



Basic Details

Organisation Chain	Department of Pharmaceuticals National Institute of Pharmaceutical Education and Research (NIPER) Guwahati		
Tender Reference Number	NIPER-G/218/FUR/RA/22-23/424 dated 31/1/23		
Tender ID	2023_MCF_696890_1		
Tender Type	Single	Form of contract	Turn-key
Tender Category	Works	No. of Covers	1
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Not Applicable	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Cover Details, No. Of Covers - 1

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical/Finance	.xls	Tender Enquiry for Furnishing of Reception Area

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00	Fee Payable To	Nil	Fee Payable At	Nil
Tender Fee Exemption Allowed	No				

EMD Fee Details

EMD Amount in ₹	0.00	EMD through BG/ST or EMD Exemption Allowed	No
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	Nil	EMD Payable At	Nil

Work /Item(s)

Title	Tender Enquiry for Furnishing of Reception Area				
Work Description	Tender Enquiry for Furnishing of Reception Area				
Pre Qualification Details	Please refer Tender documents.				
Independent External Monitor/Remarks	NA				
Tender Value in ₹	1	Product Category	Architecture/Interior Design	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	90	Period Of Work(Days)	45
Location	NIPER-Guwahati, Changsari	Pincode	781101	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	NIPER-Guwahati, Changsari
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	31-Jan-2023 04:05 PM	Bid Opening Date	21-Feb-2023 03:30 PM
Document Download / Sale Start Date	31-Jan-2023 04:05 PM	Document Download / Sale End Date	21-Feb-2023 02:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	31-Jan-2023 04:05 PM	Bid Submission End Date	21-Feb-2023 02:00 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	Tender Enquiry for Furnishing of Reception Area	5017.46

Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	TENDER RECEPTION.pdf	Tender Enquiry for Furnishing of Reception Area	5017.46

Tender Inviting Authority

Name	Director, NIPER-Guwahati
Address	NIPER-Guwahati, SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101.



TENDER ENQUIRY FOR “FURNISHING OF RECEPTION AREA”

Tender No. NIPER-G/S&P/218/FUR/RA/2022-23/.....⁴²⁴ dated 31/01/2023

**NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH-
GUWAHATI**
**DEPARTMENT OF PHARMACEUTICALS, MINISTRY OF CHEMICALS AND FERTILIZERS, GOVERNMENT OF
INDIA**
Silakatumur, Halugurisuk, Changsari, Kamrup, Assam-781101, India

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Ph: 7099007822
Email: purchase@niperguwahati.ac.in



राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान, गुवाहाटी
**NATIONAL INSTITUTE OF PHARMACEUTICAL
EDUCATION AND RESEARCH-GUWAHATI**

(Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Govt. of India)
SilaKatamur (Halugurisuk), P.O.: Changsari, Dist: Kamrup, Assam, Pin: 781101.

F. No: NIPER-G/S&P/218/FUR/RA/2022-23/.....⁴²⁴

दिनांक/Date: 31/01/2023

To

North Eastern Handicrafts & Handlooms Development Corporation Ltd.,

NEHHDC, Craft Promotion Center,

Garchuk, Pamohi Road,

Guwahati-781035, Assam.

Email: subharsish.nehhdc@gmail.com

महोदय / महोदया / Sir/Madam,

विषय/Sub: Tender Enquiry for “Furnishing of Reception Area”

संदर्भ/Ref: Our Enquiry No. NIPER-G/S&P/218/FUR/RA/2022-23/.....⁴²⁴ dated 31/01/2023.

Specifications for Furnishing of Reception Area

National Institute of Pharmaceutical Education and Research (NIPER) is the first national level institute in pharmaceutical sciences with a proclaimed objective of becoming a centre of excellence for advanced studies and research in pharmaceutical sciences. The Government of India has declared NIPER as an 'Institute of National Importance'. It is an autonomous body set up under the aegis of Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Government of India. The Institute is conceived to provide leadership in pharmaceutical sciences and related areas not only within the country, but also to the countries in Southeast Asia, South Asia and Africa. NIPER is a member of Association of Indian Universities and Association of Commonwealth Universities. The permanent campus of NIPER Guwahati is located at Sila Katamur (Halugurisuk), Changsari, Kamrup, Assam.

Our institute has developed a beautiful spacious new campus in Changsari, Kamrup district for benefit the students and Research Scholars and PhD students. Now we are planning to develop a beautiful pleasant and attractive reception area on the ground floor of the main building, and the same should project the culture of Assam. For this purpose, we are now approaching competent, efficient experienced sources who can fulfil the dreams of the institute to have a beautiful reception area. Our expectations/requirements are given below.

