



**Indian Institute of Information Technology, Sri City, Chittoor**

**NOTICE INVITING**

**NIQ No.:** IIITS/NIT/ Windows Sealant/2024/027, Dt. 19.08.2024

Notice inviting E-Tenders through CPP Portal from eligibility bidders under two bid systems (Technical bid and Financial bid) for the work **Supplying and Applying of waterproofing sealant all around the External window gaps on both Sides (Inside and outside) in our Existing Academic block at IIIT Sri City** Addressed to the Registrar, IIIT Sri City, Chittoor along with all specified documents.

<b>Bid Issue Date</b>	<b>August 19<sup>th</sup> ,2024</b>
<b>Last Date Of Bid Submission</b>	<b>August 30<sup>th</sup> 2024up to 16:00 Hrs</b>
<b>Date of Bid opening</b>	<b>August 31<sup>st</sup> 2024 at 16:10 Hrs</b>
<b>Mode of Submission</b>	<b>E-Tender in Two bid System through CPP Portal.</b> Cover 1: Technical Bid Cover 2 : Financial Bid
<b>Address for Submission</b>	<b>E-Tender through CPP Portal only</b> <b><a href="https://etenders.gov.in/e procure/app">https://etenders.gov.in/e procure/app</a></b>
<b>Earnest Money Deposit (EMD)</b>	The Earnest Money Deposit amounting to Rs.15,000/- (Rupees Fifteen Thousand only) must be deposited through RTGS / NEFT to IIIT Sri City Chittoor Opex Account (Bank details are available in Page 2)

**GENERAL CONDITIONS OF CONTRACT**

IIIT Sri City invites online tenders in two cover system from the eligible / resourceful agencies:

1. **Tender Documents:** The interested parties may download the tender document from websites <https://etenders.gov.in/e procure/app> and <https://www.iiits.ac.in/tenders>
2. Bidders are advised to visit the website frequently to find any addendum, corrigendum issued, extension of due date for submission, etc. No separate intimation will be issued or advertised in this regard.
3. Bidders are requested to go through the terms and conditions carefully and also visit / inspect the site to familiarize and submit your tender as per procedure explained in the tender document.
4. The tenderer(s) if required, may submit queries, if any, through E-mail to [tenders.2024@iiits.in](mailto:tenders.2024@iiits.in) to seek clarifications. IIIT Sri City will reply only those queries which are essentially required for the submission of bids.
5. IIIT Sri City will not reply the queries which are not considered fit like replies of which can be implied /found in the NIT/ Tender Documents or which are not relevant or in contravention to NIT/Tender Documents or queries received after stipulated, extension of time for opening of technical bids, etc.
6. Technical Bids will be open on the scheduled dates. Requests for extension of opening of Technical Bids will not be entertained.

**7. Earnest Money Deposit:**

The Earnest Money Deposit amounting to Rs. 15,000/- (Rupees Fifteen Thousand only) must be credited in the form of NEFT/RTGS to "IIIT Sri City Chittoor Opex Account" (A/c. No. 110167506587, IFSC Code. CNRB0013247 - Sri City, Chittoor District, AP - 517 588.

The Companies which are registered under MSME are exempted from paying EMD amount as per Government order. Companies with Udayam Certificate and with updated NSIC certificate only will be considered for EMD Exemption.

8. **Completion Time:** All the specified works shall be completed **within 30 days** of award of work including necessary approval if any.
9. **Site Visit:** Before tendering, every bidder has to compulsorily visit and inspect the site/locations of work and its environments between Monday to Saturday from 10:00 Hrs to 16:00 Hrs except Sunday and Govt. holidays, to ascertain the exact requirement of the NIT, at his own cost.

**The visiting bidder has to obtain the site visit confirmation certificate from the IIIT Sri City - PMC Office and it should be uploaded along with the technical bid submission. Bids without this certificate shall be rejected.**

10. Bids will be open on the scheduled dates. Requests for extension of opening of Bids will not be entertained.
11. **Scope of Work: Supplying and applying of waterproofing sealant all around the External window gaps on both Sides (Inside and outside) in our Existing Academic block at IIIT Sri City.**

**12. IIIT Sri City 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
- b. 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.
- c. To omit/delete any item(s) of work from the schedule at the time of allotment or before the commencement of work or during execution of work without assigning any reason whatsoever.
- d. To change the quantity or add the item or cancel the item/service required.
- e. To accept or reject any or all the Tenders without assigning any reason.

