



INDIAN STATISTICAL INSTITUTE

203 Barrackpore Trunk Road

Kolkata 700108

Tender ID No. ECSU/ 441/2022

Date: March 11, 2022

NOTICE INVITING TENDER

Tenders are invited from interested suppliers for procurement of the following:

Sl.No.	Item Description	Quantity	
01	Item: Round Neck 100% Cotton T-Shirts from reputed brands such as Reebok/ Addidas/ Alma Mater/ Teetalkies/ AlenSoley/ Puma Specifications: Material: 100% Cotton, Style: Round Neck, Half Sleeve; Color: Navy Blue; Available size: S, M, L, XL, XXL; Additional Requirement: Screen Printing and custom design, Logo on left sleeve, writings in front, picture in back, all in a matching electric blue shade. Note: Interested vendors may contact the ECSU Office to know the details about the logo, writings and picture.	Size	
		Quantity	
		S	21 No.s
		M	95 No.s
		L	109 No.s
		XL	45 No.s
XXL	30 No.s		
	Total - 300 No.s (Three Hundreds)		

ESTIMATED TENDER VALUE: Rs.2,10,000.00 (Two Lakh Ten Thousand only)

Last date of submission of bid: 4:00 PM, 18.04.2022

Delivery: To be intimated in the P.O.

Your Quotation shall comprise of two parts: (a) **Technical Bid** (b) **Price Bid**

Both the parts must be submitted separately in two envelopes labeled clearly as “Technical Bid” and “Price Bid” respectively, and these shall be put in a third envelope. All three envelopes shall be superscribed with the following:

Tender Enquiry No. _____ Dated: _____ Due on: _____

Quotation must be sent in sealed cover either by post or hand delivery to the following address within the deadline mentioned above:

Electronics and Communication Sciences Unit (ECSU)
Indian Statistical Institute
203 B.T. Road
Kolkata 700108.

The quotation will be considered as cancelled if the documents required for the two bids are not submitted in the correct envelopes.

Time Schedule for Tender	
Date of uploading of NIT	28.03.2022
Download of documents starts	29.03.2022
Documents download ends	4:00 PM, 18.04.2022
Bid Submission Starts	29.03.2022
Bid Submission ends	4:00 PM, 18.04.2022
Date of Technical Bid evaluation	20.04.2022 (Tentative)
Date of opening of Financial Proposal (tentative))	To be decided by the central purchase committee

In case the bidder is not a registered supplier of ISI, copies of the following documents must be attached with the Technical bid:

- i) GST Registration Certificate
- ii) Trade License
- iii) Current Bank Solvency Certificate not less than estimated tender value issued within one year from the date of tender (Optional)

An UNDERTAKING about the unconditional acceptance by the bidder of Terms and Conditions as stipulated in the attached document is to be submitted along with the technical bid, in the specified format.

Bids not submitted in the specified format or not accompanied by the requisite undertaking are liable to be rejected.

MSME Criteria: An organization having MSME registration of Government of India will get benefit as per MSME relaxation rules.

Preference to Make In India products (For bids < 200 Crore): Preference shall be given to bidders as per public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. General Terms and Conditions as well as formats for submission of bids are mentioned in the attached document.

Swagatam Das

Head, ECSU

Indian Statistical Institute, Kolkata

Name of the Contact Person: Dilip Kumar Gayen

Contact No.: 033 25752915 E-mail id: dilip73@gmail.com

GENERAL TERMS AND CONDITIONS RELATED TO SUBMISSION OF BIDS

1. Penalty for suppression/distortion off acts

Submission of false document(s) by vendor is strictly prohibited and may be liable for civil and criminal action.

2. Validity of the tender

Offer must remain valid for 30 days from the date of opening of the price bid.

3. Payment terms

All rates should be quoted in INR only. Offer in any other currency will be rejected. Bids containing clauses like "Rates are subject to exchange rate fluctuations" will be rejected.

Payment will be made after satisfactory receipt of goods and installation, commissioning, testing and completion of all contractual obligations. Partial payment against partial supply within scheduled delivery period will not be admissible.

4. Tender Submission

Suitable arrangements for receipt of the sealed tenders during the submission period through conspicuously located tender boxes in the procuring unit/section should be ensured. In case of bulky tender documents, there should be provision in NIT for submission of bids to designated officials by hand.

5. Pre-Bid meeting

- i.** There may be a Pre-Bid meeting between the indenting unit/ section and the Bidders, if the former considers it necessary.
- ii.** Tender documents must be downloaded before Pre-Bid conference.
- iii.** The Bidders' designated representatives, duly authorized, may attend the Pre-Bid conference, before submission of their Bid, at their own cost, which will be held at a venue and time announced in advance.
- iv.** The purpose of the meetings is to clarify issues and to answer questions on any matter that may be raised at that stage. The vendors are requested to submit any questions for clarifying issues and clearing doubts, if any, about the terms & conditions, specifications and other allied technical details of the items under indent.
- v.** They may send their queries in writing and email, both to reach ISI not later than three (03) working days before the Pre-Bid Conference.
- vi.** Computer Purchase Committee will take appropriate decision regarding making necessary amendment(s)/ addendum to the Tender Document as an outcome of the deliberations in the Pre-Bid meeting.
- vii.** It may not be possible to answer queries that are received late at the Pre-Bid Conference.
- viii.** A maximum of 2 representatives per bidder, duly authorized, may be allowed to attend the meeting.
- ix.** Once the pre-bid meeting is over and issues are clarified, no query or objection or complain shall be entertained in connection with the tender. Absence of any vendors

in pre-bid conference shall not be considered as justification for making query or objection thereto. Also, non-attendance in the pre-bid meeting is not a disqualification for participating in the tender process.

