



राष्ट्रीय प्रौद्योगिकी संस्थान मेघालय
NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA
Bijni Complex, Laitumkhrah, Shillong-793003

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Ref: No. NITMGH/ES/Hostel-Mess/PC/2024-25/663

Date: 20.06.2024

E-NOTICE INVITING QUOTATION (e-NIQ) SUPPLY & INSTALLATION OF FURNITURE FOR HOSTEL MESS HALL (DINING AREA) AT PERMANENT CAMPUS NIT MEGHALAYA, SOHRA.

NIT Meghalaya invites online Tenders through **CPP Portal <https://eprocure.gov.in/eprocure/app>** from eligible Bidders for procurement of Hostel mess hall (Dining area) as per details mentioned in the Annexure-I, attached herewith.

Prescribed Tender document, detailed fees and specifications, bid instructions and Terms & Conditions can be downloaded from the CPP Portal (<https://eprocure.gov.in/eprocure/app>) or from the Institute website (<http://www.nitm.ac.in/>). However, the bidding process (submission and finalization) will be done in online mode at CPP Portal. The bidders may submit their bid only through uploading in the CPP Portal <https://eprocure.gov.in/eprocure/app>.

Kindly read the NIQ document carefully before participating. It shall be deemed that submission of bid by the bidder has been done after their careful study and examination of the NIQ terms with full understanding to its implications. Any lack of information shall not in any way relieve the bidder of its responsibility to fulfil its obligations under the Bid.

The Director NITM will reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, the Purchase Order. Fraudulent Practice means a misrepresentation of facts to influence a procurement process and includes collusive practice among bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive NITM of the benefits of free and fair competition. Corrupt Practice means offering, giving, receiving, or soliciting of anything of value, pressurizing to influence the action of a public official in the process of this purchase execution.

BID INSTRUCTIONS:

01. The offer must be submitted in Two Bid – Two Files/Covers only through uploading in the CPP Portal, before the last date & time for bid submission. Bidders must submit their digitally signed bids. The covers will contain the following documents:
- Cover 1 which consists of technical requirements and general terms & conditions
 - Cover 2 which consists of the Price Bid (in BoQ Ms-Excel format).

LAST DATE OF SUBMISSION:- 11.07.2024 at 13:00 pm

Technical bids will be opened on 12.07.2024 at 14:00 pm

After evaluation of technical bids, financial bids of the successful bidders will be opened on a later date which will be duly notified.

SIGNATURE OF BIDDER

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 **Annexure-I** may vary depending on requirements.
05. GST Registration Certificate should be enclosed along with the tender documents.
06. Relevant catalogue of the items (if any) must be enclosed.
07. Interested vendors may interact with **Dr. M. Longshithung Patton**, Chairman Furniture Committee, NIT Meghalaya, for any queries and email ID @ mlpatton@nitm.ac.in
08. For e-waybill the successful vendor has to apply online via [**https://ewaybill.nic.in/ewb.html**](https://ewaybill.nic.in/ewb.html).

NIQ TERMS & CONDITIONS:

01. **Rates:** Rates quoted in the Price Bid should be on DOOR DELIVERY at NIT MEGHALAYA, PERMANENT CAMPUS, SAITSOHPEN, SOHRA – 793108, MEGHALAYA Shillong 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 charges up to NIT MEGHALAYA, Permanent Campus, Saitsohpen, Sohra – 793108, 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, Permanent Campus, Saitsohpen, Sohra – 793108, Meghalaya		

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. **Bidders need to quote for all items as mentioned in Annexure-I.**
03. 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, Permanent Campus, Saitsohpen, Sohra – 793108, 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.
04. All documents submitted should be self-attested with seal of the bidder.
05. 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.
06. The bidder must also upload a digitally signed copy of the **Tender Acceptance Letter** in the format given at Annexure-IV.
07. **Validity of Quotation:** *Quoted rates must be valid for 120 days from the date of quotation.* \
08. **Warranty:** **The quoted items must be warranted for a minimum of three (03) years from the date of successful installation.**
09. **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.

10. **Details of the supply** of similar items to Institutes of National Importance (preferably those located in the Northeastern region) should be provided. However, the final decision of acceptance rests with the competent authority.
11. **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.
12. **After-Sales Service:** A vendor should provide post-sales services for repair, maintenance, AMC etc. in Meghalaya. Bidders should clearly state the detailed address, contact number, and email ids of the 'after-sales service center' in Meghalaya, India in Bidder's Details under Statutory Cover without which their offers shall be liable for rejection. Service against any complaint must be provided within 12 hours.
13. **EMD:** - Earnest Money: Refundable earnest money deposit (**EMD**) of ₹ 1,70,000/- (**Rupees One Lakh Seventy 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.

Firms registered under MSME will be exempted from submitting EMD. In case of firms registered under NSIC, exemption will be given to the permissible extent, as indicated in their Certificate. All vendors claiming exemption must submit copies of their **valid MSME/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.

14. **Performance Bank Guarantee (PBG):** The successful bidder shall furnish an unconditional PBG (as per format at Annexure II) for **5 % of the Purchase Order** value from a Nationalized/Scheduled Bank of India, before release of the payment. Else 5 % of the billed amount will be deducted as security deposit. Where the PBG is obtained by a foreign bank, it shall be endorsed by a Nationalized/Scheduled Indian bank and shall be governed by Indian Laws and be subject to the jurisdiction of courts at Shillong. The PBG shall guarantee that,
 - a) The Vendor guarantees satisfactory operation of the Equipment & components against poor workmanship, bad quality of materials used, faulty designs and poor performance.
 - b) The Vendor shall, at his own cost, rectify the defects/replace the items supplied, for defects identified during the period of guarantee/warranty.

The PBG shall remain valid for period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.

15. **Delivery:**

- a. **Time Limit: Maximum within 45 (forty five) 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, PERMANENT CAMPUS, SAITSOHPEN, SOHRA-793108, MEGHALAYA**
- d. **Part Delivery:** Acceptance of part delivery shall be a prerogative of the Institute.

16. **Penalty for delay in delivery:** The date of delivery should be strictly adhered to. In the event of delayed delivery, installation & commissioning, the vendor shall be liable for a penalty deduction at a

percentage of the value of the undelivered equipment subject to a maximum of 10% (ten percent) as detailed below:

- a) @1% up to one week.
- b) @2.5% up to two weeks.
- c) @5% up to three weeks.
- d) @10% for four weeks and above

For this clause, part of the week is considered a full week. In case of delayed delivery, the Director, NIT Meghalaya reserves the right not to accept the subject consignment.

17. **Genuine Pricing:** The 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.
18. **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.
19. **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.
20. **Payment:** 100% Payment within 30 days from the date of successful delivery, installation, and commissioning/ acceptance of goods at NIT Meghalaya, generally through PFMS
21. Payment will be made through PFMS. Bidders are required to furnish complete and correct bank details on their letterhead along with the technical bid. A scanned copy of a cancelled cheque may also be attached for verification of the IFSC code
22. **TDS @ 2%** shall be deducted by the Institute under Section 51 of the GST Act, 2017 as the value of your supply exceeds Rs. 2.5 Lakhs. The GST-TDS registration of NIT Meghalaya is “17SHLN01494DIDQ”, for your reference.
23. **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.
24. 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 CPP Portal 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.
25. 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.
26. **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.

27. 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.

28. 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.

29. Compulsory Certificates, License etc. to be furnished: The bidder/tenderer shall furnish and enclose the following important documents along with the technical bid of the tender, failing to do so may result in the rejection of the quotations received without assigning any reasons (as also mentioned in Page No. 1):

- i. **Certificates:** OEM's Factory License to be enclosed.
- ii. **Availability of service center:** Bidder/OEM must have at least 3 Functional Service Centre with address, GST, PAN number and Trade license in North East India of which one should be in the State of the Consignee's Location in case of carry-in warranty.
- iii. **Dealership Certificate:** The bidder/tenderer should be either an OEM (Original Equipment Manufacturer) or an authorized agent of the foreign/Indian OEM. Dealers or Agents quoting on behalf of the OEM must enclose a valid dealership certificate.
- v. **ISO Certificate:** The bidder/tenderer should enclose the following ISO certificate:
ISO 9001/ ISO 14001/ ISO 45001.
- vi. **OEM** can authorize any of its dealers for execution of the order.
- vii. **Turnover:** The annual turnover of the bidder/tenderer should be 2 Cr or aggregate turnover of 6 Cr for the last three (03) years. The bidder/tenderer should provide a document declaration from a chartered accountant ensuring inclusion of a Unique Document Identification Number (UDIN).
- viii. **After Sales Service:** Bidders should clearly state the detailed address, dedicated toll-free number, contact number, and email ids of the 'after-sales service Centre' in the State of the Consignee's Location in Bidder's Details under Statutory Cover without which their offers shall be liable for rejection (refer Annexure-III). Service against any complaint must be provided within 12 hours.


- ix. Timely Servicing / Rectification of defects during warranty period: Manufacturers must agree to undertake a warranty for Three years for all the items supplied. After having been notified of the defects / service requirement during warranty period, Seller must complete the required Service/ Rectification within 15 days' time limit. If the Seller fails to complete service / rectification with defined time limit, a penalty of 0.2% of the Unit Price of the product shall be charged as penalty for each week of delay from the Seller. Seller can deposit the penalty with the Buyer directly else the Buyer shall have a right to recover all such penalty amount from the Performance Security (PBG). Cumulative Penalty cannot exceed more than 8% of the total contract value after which the Buyer shall have the right to get the Service/rectification done from alternate sources at the risk and cost of the Seller be sides forfeiture of PBG. The PBGs shall be valid throughout the warranty period plus two months after the supply of the furniture. Seller shall be liable to reimburse the cost of such service/ rectification to the Buyer.
- x. Performa warranty certificate for a period of three years.
- xii. **Black-listed or Debarment:** The bidder/tenderer should submit an affidavit on non-judicial stamp paper that the bidder has never been black-listed or debarred for any of the products by any Government/semi-government/PSU/Bank/Universities/Educational Institute/Autonomous Institute for any reason.
- xiii. **OEM's Required Machinery:** Documentary evidence of the machines available in their plant premises should be provided at the time of tender submission. Also, bidder/tenderer must furnish the Sample of the major items in the tender available at their premises. Additionally, if required, the committee may visit and check the manufacturing unit as well as the sample products to issue a technical competence or sample product certificate which in turn may need to be submitted in the tender.
- xiv. All documents should be valid at the time of tender submission and no “**APPLIED FOR**” document will be acceptable at all and the tender bid will be rejected without any further correspondence.
30. **Material sample and mock-up:** The bidder/tenderer should provide a material sample of the items to be supplied for which comparison checking will be done before the tender opening. A minimum of one item is to be provided before opening of the tender as a mock-up. NIT Meghalaya may ask for some minor technical/design modifications (if required) based on the samples presented during the mock-up. The final products supplied at the consignee's location should strictly adhere to the detailed technical specification as presented during the mock-up (including minor technical/design modifications, if any), if not, NIT Meghalaya has the full right to reject in whole or in part of the supplied items. Any cost involved thereof should be borne by the concerned bidder/tenderer. Non-fulfillment of the above will be liable for rejection.
31. (a) In a tender, either the Indian agent on behalf of the Principal / OEM or Principal / OEM itself can bid but both cannot bid simultaneously for the same item/ product in the same tender.
- (b) If an agent submits bid on behalf of the Principal /OEM, the same agent shall not submit a bid on behalf of another Principal / OEM in the same tender for the same item / product.

Sd/-
Registrar



Encl.: ANNEXURE-I, ANNEXURE-II, ANNEXURE-III, ANNEXURE-IV.

SIGNATURE OF BIDDER

ANNEXURE-I
DETAILED TECHNICAL SPECIFICATIONS

Location	Item No	Name of the Item	Total Quantity (numbers)	Details Technical Specifications and Descriptions (Picture for reference only)
Hostel Mess Hall (Dinning Area)	01	Stainless Steel (SS) 6 Vessel Hot Bain Marie with Front Tray Rail and 1 Bottom Shelf	06 numbers	<ol style="list-style-type: none"> 1. Dimension (in inch): 68 x 26+12 x 34. 2. All steel should be 304 grade (Food grade and rust proof). 3. SS 6 Vessel Hot Bain Marie with Underneath 1 Bottom Shelf - Complete made SS 18 swg SS Sheet with underneath Heavy Structure. 4. Unit should have 2 nos. 10 Ltrs. and 4 nos. 20 Ltrs Capacity SS Weld free square type GN Pan with Lid fit over one water Tank made of SS 20 swg SS Sheet. 5. Unit top should be made of 18 swg S.S. Sheet, with underneath structure, Unit covered by 20 swg SS Sheet in three side having Front Tay Rail made of SS Sheet having Bid Ripping on top for keeping Dish / Thali. 6. 4 Nos. legs made out of 38mm x 38mm S.S. Sq. Pipe with hard nylon adjustable bullets. 7. Water tank fitted with 2 nos. 1.5KW, 220V, AC Standard Make ISI mark Water Immersion Heater with Thermostatic Temperature Controller having one Ne. Rotary Switch. Total Elec. Load: 3 KW, 220V, AC. 
	02	Stainless Steel (SS) Side Table with Front Tray Rail and 1 Bottom Shelf	03 numbers	<ol style="list-style-type: none"> 1. Dimension (in inch): 36 x 26+12 x 34. 2. All steel should be 304 grade (Food grade and rust proof). 3. SS Side table should be fabricated with 18 swg SS sheet having underneath SS strong structure with one number of under shelves made of SS 20 swg Sheet. 4. Legs should be made of 38mm SS Sq. Pipe of 16 swg with hard adjustable nylon bullets with front. Tray Rail should be made of SS.
	03	Stainless Steel (SS) Dirty Dish Collection Trolley -4 Tire	06 numbers	<ol style="list-style-type: none"> 1. Dimension (in inch): 36 x 24 x 36. 2. All steel should be 304 grade and rust proof. 3. 4 Tire Trolley should be made of 5" dia shaft type swivel wheelbase. 4. All tires should be made of SS 20 swg sheet. 5. Top tire should turn up all side. 6. Turn Up with a Push Handle on both sides to keep dirty Plates and glasses. 7. SS Push Handles should be made of 1" dia SS 16 swg Pipe.

SIGNATURE OF BIDDER

Location	Item No	Name of the Item	Total Quantity (numbers)	Details Technical Specifications and Descriptions (Picture for reference only)
				
	04	Stainless Steel (SS) Canteen Dining Table with 6 nos. Folding Round Tools	63 numbers	<ol style="list-style-type: none"> 1. Dimension (in inch): 72 x 30 x 30. 2. All steel should be 304 grade and rust proof. 3. Table size 72" x 30" x 30"H complete made of Top 18 SWG Sheet having underneath heavy framing work made of SS 304 grade. 4. Vertical or Legs with cross brazing are made of 38 mm dia x 16 swg SS Pipe of SS 304 grade. 5. 6 Nos. Round Stool Type Seats of 300mm diameter (SS 304 grade) with 1mm thick Stainless-Steel sheet attached with the main table structure with folding arrangement. 

