

TENDER NOTICE

OF

ANNUAL RATE CONTRACT

FOR

PROCUREMENT OF

ELECTRICAL ITEMS



CENTRAL INSTITUTE OF TECHNOLOGY

KOKRAJHAR

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SECTION 1 – INVITATION OF THE BIDS

RFP for Empanelment of suppliers for RC of Electrical Items		
REF No.	CITK/Rate Contract/706/2021/1658	
REF Date	18.02.2021	
Item Description	Annual Rate Contract for procurement of Electrical Items	
Category	Goods	
Tender Type	Two Bid System: The two-bid system will be followed for this tender. In this system bidder must submit their offer in separate sealed envelopes as – Technical Bid and Commercial Bid. Both the technical bid and commercial bid envelopes should be clearly marked as “Envelope No. 1 - Technical Bid” and "Envelope No. 2 - Commercial Bid" and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed with our Tender No. & Due Date and to be submitted to the concern department/section mentioned in tender document.	
Last date & time of submission of Tender	12.03.2021 upto 14:00 hrs.	
Place of Submission	Office of the Registrar, CIT Kokrajhar, BTAD, Assam-783370	
Opening Date & Time of tender	12.03.2021 at 14:30 hrs	
Place of Opening Tender	Registrar’s Conference Hall, CIT Kokrajhar, BTAD, Assam-783370	
Tender Fees	Tender Fee of Rs. 1,000/- (Rs. One Thousand Only) in the form of Demand Draft in the favour of “CIT Kokrajhar” payable at Kokrajhar to be submitted in Technical Bid.	
Earnest Money Deposit	Earnest Money Deposit (EMD) of Rs. 15,000/- (Rupees Fifteen thousand Only) in the form of Demand Draft in the favour of “CIT Kokrajhar” payable at Kokrajhar to be submitted in Technical Bid.	
Any Clarification	Name :	Registrar
	Dept :	Office of the Registrar, CIT Kokrajhar
	Email :	citk2006@cit.ac.in
	Contact No. :	03661-277143

SECTION 2 – ELIGIBILITY CRITERIA

1. Enclose copy of Certificate of Incorporation / Registration Certificate of the firm/ Shop & establishment certificate)
2. Enclose copy of valid **GST Registration certificate**.
3. Enclose copy of **PAN CARD** of the firm/organization.
4. Enclose Bidder's Information. **Annexure A1**.
5. The bidder must **not be blacklisted / Suspended** or any service related dispute with any organization/Govt. Organizations/Bank in India or outside India. **Annexure A2**.
6. The bidder should accept the Terms & Conditions- **Annexure A3**.
7. The bidder must have experience of supplying Electrical goods/items to various Government / Semi-Government / PSU during the **previous years**. Enclose copy of purchase orders or completion certificates/invoices – **Annexure A4**.
8. The bidder must have Average Annual Business Turnover of minimum **Rs. 50 lakhs** in the last three financial years- **Annexure A5**. (Enclose copy of Audited Annual Accounts with Chartered Accountant certificate for turnover for the last three years).
9. Tender Documents should be duly signed on each page by concerned /competent person of the firm.
10. Only the following brands are being considered, hence bidder shall quote only for the below mentioned brands.
 - i. Legrand
 - ii. Philips
 - iii. Havells
 - iv. Panasonic
 - v. Bajaj
 - vi. Pinolex
 - vii. V Guard and
 - viii. APWD, CPWD approved vendors **brands**

SECTION 3 – INSTRUCTIONS TO BIDDERS

A) PREPARATION AND SUBMISSION OF BID:

1. The Bid MUST BE ENCLOSED IN A SEALED COVER superscribing Tender number / due date & should reach the undersigned on or before due date mentioned in the tender notice. If the bid cover is not sealed, it will be rejected.
2. The Bid should be dropped in the tender box kept in the office of concerned Department / Section mentioned in the tender. No tender is to be handed over to our staff personally unless otherwise specified. All communications are to be addressed to the undersigned only. In case due date happens to be holiday the bid will be accepted and opened on the next working day.
3. The bid can be submitted in person or through post/ courier (CIT Kokrajhar shall not be responsible for any postal delays or any other reason for not submitting the bid in the specified time and resulting in disqualification / rejection of any bid) so as to reach on or before the due date and time.
4. The leaflets catalogue, etc. should be sent invariably so that a proper evaluation of the equipment offered is possible.

