

## INVITATION FOR TENDER FOR SUPPLY OF MATERIALS

Sealed tender offers are invited in two separate sealed covers (Technical and Commercial offers) from eligible manufacturers/suppliers or their direct Indian agents for the supply of the list of materials given in specifications table.

Please send offers, **ALONG WITH DESCRIPTIVE CATALOGUE/ BROCHURE**. The validity of the bid should be at least four months (120 days) or more from the date of the opening of this tender. Please ensure that your quotation reaches not later than **02.11.2017 at 15:00 Hrs** at the following address:

**Dr. Debasis Roy,**  
**Program coordinator – NSS**  
**PI (FPT)**  
**Indian Institute of Technology Kharagpur – 721 302, West Bengal, India**

Earnest money of **Rs. 5000/-** is to be deposited in the form of Account payee Demand Draft in favour of IIT Kharagpur, payable at Kharagpur, India. Any bid which is not accompanied with an EMD shall be summarily rejected. Earnest money deposited will be forfeited if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender. No interest will be paid on the earnest money of the unsuccessful bidders.

Tender Reference	<b>IIT/SRIC/NSS / FPT/ DR / 2017-18/EQ-4, Dated: 10/10/2017</b>
Price of Tender Document	<b>NIL</b>
Last Date and Time for submitting the tender document	<b>02.11.2017 at 15:00 Hrs (Indian time)</b>
Place of Opening Tender	<b>Department of Civil Engineering, Indian Institute of Technology Kharagpur – 721 302, West Bengal, India</b>
Address of Communication	<b>As stated above</b>
Contact Telephone Numbers	<b>+91- 3222 - 28 3456</b>
E-mail	<b>debasis@civil.iitkgp.ernet.in</b>

## Specifications

#	Items	Thickness	Dia/ Width	No of Teeth	Length	Units	Weight (Kg)	Iscode
1	MS SHAFT 25 MM			25	2560	MM	9.86	496:1974
2	MS SHAFT 20 MM			20	4000	MM	9.86	496:1974
3	MS SHAFT 15 MM			15	2100	MM	2.91	496:1974
4	MS ROD 8 MM DIA			8	1000	MM	0.39	496:1974
5	SEAMLESS PIPES 250 MM DIA	3		250	650	MM	11.88	ISO 3304:1985.
6	SEAMLESS PIPES 150 MM DIA	3		150	650	MM	7.07	ISO 3304:1985.
7	SEAMLESS PIPE 100 MM DIA	3		100	1750	MM	12.56	ISO 3304:1985.
8	SEAMLESS PIPE 50 MM DIA	3		50	1850	MM	6.43	ISO 3304:1985.
9	SEAMLESS PIPE 90 MM DIA X 3 MM THICK	3		90	650	MM	4.18	ISO 3304:1985.
10	SEAMLESS PIPE 80 MM DIA X 3 MM THICK	3		80	300	MM	1.71	ISO 3304:1985.
11	SEAMLESS PIPE 200 MM DIA X 3 MM THICK	3		200	650	MM	9.47	ISO 3304:1985.
12	MS PLATE W150 MM X 12.5 MM THICK	12.5		150	5000	MM	73.59	ISO 3573:2012.
13	MS PLATE W80 MM X 12.5 MM THICK	12.5		80	2000	MM	15.70	ISO 3573:2012.
14	MS PLATE W50 MM X 8 MM THICK	8		50	1000	MM	3.14	ISO 3573:2012.
15	MS PLATE W 200 MM X 4 MM THICK	4		200	500	MM	3.14	ISO 3573:2012.
16	MS PLATE W 250 MM X 4 MM THICK	4		250	500	MM	3.93	ISO 3573:2012.
17	MS PLATE W 100 MM X 3 MM THICK	3		100	650	MM	1.53	ISO 3573:2012.
18	MS PLATE W 50 MM X 3 MM	3		50	250	MM	0.29	ISO 3573:2012.
19	MS PLATE W 150 MM X 4 MM	4		150	350	MM	1.65	ISO 3573:2012.
20	MS PLATE W 75 MM X 4 MM	4		75	200	MM	0.47	ISO 3573:2012.
21	MS PLATE W310 X 12.5 MM THICK	12.5		310	1800	MM	54.75	ISO 3573:2012.
22	MS PLATE W 40 MM X 6 MM THICK	6		40	1500	MM	2.83	ISO 3573:2012.
23	MS PLATE W 40 MM X 10 MM THICK	10		40	850	MM	2.67	ISO 3573:2012.
24	MS PLATE W 220 MM X 15 MM THICK	15		220	1700	MM	44.04	ISO 3573:2012.

25	MS PLATE W 270 MM X 10 MM THICK	10		270	300	MM	6.36	ISO 3573:2012.
26	MS PLATE W 75 MM X 20 MM THICK	20		75	650	MM	7.65	ISO 3573:2012.
27	MS PLATE W 270 MM X 10 MM THICK	10		270	150	MM	3.18	ISO 3573:2012.
28	MS PLATE W 100 MM X 10 MM THICK	10		100	3000	MM	23.55	ISO 3573:2012.
29	MS BLOCK W 100 MM X 100 MM X 20 MM THICK	20		100	200	NOS	3.14	ISO 3573:2012.
30	MS PLATE L 880 X W310 MM X 12.5 MM THICK	12.5		880	200	NOS	17.27	ISO 3573:2012.
31	SQUARE PIPE W 100 MM X 38 MM X 3 MM THICK	3	38	100	10000	MM	62.17	ISO 65:1981.
32	SQUARE PIPE W 80 MM X 38 MM X 3 MM THICK	3	38	80	3000	MM	15.83	ISO 65:1981.
33	MS SOILD ROLLER 75 MM DIA			75	1100	MM	38.14	ISO 496:1974.
34	MS SOLID ROLLER 100 MM DIA			100	600	MM	36.99	ISO 496:1974.
35	MS SOLID ROLLER 42 MM DIA			42	8000	MM	86.99	ISO 496:1974.
36	MS SOLID ROLLER 25 MM DIA			25	2000	MM	7.71	ISO 496:1974.
37	BALL BEARING 6205 ZZ WITH BLOCK, HORIZONTAL				2	NOS		ISO 3290-1:2014
38	BALL BEARING 6204 ZZ WITH BLOCK, HORIZONTAL				16	NOS		ISO 3290-1:2015
39	BALL BEARING 6202 ZZ WITH BLOCK, VERTICAL MOUNTED				6	NOS		ISO 3290-1:2016
40	NEEDLE BEARING ID 14 MM X LENGTH 36 MM				8	NOS.		ISO 1206:2001.
41	NYLON PULLEY ROUND GROOVE 10 MM,160 MM DIA				1	NO	0.43	
42	NYLON PULLEY ROUND GROOVE 10 MM,80 MM DIA				1	NO	0.10	
43	NYLON PULLEY ROUND GROOVE 10 MM,55 MM DIA				1	NO	0.04	
44	NYLON PULLEY ROUND GROOVED 10 MM,72 MM				1	NO	0.08	
45	NYLON PULLEY ROUND				2	NOS.	0.27	

	GROOVED 10 MM,128 MM DIA							
46	PU ROVE(PERLON ROVE) R10				50	MTRS		
47	MS PULLEY 75 MM DIA,'A' SECTION, SINGLE GRROOVE.				1	NO	2.73	ISO 255:1990.
48	MS PULLEY 175 MM DIA,'A' SECTION, SINGLE GROOVE.				1	NO	3.73	ISO 255:1990.
49	MS PULLEY 125 MM DIA,'A'SECTION SINGLE GROOVE				1	NO	1.88	ISO 255:1990.
50	MS PULLEY 63 MM DIA ,'B'SECTION, SINGLE GROOVE.				1	NO	0.44	ISO 255:1990.
51	MS PULLEY 315 MM DIA, 'B' SECTION, SINGLE GROOVE.				1	NO	12.18	ISO 255:1990.
52	MS PULLEY 75 MM DIA,'B' SECTION SINGLE GROOVE				2	NOS.	2.73	ISO 255:1990.
53	MS PULLEY 250 MM DIA,'B' SECTION, SINGLE GROOVE.				1	NO	7.66	ISO 255:1990.
54	MS PULLEY 150 MM DIA,10 MM ROUND GROOVE				1	NO	2.04	ISO 255:1990.
55	MS PULLEY 70 MM DIA,10 MM ROUND GROOVE				1	NO	0.42	ISO 255:1990.
56	MS PULLEY 150 MM DIA B SECTION, SINGLE GROOVE				1	NO	2.73	ISO 255:1990.
57	POWER GRIP PULLEY 80 MM DIA X 25 MM THICK				1		0.93	ISO 255:1990.
58	GEAR C.I 25T, 14 DP	48	25	25	1	NO	0.36	ISO 53:1998.
59	GEAR C.I 99 T, 14 DP	183	25	99	1	NO	5.16	ISO 53:1998.
60	GEAR C.I 28T,14 DP	55	25	28	1	NO	0.47	ISO 53:1998.
61	GEAR C.I 45 T, 14 DP	85	25	45	1	NO	1.11	ISO 53:1998.
62	GEAR C.I,106 T , 14 DP	196	25	106	1	NO	5.92	ISO 53:1998.
63	GEAR C.I 70 T, 16 DP	130	25	70	1	NO	2.60	ISO 53:1998.
64	GEAR C.I 58 T,150 MM OD X 25 MM THICKNESS	109	25	58	1	NO	1.83	ISO 53:1998.
65	GEAR C.I 30T,81.5 MM OD X 25 MM THICKNESS	81.5	25	30	1	NO	1.02	ISO 53:1998.

66	GEAR C.I.32 T, 86 MM OD X 25 MM THICKNESS.	86	25	32	1	NO	1.14	ISO 53:1998.
67	GEAR C.I 18 T, 50.5 MM OD X 33 MM THICKNESS	50.5	33	33	1	NO	0.52	ISO 53:1998.
68	GEAR C.I BEVEL 70 T, 14 DP				1	NO		ISO 53:1998.
69	GEAR C.I 80 T, 18 DP	116	25	80	1	NO	2.07	ISO 53:1998.
70	GEAR C.I. 50 T 18 DP	73	25	50	1	NO	0.82	ISO 53:1998.
71	GEAR C.I 35 T,18 DP	52	25	35	1	NO	0.42	ISO 53:1998.
72	GEAR 58 T,150 MM DIA, 10 DP, WIDTH 27 MM.BORE 20 MM, EN 9	150	27	58	1		3.74	ISO 53:1998.
73	GEAR 30 T,81.5, MM DIA, 10 DP, WIDTH 27 MM, BORE 20 MM, EN 9	81.5	27	30	1		1.11	ISO 53:1998.
74	GEAR 32 T,86.3 MM DIA,10 DP,WIDTH 25.4 MM ,BORE 20 MM, EN 9	86.3	25.4	32	1		1.17	ISO 53:1998.
75	GEAR 30 T,81.5, MM DIA, 10 DP, WIDTH 27 MM,BORE 20 MM, EN 9	81.5	27	30	1		1.11	ISO 53:1998.
76	GEAR 18 T,50.5 MM DIA, 10 DP,WIDTH 27 MM ,BORE 20 MM, EN 9	50.5	27	18	1		0.42	ISO 53:1998.
77	MS METAL SHEET W 300 MM X 3 MM THICK		300	3	1000	MM	7.07	ISO 3573:2012.
78	MS METAL SHEET W 510 MM X 2 MM THICK		510	2	1500	MM	12.01	ISO 3573:2012.
79	MS METAL SHEET W 300 MM X 2 MM THICK		300	2	1000	MM	4.71	ISO 3573:2012.
80	MS METAL SHEET W 600 MM X 3 MM THICK		600	3	3000	MM	42.39	ISO 3573:2012.
81	MS METAL SHEET W 1000 MM X 3 MM THICK		1000	3	4000	MM	94.20	ISO 3573:2012.
82	MS WIRE NET W 1000 MM X 5 MM SQUARE		1000	5	1000	MM	39.25	ISO 3573:2012.
83	MS METAL SHEET W 150 MM X 1.5 MM THICK		150	1.5	2000	MM	3.53	ISO 3573:2012.
84	MOTR WITH BASE PLATE 0.5 HP,440 V ,3 PH,930 RPM				1	NO		
85	MOTOR WITH BASE PLATE 1 HP, 440 V,3 HP,930 RPM				1	NO		
86	MOTOR WITH BASE				1	NO		

	PLATE 3.5 HP, 440 V,3 HP,1410 RPM							
87	HOLLOW ROD FOR COLLER ID 25 MM X OD 40 MM		25	40	700	MM	4.20	ISO 496:1974.
88	HOLLOW ROD FOR COLLER ID 20 MM X OD 35 MM		20	35	700	MM	3.56	ISO 496:1974.
89	HEX HEAD BOLT M8 X 38 MM WITH NUT AND WASHER				4	KGS		ISO 4016:2011
90	HEX HEAD BOLT M8 X 50 MM WITH NUT AND WASHER				4	KGS		ISO 4016:2012
91	HEX HEAD BOLT M8 X 75 MM WITH NUT AND WASHER				4	KGS		ISO 4016:2013
92	HEX HEAD BOLT M12 X 50 MM WITH NUT AND WASHER				4	KGS		ISO 4016:2014
93	HEX HEAD BOLT M12 X 25 MM WITH NUT AND WASHER				4	KGS		ISO 4016:2015
94	ALLEN BOLT M6 X 50 MM				2	KGS		ISO 4016:2016
95	GRUB SCREW M5 X 10 MM				1	KGS		ISO 4016:2017
96	UNIVERSAL COUPLING AS PER DRAWING				4	NOS.		
97	CYLINDER WIRE 202(40" X 50")							Make: ICC
98	DOFFER WIRE PPS 558 (40" X 20")							Make: ICC
99	FLAT TOPS ENDURA 55HT (40") 110 PCS							Make: ICC
100	LICKERIN WIRE INTERLOCKING TYPE V 10 05 50 80							Make: ICC
101	BEAD WIRE 3.35 X 1 MM-- --5 ROLLS							Make: ICC
102	RUBBER COT 40 X 23 X 190 MM , G 83 (INARCO MAKE)				4	NOS		

## GENERAL TERMS & CONDITIONS

PLEASE SPECIFICALLY INDICATE THE FOLLOWING POINTS IN YOUR QUOTATIONS AND COMPLY THE TERMS AS MENTIONED HEREUNDER:-

1. TENDERS ARE INVITED COMPLYING THE REQUIREMENT FOR TENDER AS DETAILED IN THE TENDER SPECIFICATION TO BE SUBMITTED IN THE COMPANY'S / FIRM'S LETTERHEAD NEATLY PRINTED / TYPED DULY SIGNED BY AUTHORIZED PERSON WITH THE SEAL OF THE BIDDERS. ALL ENVELOPS CONTAINING THE TENDER SHOULD BE PROPERLY SEALED. SEPARATE ENVELOPS SHOULD BE USED FOR TECHNICAL AND PRICE BID AND INDICATION TO THEIR EFFECT MAY PLEASE BE SUPERSCRIBED ON THE ENVELOP.