13. If the date of opening of the tender is declared as holiday, it will be opened on the next working day at the same time.

14. The financial bid should be submitted strictly in the CPP Portal prescribed format and should remain valid for a minimum of FIVE (5) months.

- a. Documentary evidences for work experience, turnover, GST, PAN all as indicated & required in the NIT document should be furnished
- b. The online bids which are incomplete and are not submitted in the prescribed format, will be summarily rejected.
- c. The quotation should clearly contain the details (without erasers/overwriting etc.) as mentioned in the form.

15. Minimum Eligibility Criteria: Satisfactory completion of ;

Similar waterproofing / sealant lining works at any University, reputed educational institute, Government Organizations and in any reputed private companies during the last five (5) financial years ending **31st March 2024**.

. The firms should have valid registration for GST and should have Permanent Account Number (PAN).

Documentary evidence for work experience, Signed Tender Document, turnover, GST, PAN all as indicated & required in the tender document should be submitted without which it will not be taken into account

16. The works shall be carried out in the area specified as per the directions of Engineer In-Charge, Safety procedure, specifications and standard code of practice.

17. Works shall be awarded to L1 tenderer on L1 quoted rates. Price quoted by tenderer shall be fixed and not subject to any escalation whatsoever during the period of execution of the contract including the extended period, if any.

18. This tender notice shall be deemed to form an integral part of the contract to be entered into for this work.

19. The successful bidder needs to arrange for the required materials, tools & plants, transportation including and manpower etc to the locations at his own cost as per the scope of the work.
20. The successful bidder has to ensure the safety of the manpower/vehicles deployed in the premises. IIIT Sri City will not be responsible for any incident arising during execution of the work.
21. Accommodation and Transportation should be arranged by contractor themselves.
22. Quantities are Re-measurable.
23. **PAYMENT TERMS:**
  - a) 95% of Bill Value for the works shall be made after completion of work within 30 days with applicable tax deductions.
  - b) 5% of the work value will be retained as Retention Money and it will be paid after completion of maintenance period.
  - c) Payment will be made for the days utilized proportionately.
  - d) Payment will be initiated only after receipt of certificate from the official concerned from IIIT Sri City Chittoor.
  - e) All taxes must be clearly mentioned in financial bid.
  - f) No escalation of prices for services will be entertained later in any case.
24. **Maintenance period:**

**Twelve (12) months** from the date of actual completion of the entire work and handing over to IIIT Sri City. During the maintenance period, the successful bidder should rectify and make good any defects notified on the workmanship or quantity of material in the scope of work.
25. **TAXES AND DUTIES:** The Rates unless otherwise specified, will be deemed to exclude sales tax or any other taxes and duties, which are in force or may be levied by the Central/State/Local Governments from time to time, on the production and sale of the goods.
26. On account of security consideration, some restrictions may be imposed by the security staff on the working and/ movement of men and materials etc. The contractor will be bound to follow all such restrictions/ instructions and he shall organize his work accordingly. No claim on this account, whatsoever, shall be payable.
27. **JURISDICTION:** All the disputes arising out of this order shall have exclusive jurisdiction of Tirupati, Andhra Pradesh only.
28. **WARRANTY:** Bidders should submit the work warranty certificate for a period as provided by the approved product manufacturer in the name of IIIT sri city.
29. Water & Electricity for works shall be provided by IIITS.

## INSTRUCTIONS FOR SUBMISSION OF ONLINE BID:

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://etenders.gov.in/eprocure/app> by clicking on "**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 and mobile number(s) 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 II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.)
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

7. 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.
8. 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 Tender" 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.
9. 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

10. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
11. 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.
12. Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender document / schedule and generally shall be in PDF / XLS / RAR / DWF / JPG formats as the case may

be. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

13. 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, GSTIN Details, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Documents" 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.

