOT.
5. **Contacting NIOT:** No correspondence / discussion / visits whatsoever will be entertained on the subject unless specifically called by this office after opening the tender for clarifications. Any violation of this will render the quotation invalid and the firm is liable to be removed from our approved vendor list. However if vendor requires any clarification on the bid, the query may be mailed to the respective mail ID at the top of NIT.
6. **Vendor Registration:** The vendor can apply for Password by submitting few of their company particulars (one time) in to NIOT vendor registration menu of our website and get the password through email to download the tender document from NIOT website for free of cost. However to become a registered vendor of NIOT, vendor should furnish the signed hardcopy of all the details submitted on line and get the Vendor Registration Certificate of NIOT after the appropriate evaluation by NIOT.
7. **Tender Opening:** All the tenderers can participate in the tender opening with proper authorization letter from the respective Company.
8. **Default in Performance:** If any Vendor is not successfully discharging their contractual obligations against the order / contract placed on them by NIOT within the agreed time limit, (OR) if there is any deficiency in performing such obligations, NIOT reserves the right to suspend such Vendor from their participation in future tenders of NIOT for a minimum period of one year. Even after revoking the suspension period the Vendor's performance still continues to be the same without any improvement, NIOT reserves its right to BAN such Vendor permanently from participation in all the tenders of NIOT.
9. **Order Acceptance:** The successful bidder should submit order acceptance within 7 days from the date of order.
10. **Change of Name after award:** Request / intimations with regard to change of name of the

contract or constitution of the contractor after the tender opening or award of contract shall not be allowed as a matter of right. The bidders / contractors are required to submit all relevant documents with regard to change of name and/or change of constitution and the circumstances leading to such change beforehand. It shall be the discretion of NIOT to proceed with the contract after such changes and in case, NIOT decides to proceed with the contract, it may require the bidder / contractor to execute further agreements with regard to execution / implementation of the contract.

11. **One Bid per Bidder** A firm shall submit only one bid either individually or as a partner of a joint venture. A firm that submits either individually or, as a member of a joint venture, more than one bid will result in rejection of all the bids.

BIDDING CONDITION

12. **Due date Extension, Corrigendum to NIT:** Any corrigendum including due date extension for NIT, Pre-bid minutes of meeting if any will be notified in NIOT website. Hence bidders are requested to watch our website for such due date extension and corrigendum if any.
13. **In case of the unscheduled holiday in Chennai** being declared on the prescribed closing/opening day of the tender, the next working day will be treated as the scheduled prescribed day of closing/opening of the tender.
14. **Unsolicited correspondences:** NIOT will not entertain any unsolicited correspondence or queries on the status of offer against this tender.
15. **Submission of tender** by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant etc. will be issued to him by NIOT and local conditions and other factors bearing on the execution of the works. Conditional offers are liable for rejection
16. **Bid Validity:** Bids shall remain valid and open for acceptance for a minimum period of 90 days or for the period indicated in the SCC of this NIT whichever is more from the date of opening of Unpriced Techno-commercial Bids. A Bid valid for shorter period may be considered as unacceptable and liable for rejection.
17. **Bid validity extension:** In exceptional circumstances, prior to expiry of the original Bid validity period, NIOT may request the Bidder for a specified extension in the period of validity. The request and the responses thereto shall be made in writing. A Bidder agreeing to the request will not be required nor permitted to modify his bid, and will be required to extend the validity of his Bid Security correspondingly. When bid validity is extended performance security also deemed to have been extended automatically.
18. **Earnest Money Deposit:** The EMD is mandatory as indicated in the cover page and should be submitted on or before the tender due date. The EMD for Rs.6400/- to be drawn in favour of "NIOT-OTHER RECEIPTS ACCOUNTS", payable at Chennai in any of the following terms.
- a) Account payee Demand Draft of a Commercial Bank.
 - b) Bankers cheque of a Commercial Bank.
 - c) Insurance Surety Bond.
 - d) Fixed deposit receipt of a Commercial Bank, issued in the name of Director, NIOT Chennai.

Apart from the above, the bidders may also e-remit the EMD before the due date & time of the Tender, as per the details given below and to enclose proof the same along with the Bid/Tender documents:

Name of the Bank	Canara Bank
Title of the Bank Account	NIOT-OTHER RECEIPTS ACCOUNT
Savings Bank Account No.	2874101014431
IFSC Code No.	CNRB0002874

19. **Conditions for EMD / Bid Security:**

EMD shall be returned / discharged to unsuccessful bidders immediately after placement of order to the successful bidder.

EMD may be forfeited in the following cases: If a bidder withdraws, modifies and provide unsolicited offer voluntarily revising the price in whatsoever aspect, its bid during the period of bid validity specified by the bidder on the bid form; or In case of a successful bidder, fails to furnish order acceptance within 7 days of the order.

In case of a successful bidder, the EMD shall be discharged after completion of work.

20. **Conditional offers** / quotations shall not be accepted.

21. **Signing of bids:** Each page of the tender and tender document shall be signed by the bidder. Unsigned bid is liable for rejection.

22. **Site Visit:** If any site visit is made, it should be formally documented and enclosed with the offer.

23. **The broad configuration** / specification of the proposed purchase / work are given. Bidders are required to keep their proposal strictly as per the specification prescribed.

24. **Acceptance of bids:** NIOT may accept or reject any/all tenders including the lowest tender without assigning any reasons whatsoever. NIOT also reserves its right to accept any tender in part or parts only with such conditions as it may prescribe. NIOT is not bound to accept the lowest tender. NIOT expects full technical compliance and expects full scope of integrated supply as per tender specification and do not accept partial tenders.

25. **The compliance sheet** with reference to the specifications should be furnished against each parameter while submitting the quotation, which is absolutely necessary. THE TENDERER SHALL SUBMIT TECHNICAL & COMMERCIAL COMPLIANCE SHEETS ALONG WITH THEIR OFFER. TENDERS WITHOUT COMPLIANCE SHEETS WILL NOT BE EVALUATED. The Price bid should be unconditional.

26. **Canvassing** Exerting pressure and/or offering inducement in any form by the bidder or by any other person on behalf of the bidder shall disqualify the bid and lead to its rejection.

27. **Commercial compliance** as per the NIT shall be furnished along with the offer.

28. **Unrealistic bids** with either cost which is impossible to achieve or for bidders who show that they are completely inexperienced or have completely inappropriate equipment will be rejected.

TERMS AND CONDITIONS GOVERNING THE CONTRACT

29. **Delay in Completion / Liquidated Damage (LD):** If there is any delay in completing the services of the Air conditioner units beyond the time specified in the contract, NIOT shall recover from the Contractor as liquidated damages a sum of **0.5%** (1/2 percent) of the contract price for each calendar week of delay. The total liquidated damages shall not exceed **5%** (5 percent) of the contract price.

30. **Insurance:** The Goods supplied under the Contract shall be fully insured against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in SCC.

31. **Risk purchase:** If the contractor fails to deliver the stores or any installment thereof within the period fixed for such delivery or at any time repudiates the contract before expiry of such period, NIOT is entitled to cancel the contract and source purchases from third parties the stores not delivered at the risk and cost of the defaulting contractor.

32. **Warranty:** All supplies to be warranted for a period of twelve months from the date of supply and acceptance. Warranty certificate should be provided as per the prescribed format of NIOT.

33. **Force Majeure:** For purposes of this clause, "Force majeure" means an event beyond the control of the contractor and not involving the contractor's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of NIOT either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. If a force majeure situation arises, the contractor shall promptly notify NIOT in writing of such conditions and the cause thereof. Unless otherwise directed by NIOT in writing, the contractor shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

34. **Taxes and duties:**

I Deductibles:

a) GST – TDS: NIOT has enrolled under GST in the category "Tax Deductor". The bidders are requested to update their database regarding NIOT's Registration under GST-Tax Deductor.

TDS @ 2% on the order value towards GST will be deducted on payments made to the supplier in respect of goods and / or services, supplied / provided.

Name of the Organization	NATIONAL INSTITUTE OF OCEAN TECHNOLOGY
Address	NIOT Campus, Velachery Tambaram Main Road, Pallikaranai, Chennai-600100, Tamil Nadu
Email	postmaster@niot.res.in
Telephone no.	044-66783300
Tax Deductor GSTIN	33AAATN0530G1Z6

II Deductibles:

Deduction of Indian Income Tax at Source for the Indian bidders: TDS will be deducted as applicable. Valid Permanent Account Number (PAN) is mandatory.

35. **Arbitration / Disputes** - In the event of any dispute, difference, interpretation or application relating to this agreement arises, the same shall be settled amicably by the parties. In case the dispute or differences could not be settled amicably, the same shall be referred for adjudication through Arbitration by an Arbitrator to be appointed by the Director, NIOT.

The Arbitration shall be concluded in accordance with the provisions of Arbitration & Conciliation Act, 1996 or any statutory modifications or reenactment thereof and the rules made their under and for the time being in force shall apply to the arbitration proceedings. Venue of such arbitration shall be at Chennai in India. The language of arbitration proceedings shall be English. The Arbitrator shall make a reasoned award (the "award"), which shall be final and binding on the parties. The cost of the arbitration shall be shared equally by the parties to the contract. However, expenses incurred by each party in connection with the preparation, presentation etc., shall be borne by each party.

