



## National Institute of Food Technology Entrepreneurship and Management (NIFTEM)

An Institute of National Importance (INI) under Ministry of Food Processing Industries, GOI,  
Plot No 97, Sector-56, HSIIDC Industrial Estate, Kundli-131028, District-Sonepat (Haryana)

Tender No. N/GeA/EC/2017/120/02

Dated: 26.04.2023

### NOTICE INVITING E-TENDER

**Subject: Tender for CAMC of In-Built RO Systems and Water Coolers at NIFTEM Campus, Kundli, Distt.-Sonepat, Haryana.**

National Institute of Food Technology Entrepreneurship and Management (NIFTEM) is a registered society and an autonomous organization under Section 3 of the UGC Act, 1956 and an Institute of National Importance under Ministry of Food Processing Industries, GOI. NIFTEM functions as a centre for integrated education, research, enterprise incubation and outreach in area of Food Science, Food Technology & Business Management. NIFTEM has been set up on a 100-acre campus near Delhi Singhu Boarder at Kundli, Distt-Sonepat, and Haryana at a cost of approx. Rs. 500 crores.

**For and on behalf of NIFTEM online Tenders (Two bid system) are invited on CPPP eProcurement website <https://eprocure.gov.in/eprocure/app> from eligible Printing Agencies/Firms at NIFTEM Campus, Kundli, Distt.- Sonepat, Haryana.**

### Critical Date Sheet

S.N.	Particulars	Important Dates	Time	EMD	Tender processing Fees
1.	Issue of Tender documents	26.04.2023	05.00 PM	₹ 10,000/-	₹ 590/- (₹ 500 + GST 18%)
2.	Pre-bid Meeting at Meeting Room	28.04.2023	11.00 AM		
3.	Bid submission start date and time	29.04.2023	04.00 PM		
4.	Last date & time for submission of tender	04.05.2023	05.00 PM		
5.	Date & time of opening of Technical Bids	05.05.2023	05.30 PM		
6.	Date & time of opening of Financial Bids	Will be intimated separately to the successful bidders			

#### 1. Mandate of NIFTEM:

NIFTEM is working as - 'Sector Promotion Organization' & 'Business Promotion Organization' of the food processing sector. It is a prime academic institution and offer B.Tech, M Tech and Ph D programmes in the areas of Food Technology and Management. The Institute has been granted Deemed to be University status under De-novo category under Section 3 of the UGC Act, 1956.

Major Objectives of NIFTEM are –

- One Stop Solution Provider
- Skill & Entrepreneurship Development
- Facilitating business incubation services with its ultra modern pilot plant
- Conducting Frontier Area Research
- Developing world class managerial talent
- knowledge repository
- Upgradation of SME Clusters
- Promoting cooperation and networking.

## 2. Scope of Work:

The description of works is as below:-

### CAMC for In-built RO Systems & Water Coolers

S.N.	RO System	Make	Qty.
01.	In-built type 50 LPH RO System & Water Cooler	Venza	06 Nos.
02.	In-built type 25 LPH RO System & Water Cooler	Venza	08 Nos.
Total			14 Nos.