## **SUBMISSION OF BIDS**

14. Bidder should log into the site well in advance for bid submission so that he/she upload the Bid in time i.e. on or before the bid submission date and time. Bidder will be responsible for any delay due to other issues. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
15. Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument. A standard BOQ format has been provided with the tender document to be filled by all the bidders.
16. Bidders are requested to note that they should submit their financial bids in the format provided and that no other format is acceptable. Bidders are required to download the BOQ file, open it and complete the detail with their respective financial quotes and other details (such as the bidder's name). If the BOQ file is found to be modified by the bidder, the Bid will be rejected.
17. The server time (displayed on the bidders' dashboard) will be considered the standard time for referencing the deadlines for submitting bids by the bidders, opening of bids, etc. The bidders should follow this time during bid submission.
18. The Tender Inviting Authority will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
19. The uploaded tender documents become readable only to public view after the tender opening by authorized bid openers.
20. Upon the successful and timely submission of bids, 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.
21. 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.
22. Any queries relating to online bid submission or CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

## Annexure-1

## DETAILS TO BE FURNISHED BY THE BIDDERS

1. Name of the Firm/Company:
2. Address for Communication:
3. Telephone/ Mobile No.:
4. E-mail:
5. Details of Proprietor/partner/Director
6. GST Registration No.:  
(Attach copy of the GST Registration Certificate)
7. PAN Number:  
(Attach copy of the PAN Card)

This is to certify that the above facts are true complete and correct to the best of my knowledge and belief. Further, it is certified that I/We have read and understood the terms and conditions of the Tender Notice.

I/We give an undertaking and give our unconditional and unequivocal acceptance of all terms and conditions of the Tender and agree to abide by these terms and conditions.

Name and Signature of the Firm/Company

Seal of the Firm/Company

Annexure-2

Declaration regarding black-listing and/ or litigations

I/we hereby declare that our firm/agency is not black-listed by any Ministry or Department of Central Government/State Government or PSU or other bodies under the Central Government/State Government. I/we further declare that no criminal case is registered or pending against the firm/company or its owner/partners/directors anywhere in India.

Date the ..... day of..... 2024

Signature of Bidder .....

Name & Address of Bidder .....

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**FINANCIAL BID:**Tender No: **IIITS/NIT/ Windows Sealant /2024/027, Dt. 19.08.2024**Name of the institute: **Indian institute of Information Technology Sri City.**Name of Work: **Supplying and applying of waterproofing sealant all around the External window gaps on both Sides (Inside and outside) in our Existing Academic block at IIIT Sri City**

Name of the Bidder:

Sl. No.	Description of work	Unit	Qty	Rate	Amount (in Rs.)
1	Supplying and Applying ( Application should be as per Sealant manufacturer recommendation & specification ) of suitable approved waterproof sealant for the external wall aluminum window gaps between window and Granite jambs in Academic building (Double side -both inside and outside ) at G.F, 1st Floor and 2nd Floor level to avoid seepage of rain water. Necessary cup lock system scaffolding arrangement for the full height & length will be provided by IIITS, including the cost of removing existing sealant, cleaning the surface, cost of materials, labors, tools etc., complete as directed by Engineer -in charge.	RM	1600		
2	Supplying and Applying (Application should be as per Grout manufacturer recommendation & specification) of suitable approved non shrink grout / PU Grout material for the gaps (25 X 25 mm of size approx.) between masonry and granite window jambs all around the window in Academic Building ( Single side - Outside face only) at G.F., 1st Floor & 2nd Floor levels to avoid seepage of rain Water. Necessary Cup lock system scaffolding arrangements for the full height & length will be provided by IIITS, r including the cost of removal of loose materials, dust etc.,, cleaning the surface, cost of materials, labors tools etc. as directed by Engineer -in charge.	RM	1000		
	Total Amount				
	GST Amount				
	Total Amount with GST				

**NOTE: The bidders should use the CPP Portal financial bid (cover 2) format only.  
The above BOQ is for Illustration and understanding only.**

**EXISTING ACADEMIC BLOCK PHOTOS FOR REFERENCE:**