36. **Performance Security** of 5% of the contract value should be submitted in either form mentioned below within 7 days from the date of work order acceptance.

The performance Security will be accepted in the form of Demand Draft or Bank Guarantee from any Nationalized Bank / Scheduled Bank.

37. **Security Deposit:** A sum of 2.5% of gross amount of the bill shall be deducted from each running bill as well as final bill towards security deposit.

38. **Refund of performance Security and security deposit:** The performance Security will be refunded after completion of work and after issue of virtual completion certificate. The security deposit will be refunded after completion of DLP period of 12 months.

39. **Measurement and Payment:** Measurement of all items having financial value shall be recorded in Measurement books and / or level field books so that a complete record is obtained of all works performed under the contract. Measurements and levels shall be taken jointly by the official designated for the purpose and the contractor. Payment will be made after verification of the bill and acceptance.

100% Payment will be made after completion of work and within 30 days from the date of receipt of bill. For your convenience E-Payment can be made for which you are required to fill up the enclosed format and submit along with the order acknowledgement.

SPECIAL CONDITION

40. **Price:** The Price quoted in the price bid should be shown distinctly as basic price and the applicable GST. The HSN code no. shall be mentioned in price bid format.
41. **Duration of work:** The work should be commenced within 7 days from the date of receipt of order and completed within 45 days.
42. The bidder should enclose copies of statutory registration (i.e.) PAN, GST registration etc., along with the tender.
43. The bidder should quote as per specifications and approved make mentioned in the specification. The specifications of work are attached with drawings if any so as to enable the contractor to quote for the item of works as per the standards. If the bidders have any clarification related to specification of work should visit the site of proposed work and get clarified with the Engineer In-charge and to quote proper and competitive tender. Tenders not fulfilling any of the conditions prescribed as per compliance sheet or which are incomplete will be summarily rejected.
44. **No Interest on Deposits / Retention Money:** Earnest Money / Retention Money will bear no interest whatsoever until the date of their release.
45. **Third Party Insurance:** The Contractor should insure against his liability for any material or physical damage, loss or injury which may occur to any property, including that of the employer, or to his workers or to any person, including any employee of the employer or the contractor by or arising out of the execution of the works or in the carrying out of the contract. The contractor shall, whenever required has to produce to NIOT, the policy or policies of insurance and the receipts for payment of the current premium.
46. **Accident or Injury to Workmen:** NIOT shall not be liable for any damage or compensation payable at law in respect or in consequence of any accident or injury to any workmen or other person in the employment of the contractor or sub-contractor. The contractor shall indemnify and keep indemnify NIOT against all such damages and compensation, and against all claims, proceedings, costs, charges and expenses whatsoever in respect thereof of in relation thereto. The insurance shall be within the contract price.
47. **Termination of contract:** In the event of the contractor, not been able to complete the work within the time stipulated in the work order, NIOT reserved its right to terminate the contract, without any notice and the contractor will not be considered for future tender with NIOT for a period of one year.

Seal and Signature of the Bidder

Vendor Information:-

1.	Name of the company	
2.	Office Address	
3.	Contact person Landline no. / Mobile no. Fax no. E-mail id:	
4.	<i>Statutory registration:- (enclose copies)</i>	
	i) PAN no.	
	ii) GST registration no.	

Commercial Terms Compliance sheet

Sl. No	Particulars	Yes	No	offer Page
1.	Whether every page of the tender document is signed for acceptance of tender and enclosed along with the offer?			
2.	Whether the applicable GST along with HSN code is indicated distinctly in the price bid format along with the basic price details and such registration (GST) is enclosed?			
3.	Whether EMD for Rs.6,400/- is enclosed along with the tender?			
4.	Whether accepted to submit the order of acceptance within 7 days from the date of order?			
5.	Whether Quote is valid for 90 days from the due date of tender or time specified in the tender document whichever is later?			
6.	Whether submission of performance security is acceptable?			
7.	Whether deduction towards Security deposit is acceptable?			
8.	Whether payment terms of the tender is complied with?			
9.	Whether submission of warranty certificate in the prescribed format is acceptable?			
10.	Whether the delivery period is clearly indicated, and is as per tender?			
11.	Whether list of deliverables attached and comply as per tender?			
12.	Whether the tender is fully complying with tender specification/Adjustment if no, list out deviations very clearly along with the appropriate reason for the deviation?			
13.	Whether the work completion period of 45 days is acceptable?			
14.	Whether Work order and completion certificate is enclosed for similar kind of work?			

