

TENDER DOCUMENT

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Army Institute of Technology
Dighi Hills, Alandi Road
Pune-411015

AIT/0810/15/2019-20/Proj

14 May 19

To

TENDERING ENQUIRY FOR PROCUREMENT OF SS DINING TABLES WITH FOLDING STOOLS FOR BOYS MESS

Sir/Madam,

1. Army Institute of Technology, hereinafter referred to as Customer, is interested in carrying out procurement of Stainless Steel Dining Tables with Folding Stools for Boys Mess.

(a) Only the enclosed formats (Appendix 'A' to 'B') in original will be used. All sheets will be submitted duly affixed with the Companies stamp and signature of the authorized signatory of the company. Additional sheets, duly authenticated, may be attached to elucidate specifications or clarify specific issues.

(b) Costs indicated in offer for each item should be the landed cost of the item, giving break up of basic cost of item, excise, all types of taxes specified separately, levies and freight etc.

(c) Cost per unit item considering all the taxes as well as the total costs for the full quantity to be supplied will be indicated.

(d) Incomplete tender is liable to be rejected.

2. Project Schedule. The items should be delivered within Four weeks of placement of Supply Order.

3. Payment Terms. Payment terms shall be as under:-

(a) Payment will be made on supply of items, after certification by a Board of Officers constituted by AIT.

- (b) No escalation shall be claimed under any circumstances.

Warranty and Maintenance Backup

4. Warranty. Vendors will undertake warranty of item for a period of 2 years, covering maintenance / repair.
5. Arbitration. In case of any dispute between the parties regarding contract conditions, the decision of Director AIT will be final.

Submission of Offers.

6. Submission of Offers

You are requested to indicate the acceptance of the above offer based on the terms and conditions as given out in the aforesaid paragraphs and anywhere in the tender documents as per Appx 'C'.

7. You are requested to **submit your offers** as technical and commercial offers will be **in separate envelopes** marked '**Technical Offer**' and '**Commercial Offer**' respectively. Certificate to be signed and stamped by authorised signatory of company is also to be attached as per Annexure I. Technical offer should contain Appendixes 'A' including Annexure and all relevant technical document and commercial offer will consist of Appendixes 'B'.

8. Any offer received incomplete or ambiguous is likely to be rejected at the discretion of the AIT without recourse to further clarifications. AIT also reserves the right to seek clarifications with one or more vendors If deemed necessary and also not accept any offer at all In case they are not reasonably priced.

9. Any conditions/terms given in the technical or commercial bids by vendors will not be binding on the AIT, Pune. In case the product specifications called in tender are not available technical specification set out in the tender may be changed at the discretion of the customer. The decision of the customer in deciding the technical specification shall be final. All the terms and conditions for the supply, delivery, checking and acceptance, payment, warranty, uptime, penalty will be as given herein and no change in any term or condition by the vendors will be acceptable. Alterations, if any, in the tender documents should be attested properly by the vendor failing which the tender will be rejected. Vendors will not make any assumptions while submitting their bids. If required, clarifications will be sought prior to submission of bids.

10. Withdrawal of offer by vendor after opening of commercial bids shall render the vendor unreliable and out right debar him from attending any further transaction/ negotiations without giving any reason thereof. Proceeding shall be initiated by customer to black list the vendor on this account.

11. Vendors/authorised reps of vendor shall be required to attend the Technical Evaluation Committee (TEC) meeting and Price Negotiation Committee (PNC) meeting. Date and time of such meetings will be intimated from time to time by customer. TEC/PNC reserves the right to disqualify the vendor, due to non-attendance of ' any ' of the meeting by the vendor or his representative.

12. All material items for which excise duty is applicable at varied rates shall be specified discretely, in the commercial bid Vendor shall be responsible to produce

excise duty and other duty levy certificates in respect of all such Items, whether manufactured by the vendor or otherwise.

13. Terms and conditions for the procurement are attached as Appendix 'C'. The details of similar project executed by vendor in various Govt/reputed firm may be enclosed. These will be signed by the authorised company representative and stamped with the company stamp.

