

**National Institute of Technology Meghalaya
Bijni Complex, Laitumkhrach, Shillong 793 003
Meghalaya, India**

**Phone : 0364-2501215
Fax : 0364-2501113
Web :
2018nitm.nitmeghalaya.in**

Ref: NITMGH/ES/ME/WS/2018-19/2133

Date: 24.08.2018

NOTICE INVITING QUOTATION (NIQ) FOR SUPPLY OF CONSUMABLES FOR MECHANICAL WORKSHOP, MECHANICAL ENGINEERING DEPARTMENT, NIT MEGHALAYA

NIT Meghalaya invites sealed tenders for supply for supply of equipment and consumables for the Workshop at Mechanical Engineering Department, NIT Meghalaya, as per details at ANNEXURE-II in single sealed envelopes to reach the undersigned **on or before 1:00 PM 24.09.2018**.

BID INSTRUCTIONS:

01. Quotations will have to be submitted in a single sealed envelope. The address of the firm submitting the quotation and the Officer to whom the quotation is addressed must appear distinctly on sealed covers. Further, on sealed cover, the following are to be written:

NOTICE INVITING QUOTATION (NIQ) FOR SUPPLY OF CONSUMABLES FOR MECHANICAL WORKSHOP, MECHANICAL ENGINEERING DEPARTMENT, NIT MEGHALAYA

Ref: NITMGH/ES/ME/WS/2018-19/2133

Date: 24.08.2018

LAST DATE OF SUBMISSION: 1:00 PM on 24.09.2018

Quotations will be opened on the same day at 3:00 p.m. After evaluation of bids, the successful bidder will be informed on a later date.

02. **Submission of Compliance Certificate:** Duly filled and signed Compliance Certificates (as per formats at Annexure-I A & B) are must with the Technical bid.
03. **Bid not transferable:** The bid documents are not transferable and the seal and signature of the authorized official of the firms must appear on all the papers and envelopes submitted.
04. The quantity mentioned for each item in the Annexure-II may vary depending on requirements.
05. GST Registration Certificate should be enclosed along with the tender documents.
06. Valid Trading License from concern Authority should be enclosed along with the tender documents.
07. For e-waybill the successful vendor has to apply online via <https://ewaybill.nic.in/ewb.html>.

SIGNATURE OF BIDDER

NIQ TERMS & CONDITIONS:

01. **Rates:** Rates quoted in the Price Bid should be on DOOR DELIVERY NIT Meghalaya basis, as per details below:

Group:	Item Sl. No.	Item name	
Sl. No.	Particulars		Rate
I	Basic Price (per unit)		
	Discount if any		
	Total		
	GST (pl. break up CGST/SGST/IGST)		
	Total (per unit)		
	Grand total for the item		
II	Transportation charge up to NIT Meghalaya premises (if applicable)		
III	Transit Insurance covering all risk up to 10 days after delivery (if applicable)		
	Grand total on door delivery at NIT Meghalaya		
IV	Annual Maintenance Contract rate (after expiry of warranty period)		

Note: Vague terms like “packing, forwarding, transportation etc. extra” without mentioning the specific amount will not be accepted. Such offers shall be treated as incomplete and rejected.

Bidders shall indicate their rates in clear/visible figures as well as in words and shall not alter/overwrite/make cutting in the quotation. In case of a mismatch, the rates written in words will prevail. Usage of “White ink” to erase and then rewrite the rates will not be accepted. Bidders are advised to strike out wrong entries and rewrite clearly beside them. In such cases, the bidder shall have to sign and place their official seal for every corrected entry.

02. Quotations have to be submitted in Indian Rupees only. If goods are to be imported, the quotations shall include all charges for customs clearance, clearing agent fees, landing port handling charges, insurance etc. and onward transportation of the goods from the port/airport of landing for door delivery upto NIT Meghalaya, Shillong, Meghalaya.

NIT Meghalaya has a valid registration with the Department of Scientific and Industrial Research (DSIR), Ministry of Science & Technology, Government of India for availing Customs/Central Excise Duty exemption. NIT Meghalaya will provide all necessary certificates, authorizations and documents required for clearing the consignment and for onward transportation upto Shillong.

03. All documents submitted should be self-attested with seal of the bidder.
04. Bidder must unconditionally accept all terms and conditions stipulated in the tender document and all pages of the bid including all enclosures should be numbered and must be duly filled in, signed and stamped by the bidder or his authorized representative. Offers received without signature and seal on all pages are liable to be rejected.
05. **Validity of Quotation:** Quoted rates must be valid for 120 days from the date of quotation.
06. **Warranty:** The quoted equipment and components must be warranted for a minimum of one Year.

SIGNATURE OF BIDDER

07. **Literature must:** All the quotations must be supported by the printed technical data sheet/ literature and the specifications mentioned in the quotation must be reflected/ supported by such printed technical data sheet/ literature. The model no. and specifications quoted should invariably be highlighted in the data sheets/ literature for easy reference.
08. **Details of supply** of similar items to Institutes of National Importance (preferably those located in the Northeastern region) must be provided.
09. **Presentation:** Technically qualified bidders may be called upon to give full presentation of the quoted equipment at NIT Meghalaya campus before opening of Price bid as a support of their Technical Quotations and for any clarifications.
10. **Equipment breakdown:** Any Equipment breakdown must be attended to within 72 hours during the warranty period of the equipment free of cost.
11. **Training:** If required, free training is to be provided to NIT Meghalaya personnel on the operation, maintenance and trouble shooting of the supplied items.
12. **After Sales Service:** Vendor should clearly state the available nearest after sales service facilities in the North Eastern region, without which the offer will be rejected.
13. **Dealership Certificate:** The bidder/tenderer should be either a manufacturer or authorized agent of the foreign/Indian manufacturer. Dealers or Agents quoting on behalf of Manufacturer must enclose valid dealership certificate.
14. **Earnest Money:** Refundable earnest money deposit (EMD) of ₹ 12,000/- (Rupees Twelve Thousand) only through demand draft drawn (of any Nationalized/Scheduled Bank) in favour of National Institute of Technology Meghalaya, payable at Shillong, will have to accompany the technical Bid. The EMD of unsuccessful bidders shall be returned without any interest after award of contract. EMD of the successful bidder will be released without interest on submission of the Performance Bank Guarantee or delivery of the ordered items, as applicable.

In case of firms registered under NSIC, EMD exemption will be given to the permissible extent, as indicated in their Certificate. All vendors claiming exemption must submit copies of their valid NSIC registration Certificate (along with the Technical Bid in case of two bid system). Offers received without Earnest Money or valid Certificate shall be summarily rejected.

15. **Delivery:**
 - a. Time Limit: Maximum within 30 (Thirty) days from the date of issue of purchase order.
 - b. Safe Delivery: All aspects of safe delivery shall be the exclusive responsibility of the vendor. At the destination site, the package will be opened only in the presence of NIT user/representative and vendor's representative. The intact condition of the package and the seal/indicators for not being tampered with, shall form the basis for certifying the receipt in good condition.
 - c. Insurance: The supplier is to establish 'All Risk Transit Insurance' coverage till door delivery at NIT Meghalaya.
 - d. Part Delivery: Acceptance of part delivery shall be a prerogative of the Institute.
 - e. Penalty for delay in delivery: The date of delivery should be strictly adhered to otherwise the Director, NIT Meghalaya reserves the right not to accept delivery in part or full. The Director, NIT Meghalaya also reserves the right to impose penalty, as deemed fit, for delay in delivery of the equipments. The decision of the Director shall be binding to all.

16. **Genuine Pricing:** Vendor is to ensure that quoted price for the particular item is not more than the price quoted to any other customer in India, particularly to IITs/NITs and other Government Organization. Copy of the latest price list for the quoted item, applicable in India, must be enclosed with the offer.
17. **Conditional tenders not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Conditions mentioned in the tender bids submitted by vendors will not be binding on NIT Meghalaya.
18. **Late and delayed tender:** Late and delayed tender will not be considered. In case any unscheduled holiday occurs on the prescribed closing/opening date the next working day shall be the prescribed date of closing/opening.
19. **Payment:** 100% payment within 30(thirty) days from date of delivery, installation and acceptance.
20. **Enquiry during the course of evaluation not allowed:** After opening the Technical Bid, no enquiry from the bidder(s) shall be entertained during the course of evaluation of the tender till final decision is conveyed to the successful bidder(s). However, the Purchase Committee or its authorized representative may make enquiries/seek clarification from the bidders. In such a case, the bidder must extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short period of notice.
21. At any time prior to the date of submission of bid, NIT Meghalaya may, for any reason, either of its own or in response to a clarification from a prospective bidder, modify the bidding documents by an amendment / corrigendum. **Any such amendment / corrigendum will be duly notified through the Institute's website only.** Prospective bidders are advised to check the Institute's website every now and then for any amendment / corrigendum. In order to provide reasonable time to take the amendment into account in preparing the bid, NIT Meghalaya may extend the date and time for submission of bids.
22. The acceptance of the quotation will rest solely with the Director, NIT Meghalaya, who in the interest of the Institute is not bound to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotations received without assigning any reasons.
23. **Force Majeure:**