- We propose to have a first base structure using plywood materials. The estimated area would be between 90 to 100 square feet. The prospective bidders are required to make their own arrangements for measuring the area and decide suitable structure, for creating the base structure. The competitive rates can be quoted per square feet by indicating total cost.
- The second base structure will be with bamboo paneling. The approximate area will be

- 98 – 100 sq. feet.
- The countertop is required to be fabricated using composite stone. The estimated area will be 55 – 65 sq feet.
- It will be the responsibility of the prospective bidders to estimate the required wiring and electrification, and lumpsum cost to be indicated.
- We further propose to have a beautiful, artistic, attractive, chandelier with bamboo finish.
- We propose to have the projection of institute's logo in the reception area for which the prospective bidders are required to offer competitive rates considering this as a job.
- Further the prospective bidders are required to undertake paint job with acrylic finish for which lumpsum competitive rate may please be quoted.
- The proposed work of decorating reception area is a turnkey job. The prospective bidders are to ensure the cost towards accessories if any will be taken care while submitting the quotation. The institute will hand over only the site proposed to be constructed as reception area, all other requirements need to be taken care by the bidders.
- As the institute cannot make any separate payments towards designing and implementation, the prospective bidders are required to quote the cost which is inclusive of cost towards designing and implementation.
- Keeping all our requirements in view the bidder can offer their best solutions for above project work of creating a beautiful reception area which projects culture of Assam.

Instructions to Bidder:

- The above assignment is a turnkey job.
- The bidder is expected to visit the institute to have their own measurements and plans and to inspect the proposed area in which the institute is planning to create a reception area, and which should project the rich cultural heritage of Assam.
- While submitting quotation, item wise particulars, materials proposed to be used, along with quantities, rate per unit and total cost etc. particulars should be mentioned. The cost quoted should be all inclusive of final cost which can be compared with other competitive bids. The total cost for entire work will be compared with other competitive bids received.
- After preparing quotation on above lines, please indicate final total all-inclusive cost which includes components like Taxes etc. For undertaking the job work of creating reception area on the ground floor of main building.
- As a matter of policy Institute cannot consider any requests for making advance payments. All payments will be made after successful completion of contractual obligations.
- The work carried out will be subject to 3 years comprehensive warranty.
- Director reserves the right to accept or reject any quotation without assigning any reason.
- Director further reserves the right to withdraw the tender at any stage.
- Mere offering lowest rate does not give any right to the bidders to get the order as the same is required to be finalized based on the reputation, expertise, and experience in the field of handling such artistic works.
- If the institute feels to have an inspection of a few similar works handled by the bidder, the same need to be arranged. This inspection can be part of Sort listing the bidders.

- The prospective bidders have undertaken a minimum 3 such contracts during last five years. The prospective bidders are expected to have after sale service centres preferably in and around Guwahati/Assam.
- An architectural Design of Furniture proposed to be made to be attached with quotation to give a clear idea for the Institute to know the kind of reception area is being planned by the prospective bidder.

Last Date for submission: 21.02.2023 up to 14:00 hrs. (IST)

Date of Opening: 21.02.2023 at 15:30 hrs. (IST)

सामान्य नियम और शर्तें / GENERAL TERMS & CONDITIONS:

Sealed tenders in Single Bid format are invited on behalf of Director, NIPER-Guwahati for “**Furnishing of Reception Area**” at NIPER-Guwahati as per specification tabled above.

1. **मूल्य / PRICE:** Please quote your rate of all kinds of Risks covered **FOR NIPER-Guwahati** basis.

2. **Regarding Work:** As per the specifications and discussion/permission of designated officials of NIPER-Guwahati.

3. **कृपया बोली के साथ निम्नलिखित दस्तावेजों को प्रस्तुत करना सुनिश्चित करें / PLEASE ENSURE SUBMISSION OF FOLLOWING DOCUMENTS WITH BID:**

- a) Quotation with rates, detailed terms and conditions.
- b) Printed technical Literature/Leaflets of the item/Brochure wherever available.
- c) Provide company profile and brief note indicating your experience in manufacturing/supplying such items.
- d) Detailed customer list with addresses, Phone number, E-mail, etc, and name of contact person.
- e) PAN No.
- f) GST Registration certificate.
- g) Bidder/Agent who quotes for items manufactured by the other manufacturer shall furnish scanned copy of Manufacturer’s Authorization Form.
- h) The tenders not meeting the eligibility criteria will be liable for rejection. Hence, the tenderers are advised to attach relevant documents in support of their eligibility.

4. **संस्थापन / Installation:** Bidder shall be responsible for installation as applicable and for after sales service during the warranty and thereafter. Installation to be arranged by the supplier free of cost and indicate the time required for arranging installation and demonstration of the ordered items.

5. **While submitting quotation please provide following certificate on your letter head without fail:**

"It is certified that the rates quoted by us vide our quotation no. dated against your tender inquiry no. dated for are reasonable and are in accordance with prevailing market rates. It is confirmed that the rates quoted are not higher than what we generally charge to other Government/reputed

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Private sector companies in the similar circumstances. In future if the statement given proves to be wrong, we will undertake to refund the difference of amount to your institute.

Our intention of providing above certificate is to give you confidence regarding reasonability of rates."

Signature of supplier's authorized representative

6. TDS would be recovered as per rules in case of Fabrication/Service/Maintenance jobs/installation charges etc. As per section 194Q, the TDS would be deducted by NIPER-G against the invoice submitted with threshold limit of more than Rs. 50 lakh.
7. **संबंधीत कानून / Applicable Law:** All disputes shall be settled in the courts of Guwahati Jurisdiction only.
8. **भुगतान की शर्तें / Payment Terms:** Through bank transfer after successful completion of agreed work.
9. **प्रस्तुत करने की तिथि एवं समय / Date & Time of Submission:** The signed quotation should be submitted in a sealed cover, super scribed with "NIQ under Ref. No. NIPER-G/S&P/218/FUR/RA/2022-23/4.24 dated 31/01/2023" and addressed to the *Director, National Institute of Pharmaceutical Education and Research (NIPER)-Guwahati, SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101, INDIA*. The tender should reach this institute **on or before 21st February 2023** up to 14:00hrs. IST and will be opened on the same day at 15:00hrs. IST. You may intimate dispatch of the tender to the e-mail address given below.
10. **आपूर्ति / सेवाओं के लिए स्थान / Locations for the supply / services:** The bidders may note that the supply/services covered by this document are required to be executed at:
**At site,
NIPER-Guwahati,
SilaKatamur, Halugurisuk,
Changsari, Kamrup, Assam-781101.**

NIPER-G will not provide any accommodation/transportation for the engineers/representatives for attending the agreed work. It is the absolute responsibility of the principal supplier/agent/vendor to make their own arrangements.
11. **बोली की वैधता / Bid Validity:** The bid shall remain valid for acceptance for a period of 90 days after the date of bid opening prescribed in the Bidding Document. Any bid valid for a shorter period shall be treated as unresponsive and rejected.

In exceptional cases, the bidder may be requested by the institute to extend the validity of their bids up to a specified period. The bidder, who agree to extend the bid validity, are to extend the same without any change or modification.

NIPER Guwahati, Assam (India)
Stores & Purchase Officer

In case the day up to which the bids are to remain valid falls on or subsequently declared a holiday or closed day for NIPER-Guwahati, the bid validity shall automatically be extended up to the next working day.

12. **स्वीकृति और अस्वीकृति / Acceptance & Rejection:** The acceptance of the quotation will rest with the Director, NIPER-Guwahati, who does not bind himself to accept the lowest quotation and reserves the right to himself to reject or accept, partially or all the quotations received, without assigning any reason. The Director, NIPER-Guwahati further reserves the right to withdraw the tender or part thereof or modify the requirements without assigning any reason and the right to relax any of the conditions in the best interest of the Institution.
13. **माल भाड़ा एवं बीमा / Freight and Insurance:** The items to be supplied will be insured by the vendor at his own cost against all risks of loss or damage from the date of shipment till such time it is delivered at NIPER-Guwahati. The institute requires insurance coverage on warehouse-to-warehouse basis to cover all type of en-route risks. In other words, the insurance coverage starts from manufacturer's premises to NIPER-Guwahati premises. In order to ensure lodging insurance claim within stipulated time, supplier's authorized representative must be present in the institute on the day of delivery of the consignment, to check the package/s to ensure that the same is received without any externally visible damages.
14. **पेनल्टी शर्त / Penalty Clause:** A penalty equivalent to 1% of the order value per week of delay beyond the stipulated delivery period subject to a maximum of 10% penalty is chargeable. The supply order will be liable for instant cancellation beyond permissible delay.
15. **निविदा दस्तावेज के नियमों और शर्तों की स्वीकृति / Acceptance of the terms and conditions of tender document:** Bidders are expected to provide a certificate that all the terms and conditions of enquiry are accepted.
16. **पत्राचार / Correspondence:** All the correspondence related with the procurement should be addressed to Director, NIPER-Guwahati till placement of order, who is final deciding authority.
17. **छूट / Relaxation:** Director, NIPER- Guwahati reserves the right to relax any of the conditions or modify the specifications in exceptional cases, in the best interest of the institute. NIPER-Guwahati reserves the right to withdraw the tender in whole or part at any stage without assigning any reason thereof.

Yours faithfully,

भंडार एवं क्रय अधिकारी/Stores & Purchase Officer

Praven Raj 31/Jan/23
भंडार एवं क्रय अधिकारी
नाईपर गुवाहाटी, असम (भारत)
Stores & Purchase Officer
NIPER Guwahati, Assam (India)