Seal and Signature of the Bidder

Technical Compliance sheet

Providing and fixing motorized rolling shutters for front and rear side of IB in NIOT campus

SI.No	Description of Items	Yes	No
1	<p>Providing and fixing of existing manual M.S. Rolling shutter and conversion into Motorized M.S. Rolling shutter in Old Integration Bay front and back side.</p> <p>Supply and fixing of Indian Siemens 2hp gear motor double reduction type rolling shutter motor of 1000kg capacity with necessary supporting bracket set fittings and fixtures and pipe with thumbles. Removing the existing bracket, providing and fixing of new MS side bracket of size 18inches x 18inches with chain 5m length appx.The Job includes removing, repairing, servicing and refixing of rolling shutter, necessary grease packing adjustment of leaf levelling, replacement of 3" to 4" appx.side channel corruption, bearing block with necessary MS flat and bottom levelling etc, Motorized Rolling shutter motor checking, changing of new MS pipe 6" OD, 4.30m length (appx.) etc.Bracket plates and manual chain over drive and three phase reverse forward electronic starter with limiting sensor and accessories with Two year warranty for existing manual M.S. Rolling shutter of size 4.30m (B) x 5.50m (ht.) Appx. - 2nos.Supply and fixing of 6" pipe and plate assembly for motorized rolling shutter main shaft assembly with necessary fixing accessorieies as required as per site condition.The rate inclusive of Transportation charges, labour charges for removing and refixing of rolling shutter motor gear drum assembly and labour charges for necessary erection and removing of scaffolding arrangement for rolling shutter works contractor scope etc Scaffolding materials to be arranged by NIOT.The contractor should make necessary arrangement including safety shoes, helmets, harnesses, jackets, safety rope which is within Contractor scope and responsibility etc ,all complete as per instructions of Engineer In-charge. The contractor must visit the NIOT campus before quoting the tender.</p> <p>Location: DST- DSM old Integration bay</p> <p>1) Front Manual Rolling Shutter of size - 4.30m (b) x 5.50m (ht) - 1no.</p> <p>2) Back Manual Rolling Shutter of size - 4.30m (b) x 5.50m (ht) - 1no.</p>		

Seal and Signature of the Bidder

PRICE BID FORMAT

Providing and fixing motorized rolling shutters for front and rear side of IB in NIOT campus

Sl.No	Description of Items	Qty	Unit	Rate	Amount
1	<p>Providing and fixing of existing manual M.S. Rolling shutter and conversion into Motorized M.S. Rolling shutter in Old Integration Bay front and back side.</p> <p>Supply and fixing of Indian Siemens 2hp gear motor double reduction type rolling shutter motor of 1000kg capacity with necessary supporting bracket set fittings and fixtures and pipe with thumbles. Removing the existing bracket, providing and fixing of new MS side bracket of size 18inches x 18inches with chain 5m length appx.The Job includes removing, repairing, servicing and refixing of rolling shutter, necessary grease packing adjustment of leaf levelling, repalacement of 3" to 4" appx.side channel corruption, bearing block with necessary MS flat and bottom levelling etc, Motorized Rolling shutter motor checking, changing of new MS pipe 6" OD, 4.30m length (appx.) etc.Bracket plates and manual chain over drive and three phase reverse forward electronic starter with limiting sensor and accessories with Two year warranty for existing manual M.S. Rolling shutter of size 4.30m (B) x 5.50m (ht.) Appx. - 2nos.Supply and fixing of 6" pipe and plate assembly for motorized rolling shutter main shaft assembly with necessary fixing accessoreies as required as per site condition.The rate inclusive of Transportation charges, labour charges for removing and refixing of rolling shutter motor gear drum assembly and labour charges for necessary erection and removing of scaffolding arrangment for rolling shutter works contractor scope etc Scaffolding materials to be arranged by NIOT.The contractor should make necessary arrangement including safety shoes, helmets, harnesses, jackets, safety rope which is within Contractor scope and responsibility etc ,all complete as per instructions of Engineer In-charge. The contractor must visit the NIOT campus before quoting the tender.</p> <p>Location: DST- DSM old Integration bay</p> <p>1) Front Manual Rolling Shutter of size - 4.30m (b) x 5.50m (ht) - 1no.</p> <p>2) Back Manual Rolling Shutter of size - 4.30m (b) x 5.50m (ht) - 1no.</p>	Sqm	47.30		
	Sub Total				
	GST at 18%				
	Total				

- 1) GST will be paid as per the Government norms.
- 2) Before quoting the rate, contractor should visit the site.
- 3) NIOT will not pay any additional cost for scaffolding, staging, ladder, rope etc and up to height of 15m
- 4) Contractor must be quote the rate inclusive of all necessary scaffolding, staging and ladder up to height of 15m