If the performance of the obligation of either party is rendered commercially impossible by any of the events hereafter mentioned that party shall be under no obligation to perform the agreement under order after giving notice of 15 days from the date of such an event in writing to the other party, and the events referred to are as follows:

 - (a) Any law, statute or ordinance, order action or regulations of the Government of India,
 - (b) Any kind of natural disaster, and
 - (c) Strikes, acts of the Public enemy, war, insurrections, riots, lockouts, sabotage.
24. **Termination for default:** Default is said to have occurred
 - (a) If the equipment or any of its component is found having poor workmanship, faulty designs, poor performance and bad quality of materials used.

- (b) If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by NIT Meghalaya.
- (c) If the supplier fails to perform any other obligation(s) under the contract.

Under the above circumstances NIT Meghalaya may terminate the contract / purchase order in whole or in part and forfeit the EMD/PBG as applicable. In addition to above, NIT Meghalaya may at its discretion also take the following actions: NIT Meghalaya may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate NIT Meghalaya for any extra expenditure involved towards goods and services obtained.

27. Applicable Law:

- (a) The contract shall be governed by the laws and procedures established by Govt. of India and subject to exclusive jurisdiction of Competent Court and Forum in Shillong / India only.
- (b) Any dispute arising out of this purchase shall be referred to the Director, NIT Meghalaya, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Director of the Institute. The decision of such Arbitrator shall be final and binding on both the parties.

Registrar

Encl.: ANNEXURE-I, ANNEXURE-II.

Annexure -I

PERFORMANCE BANK GUARANTEE

To:
The Director,
National Institute of Technology Meghalaya
Bijni Complex, Laitumkhrah, Shillong-793 003
Meghalaya

WHEREAS (Name of Supplier)
hereinafter called "the Supplier" has undertaken, in pursuance of Contract No..... dated,.....
20... to supply..... (Description of Goods and Services)
hereinafter called "the order".

AND WHEREAS it has been stipulated by you in the said order that the Supplier shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the order.

AND WHEREAS we have agreed to give the Supplier a Guarantee:
THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of (Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the order and without cavil or argument, any sum or sums within the limit of (Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until theday of.....20.....

Signature and Seal of Guarantors

.....
.....
.....

Date.....20....

Address:.....

.....
.....

All correspondence with reference to this guarantee shall be made at the following address:

The Director,
National Institute of Technology Meghalaya
Bijni Complex, Laitumkhrah, Shillong-793 003
Meghalaya

ANNEXURE-II
(DETAILED SPECIFICATIONS)

Sl.	Items with Specification	Qty.
1	MS Flat Bar Size: 50mm×5 mm	150 kg
	40 mm×5 mm	45 kg
	25mm × 2 mm	20 kg
	19mm × 2mm	20kg
2	MS Pipe Size: 25× 2 mm	6 kg
	12 × 2mm	4 kg
3	Soldering Iron 25 Watts-230 Volts Size: Standard Model Number: 81032BADR	2 nos.
4	Wire Brush	5 nos.
5	Chipping Hammer	5 nos.
6	Vernier Caliper Range: 0-200 mm Least Count: 0.02 mm Make: NSK/Equivalent	16 nos.
7	Cut-off Wheel (Make: Bosch) Size: 105 × 1.2 × 16 mm	10 nos.
	Size: 355 × 3 × 25.4 mm	20 nos.
8	Diamond Dresser Carat 2.0 (6 × 1/2) Make: Tapania	4nos
9	Adjustable Spanner (Drop Forged) Size: 10", 15" Make: Tapania/Paradise	2 nos each
10	HSS Blade (Make: Miranda) Size: 350 × 25 × 1.25 mm	12 nos
	300 × 12.5 × 0.63 mm	30 nos
11	HSS Drill Bit (Jobber Series) Parallel Shank Size: 1, 1.5, 2, 2.5, 3, 3.5, 4, 4.5, 5, 5.5, 6, 6.5, 7, 7.5, 8, 8.5, 9, 9.5, 10, 11, and 12 mm (Set of 21 Pieces) Make: Miranda/Addison	2sets
12	HSS End Mill Cutter (4 Flutes) Size: 1.5, 2, 3 mm 4, 5, 6, 7, 8, 9, 10, 11, 12 mm 14, 16, 18, 20, 25 mm Make: Miranda	3nos each

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13	Perspex Sheet Size: 8' × 4' × 8 mm	1 nos.
	Size: 8' × 4' × 6 mm	1 nos.
14	Emery Paper Grade: 400, 1200, 1500	25 nos each
15	Hydro Carbon Based Oil for EDM	15 lts
16	BSW Threading Taps Size: 3/32, 1/8, 11/16, 3/4, 13/16, 7/8, 15/16, 1" Make: Totem	1 no each
17	BSF Threading Taps Size: 11/16, 3/4, 7/8, 1" Make: Totem	1 no each
18	ISO Threading Taps Size: 1.4 × 0.3 1.6 × 0.35 1.8 × 0.35 2.2 × 0.45 11 × 1.5 18 × 2.5 Make: Totem	1 no each
19	BSW Threading Dies Sizes: 11/16, 3/4, 13/16, 7/8, 15/16, 1" Make: Totem	1 no each
20	BSF Threading Dies Size: 9/32, 11/16, 3/4, 7/8, 1" Make: Totem	1 no each
21	ISO Threading Dies Size: 1.4 × 0.3 1.6 × 0.35 1.8 × 0.35 2.2 × 0.45 11 × 1.5 18 × 2.5 20 × 2.5 Make: Totem	1 no each
22	HSS Cutting Tool Bit (8% Cobalt) Size: 9/16" × 6" 5/8" × 6" 3/4" × 6"	5 nos each
23	Furnace Mask (Aluminised) Size: 16" × 10" Model No. PRSM-PPE-FS-FM-205B Make: PRISMIC	1 no
24	Furnace Apron (Aluminised) Size: 1070 × 610 mm	1 no
25	Furnace Gloves (Aluminised) Size: 16"	1 no

26	Torch Light (Rock Light 686-2 in 1 Rechargeable LED Emergency) Make: Rocklight	1 no
27	Surgical Mask	20 nos
28	Surgical Gloves	25 nos
29	Pliers (a) Flat Nose: 165 mm (b) Combination: 165 mm Make: Taparia	10 nos each
30	Watchmaker's Files (Sun Flower Needle Files) Size: 140 mm (Set of 12 - Flat, Knife, Half Round, Square, Round and Triangle Shape – Each 2 Nos.) Make: J.K. Files	1 pck
31	Round File with Handle (Smooth) Size: 10 mm Make: JK/Hindustan	5 nos
32	Round Nose Chisel with Handle Size: 300 mm Make: Paradise/Fish	5 nos
33	Flat Chisel (Make: Paradise/ Fish/Taparia) Size: 125 mm	5 nos
	150 mm	5 nos
34	Triangle Mill Bastard File with Handle Size: 150 mm Make: J.K. Files	10 nos
35	Half Round File with Handle (Smooth) Size: 300 mm Make: Paradise/Fish	3 nos
36	Scriber Size: 175 mm Make: Miranda	10 nos
37	Watchmaker's Screwdriver Size: Photron Precision Magnetic Screw Driver 31 in 1 Repairing Tool Set Kit Replaceable Straight Screw-Driver Multi-Tool Hand Tool	1 set
38	Hack Saw Blade High Quality Carbon Steel (Low Alloy) Size: 300 × 12.5 × 0.63 mm Make: Miranda	15pkt
39	Bench Vice (Make: Apex) Size: (6")	2 nos.
	Size: (4")	4 nos.

40	Snip (Spring Loaded) Size: 200 mm	3 nos.
41	Wooden Bit (B-Class) Size: 6' × 2" × 2"	40 cft
	6' × 4" × 1"	10 cft
42	Mason Drill Bit Size: 4 mm 6 mm Make: Addision	5 nos each
43	White Primer Make: Camel/Berger	2 ltrs
44	White Paint Mak: Camel/Berger	2 ltrs
45	Dark Brown Paint	2 ltrs
46	Black Paint	1 ltr
47	Fevicol	3 kg
48	Measuring Tape (5 meter) Make: Freeman	10 nos
49	Touch Wood (Yellow)	1 ltrs
50	Metal Spoke Shape Size: 9" (Round) Make: Paradise	3 nos each
51	Marking Gauge	5 nos
52	Wooden Mallet	5 nos
53	Metal Jack Plane Blade Size: 2" Make: Anant	6 nos
54	Headless Pin Size: 1.5"	2 pkt
55	Panel Pin Size: 1"	2 pkt
56	Sand Paper Size: 120	25 nos each
57	Plywood Size: 8' × 4' × 12 mm	2nos
	Size: 8' × 4' × 6 mm	2 nos
58	Nail Size: 2", 1.5"	1 kg
59	Hand Wash (Dettol)	12 nos
60	Dust Cloth	20 nos
61	Black Tape	1 pkt
62	Scissor Size: 9"	3 nos
63	Led bulb (5 watt) Make: Philips	8 nos
64	Soap (Dettol)	16 nos
65	A4 Sheet	5 ream
66	Stamp Pad with Ink	1 no
67	Sellotape, Size: 1"	5 nos

68	Brown Tape, Size: 2"	2 nos
69	Feviquick	15 nos
70	Stapler with Pin (Make: Kangaro) Part No: 170767	1 no
	384556	1 no
71	First Aid Dettol	2 nos
	Cotton Wool	3 nos
	Band Aid	50 nos
	Bandage	4 nos
	Itone	1 nos
	Neosporin	1 nos
	Betadine	1 nos
	Silverex	1 nos
	Plaster (ChetnaPlast)	2 nos
72	Welding Goggles with UV Glass (Best Quality)	10 nos
73	CO ₂ Regulator with Flow Meter Make: Weldsun/Esab	1 nos
74	Argon Regulator with Flow Meter Make: Weldsun/Esab	1 nos
75	BlowPipe For Oxy-Acetylene Gas Cylinder High Pressure and Low pressure Make: Esab/Migatronic	1 set
76	Spark Lighter	2nos
77	Ms coil Size: 6 mm dia	30kg
78	Paint Brush Size: 1"	5 nos
	2"	6 nos
	3"	10 nos
	4"	10 nos
79	Dust mask with Filter	10 nos
80	Wire brush Size: 8"	4 nos
81	Tongs (best quality)	2 nos
82	MV-150 Mono Block Vacuum Pump With 6 CFM, Max Vacuum 600 mm of Hg (25") n, 0.50 hp, 3, 1440 rpm, Heavy Duty	1 no
83	EarMuff (Noise protection)	2 nos
84	Adjustable wrench Size: 10" Make: Tapania	3 nos

85	Phillips head Screwdriver (Make :Taparia) Product no-860 (Dia 3.0 mm)	1nos
	Product no-860 L (Dia 3.0 mm)	1nos
	Product no-861 (Dia 5.0 mm)	1nos
	Product no-861 L (Dia 5.0 mm)	1nos
	Product no-862 (Dia 6.0 mm)	1nos
	Product no-862 L (Dia 6.0 mm)	1nos
	Product no-863 L (Dia 8.0 mm)	1nos
	Product no-864 L (Dia 10.0 mm)	1nos
86	Grinding wheel Size: 100 × 6 × 16 mm Make: Bosch	10 nos
87	Jigsaw Blade Product no. T 118 A (HSS Metal)	6 nos
	Product no. T 118 B (HSS Metal)	6 nos
	Product no. T 144 D (HCS Wood)	3 nos
	Product no. T 119 BO (HCS Wood)	3 nos
	Product no. T 111C (HCS Wood)	3 nos
88	Carbide Endmills Size: 4 mm Dia.	1 nos
	6 mm Dia.	1 nos
	8 mm Dia.	1 nos
	10 mm Dia.	1 nos
	12 mm Dia.	1 nos
	16 mm Dia.	1 nos
	20 mm Dia.	1 nos
	25 mm Dia.	1 nos