### **THE FOLLOWING DOCUMENTS ARE REQUIRED FROM THE INDIAN AGENTS OF FOREIGN FIRMS:**

- 1.1 FOREIGN PRINCIPAL'S PROFORMA INVOICE INDICATING THE COMMISSION PAYABLE TO THE INDIAN AGENT AND NATURE OF AFTER SALES SERVICE TO BE RENDERED BY THE INDIAN AGENT.
- 1.2 COPY OF THE AGENCY AGREEMENT WITH THE FOREIGN PRINCIPAL INDICATING THE NATURE OF AFTER SALES SERVICES, PRECISE RELATIONSHIP BETWEEN THEM AND THEIR MUTUAL INTEREST IN THE BUSINESS.
- 1.3 PLEASE ENCLOSE THE DOCUMENT(S) RELATED TO THE ENLISTMENT OF THE INDIAN AGENT WITH DIRECTOR GENERAL OF SUPPLIES & DISPOSALS (DGS & R) UNDER THE COMPULSORY REGISTRATION SCHEME OF MINISTRY OF FINANCE.
2. TECHNICAL CATALOGUE/LEAFLET SHOULD BE ENCLOSED WITHOUT FAIL. PROVIDE COMPLIANCE STATEMENT WITH RESPECT TO THE TECHNICAL SPECIFICATIONS MENTIONED ABOVE.
3. PLEASE CONFIRM WHETHER YOU ARE AUTHORISED TO QUOTE ON BEHALF OF YOUR PRINCIPALS AND IF SO, PLEASE ENCLOSE A COPY OF SUCH AUTHORISATION WITH YOUR QUOTATION.
4. **PRICE BIDS FOR FOREIGN FIRMS:** PRICES ARE TO BE QUOTED ON 'EX-WORKS' DULY PACKED OR ON "FCA/FOB" INTERNATIONAL PORT" BASIS AND ALSO INCLUDING AGENCY COMMISSION PAYABLE TO YOUR INDIAN AGENTS, IF ANY SHOWING CLEARLY THE FOLLOWING BREAK UP:-
  - I) EX-WORKS PRICE
  - II) PACKING & FORWARDING
  - III) FREIGHT
  - IV) ANY OTHER RELEVANT EXPENSES.
  - V) TAXES PAYABLE BY THE INSTITUTE

INSURANCE WILL BE PAID BY OUR INSTITUTE SEPARATELY AND SHOULD NOT FORM PART OF THE QUOTED PRICE.

**PRICE BIDS FOR INDIAN FIRMS:** PRICES ARE TO BE QUOTED ON F.O.R., IIT KHARAGPUR, ON DOOR DELIVERY BASIS CLEARLY SHOWING THE BREAK UP.

5. **PERIOD OF VALIDITY:** BIDS SHALL REMAIN VALID FOR ACCEPTANCE FOR A PERIOD OF 120 DAYS FROM THE DATE OF OPENING.