B) COST OF BIDDING:

1. The Bidder shall bear all costs associated with the preparation and submission of its Bid and the Purchaser shall not be responsible or liable for those costs.

C) VALIDITY OF THE BID: 180 Days from the date of submission of bid.

D) AMENDMENT OF BIDDING DOCUMENTS:

1. At any time prior to the deadline for submission of bids, CIT Kokrajhar may, for any reason, whether on its own initiative or in response to the clarification request by a prospective BIDDER may modify the bid document.
2. All prospective BIDDER's who have downloaded the bidding document may visit CIT Kokrajhar, website for amendments / modifications which will be binding on them.

E) DEADLINE FOR SUBMISSION OF BIDS:

1. Bids must be received by CIT Kokrajhar before the due date and time at the address specified in the tender document. In the event of the specified date for the submission of bids being declared as a holiday for CIT Kokrajhar the bid-closing deadline will stand extended to the next working day up to the same time.

F) BID OPENING PROCESS:

1. In two envelop/cover/bid system, The Technical Bid will be opened in the first instance in the presence of representatives of the bidders at CIT Kokrajhar.
2. Financial bids of only those bidders, whose bids are found technically qualified, by the Technical Evaluation Committee, will be opened in the presence of the vendor's representatives subsequently at a later date for further evaluation.
3. One authorized representative of each of the bidder would be permitted to be present at the time of aforementioned opening of the bids.
4. The authorized representative of bidders, present at the time of opening of the bids shall be required to sign an attendance register as a proof of having attended the commercial bid opening.

G) LATE BIDS:

1. CIT Kokrajhar will not be responsible:
 - (a) For delayed / late quotations submitted / sent by post / courier etc.

(b) For submission / delivery of quotations at wrong places other than the mentioned in the tender.

(c) Any bid inadvertently received by CIT Kokrajhar after the deadline i.e. due date & time for submission of bids, will not be accepted and returned.

H) SUPPLEMENTARY OFFER /MODIFICATION OF ORIGINAL BID:

1. Tender submitted against Notice Inviting Tender (NIT) shall not be returned in case the tender opening date is extended / postponed. BIDDER desirous to modify their offer/terms may submit their revised / supplementary offer (s) within the extended Tender Opening Date (TOD) by clearly stating to the extent of updation done to the original bid. The purchaser reserves the right to open the original offer along with the revised bid.

I) CONFIDENTIALITY:

1. Information relating to the evaluation of Bids, and recommendation of Contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process until information on Contract award is communicated to all Bidders.
2. Any attempt by a Bidder to influence the Purchaser in the evaluation of the Bids or Contract award decisions may result in the rejection of its Bid.
3. Notwithstanding, from the time of Bid opening to the time of Contract award, if any Bidder wishes to contact the Purchaser on any matter related to the bidding process, it shall do so in writing.

J) DEVIATION, RESERVATIONS AND OMISSIONS:

1. During the evaluation of Bids, the following definitions apply:
 - (a) "Deviation" is a departure from the requirements specified in the Bidding Documents;
 - (b) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the Bidding Documents;and
 - (c) "Omission" is the failure to submit part or all of the information or documentation required in the Bidding Documents.

K) CORRECTION OF ARITHMETICAL ERRORS:

1. Provided that the Bid is substantially responsive, the Purchaser shall correct arithmetical errors on the following basis:
 - (a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected;
 - (b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
 - (c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
2. Bidders shall be requested to accept correction of arithmetical errors. Failure to accept the correction in accordance with the same, shall result in the rejection of the Bid.

L) EVALUATION OF BID:

1. CIT Kokrajhar evaluates technical and commercial acceptable offers on landed net Price basis.
2. In case any BIDDER is silent on any clauses mentioned in this tender documents, CIT Kokrajhar shall construe that the BIDDER has accepted the clauses as per the invitation to tender and no further claim will be entertained.
3. No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of tenders.

M) PRICE BID:

1. Quoting of Price (s): Price quoted should be in Indian Rupees, free delivery at CIT Kokrajhar Campus at site.
2. PRICE BID must be submitted in enclosed Price Bid Form only.
3. If the price is not quoted in Price Bid Form only provided in tender document then, CIT Kokrajhar will reject bid.
4. Tender will be taken as inclusive of all Taxes, if nothing is stated by the firm.
5. If supplier wish to give pricing details it may be attached in separate sheet.
6. In case of multiple options of same product, bidders are requested to quote only one best option and not multiple options.
7. Quantity: The quantity mentioned in the tender can be increased or decreased to any extent depending upon the actual requirement.
8. It is mandatory to quote optional items in separate sheet otherwise your quote will be rejected.

N) CORRUPT & FRAUDULENT PRACTICES:

1. CIT Kokrajhar requires that bidders, suppliers, contractors and consultants, if any, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy,
 - (a) The terms set forth below are defined as follows:
 - “Corrupt practice” means the offering, giving, receiving, or soliciting, directly or in directly, of anything of value to influence the action of a public official in the procurement process or in contract execution;
 - “Fraudulent practice” means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;
 - “Collusive practice” means a scheme or arrangement between two or more bidders, designed to establish bid prices at artificial, non- competitive levels; and
 - “Coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract;
 - (b) CIT Kokrajhar will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

O) TRANSFER AND SUBLETTING:

1. The seller shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without the prior written permission of the Purchaser.

P) CANCELLATION OF TENDER:

1. Notwithstanding anything specified in this tender document, Purchaser / CIT Kokrajhar in his sole discretion, unconditionally and without assigning any reasons, reserves the rights:
 - a) To accept OR reject lowest tender or any other tender or all the tenders.
 - b) To accept any tender in full or in part.
 - c) To reject the tender offer not confirming to the tender’s terms.
2. To give purchase preference to Public Sector undertakings when applicable as per Govt. Policy/ Guidelines.
3. Offer which deviates from the vital conditions (as illustrates below) of the tender shall be rejected:
 - a) Non-submission of complete offers.
 - b) Receipt of offers after due date and time and or by email / fax (unless specified otherwise).
 - c) Receipt of offers in open conditions.
4. Conditional Tenders and Unsigned Tenders will also be rejected.

Q) DELIVERY:

1. The successful BIDDER should deliver the material as per tender document/purchase order. The successful bidder should emboss stickers of purchase order number on the material.

SECTION 4 – CONDITIONS OF CONTRACT

A) AWARD OF CONTRACT:

1. A panel of suppliers/dealers/company will be selected for the Rate contract of Electrical Items.
2. The Rate Contract will be valid for a period of **ONE Year** & the contract may be extended to two years subject to annual revision and satisfactory performance. The successful bidders will be empanelled for the same period.
3. Each brand wise L1 will be calculated and only L2 & L3 agency will be allowed to match L1 rate.
4. Each brand can be quoted by more than one agency. Agencies quoted for same brand & model will be matched to the L1 rate of that same brand & model.
5. Order can be placed for any specific brand & model suitable for type of application, user preference if any etc.
6. The Empanelled bidder will be abide by all the Terms & Conditions of the Tender Document.
7. The services of the empanelled bidder's will be reviewed by committee during contract period and CIT Kokrajhar reserve right to add or delete bidders in rate contract based on performance if necessary without intimation.
8. If any of the stores mentioned above are already covered by DGS&D Rate Contract, you are requested to give us the advantages of contract rates as this is an Educational Institute sponsored by Govt. of India.

B) EARNEST MONEY DEPOSIT & SECURITY DEPOSIT:

While submitting bid, the BIDDER shall deposit an amount mentioned in tender document as Earnest Money, with the CIT Kokrajhar through the following instruments:

1. Earnest Money Deposit (EMD) of Rs. 15,000/- (Rupees Fifteen Thousand only) in the form of Demand Draft in the favour of 'CIT Kokrajhar' payable at Kokrajhar to be submitted in Technical Bid. Failing which, submitted bid will be rejected.
2. The Earnest Money shall be valid upto a period of 180 days or the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period, whichever is later.
3. No interest shall be payable by the BUYER to the BIDDER on Earnest Money for the period of its currency.
4. For successful bidder, **EMD will be converted to security Deposit and will be retained with CIT Kokrajhar till the expiry / termination of rate contract without interest.**
5. Security deposit shall be released after successful completion of the contract subject to compliance and settlement of all outstanding dues.

C) TERMS OF PAYMENT:

1. Installation payments will be made within 30 days from the date of submission of bill along with installation report.
2. Payment shall be made by Cheque or such other mode / electronic fund transfer offered by the bank.
3. No payment will be admissible for goods rejected.

D) PENALTY:

1. Timely delivery is essence of the contract and hence if any consignment be delayed, liquidated damages at the rate 0.5% of the price of the delayed consignment, for each week or part whereof shall be levied and recovered subject to maximum of 5% of total purchase order value. One year should be provided compulsorily and at free of cost.
2. If Installation is not done within 7 days from the date of written intimation to the party, penalty will be charged to the party @ 2% per week of purchase order value upto Maximum 10%.

E) WARRANTY:

1. One-year warranty on unit / whole unit from the date of delivery or installation or as per terms and conditions of the company/manufacturer.

G) DELIVERY:

Free delivery at CIT Kokrajhar. Non-availability of the stock should be informed in writing immediately. No part-supply will be allowed. Defective items or items not as per given brands or samples, if any supplied must be taken back and be replaced with no additional cost.

H) INDEMNITY CLAUSE:

1. Your firm shall indemnify the Institute against all actions, suits, claims and demands brought or made against it in respect of anything done or committed to be done by your firm in execution of or in connection with the work of this contract and against any loss or damage to the Institute in consequence to any action or suit being brought against your firm for anything done or committed to be done in the execution of this contract. Your firm will abide by the job, safety measures prevalent in India and will free the Institute from all demands or responsibilities arising from accidents or loss of life, the cause of which is your firm's negligence. Your firm will pay all indemnities arising from such incidents, without any extra cost to Institute and will not hold the Institute responsible or obligated. The Institute may at its discretion and entirely at the cost of the contractor/vendor defend such suit, either jointly with your firm or singularly in case the later chooses not to defend the case.

I) FORCE MAJEURE:

Force Majeure will be accepted on adequate proof thereof.

J) LEGAL MATTER:

1. In the event of any dispute over this contract, CIT Kokrajhar's decision shall be final and binding.

K) ADDITIONAL TERMS & CONDITIONS:

1. Product catalogue for the model quoted is to be attached with the sealed quotation.
2. Product code is to be mentioned clearly in the quotation.

SECTION 5 – COMMERCIAL BID

* **Quote only for** Legrand, Philips, Havells, Panasonic, Bajaj, Pinolex, V Guard, APWD, CPWD approved **brands only. Bidders are directed to mention whether rate is without Taxes.**

Sl. No.	Items with Specification	Qty/Unit	Brand	Rate/Unit (In Rs)
1	12 WAY MODULE BOX	Nos		
2	12 WAY MODULE COVER PLATE	Nos		
3	2 WAY MODULAR BOX	Nos		
4	2 WAY MODULAR COVER PLATE	Nos		
5	3 WAY MODULAR BOX	Nos		
6	3 WAY MODULAR COVER PLATE	Nos		
7	4 WAY MODULAR BOX	Nos		
8	4 WAY MODULAR COVER PLATE	Nos		
9	6 MODULE SURFACE BOX	Nos		
10	6 WAY MODULAR COVER PLATE	Nos		
11	8 WAY MODULE COVER PLATE	Nos		
12	8 MODULE SURFACE BOX	Nos		
13	16 WAY MODULE COVER PLATE	Nos		
14	16 MODULE SURFACE BOX	Nos		
15	Change Over 32 Amp.	Nos		
16	Change Over 63 Amp. (TPN)	Nos		
17	Change Over 100 Amp. (TPN)	Nos		
18	BATTEN HOLDER	Nos		
19	BATTERY 6V / 9V	Nos		
20	BELL PUSH	Nos.		
21	LED BULB 25 W	Nos.		
22	LED BULB 12 W	Nos		
23	LED BULB 18 W	Nos		
24	LED BULB 35 W	Nos		
25	LED PANEL LIGHT 2 W (Round)	Nos		
26	LED PANEL LIGHT 31 W (Round)	Nos		
27	LED PANEL LIGHT 12 W (Round)	Nos		
28	LED SURFACE PANEL 18 W (Round)	Nos		
29	LED SURFACE PANEL 12 W (Round)	Nos		
30	LED PANEL LIGHT 2 W (Squire)	Nos		
31	LED PANEL LIGHT 31 W (Squire)	Nos		
32	LED PANEL LIGHT 12 W (Squire)	Nos		
33	LED SURFACE PANEL 18 W (Squire)	Nos		
34	LED SURFACE PANEL 12 W (Squire)	Nos		
35	CABLE TIES 250 MM	Pkt.		
36	CELLING ROSE	Nos		
37	CAPACITOR 20MFD	Nos		
38	CAPACITOR 2.5MFD	Nos		
39	CABLE TIES - 100MM	PKTS		
40	CABLE TIES - 200MM	PKTS		
41	CABLE TIES - 300MM	PKTS		