6. Opening and Evaluation of Tender

A. Technical Bid

- i) Technical bid will be opened by the designated tender opener (generally, the head or his/her representative) of the procuring unit or section.
- ii) Cutting/overwriting/insertions must be accounted for by marking and putting initials.
- iii) During technical evaluation, the tender opener, on behalf of the procuring unit or section may summon bidders and seek clarification/ information or additional documents or original hardcopy of any of the documents already submitted. If these are not produced within the stipulated period, the bid may be liable for rejection.
- iv) The procuring unit/section will summarize the evaluation of technical bids in the specified format (<https://www.isical.ac.in/~cpc/nit.php>) and will sent the summary sheet along with all technical bids to CPC for further processing.

B. Financial Bid

- i) Financial bid of technically eligible vendors will be opened in a meeting (date and time will be intimated to the vendors well in advance) of the Central Purchase Committee.
- ii) At most two duly-authorized representatives of each technically eligible bidder may remain present during the opening of the price bid.
- iii) Cutting/overwriting/insertions must be accounted for by marking and putting initials.
- iv) For CVC rules regarding negotiation with L1, please referred to [circular number 4/3/07 \(OM No. 005/CRD/012\) Dated the 3rd March, 2007](#).

7. Way Bill/Road Permit

In case of requirement of Way Bill at the time of delivery, the institute will arrange for obtaining the necessary Way Bill/ Road Permit in the name of the vendor awarded this tender. However, the prescribed entry tax shall be borne by the vendor.

It is to be noted that the Indian Statistical Institute has Customs Duty Exemption Certificate and reduced GST rates, and the Vendor should make appropriate use of them.

8. Liquidated Damage Clause

The schedules of delivery and installation, commissioning and testing as per Purchase Order are to be strictly adhered to. In case there is delay either in the delivery or successful completion, the vendor shall be liable to pay liquidated damages @ 0.5% of the total value of the purchase order per week or part of a week during which the delivery of such goods is delayed. Where delivery thereof is accepted after expiry of the period mentioned in purchase order the total damages so claimed shall not exceed 5% of the total contract price. Any variation in statutory levies and taxes within the contractual delivery period shall be borne by the Indian Statistical Institute. Beyond the delivery period, the upward variation of levies and taxes shall be borne by the vendor.

9. Arbitration Clause

In the event of any dispute or difference arising out of or in connection with the tender, the same shall be settled amicably by mutual consultation. If such resolution is not possible then the unresolved disputes or differences shall be referred to Arbitration as per the *Indian Arbitration and Conciliation Act, 1996*. It shall be subject to Kolkata (Calcutta) Jurisdiction only.

10. Any other terms and conditions specific to the procurement (to be specified by procurer)

11. The Central Purchase Committee, Indian Statistical Institute, Kolkata, reserves the right to cancel the tender at any time without assigning any reasons whatsoever thereof. While rejecting/recalling tenders, the authority must record clear, logical reasons for any such action on the file.

FORMAT OF BIDS

A. TECHNICAL BID

- i) Include detail specification of the components of the quoted hardware and software
- ii) Specify Model Number and Manufacturer for both hardware and software
- iii) Inclusion of price in the technical bid will make the bid liable to be cancelled.
- iv) Specify warranty terms and condition clearly

B. PRICE BID

- i) The rate is to be quoted in INR only.
- ii) Any overwriting will make the quotation liable to be rejected.
- iii) The bidder shall submit rate in the following format:

Tender Enquiry No. _____				Date of Tender Notice: _____			
Sl.No.	Item Name (including model name)	Quantity	Unit Price (exclusive of GST)	GST	Excise Duty (if any)	Unit Price (all-inclusive)	Total Price (all-inclusive)
1							

**UNDERTAKING BY THE TENDERER
FOR
ACCEPTANCE OF TERMS AND CONDITIONS OF TENDER**

(On the letterhead of the Bidder)

Ref: e-Tender ID No: _____ **dated** _____

Date: _____

I/We undertake that I/we have carefully gone through the Notice Inviting Tender, other tender documents mentioned therein, and I/we will abide by them. We also agree to accept corrigendum/corrigenda that may be published in future. My/our tender is offered taking due consideration of all factors, and if the same is accepted, I/we promise to abide by the stipulation of the tender documents, and complete the work to the total satisfaction of the _____ <Name of the Indenting Unit/Section>, Indian Statistical Institute, Kolkata - 700108.

My/our offer will remain valid for 30 days from the date of opening of tender.

I/we further undertake that the information submitted in this tender is true and correct in all respects and I/we hold my/our responsibility for the same.

I/We also certify that the price being quoted is lower than Maximum Retail Price (MRP) / Original Equipment Manufacturer (OEM) Price, whichever is applicable.

I/we shall be responsible for rejection and/or cancellation of contract if the goods supplied are not up to the mark. I/we shall be liable for legal proceedings if the material supplied is found sub-standard or not in accordance with the specification published in the tender.

Signature of the Tenderer with seal & date

Name of the Tenderer:

Postal Address:

Mobile Number:

Landline Number:

Email ID: