



**INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY, DELHI (IIIT-DELHI)  
A State University established by the GNCTD**

**NIQ FOR SUPPLY OF  
DRINKING WATER COOLERS FOR HOSTEL BLOCK  
AT IIITD CAMPUS OKHLA PH-III, NEW DELHI-110020**

**(NIQ no. 13/2023 dated 07-08-2023)**

## INVITATION FOR BIDS

1. Indraprastha Institute of Information Technology (IIITD), Delhi a State University invites sealed bids, under Two Envelope Systems, from eligible bidders for supply and installation of Drinking Water Cooler at various locations of IIITD Campus at Okhla Phase-III New Delhi-110020 (behind Govind Puri Metro Station).
2. Interested and eligible bidders may obtain further information, inspect the site and obtain the tender document from the office of CE, A-203 Academic Block, IIIT, Delhi Okhla Phase-III New Delhi-110020 or download from the website <https://www.iiitd.ac.in/tenders>
3. Clarification/Queries, if any, can be addressed to- email ID: **admin-project@iiitd.ac.in** phone no- 01126907563/564/565
4. The tender document has to be submitted strictly in two separate envelopes as detailed below:
  - (i) First envelop should be super scribed as “Technical Bid”
  - (ii) Second envelop should be super scribed as “Financial / Price Bid”

Both the envelops should be enclosed in one big envelop super scribing as “**Tender Document for SITC of Drinking Water Coolers .**”

5. All further amendments/corrigendum in Tender Document or Bid Schedule, if any, shall be notified on our website <https://www.iiitd.ac.in/tenders>
6. The last date for submission of Tender Document is **14<sup>th</sup> Aug 2023** up to 3:00 PM (tender deposit in the Tender Box kept on 2nd Floor of Academic Block of the Institute). The Tender Document should be addressed to:

Registrar,  
Indraprastha Institute of Information Technology, Delhi  
Okhla Phase-III  
(Behind Govind Puri Metro Station)  
New Delhi-110020.

7. The tender should be accompanied by Earnest Money Deposit (EMD) of Rs.6,000/- (Rupees Six Thousand only) in the form of crossed demand draft from any scheduled/ nationalized bank in favor of IIIT-Delhi Collection Account payable at Delhi. (except for those who are exempted by NSIC certifications (with Proof)) failing bid shall be treated as invalid and shall be liable for rejection. (**Annexure-XX**)
8. The technical bids shall be opened on the same day i.e. **14<sup>th</sup> Aug 2023** at 3:45 PM.

## LETTER OF SUBMISSION

To  
The Registrar,  
Indraprastha Institute of Information Technology, Delhi  
Okhla Phase-III  
(Behind Govind Puri Metro Station)  
New Delhi-110020.

I/We, the undersigned, have read and examined in detail, the specifications and all bidding documents and hereby declare that:

### **Price and Validity**

1. All the rates quoted in our proposal are in accordance with the terms and conditions as specified in the bid document. All the prices and other terms and conditions of this proposal are valid for a period of 90 calendar days from the date of submission of bid.
2. We do hereby confirm that our bid prices include all taxes/levies/cartage loading unloading supply installation testing and commissioning.
3. We hereby declare that if any tax law is altered, we shall pay the same.

### **Earnest Money**

We have enclosed the EMD in the form of demand draft no....., dated.....favoring **IIT-Delhi Collection** Account payable at New Delhi issued / drawn on .....Bank for **Rs.6,000/- (Rupees Six Thousand only)**, as desired.

### **Deviations**

We declare that all the services shall be performed strictly in accordance with the technical specifications and other tender conditions with no deviations.

### **Qualifying Data**

We confirm that all information/data have been submitted as required in tender document. We hereby declare that our proposal is made in good faith, without collusion for fraud and the information contained in the proposal is true and correct to the best of our knowledge and belief. I/We agree that in case any information is found to be incorrect the tender is liable to be rejected at any point of tendering process.

Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

We understand that you are not bound to accept the lowest or any bid you may receive.

Thanking you,

Yours faithfully,

(Signature and seal of Tenderer with name, designation and contact no.)

Date:

Place:

## SCOPE OF WORK

IIIT, Delhi is interested for the supply installation testing and commissioning of Drinking Water Coolers at IIITD Campus Okhla New Delhi as per details below:

S. No.	Capacity	Type	Qty as per BOQ
1.	150 LTR	Drinking Water Cooler 150 Ltr /150 Ltr	6

1. The Water coolers are required to be installed at various locations of the IIITD Campus.
2. The Water coolers should be heavy duty type with energy efficiency rating as mentioned above and BOQ suitable for 24 hours operation.
3. The bidder will be required to ensure trouble free operations of the Water coolers systems at the rated performance with minimum break down during warranty period of one year.
4. In addition to break down maintenance the bidder will be required to provide two complete services in a year.
5. In case of compressor failure no repairs of compressor shall be allowed. The bidder has to provide replacement of compressor from the company. The compressors shall be guaranteed for replacement for 1 year free of cost.
6. The works shall be carried out as per the relevant CPWD / BIS Standards and attached Terms and conditions, Specifications, BOQ and drawing complete.
7. **Time Allowed:** 30 days from issue of work order.
8. **Schedule of quantity:** As per enclosed BOQ.
9. Clause 12 of GCC CPWD is applicable for EI/SI.
10. Contractor must visit site before quoting and fully satisfy himself of the site conditions.
11. Contractor must possess valid GST registration no.
12. No T&P shall be issued to the Contractor .The contractor shall be provided with electricity and water at one point ,he shall make his own arrangements for further distribution of electricity , water supply and all other labour, tools, plant and equipment etc as required for the works complete. Any damage done to existing walls /ceiling /floors /electrical /fire alarm/ fighting/plumbing equipment /building during execution shall be on the part of the Contractor.
13. The requisite certificates along with the EMD be enclosed in Envelope-A. The applications not supported with requisite experience certificates, valid DVAT certificate, TIN no shall not be entertained.
14. The priced bill of quantities kept in Envelope-B, all duly signed by the authorized signatory of the firms.
15. Payment shall be made as per actual quantities of executed works against RA/Final bills.
16. Conditional offers will not be accepted.
17. IIIT-D reserves the right to accept or reject any tender in part or whole without assigning any reasons thereof.

### **MINIMUM ELIGIBILITY CRITERIA**

1. The bidder should be an authorized dealer of any of the companies whose product is being quoted for.
2. The bidder should have a minimum turnover of Rs.10 Lacs from similar works during the last three audited financial years. In this regard the bidder should submit a CA certified copy of turnover in last three financial years.
3. The bidder should have a full-fledged service center in Delhi NCR region.
4. The bidders should be registered with IIITD /Reputed agencies who have carried out similar works in Govt Deptts/PSU/Reputed Pvt sector /MNCs are to submit the experience certificates for the works and registration certificates with Govt. Depts. if any.
5. The agency must have executed 3 similar works of 0.96 lacs OR 2similar works of 1.80 lacs OR 1 similar work of 2.40 lacs. Similar works are defined as works of Supply installation testing and commissioning of drinking water coolers during last seven years. Self-attested copies of experience certificates issued by the owners or their GM or Executive Engineer of the department concerned to be submitted.
6. The agency should not have suffered any loss in the last two consecutive financial years. This should be certified by the supplier.

### **BID EVALUATION CRITERIA**

1. After opening, the bids shall be examined whether the EMD is in order and the bidder meets the minimum eligibility criteria specified above.
2. Those bidders's whose EMD is in order, meets the minimum eligibility criteria, has submitted all the required documents and meet the technical and financial requirements shall be considered for opening of financial bid.

Following information must accompany the financial bid:

1	Name, address and telephone number of the firm/company	
2	Name of the contact person and contact details (mobile/telephone number etc.)	
3	Name of the Bank and full address	
4	Bank Account Number	
5	PAN (Attach self-certified copy)	
6	Copy of Partnership Deed/ Certificate of registration of company or any other document evidencing registration of the bidder	
7	Number of Years of Experience	
8	Details of DD towards: EMD:	
9	The agency must have executed (attested copies of the experience to be enclosed) 3 similar works of 0.96 lacs OR 2 similar works of 1.80 lacs OR 1 similar work of 2.40 lacs. Similar works are defined as works of Supply installation testing and commissioning of drinking water coolers during last seven years. Self-attested copies of experience certificates issued by the owners or their GM or Executive Engineer of the department concerned to be submitted.	
10	The agency should not have suffered any loss in the last two consecutive financial years. This should be certified by the supplier.	
11	List of service centers, nearest location of support center.	
12	Turnover of the bidder in the financial years: 2020-21 2021-22 2022-23 Please attach CA certified copy of the turnover.	

I /We hereby certify that the information furnished above is full and correct to the best of my/our knowledge.

(Signature of the authorized Signatory)

Name:

Office Seal.

Date:

Place:

## **TERMS AND CONDITIONS**

1. Bid shall be valid for a period of not less than 90 days from the date of opening of bid (envelope number one). Bids submitted without EMD shall be rejected.
2. Bids will be opened in the presence of bidders representatives, who choose to attend on the specified date and time.
3. Sealed bid can be sent either by post or by messenger.
4. Bidder should specify his capabilities & facilities for sales, repairing and maintenance of ACs.
5. Bidders will be responsible for covering all risk under Workmen Compensation Act for his employees /machinery on site for installation jobs. IIT, Delhi will not be responsible for any damages whatsoever on this account.
6. In case repairs are not possible on site and required to be repaired outside our premises, all expenditure on this account would be borne by the bidder.
7. Payment will be made within one month time on successful installation, issue of satisfactory report by Officer in Charge of IIT, Delhi and no advance payment will be made.
8. In the event of dispute, Director, IIT, Delhi shall be the sole arbitrator and his decision shall be final and binding on both the parties.
9. The successful bidder shall be required to submit 3% of total amount of invoice as Performance Bank Guarantee (PG) within 10 days of Order, as security which will be released on expiry of the warranty period. In case, the PG is not submitted the amount of 3% shall be deducted from the bill and released only after warranty period.
10. IIT, Delhi does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.
11. The Institute is free to charge the quantities for which the bid is called and the payment will be made for actual quantity installed.

## **DOCUMENT REQUIRED**

The bidders are required to submit the following information, documents, etc. for Technical Evaluation:

1. List of major contract executed i.e. giving details of type of work, name & address of clients, value of job & duration including photocopies of major orders with completion certificates.
2. CA certified copy of turnover in last three audited financial years.
3. Copies of satisfactory certificates from the clients.
4. Copies of credentials of main owner and executor of job giving details of qualifications & experience.

**Bill of Quantities for FINANCIAL / PRICE BID**

S.no	Particulars	Unit	Qty.	Rate	Total Amount (all inclusive)
1	Supply, Installation, testing and commissioning of drinking water coolers: Storage Capacity 150 Liters No of Faucets 2 Nominal Cooling Capacity 150L/hr Faster cooling, Silent operation, Nationwide service, Stainless Steel body, Stainless Steel tank, Easy controls, Speedy drainage with drain board complete set The Compressors shall be having 1 years replacement warranty.	Nos	06		
	<b>Total Amount ₹</b>				
	<b>GST@</b>				
A	<b>Gross Amount Rs. (Inclusive of all charges, taxes, transportation etc. )</b>				
B	<b>Less: Old Water Coolers (150Ltr) buy back price for 4 Nos - Reserve price for Water Cooler's Rs. 5000/-</b>				
A+ (-B)	<b>Net amount after buy back price ₹</b>				
	<b>Approved makes : Voltas/Usha/Bluestar</b>				

Signature with seal of the authorized official  
Date: