



राष्ट्रीय डिज़ाइन संस्थान  
NATIONAL INSTITUTE OF DESIGN

Paldi, Ahmedabad 380 007

Telephone: +91 079 2662 9500/ 9600,

Fax: 079 2662 1167

Website: [www.nid.edu](http://www.nid.edu)

(Advt # 06 / 2019-20)

Tender Fee : Rs. 500/-

---

Tender for “Hiring brand new Air coolers to be provided at different locations at NID campus, Ahmedabad & Gandhinagar”

**Client :**

**National Institute of Design  
Paldi, Ahmedabad 380 007 India  
Tele : 079 26629500, 079 26629600**



## **NATIONAL INSTITUTE OF DESIGN**

A Statutory Institute Under DPIIT  
Ministry of Commerce & Industry  
Government of India  
PALDI, AHMEDABAD 380 007  
Phone: 079 2662 9500, 079 2662 9600  
Web Site: [www.nid.edu](http://www.nid.edu)

NIT No.06 / 2019-20

### **NOTICE INVITING TENDER**

#### **FOR**

**“Hiring brand new Air coolers to be provided at different locations at NID campus, Ahmedabad & Gandhinagar”**

The Tender in the form of Item rates tender duly filled in should be submitted in a sealed cover on or before 5.00 p.m. on 26.03.2020 in the office of The chief Administrative Officer, General Administration, National Institute of Design, Paldi, Ahmedabad 380 007.

Non-refundable / Non-transferable Tender Fee of Rs. 500.00 (Rupees Five Hundred Only) to be submitted along with the Tender Form & EMD Rs 15,000.00 (Rupees Fifteen Thousand Only) by Demand Draft drawn on any Nationalized or Scheduled Bank, payable at Ahmedabad in favour of “National Institute of Design”.

The tender documents published on [www.nid.edu](http://www.nid.edu) & [www.eprocure.gov.in](http://www.eprocure.gov.in)



## NATIONAL INSTITUTE OF DESIGN

A Statutory Institute Under DIPP  
Ministry of Commerce & Industry  
Government of India  
PALDI, AHMEDABAD 380 007  
Phone: 079 2662 9500, 079 2662 9600  
Web Site:[www.nid.edu](http://www.nid.edu)

### **TENDER NOTICE - 06/2019-20**

Sealed tenders are invited from reputed Contractors/ Service providers/ manufacturers having experience to provide new Air coolers on rental basis..

Sr. No	Description	EMD (Rs.)	Period of Completion	Tender fee in the form of DD (non-refundable (Rs)
1	"Hiring brand new Air coolers to be provided at different locations at NID campus, Ahmedabad & Gandhinagar"	15,000.00	3 months	500.00

Detail tender documents can be downloaded from our website [www.nid.edu](http://www.nid.edu) & at [www.eprocure.gov.in](http://www.eprocure.gov.in) for e publishing. Sealed tender duly filled and submitted in the office of The Chief Administrative Officer, General Administration, National Institute of Design, Paldi, Ahmedabad 380 007.

The last date of submission of 26.03.2020 upto 17.00 hrs.Tender Fees of Rs 500.00 (Rupees Five Hundred Only) & EMD of Rs 15,000.00 ( Rupees Fifteen Thousand only) by Demand Draft / Pay Order drawn on any nationalized or Scheduled Bank, in favour of "National Institute of Design" payable at Ahmedabad should be submitted alongwith submission of tender.

The tender without Tender Fees & EMD shall be considered as rejected.

NID reserves the right to accept or reject any or all tenders without assigning any reason thereof:

Dated.16.03.2020

## GENERAL TERMS & CONDITIONS

1. All technical information pertaining to the product(s) mentioned in your offer must be attached with the offer.
2. The rent to be mentioned in the offer should be inclusive of to & fro carting and loading & unloading, installation/de-installation and onsite maintenance etc. all inclusive charge. Applicable taxes extra. The facilities for water filling in cooler are provided by the institute.
3. **Earnest Money Deposit (EMD):** The offer must be accompanied by the EMD of Rs. 15,000/- (Rupees Fifteen Thousand only) in form of Demand Draft / Bankers Pay Order drawn on in favor of "NATIONAL INSTITUTE OF DESIGN" payable at Ahmedabad. In case of failure to accept the letter of intent or to supply the items required, by the selected contractor, the EMD shall be forfeited. EMDs of unsuccessful bidders shall be returned on acceptance of LOI by the selected contractor.
4. Please note that offers received without EMD, are liable to be rejected outright. EMD received from the person / firm whose offers are not accepted, will be returned to the respective parties. EMD of the selected agency will be returned to them without interest within 90 days or extended period after completion of contract period.
5. In case of failure to attend to breakdowns immediately within 24 hrs and breach of any of the condition, a penalty of Rs. 1000/- per day from the monthly rental bill shall be deducted for each occasion of failure.
6. **TERMS OF PAYMENT:** Payments will be released on monthly basis on submission of bills on certification by authorized official of the institute. Payment will be released within 30 days from the date of submission of bill.
7. **PERIOD OF REQUIREMENT:** From 3 months of summer season. It could be extended for a further period on prorata basis, if required necessary on the same terms conditions, rates etc. For the additional air coolers required, if any, during the contract period rent shall be paid on prorata basis.
8. **SUBMISSION OF OFFER:** The offer must be submitted in sealed cover to The Chief Administrative officer, National Institute of Design, Paldi, Ahmedabad 380007 along with EMD (should be attached), Brochures/Literature having all technical information, etc. by the way of Registered / Speed post, Courier, Hand Delivery before **5.00 p.m. on 26.03.2020**. The sealed cover should be super scribed as Tender for "Hiring brand new Air coolers to be provided at different locations at NID campus, Ahmedabad & Gandhinagar"
9. **NOTE 1:** If it is found that there is a difference in words and figures in quoted rates, the lower amount of them will be considered as quoted rates.

**NOTE 2:** Kindly fill the rates in the attached prescribed form only, and do not mention your own terms and conditions in the prescribed form, in such case, your offer will be liable to be rejected outright.

10. The Institute reserves all rights to reject any or all offers in full or part with assigning any reason(s) thereof.
11. The selected bidder will have to arrange for one air cooler as sample for inspection and approval before place all the units at campus.
12. The Institute reserves the right to award two separate contracts to two different contractors, for the two campuses.
13. The rates shall be valid for a period of One Year and extended for further three years as per requirement. The works to be awarded for Bill of Quantizes – Annexure I A & B are separately for lowest offer.
14. NID may add or delete any unit during the period of contract for which proportionate rates adjustment shall be applicable.

### **SPECIAL TERMS & CONDITIONS**

1. The Air coolers should be a **New Air coolers 60 to 70 liter water tank capacity, stand etc.** The institute reserves the right to reject any air cooler not as per specifications mentioned above.
2. **Quantity** : approx 35 nos. at NID Ahmedabad campus, and 25 nos. at NID campus Gandhinagar.
3. **Period:** 3 months or may be extended as per requirement of the institute
4. **Warranty, Service & Maintenance:** Inclusive as per para-5 of the general terms and condition.
5. After completion of the contract, the contractor shall take back all the air coolers, at his own cost, within five working days. For the delay and violation of this condition, the institute may charge @ Rs. 1000/- per day penalty.

## PROFILE OF THE SERVICE CONTRACTOR

1. Name of the Company/ Firm:
2. Postal Address with Telephone Nos./Mobile Nos./Fax Nos./E-mail ID:
3. Name of the Contact person with Designation and his landline/mobile phone nos. :
4. Brands, of Air-coolers units to be supplied:
6. Details of Past contracts in following format:

Sr. no.	Name of organization	Nos. of coolers supplied on rental basis	Period
1			
2			
3			
4			
5			

7. Registration No. of the firm/Contractor

(Kindly attach copies of the relevant documents and certificates, if any)

Name, Address & seal of the Company

\_\_\_\_\_  
Signature of Authorized  
Representative of company

**Annexure -I**

**A) Rental charges for summer season**

Please quote monthly rental charge (inclusive of all charges i.e to & fro charges etc.) as per the terms and condition of the tender document.

<b>Sr. No.</b>	<b>Location</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rental charges per unit per month</b>	<b>Total Amount in Rs.</b>
1	NID Campus, Ahmedabad	<b>35 Units</b>	<b>Month</b>		
2	NID Campus, Gandhinagar	<b>25 Units</b>	<b>Month</b>		
<b>Total amount of hiring charges (Rs.)</b>					

Amount in Words: \_\_\_\_\_ ( Plus Applicable Taxes )

**B) Rental charges of Air Cooler facilities as & when required**

Please quote Air Cooler rental charges on daily basis as & when required

<b>Sr. No.</b>	<b>Location</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rental charges per unit per day</b>	<b>Total Amount in Rs.</b>
1	NID Campus, Ahmedabad	1 Unit	Day		
2	NID Campus, Gandhinagar	1 Unit	Day		

**Date:**

**Full Name &  
Signature of contractor**

**Mandate Form Contractors/Vendors/Suppliers**  
(For Making Payments through RTGS/NEFT)

<b>1</b>	<b>Particulars of Contractors/Vendors/Suppliers :</b>	
	( a ) Name of Contractors/Vendors/Suppliers	
	( b ) Address	
	( c ) Mobile No.	
	( d ) E-mail ID	
	( e ) PAN No. ( Please attached copy of PAN Card)	
	( f ) GST No.	
<b>2</b>	<b>Particulars of Bank Account :</b>	
	( a ) Name of the Bank	
	( b ) Name of the Branch	
	( c ) Branch Code	
	( d ) Address	
	( e ) City Name with Pin Code	
	( f ) Telephone No.	
	( g ) NEFT/IFSC/RTGS Code	
	( h ) 9 Digit MICR code Appearing on the cheque book	
	( i ) Category of Account	
	( j ) Contractors/Vendors/Suppliers Name as per Bank Account	
	( k ) Type of Account	
	( l ) Account No.	
	( m ) Copy of Cancelled Cheque	

\* Changes, if any, in above is to be intimated within seven days.

- Encl.:** 1) Copy of PAN Card, GST Registration Certificate  
2) Copy of Cancelled Cheque

**Date:** \_\_\_\_\_

\_\_\_\_\_  
(Signature)

**Place:** \_\_\_\_\_

\_\_\_\_\_  
(Authorized Signatory Name & the firm)