14. You are requested to send your best offer in the office of the undersigned by **28 May 19**. Any offer received after this may be rejected at the discretion of the AIT, Pune. Tender fee of **Rs 250/-** to be deposited along with tender by a cheque in favour of Army Institute of Technology, Pune.

15. Please ensure that this is your best and final offer.

(Note. Vendors will submit their technical and commercial bids on the original tender document including appendices and annexure. Photocopies will not be accepted).

Sd/-xxx
(KE Vijayan)
Col (Retd)
Jt Director
for Director

TECHNICAL OFFER

**PROCUREMENT OF SS DINING TABLES
WITH STOOLS FOR BOYS MESS**

Description	A/U	Qty	Remarks
Dining Table size – 72"x 34"x 30" ht 304 Grade Stainless Steel 2 mm thick. Pipe Gauge – 38mm outer dia MS Frame 16 Gauge	Nos	34	
Folding Stools with High quality rubber bush (Fitted to the Dining Table) – Seat in Stainless Steel 304 Grade SS in 2 mm thick. Pipe Gauge – 25 mm outer dia MS Frame 16 Gauge with high Bottom Supports eco link.			

Note 1 : The turnover of the vendor should be minimum 1 crore in each of the last 3 years. The vendor will submit balance sheet and Income Tax Returns for the last three years for scrutiny.

Note 2: All metal parts will be 60 microns polyester powder coated in matt finish.

Note 3: Please attach catalogue with picture consisting of item quoted.

COMMERCIAL OFFER

**PROCUREMENT OF SS DINING TABLES
WITH STOOLS FOR BOYS MESS**

Description	A/U	Qty	Rate (Rs)	Amount (Rs)
Dining Table size – 72"x 34"x 30" ht 304 Grade Stainless Steel 2 mm thick. Pipe Gauge – 38mm outer dia MS Frame 16 Gauge	Nos	34		
Folding Stools with High quality rubber bush (Fitted to the Dining Table) – Seat in Stainless Steel 304 Grade SS in 2 mm thick. Pipe Gauge – 25 mm outer dia MS Frame 16 Gauge with high Bottom Supports eco link.				
Total				
GST %				
Grand Total (Incl of All)				
Amount in Rs :				

**ACCEPTANCE OF TERMS AND CONDITIONS FOR
PROCUREMENT OF SS DINING TABLES WITH STOOLS FOR BOYS MESS**

1. Validity : Supplier confirms that the prices are valid upto _____.
2. Payment Terms. Payment terms shall be as under:-
 - (a) Payment will be made on supply of items, after certification by a Board of Officers constituted by AIT.
 - (b) No escalation shall be claimed under any circumstances.
3. Completion Period. 04 weeks after receipt of Supply Order.
4. Warranty. Vendors will undertake warranty of item & such as furniture, fitment items for a period of 2 years and their maintenance/repair.
5. The contractor will abide by the delivery schedule as laid out in Paragraph 4 above and elsewhere in the Tender Document.
6. All prices will be the landed costs of the items and shall give break up of basic cost, excise, local taxes, levies, freight etc (as per format attached with document). All hard items for which Excise duty is applicable at varied rates will be specified in the bid. Contractor will responsible to produce excise duty certificate in respect of all such items, whether manufactured by contractor or otherwise. Delivery of all goods shall be at at customer's premises.
7. Director, AIT reserves the right to delete a section or part of section from the quote received by the vendor based on technical specifications or pricing during negotiation and award the same to another suitable vendor as recommended by the Board of Officers.

CERTIFICATE

It is certified that all the terms and conditions as laid down in the above paragraphs and anywhere else in the Tender Document and its appendices are accepted by the Company and we will abide by them.

Company Seal

(Authorised Signatory of OEM/Contractor/Company)

Place _____

Date _____

No _____

To,

Director

AIT

Pune-411015

CERTIFICATE OF ACCEPTANCE AND TERMS AND CONDITIONS
(To Be Furnished on Receipt of Supply Order)

Through

Sir,

1. Receipt is acknowledged of your Supply Order No _____ dated _____ together with enclosures.

2. We hereby agree to carry out the work as per the terms and conditions contained therein.

Yours faithfully,

(Name & Designation of the officer signing this)
(To be signed by Contractor/Suppliers)