- i. Online tenders in Two Bids (Technical/Financial) are invited from interested and eligible firms for CAMC of In-built RO systems & Water coolers at NIFTEM Campus. (List items are enclosed in the **Annexure-I** of the Tender Document).
- ii. The successful agency will ensure that all the in-built ROs & Water- Coolers, covered under this proposal, are functional to the satisfaction of the Area I/C from the date of award of Work- Order.
- iii. The agency will carry out repair (As & when required) and maintain the ROs & Water- Coolers in working condition to the satisfaction. The agency will carry the test to ensure acceptable PPM of the outflow of water, is maintained.
- iv. The Agency will carry on the general inspection, repair (if required) and other such operations which are necessary for the effective functioning of ROs & Water- Coolers & also for safe outflow water at a regular interval of 1 ½ month, through their expert & Technician(s).
- v. Agency has to maintain a Log-Book for the service details (Repair & Maintenance details) of each ROs & Water- Coolers.
- vi. Agency has to display a service detail card on each & every in-built RO and Water – Cooler with mentioning agency's RO & Water Cooler Technician contact no. & current & upcoming service date.
- vii. Agency will have to attend the complaint pertaining to the in-built ROs & Water- Coolers within 24 Hours.
- viii. The agency will ensure that they do not damage RO & Water- Coolers during the service or otherwise.
- ix. Agency has to Submit monthly Water-testing reports of in-built RO & water –Coolers every 7<sup>th</sup> day of the month.
- x. The bidders are advised to quote their cost very carefully & inclusive all types of consumables & non consumables like booster pump, filters, membranes, pipes, repairing works etc. as & when required, NO ANY TYPE OF EXTRA PAYMENT will be made by NIFTEM without prior written approval of the competent authority (if any).
- xi. On call AMC services shall include attending to any complaint any time of the year, on receipt of verbal/ written complaint from coordinating officer of NIFTEM. A record of the break down calls attended duly acknowledged by the occupant or user of the RO & Water cooler and in his absence by the person incharge of the location of the in-built RO & water cooler, shall be maintained & displayed on the "Maintenance Card" kept with the in-built RO & water cooler & also the copy of the same in records of the person incharge. Ordinarily, a complain must be attended within 4 hours whenever no change of part is involved, however, in case of requirement of change of spare part, the complaint may be attended within 48 hours of its receipt. Thereafter, under both the cases, the delay in attending complaint shall attract a levy of compensation @ ₹ 300/-per day & per RO/Water cooler subject to maximum of ₹ 2,500/- against the complaint. Thus, after 5 days, NIFTEM shall have the right to get the complaint rectified on his own through any other agency and the account shall be recovered from the concerned agency.

**3. Contract Period:** Initially for one year from the date of issue of Rate Contract. The period of contract can be extended further for one more year depending upon requirement on same terms & conditions.

**4. Eligibility Criteria (Please attaché supporting signed and stamped documents).**

The tenderers must fulfill the following eligibility criteria:-

- i. The supplier should have at least 3 years experience in CAMC of RO/ In-built RO system & Water coolers to related works to the Central Govt. /State Govt./PSU/University/Research Instt./Colleges, etc. Attached the copy of work order/Experience certificate for last 3 financial years.
- ii. The annual financial turnover during the last 3 financial years (i.e. 2019-20, 2020-21 & 2021-22), should be at least ₹ 5.00 Lakh. (Attach audited copies of Balance Sheet & P&L A/c.) The certificate regarding turnover may be enclosed certified by CA.
- iii. The bidder should have PAN/ GST Registration as applicable and should submit a copy of such documents along with acknowledgement copies of the IT Returns for the last 3 financial years. (Attach copies).
- iv. The bidder should comply with the provisions of CVC guidelines for eligibility, failing which tender will not be accepted.
- v. The bidder should have sufficient work force and infrastructure resources to carry out such work.
- vi. No subletting of work will be allowed at any stage.
- vii. The Hard Copy of original instruments in respect of cost of tender document, earnest money must be reached at this addressed to the “Registrar, National Institute of Food Technology Entrepreneurship and Management, Plot No.-97, Sector-56, HSIIDC Industrial Estate, Kundli-131028, District-Sonepat (Haryana)” on or before bid opening date and time as mentioned in critical date sheet.

**Caution:** All the bidders are specifically informed that while submitting tender, must ensure that signed documents as indicated in the tender documents are mandatory, otherwise tender will be similarly rejected and no second opportunity will be given to submit shortfall documents. In case of less bids, Institute has liberty to invite shortfall documents.

The agencies (registered with MSME /NSIC registration) willing to claim any relaxation/exemption in tender fee, Turnover and Experience, etc, must submit claim for the same alongwith support document for consideration, otherwise, the same will not be extended. The relaxation/exemption will only be given, if you are registered for **applied category** of item(s)/services, etc. Upload proper Udyog Adhar Certificate from both sides with specified validity and relevant service category. The bidders who are claiming relaxation/exemption are required to submit undertaking as per **Annexure-V**.

## 5. Bidding Procedure

**Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.**

**Tenderer /Contractor is advised to follow the instructions “Instructions To Bidder for Online Bid Submission”.**

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

Bidding Application must be accompanied by the following:-

### **Technical Bid (Attached signed and stamped copy of each document)**

The following documents are to be furnished by the Contractor along with Technical Bid as per the tender document (Scan Copies):

- i. **Proof for payment of Tender document Cost (T.Fee)/ Earnest Money Deposit** and permanent address of the Firm/Agency/Person.
- ii. The supplier should have at least 3 years experience in CAMC of RO/ In-built RO system & Water coolers to related works to the Central Govt. /State Govt./PSU/University/Research Instt./Colleges, etc. Attached the copy of work order/Experience certificate for last 3 financial years.
- iii. Details of Bank Account of Bidder i.e. Account No., IFSC Code, MICR No., Bank Name and address, PAN/TAN/TIN/Service Tax, Registration number, EPF & ESI Registration, Contract Labour Registration, if any.
- iv. Copies of Income Tax Return of last 3 financial years (2019-20, 2020-21 & 2021-22).
- v. The annual financial turnover during the last 3 financial years (2019-20, 2020-21 & 2021-22), should be at least ₹ 5.00 Lakh. (Attach audited copies of Balance Sheet & P&L A/C.) The certificate regarding turnover may be enclosed certified by CA.
- vi. An authorisation letter from the firm in favour of the person signing the tender documents.

- vii. An attested copy of the certificate of registration/incorporation pertaining to the legal status of the Bidder/Firm/Agency, Annexure II, III, IV.

### **Financial Bid**

Price bid format in the form of BOQ\_XXXXX.xls.

Opening of tenders (Technical bids only) will take place as mentioned in critical date sheet online at <https://eprocure.gov.in/eprocure/app> in the “**Meeting Hall, National Institute of Food Technology Entrepreneurship and Management, Plot No.-97, Sector-56, HSIIDC Industrial Estate, Kundli-131008, District-Sonepat (Haryana)**” in the presence of the representatives of the Firms/Tenderers, who may wish to be present at that time. At the time of tender opening Firms/Tenderers have to come with bid acknowledgement slip, that is generated by the system after successfully bid submission. Firms/Tenderers can view their live bid opening at their remote end also. No separate intimation will be sent to the firms/Tenderers in this regard.

The tender not submitted in the prescribed formats or incomplete in detail is liable for rejection. NIFTEM is not responsible for non-receipt of tender within the specified date and time due to any reasons, including postal holidays or delays.

### **6. Evaluation Procedure**

The eligibility of bidders and their technical bid will be evaluated by the Technical Evaluation Committee on the basis of documents submitted by the bidders with the Technical Bid. The financial bids will only be considered of those bidders who qualify the eligibility criteria and other terms and conditions lay in the tender. In this regard the decision of Institute shall be final. The work will be awarded to overall L-1 bidder.

**Note: The EMD should be submitted in the form of Demand Draft of State bank of India (as far as possible), in favor of NIFTEM, payable at Delhi.**

### **General Term & Conditions**

- i. **In case, after Pre-bid meeting (wherever applicable) any modification(s)/addition(s)/ deletion(s) or any alternation in the requirement(s)/ specification(s) etc is required, the same will be appended on the NIFTEM website- [www.niftem.ac.in](http://www.niftem.ac.in), therefore, all the bidders are advised to visit our website before filling/submitted their tenders. No separate advertisement/information will be published in this regard in the Newspapers.**
- ii. Acceptance of tender will be intimated to the successful tenderer through a letter of intent (LOI) duly signed by the authorized signatory of the institution.
- iii. EMD/Performance Security of successful bidder may be forfeited, if the bidder withdraws or amends or derogates from the tender in any respect.
- iv. **Validity of bids should be 180 days from the opening of technical bid.**
- v. NIFTEM will not compromise with the quality/sub-standard material. At any stage, it is found that supplier has supplied inferior quality or different Payment shall be made for such items after reasonable deduction(s)/ rejection of the lot and forfeiting of Performance Security, as deemed fit, in the circumstances & decided by Institute.
- vi. Successful bidder has to deposit the **Performance Security @ 10%** of total cost of awarded works, within 30 days from the issue of work-order. The performance security should be either in the form of DD/Bank Guarantee/FDR. Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.
- vii. **The EMD of successful bidder will be return after submission of Performance Security within 30 days.**
- viii. **The Performance Security will be refunded/ returned to the agency, without any interest after the expiry of contract period.**
- ix. **The rates quoted by the bidder shall be complete for supply and placing of the finished items as per the specification(s) and shall be inclusive of all applicable tax, duty(ies) loading, unloading, packing, transportation from works to NIFTEM, installation etc and nothing extra/additional shall be payable on these rates.**