Annexure –II

A. COMPLIANCE CERTIFICATE FOR NIQ TERMS

(To be enclosed in the Technical bid)

Certify that we have carefully examined the NIQ terms and fully understood its implications and do hereby agree to comply with all the terms, and hereby submit this compliance certificate.

Sl. No.	NIQ Terms and Conditions	Yes/No
01	<u>Bidder's Eligibility Criteria</u> complied?	
	• The bidder should be a Private / Public Limited company registered under the Companies Act, 1956 or a registered firm.	
	• It is essential that the bidder should be able to provide support during the warranty as per requirement of NIT Meghalaya.	
	• The bidder must submit an affidavit confirming that the bidder has never been blacklisted in any Government Institutes/Organization or PSU.	
	• The Bidder must possess a valid GST Registration Certificate, PAN Number. (Copy of the certificates to be submitted).	
	• The Bidder shall not be under a Declaration of Ineligibility for corrupt or Fraudulent Practices with any Government departments/ agencies/ ministries or PSU's and should not be blacklisted as on submission of the NITM. A declaration by authorized signatory of the Bidder must be enclosed	
	• The bidder should have executed the similar order of the quoted item in any reputed Govt. Institute/ Organization/ PSU in the northeast region of India.	
02	Rate quoted as per instruction	
03	Validity of quoted rate for 120 days agreed	
04	Payment term agreed	
05	Delivery terms agreed	
06	Warranty period agreed	
07	Literature: Printed Literature provided	
08	Dealership / distributorship certificate (in case of dealers/agents) provided	
09	Details of supply to other Institutes of National Importance provided	
10	After Sales Service: address of nearest after Sales Service center in the region provided	
11	Manufacturer certificate provided	
12	Applicable law terms agreed	
13	Additional Certificate, License etc. to be <u>furnished</u>: Enclosures as per Sl no 29	

Signature with Seal:.....

Vendor: M/s.....

SIGNATURE OF BIDDER

Annexure -II

B. COMPLIANCE CERTIFICATE FOR SPECIFICATIONS
(One for each item, must be enclosed in the Technical bid)

Item Sl. No.		Item Name:	
Quoted Product:	Make:	Model No:	
Specifications as per Annexure-III		Quoted Item Specifications*	Complied/ Deviation
Parameter	Specification		

Signature with Seal:

Vendor: M/S

*** Vendor must quote the parameter specification of the quoted product in this column and not just copy the specification from the tender call document. Failure to do so will lead to rejection of the tender.**

ANNEXURE-III
BIDDERS DETAIL

Sl. No.	Name of the company/Firm	To be filled by vendor (Documentary Proof must be attached as applicable)
01	Registered office Name & Address Details of contact person Name designation Telephone number e-mail	
02	Name & Address of service centre in the State of the Consignee's Location City Contact person/s Name designation Telephone number e-mail Details with contact no. of staff who will be involved in this project.	
03	Is the company/firm a registered company/firm? If yes, mention year and place of the establishment of the company and submit documentary proof.	
04	Is the company/firm registered for GST? If yes, submit valid registration certificate.	
05	List the major clients with whom your organization has been associated and submit documentary proof/PO.	

Note: Document/s if attached to the NIQ compliance Certificate the same may be referred to in the remark column above

Sign. :.....
Vendor : M/s.....

Annexure -IV

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-V

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

Ref. No.

Date:

To,

The Registrar
National Institute of Technology Meghalaya
Bijni Complex, Laitumkhrah
Shillong 793003, Meghalaya

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No.: NITMGH/..... dated2021

Name of Tender:-

Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned Tender from the web site of NIT Meghalaya, Shillong as per your advertisement, given in the CPP Portal and the above mentioned website.
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No.....to (including all annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s), if any, issued from time to time by NIT Meghalaya, Shillong, have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then NIT Meghalaya, Shillong shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

SIGNATURE OF BIDDER