42	CASHING / CAPING 1"	Nos.		
43	CASHING / CAPING 1.5"	Nos		
44	CASHING PIN	Nos.		
45	INTERNAL EXTERNAL FOR CASHING 1"	Nos		
46	INTERNAL EXTERNAL FOR CASHING 2"	Nos		
47	SCREW 1"	Pkt		
48	SCREW 1.5"	Pkt		
49	PVC GUTKA 1"	Pkt		
50	PVC GUTKA 1.5"	Pkt		
51	Bit Screw 1"	Pkt		
52	Humbering Drill Bit (Size - 5 mm)	Nos		
53	Humbering Drill Bit (Size - 10 mm)	Nos		
54	Square Box PVC 3" x 3"	Nos		
55	PVC Pipe of 10 ft length (Size - 1")	Nos		
56	PVC Elbow (Size -1")	Nos		
57	PVC Tee (Size - 1")	Nos		
58	PVC Flexible pipe (Size -1")	Mtrs		
59	PVC Flexible pipe (Size - 2")	Mtrs		
60	G.I. Shadel (Size -1")	Nos		
61	G.I. Shadel (Size - 1.5")	Nos		
62	Black tape	Nos		
63	Ceiling Fan (Size - 1200 mm)	Nos		
64	Wall Fan (Size - 400 mm)	Nos		
65	Exhaust fan (Size - 230 mm)	Nos		
66	Exhaust fan (Size - 250 mm)	Nos		
67	Exhaust Fan (Size - 300 mm)	Nos		
68	3 Pin Top 16 Amp	Nos		
69	3 Pin Top 6 Amp	Nos		
70	Regulator 5 Steps (Socket Type)	Nos		
71	Modular Switch 16 Amp	Nos		
72	Switch 6 Amp	Nos		
73	Socket 6 Amp	Nos		
74	Switch 16 Amp	Nos		
75	Socket 16 Amp	Nos		
76	S.S. Combine With Box	Nos		
77	Modular Switch 6 Amp	Nos		
78	Modular Socket 16 Amp	Nos		
79	Modular Socket 6 Amp	Nos		
80	MCB DISTRIBUTION BOX 12 WAY	Nos		
81	MCB DISTRIBUTION BOX 4 WAY	Nos		
82	MCB DISTRIBUTION BOX 6 WAY	Nos		
83	MCB DISTRIBUTION BOX 8 WAY	Nos		
84	ENCLOSURE 2 WAY MCCB	Nos		
85	EXTENSION POWER BOARD (5 Amp)	Nos.		
86	Multistand Copper Wire (Size - 1 sq.mm)	Per Coil		
87	Multistand Copper Wire (Size - 1.5 sq.mm)	Per Coil		
88	Multistand Copper Wire (Size - 2.5 sq.mm)	Per Coil		
89	Multistand Copper Wire (Size - 4.0 sq.mm)	Per Coil		
90	Multistand Copper Wire (Size - 6 sq.mm)	Per Coil		
91	GEASER ELEMENT 2 PIN TYPE 2KW	Nos		
92	HRC FUSE 200AMP	Nos		

93	IMMERSION HEATER	Nos.		
94	LED NIGHT LAMP	Nos		
95	LED STREET LIGHT FITTING 22 WATT	Nos		
96	TPN ISOLATOR 40 AMP.	Nos		
97	TPN ISOLATOR 60 AMP.	Nos		
98	TPN ISOLATOR 100 AMP.	Nos		
99	MATEL BOX 2 WAY MODULER	Nos		
100	MATEL BOX 3 WAY MODULER	Nos		
101	MATEL BOX 4 WAY MODULER	Nos		
102	MATEL BOX 6 WAY MODULER	Nos		
103	MATEL BOX 8 WAY MODULER	Nos		
104	MATEL BOX 12 WAY MODULER	Nos		
105	MATEL BOX 16 WAY MODULER	Nos		
106	MATEL BOX 18 WAY MODULER	Nos		
107	MCB TPN 40A	Nos.		
108	MCB TPN 63A	Nos.		
109	MCB TPN 100A	Nos.		
110	MCB DP 16A	Nos.		
111	MCB DP 32A	Nos		
112	MCB DP 40A	Nos		
113	MCB DP 63A	Nos		
114	MCB (S/P) 10A	Nos		
115	MCB (S/P) 16A	Nos.		
116	MCB (S/P) 32A	Nos		
117	MCCB 4 POLE 100A	Nos.		
118	MCCB 4 POLE 125A	Nos		
119	MCCB 4 POLE 160A	Nos		
120	MCCB 4 POLE 200A	Nos		
121	Single Phase Electronic Meter (LCD Display with Multifunction features)	Nos.		
122	Three Phase Electronic Meter (LCD Display with Multifunction features)	Nos.		
123	3 core Copper Wire (Size - 2.5 Sq. mm)	Mtrs		
124	3 core Copper Wire (Size - 4.0 Sq. mm)	Mtrs		
125	Aluminum BTC Wire (Size - 2.5 sq.mm)	Mtrs		
126	Aluminum BTC Wire (Size - 4.0 sq.mm)	Mtrs		
127	Aluminum BTC Wire (Size - 6.0 sq.mm)	Mtrs		
128	Aluminum BTC Wire (Size - 10.0 sq.mm)	Mtrs		
129	Aluminum BTC Wire (Size - 16.0 sq.mm)	Mtrs		
130	3 &1/2 Core LT Armoured UG Cable (Size - 16 sq mm)	MTRS		
131	3 &1/2 Core LT Armoured UG Cable (Size - 25 sq mm)	Mtrs		
132	3 &1/2 Core LT Armoured UG Cable (Size - 35 sq mm)	MTRS		
133	3 &1/2 Core LT Armoured UG Cable (Size - 50 sq mm)	Mtrs		
134	3 &1/2 Core LT Armoured UG Cable (Size - 70 sq mm)	Mtrs		
135	3 &1/2 Core LT Armoured UG Cable (Size - 95 sq mm)	Mtrs		

136	3 &1/2 Core LT Armoured UG Cable (Size - 120 sq mm)	Mtrs		
137	3 &1/2 Core LT Armoured UG Cable (Size - 150 sq mm)	Mtrs		
138	3 &1/2 Core LT Armoured UG Cable (Size - 180 sq mm)	Mtrs		
139	3 &1/2 Core LT Armoured UG Cable (Size - 240 sq mm)	Nos		
140	3 &1/2 Core LT Armoured UG Cable (Size - 300 sq mm)	Nos		
141	3 &1/2 Core LT Armoured UG Cable (Size - 400 sq mm)	Nos		
142	4 way TPN Double Door Box	Nos		
143	6 way TPN Double Door Box	Nos		
144	8 way TPN Double Door Box	Nos		
145	Gang Box (Size - 2)	Nos		
146	Gang Box (Size - 3)	Nos		
147	Gang Box (Size - 4)	Nos		
148	Gang Box (Size - 5)	Nos.		
149	Gang Box (Size - 6)	Nos		
150	Distribution Board (Size - 4way) S/P	Nos		
151	Distribution Board (Size - 6way) S/P	Nos		
152	Distribution Board (Size - 8way) S/P	Nos		
153	Distribution Board (Size - 12way) S/P	Nos		
154	Distribution Board (Size - 16way) S/P	Nos		
155	VTPN DB 4 Way	Nos		
156	VTPN DB 8 Way	Nos		
157	VTPN DB 12 Way	Nos		
158	Motor Pump 1.5 HP (Single Phase)	Nos		
159	Motor Pump 2 HP (Single Phase)	Nos		
160	Motor Pump 5 HP (Three Phase)	Nos		
161	Main Switch 32 Amp. S/P	Nos		
162	Main Switch 63 Amp. S/P	Nos		
163	Main Switch 100 Amp. S/P	Nos		
164	Motor Starter 1 HP 0.7KW 1.6-2.5 overload relay range	Nos		
165	Motor Starter 2 HP 1.7KW 2.5-4 overload relay range	Nos.		
166	Motor Starter 5 HP 3.7KW 7-10 overload relay range	Nos.		
167	Submersible pump 1.5 HP	Nos.		
168	Submersible pump 2 HP	Nos.		
169	Submersible pump panel board (1.5 HP) (V/A m)	Nos.		
170	Submersible pump panel board (2 HP) (V/A m)	Nos.		
171	SUBMERSIBLE Power Cable (Three Phase Copper)	MTRS		
172	Submersible Boring Cap	Nos.		

173	Submersible Supporting Clamp	Nos.		
174	Submersible Supporting Clamp	Nos.		
175	RAVAL JUMPER SET	Nos.		
176	RAVAL PLUG BOX	Nos		
177	AC STARTERS	Nos		
178	1 Ton Capacity Split AC	Nos		
179	1.5 Ton Capacity Split AC	Nos		
180				
181	2 Ton Capacity Split AC	Nos		
182	1 Ton Capacity Automatic Voltage Stabilizer (Digital)	Nos		
183	1.5 Ton Capacity Automatic Voltage Stabilizer (Digital)	Nos		
184	2 Ton Capacity Automatic Voltage Stabilizer (Digital)	Nos		
185	PVC SWITCH BOARD 10 X 8	Nos		
		Nos		
186	PVC SWITCH BOARD 6 X 4	Nos		
		Nos		
187	PVC SWITCH BOARD 4 X 4	Nos		
		Nos		
188	PVC SWITCH BOARD 6 X 8	Nos		
		Nos		
189	Modular Regulator 5 Step Socket Type	Nos		
190	Modular Regulator 4 Step Socket Type	Nos		
191	Bus-Bar 100 Amp.	Nos.		
192	Bus-Bar 32 Amp.	Nos.		
193	Bus-Bar 63 Amp.	Nos.		
194	Changeover Switch 32A Double Pole	Nos.		
195	Changeover Switch 63A Double Pole	Nos.		
196	Four Pole Changeover Switch 63A	Nos.		
197	Four Pole Changeover Switch 100A	Nos.		
198	Four Pole Changeover Switch 400A	Nos.		
199	Inva Tubular Battery 150AH 12 Volt	Nos.		
200	Inva Tubular Battery 200AH 12 Volt	Nos.		
201	Quanta SMF-VRLA (12V, 65 AH) Maintenance Free	Nos.		
202	Power safe type EP (12V, 65AH)	Nos		
203	875 VA UPS	Nos		
204	5 KVA UPS	Nos		
205	Copper Lug (Size - 1.5 mm)	Nos		
206	Copper Lug (Size - 2.5 mm)	Nos		
207	Copper Lug (Size - 4 mm)	Nos		
208	Copper Lug (Size - 6 mm)	Nos		
209	Copper Lug (Size - 8 mm)	Nos		
210	Copper Lug (Size - 10 mm)	Nos		
211	Copper Lug (Size - 16 mm)	Nos		
212	Aluminium Lug (Size - 6 mm)	Nos		
213	Aluminium Lug (Size - 12 mm)	Nos		
214	Aluminium Lug (Size - 35 mm)	Nos		

215	Aluminium Lug (Size - 50 mm)	Nos		
216	Aluminium Lug (Size - 70 mm)	Nos		
217	Aluminium Lug (Size - 95 mm)	Nos		
218	Aluminium Lug (Size - 120 mm)	Nos		
219	15 Ltr Capacity Water Heater	Nos		
220	25 Ltr Capacity Water Heater	Nos		
221	Cable Clip 20 mm	Nos.		
222	Cable Clip 25 mm	Nos		
223	Distilled Water (5 Ltr)	Nos		
224	10 W LED Tube Set	Nos		
225	18 W LED Tube Set	Nos		
226	20 W LED Tube Set	Nos		
227	20 W LED Flood Light	Nos		
228	30 W LED Flood Light	Nos		
229	50 W LED Flood Light	Nos		
230	70 W LED Flood Light	Nos		
231	100 W LED Flood Light	Nos		
232	110 W LED Flood Light	Nos		
233	200 W LED Flood Light	Nos		
234	GI Earth Electrode	Nos		
235.	Copper Earth Electrode	Nos		
236	GI Strip (25x6 mm)	Mtrs		
237	TESTER	Nos		
238	G.I. WIRE No. 8	Kg		
239	WPTC WIRE 7/16	Kg		
240	W P T C WIRE 7 / 20	Kg		

Place : : Signature

Date : : Name

Office Address :

Affix Rubber Stamp:

SECTION 6 - ANNEXURES

ANNEXURE A-1: BIDDER'S INFORMATION

ON COMPANY'S / FIRMS' LETTER HEAD

Details of the bidders:

1	Name of the bidder	
2	Address of the bidder	
3	Status of the Company (Public Ltd./Private Ltd.)	
4	GSTIN No.	
5	Permanent Account Number (PAN) No.	
6	Name & Designation of the contact person to whom all the references shall be made regarding this tender	
7	Contact Numbers	
8	E-mail address of the contact person	

ANNEXURE A-2 – DECLARATION REGARDING CLEAN TRACK

Declaration of Clean Track Record (On Company / firm's Letterhead)

To,

The Registrar
Central Institute of Technology Kokrajhar
Post & Dist: Kokrajhar, BTAD, Assam-783370.

Sir/Madam,

Ref: No. CITK/Rate Contract/706/2021/1658; dt. 18.02.2021 for “Empanelment of Suppliers for Rate Contract for Procurement of Electrical Items”.

I've carefully gone through the Terms & Conditions contained in the above referred RFP. I hereby declare that my company / firm is not currently debarred / black listed by any Government / Semi Government Organizations / Institutions in India or abroad. I further certify that I'm competent officer in my company / firm to make this declaration.

Or

I declare the following

No.	Country in which the company is debarred /blacklisted / case is pending	Black listed / debarred by Government / Semi Government Organizations / Institutions	Reason	Since when and for how long

(NOTE: In case the company / firm was blacklisted previously, please provide the details regarding Period for which the company / firm was blacklisted and the reason/s for the same)

Yours faithfully

(Signature of the Bidder)

Printed Name

Designation

Seal

Date:

ANNEXURE A-3: DECLARATION FOR ACCEPTANCE OF RFP TERMS AND CONDITIONS

(On Company / firm's Letterhead)

To,

The Registrar
Central Institute of Technology Kokrajhar
Post & Dist: Kokrajhar, BTAD, Assam-783370.

Sir/Madam,

Ref: No. CITK/Rate Contract/706/2021/1658; dt. 18.02.2021 for “Empanelment of Suppliers for Rate Contract for Procurement of Electrical Items”.

I/we carefully gone through the Terms & Conditions as mentioned in the above referred RFP document. I/we declare that all the provisions of this RFP are acceptable to my company. I/we further certify that I'm an authorized signatory of my company and am therefore, competent to make this declaration.

Yours faithfully,

(Signature of the bidder)

Printed Name

Designation

Seal

Date :

Business Address :

ANNEXURE A-4 : EXPERIENCE IN SIMILAR WORK
(On Company / firm's Letterhead)

To,

Date:

The Registrar
Central Institute of Technology Kokrajhar
Post & Dist: Kokrajhar, BTAD, Assam-783370.

Sir/Madam,

Ref: No. CITK/Rate Contract/706/2021/1658; dt. 18.02.2021 for “Empanelment of Suppliers for Rate Contract for Procurement of Electrical Items”.

Brief particulars of the similar supply done in last five years: (Please attach copy of at least **three purchase orders** or completion certificates or invoices for our reference).

Sr. No.	Name of Institutions	Purchase Order No. & Date	Amount of Purchase order	Details of Contact person (Name, Add & Contact No.)

Yours faithfully,

(Signature of the bidder)

Printed Name

Designation

Seal

Date :

Business Address :

Encl : As above

**ANNEXURE A-5 : DECLARATION OF ANNUAL TURNOVER AND
INCOME TAX RETURN**

(On Company / firm's Letterhead)

To,

Date:

The Registrar
Central Institute of Technology Kokrajhar
Post & Dist: Kokrajhar, BTAD, Assam-783370.

Sir/Madam,

Ref: No. CITK/Rate Contract/706/2021/1658; dt. 18.02.2021 for "Empanelment of Suppliers for Rate Contract for Procurement of Electrical Items".

1) I/we hereby declare that, our firm's Annual Turnover as follows, and I/we have also supported an Audited Accounts for your references :

F. Y. 2017 – 18	F. Y. 2018 – 19	F. Y. 2019-20

Yours faithfully,

(Signature of the bidder)

Printed Name

Designation

Seal

Date :

Business Address :

Encl : As above

SECTION 8 - CHECKLIST

The following items must be checked before the Bid is submitted:

1. Envelope "1"
 - a) Demand Draft for Rs. 1000/- (Rs. One Thousand only) towards cost of Bid document.
 - b) Demand Draft for Rs. 15,000/- (Rs. Fifteen Thousand only) towards Earnest Money Deposit.
 - c) Eligibility Criteria Responses (each pages duly sealed and signed by the authorized signatory).
 - d) Copy of this RFP document duly sealed and signed by the authorized signatory on every pages.
 - e) Annexure A1 : Bidder's Information
Annexure A2 : Declaration Regarding Clean Track by Bidder
Annexure A3 : Declaration for Acceptance of RFP Terms and Conditions
Annexure A4 : Experience in similar work
Annexure A5 : Declaration Of Annual Turnover

2. Envelope "2"
 - a) Commercial Bid :

Your quotation must be submitted in two envelopes **Technical Bid (Envelope 1) and Commercial Bid (Envelope 2)** superscribing on both the envelopes the Tender no. and the due date and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed with our **Tender No. & Due Date.**