- x. In any case, if tenders are not opened due to any reason, the Tender documents, processing Fee and EMD shall be returned to all bidders.
- xi. Conditional Tender will not be accepted.
- xii. The EMD of the unsuccessful bidder will be returned to them at the earliest on or before the 30<sup>th</sup> day after the award of the contract.
- xiii. Tender without EMD & Tender Fee will be summarily rejected.
- xiv. The Institute can ask any clarifications & documents at any stage of the procurement depending upon the circumstances to ascertain quality of material used in manufacturing of items. All wood should be fully seasoned with no defect.
- xv. All the documents attached with the technical bid should be properly tagged, numbered, signed and stamped by the competent authority.
- xvi. Tender Fee of ₹ 590/- including GST (non-refundable) and EMD of ₹ 10,000/- will be payable only in the form of Bank Draft from State bank of India, in favour of NIFTEM payable at Delhi. Cheque/Bank Guarantee are not accepted, if so in the tenders will not be acceptable.
- xvii. The EMD/performance security shall be forfeited in case:-
  - 1. If the Bidder withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
  - 2. If the bidder having been notified of the acceptance of his tender by the Buyer during the period of its validity,
  - 3. If the Bidder fails to furnish the Performance Security for the due performance of the contract.
  - 4. If the Bidder fails to sign the agreement.
  - 5. Fails or refuse to execute the contract.
  - 6. Fails to respond to queries by the NIFTEM.
- xviii. NIFTEM will not responsible for any loss of property, manpower, issues related to labour and/or labour laws of the agency, involved in the CAMC of ROs & Water- Coolers at NIFTEM.
- xix. No extra charges will paid for material & manpower except CAMC charges.
- xx. NIFTEM has all the rights to cancel the contract agreement at any stage if the services of the concern agency not found satisfactory.
- xxi. Agency will strictly follow all the safety measures.
- xxii. The agencies will take-care all safety measures, while going for repair & maintenance.
- xxiii. The bidders are advised to visit the NIFTEM Campus before participating in the said tender to check the physical conditions of all machines (RO Systems & Water coolers) because CAMC will be awarded to the successful agency on “As is where is basis”.

## 7. Payment

- i. Billing frequency for CAMC work should be on quarterly basis i.e. agency can submit their bills after successful completion of every 03 months & payment will be done within 15 days from the date of bill submission if found complete & genuine in all respect. No advance payment will be made for CAMC.
- ii. Counter conditions by the Tenderers in matters concerning payment of bills shall not be acceptable.

- 8. NIFTEM reserves the right to accept or reject any/all tenders without assigning any reason(s).
- 9. Tenders not on the prescribed Performa (attached), without requisite details, EMD and Processing Fee and received after the closing date/ time of tenders and tenders with any rider will summarily be rejected.
- 10. Canvassing in any form will be viewed seriously and if any tenderer is found to be resorting to such practices, the tender of such firm will be rejected.
- 11. **Arbitration Clause:** That in case of any dispute between party of first part(NIFTEM) and the part of other party(Agency) arising out of or in relation to the agreement, the dispute shall be referred to Hon'ble Vice Chancellor for arbitration. The award of the said Arbitrator shall be binding upon both parties. The seat of the arbitration shall be at NIFTEM, Kundli, Sonapat.
- 12. **Withholding of Payment:** This clause authorises Buyer to withhold payment till end when seller fails in its contractual obligation. The standard text of this clause is as under:

“In the event of the Seller’s failure to submit the Bonds, Guarantees and Documents, supply the deliverables etc as specified in the Contract, the Buyer may at his discretion, withhold any payment until the completion of the Contract”.

### **13. Right of Acceptance of Offer.**

- (a) Buyer reserves the right to accept partly or reject any offer without assigning any reason thereof. The Buyer does not pledge itself to accept the lowest or any other tender and reserves to itself the right of acceptance of the whole or any part of the tender or portion of the quantity offered and the Seller shall supply the same at the Rate quoted.
- (b) In respect of enquiries, which call for procurement of more than one item, the Buyer reserves the right to consider and accept the offer for any of the items in the enquiry reserving the right to utilize the offer for balance items at a later stage within the validity of offer.

**Patent Rights:** The Seller shall indemnify and hold the Buyer harmless against all third party claims of infringement of patent, trade mark of industrial design rights arising from use of the stores supplied or any part thereof.

### **14. Force Majeure**

Should any force majeure circumstances arise, each of the contracting party shall be excused for the non-fulfilment or for the delayed fulfilment of any of its contractual obligations, if the affected party within 14 days of its occurrence informs in a written form the other party.

Force majeure shall mean fires, floods, natural disasters or other acts such as war, turmoil, strikes, sabotage, explosions, and quarantine restriction beyond the control of either party.

### **15. Right to Variation Clause**

To take care of any change in the requirement during the period between issue of RFP and conclusion of contract, Buyer reserves the right to increase or decrease the quantity of the required deliverables by 50% without any change in the terms & conditions and prices quoted by the Seller. While concluding the contract, the quantity can be accordingly increased or decreased at the same terms of conditions.

### **16. Liquidated Damages (LD)**

In the event of the seller’s failure to submit the Bonds/Guarantees/ Documents or/and supply/performance the items/services as per Delivery schedule specified in the contract, the Buyer may, at his discretion, withhold any payment until the completion of the contract. The buyer may also deduct LD to the sum of 0.5% of the contract price of the delayed/undelivered stores/ services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores/services.

### **17. Cancellation of the Contract**

NIFTEM shall have the right to terminate the Contract, arising out of finalization of this tender, in part or in full in any of the following cases :-

- a. The delivery of the material or start of works is delayed for causes not attributable to Force Majeure for more than 10 days after the scheduled date of delivery.
- b. When both parties mutually agree to terminate the contract.

### **18. Modification and Withdrawal of Bids**

Bidder can modify his bid any number of times before bid submission closing date and time. Bidder can also withdraw his bid before bid submission closing date and time. Withdrawn is allowed only once in a tender. If a

bidder withdraws his bid, he cannot participate in the particular tender again. No bid may be withdrawn in the interval between the deadline for submission of bids and expiry of the period of specified bid validity. Withdrawal and modification of bid during this period will result in forfeiture of Bidder's Bid Security.

### **Instructions for Online Bid Submission:**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

### **REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "**Online bidder Enrollment**" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### **SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

#### **SUBMISSION OF BIDS**

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (ie after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.



## **ASSISTANCE TO BIDDERS**

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

**19. Clarification on Bid Documents:** - Bidder requiring any clarification to this RFP shall notify to Buyer in writing who will respond (in writing) to the clarifications sought not later than 14 days prior to the date of opening of the tenders. The address and contact number for seeking clarification regarding this RFP are given below:-

### **Purchase related queries:**

Purchase Section  
NIFTEM, Kundli, Sonapat (Haryana) – 131028  
Phone No. - 0130-2281057  
E-mail ID - [purchase.niftem@gmail.com](mailto:purchase.niftem@gmail.com)

### **Technical queries:**

Sh. Vikas kadiyan, JE-Electrical  
NIFTEM, Kundli, Sonapat (Haryana) – 131028  
Phone No. - 0130 2281337  
E-mail ID - [vikas.kadiyan@niftem.ac.in](mailto:vikas.kadiyan@niftem.ac.in)

**Registrar, NIFTEM**

**FINANCIAL BID**

**Financial Bid Format for CAMC of In-built RO Systems & Water Coolers**

<b>S.N.</b>	<b>RO System</b>	<b>Make</b>	<b>Qty.</b>	<b>CAMC Charges for 01 Years per unit Including all taxes</b>
01.	In-built type 50 LPH RO System & Water Cooler	Venza	<b>06 Nos.</b>	
02.	In-built type 25 LPH RO System & Water Cooler	Venza	<b>08 Nos.</b>	
<b>Total</b>			<b>14 Nos.</b>	

**Note:**

- 1) Same is provided along with the tender document in .xls format. Bidder have to advised to download the price bid in that format , quote their rates and upload it along with the bid on to the portal.
- 2) For detail specifications of above mentioned items, interested bidders can see the actual physical samples, at NIFTEM campus on any working day till last date in between 10.00 AM to 05.30 PM.

**Tender Form (Technical Bid)**

(To be submitted by the tenderer on their letter head. All Columns should be filled in. Documents prescribed at Sl. No. 2 (a) of other term & conditions should be enclosed)

Sl. No.	Particulars	Status (to be filled by the tenderer)
1.	Details of Tender Fee and EMD.	
2.	The supplier should have at least 3 years experience in CAMC of RO system/In-built Ro & Water coolers to related works to the Central Govt. /State Govt./PSU/University/Research Instt./Colleges, etc. Attached the copy of work order/Experience certificate for last 3 financial years.	
3.	Details of Bank Account of Bidder i.e. Account No., IFSC Code, MICR No., Bank Name and address, PAN/TAN/TIN/Service Tax, Registration number, EPF & ESI Registration, Contract Labour Registration, if any. Copies of Income Tax Return of last 3 financial years.	
4.	The average annual financial turnover during the last 3 financial years (i.e. 2019-20, 2020-21 & 2021-22), should be at least ₹ 5.00 Lakh. (Attach audited copies of Balance Sheet & P&L A/C.) The certificate regarding turnover may be enclosed certified by CA.	
5.	An authorisation letter from the firm in favour of the person signing the tender documents.	
6.	An attested copy of the certificate of registration/incorporation pertaining to the legal status of the Bidder/Firm/Agency, Annexure II, III, IV.	
7.	Year of Incorporation of the agency (copy to be enclosed) along with the latest registered address of corporate office.	

Signature: .....  
 Name: .....  
 Address: .....  
 Mobile: .....  
 Seal of Firm: .....

Date: .....

**TENDER CONDITIONS ACCEPTANCE LETTER  
(To be given on Company Letter Head)**

Date:

To,

Registrar,  
NIFTEM,  
HSIIDC Ind. Area, Kundli  
Sonepat, Haryana

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: **N/GeA/EC/2017/120/02**

**Name of Tender / Work: - Online Tender For the CAMC of In-Built RO Systems and Water Coolers at NIFTEM Campus, Kundli, Distt.- Sonepat, Haryana.**

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned „Tender/Work“ from the web site(s) namely: **CPPP e-Procurement website** <https://eprocure.gov.in/eprocure/app> as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read entire terms and conditions of the tender documents from Page No. 01 to 14 (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organizations too 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. In case any provisions of this tender are found violated , your department/ organization shall be at liberty to reject this tender/bid including the forfeiture of the full said Earnest Money Deposit absolutely and we shall not have any claim/right against deptt in satisfaction of this condition.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

**UNDERTAKING**

To,  
Registrar,  
National Institute Of Food Technology Entrepreneurship and Management  
Plot no 97, sector-56, HSIIDC industrial estate,  
Kundli-131008,  
District-Sonepat (Haryana)

Sir,

1. I/we the undersigned, certify that I/we have gone through the terms and conditions mentioned in the tender documents and undertake to comply with them.
2. It is further certified that our firm has not been blacklisted by any agency in India or abroad.
3. We will supply the goods in accordance to the specifications of the work order. At any stage, if it is found that the sub standard/deviation from the specifications/ design/quality has been made by us, we shall be liable for penalty and legal action.

Dated:

SIGNATURE OF THE TENDERER  
WITH SEAL

NAME OF THE TENDERER  
WITH ADDRESS

**NOTE:** Certificate as per above must be submitted only on non-judicial stamp paper of Rs. 100/- (Rs One Hundred Only)

Dated:

**Undertaking to Claim Exemption/Relaxation under MSME/NSIC/Start up**

**(to be submitted on Company Letter head with stamp)**

I am (.....) is Owner/Director of M/s.....registered with MSME/NSIC/Start Up Unit under.....category.

- 1) Firm Name :
- 2) Udhog Adhaar No :
- 3) NSIC No :
- 4) Year of Registration :
- 5) Category of Registration (Manufacture/Dealer/Supplier):
- 6) Turnover :

As per the benefits extended to MSEs registered with NSIC under single point registration scheme, we are entitled for:

- 1. Exemption in Tender Fee :
- 2. Exemption in EMD :
- 3. Relaxation in Turnover :  How much Relaxation required (please specify)
- 4. Relaxation in Experience :  How much Relaxation required (please specify)

**(Kindly tick the box(es) for the same)**

We are enclosing herewith relevant certificate and documents in support of our claim of exemption/relaxation of the same.

Signature of Authorized signatory

Name:

Designation:

Stamp:

**(Note: Undertaking must be submitted on company's letterhead duly signed and stamped)**