6. INDIAN AGENTS ADDRESS AND PERCENTAGE OF AGENCY COMMISSION INCLUDED IN ABOVE F.O.B./EX-WORKS PRICE. (THIS WILL BE PAID TO THE INDIAN AGENTS IN INDIAN RUPEES ONLY AND NOT IN **FE**). PLEASE ENCLOSE COPY OF AGENCY AGREEMENT ENTERED INTO WITH YOUR PRINCIPALS INDICATING THE NATURE OF AFTER SALES SERVICES OF INDIAN AGENTS, PRECISE RELATIONSHIP & MUTUAL INTEREST IN THE BUSINESS.
7. **MEASUREMENTS/WEIGHT:** NETT/GROSS OF THE CONSIGNMENT. IN CASE OF AN ORDER, YOU SHALL USE AIR WORTHY PACKAGE (AS APPLICABLE) DULY CERTIFIED WITH DOCUMENTS – PLYTO – SANITARY CERTIFICATE (AS PER QUARANTINE ORDER 2003).
8. **SCOPE OF SUPPLY:** SHOULD INCLUDE FREE INSTALLATION AND COMMISSIONING
9. **PAYMENT TERMS FOR FOREIGN FIRMS**
  - A) 100% PAYMENT THROUGH SIGHTDRAFT/FORIGN DEMAND DRAFT/LC (EXCEPTIONAL CASES)/SWIFT TELE TRANSFER AFTER RECEIPT OF STORE IN GOOD ORDER AND CONDITION.
  - B) BANK CHARGES ON LC/SD (WITHIN INDIA APPLICANT ACCOUNT AND OUTSIDE INDIA TO BENEFICIARY ACCOUNT).
- PAYMENT TERMS FOR INDIAN FIRMS**
  - A) 100% PAYMENT THROUGH CROSSED ACCOUNT PAYEE CHEQUE / ELECTRONIC TRANSFER AFTER RECEIPT OF STORE IN GOOD ORDER AND CONDITION.
  - B) ENSURE MENTIONING
    - i) BANK DETAILS OF THE BENEFICIARY, VAT NO., SERVICE TAX NO. AND PAN NUMBER
    - ii) FULL NAME AND ADDRESS OF THE BENEFICIARY ON WHOM ORDER HAS TO BE PLACED
10. WHETHER ANY EXPORT LICENCE IS REQUIRED FROM YOUR GOVERNMENT, IF SO, PLEASE CONFIRM WITH DETAILS.
11. COUNTRY OF ORIGIN OF THE GOODS IS TO BE MENTIONED.
12. THE INSTITUTE SHALL PROVIDE THE CONCESSIONAL CUSTOMS DUTY AND EXCISE DUTY EXEMPTION CERTIFICATE AS PER GOVT. NOTIFICATION NO. 51/96 CUSTOMS DATED: 23.07.1996 AND CENTRAL EXCISE DUTY EXCEMPTION IN TERMS OF GOVT. NOTOFICATION NO. 10/97 – CENTRAL EXCISE DATED: 01.03.1997 AS AMENDED FROM TIME TO TIME.
13. **LIQUIDATED DAMAGES:** THE STORES SHOULD BE DELIVERED / DISPATCHED TO DESTINATION AND READY FOR OPERATION NOT LATER THAN THE DELIVERY DATE SPECIFIED. IT THE SUPPLIER FAILS TO DELIVER ANY OR ALL THE STORES OR PERFORM THE SERVICE BY THE SPECIFIED DATE, LIQUIDATED DAMAGES AT 1% PER MONTH OR PART THEREOF IN RESPECT OF THE VALUE OF STORES WILL BE DEDUCTED FROM THE CONTRACT PRICE SUBJECT TO A MAXIMUM OF 5%. ALTERNATIVELY, THE ORDER WILL BE CANCELLED AND THE UNDELIVERED STORES PURCHASED FROM ELSEWHERE AT THE RISK AND EXPENSE OF SUPPLIER.
14. **PATENT RIGHTS:** THE SUPPLIER SHALL INDEMNIFY THE PURCHASE AGAINST ALL THIRD PARTY CLAIMS OF INFRINGEMENT OF PATENT, TRADEMARK OR INDUSTRIAL DESIGN RIGHTS ARISING FROM USE OF THE GOODS OR ANY PART THEREOF IN INDIA.
15. ONLY THOSE BIDDERS WHO'S BIDS HAVE BEEN TECHNICALLY FOUND ACCEPTABLE WILL ONLY BE INVITED FOR PARTICIPATION IN THE PRICE BID.



16. THOSE BIDDERS WHO DO NOT RECEIVE ANY COMMUNICATION FOR PARTICIPATION IN PRICE BID OPENING MEETING MAY PRESUME THAT THEIR BID HAS NOT BEEN ACCEPTED BY THE INSTITUTE.  
 17. CONDITIONAL OFFER WILL NOT BE ACCEPTED.

18. LATE TENDERS I.E. TENDER RECEIVED AFTER THE DUE DATE AND TIME OF SUBMISSION AS MENTIONED ABOVE SHALL NOT BE ACCEPTED.

19. BIDDERS TO ENCLOSE THE FOLLOWING DOCUMENTS:-

A) CURRENT INCOME TAX AND SALES TAX CLEARANCE CERTIFICATES (VAT No.), SERVICE TAX NO. AND PAN NO.

C) BANKER’S SOLVENCY CERTIFICATE

C) SUMMARY OF AUDITED STATEMENT OF ACCOUNTS FOR THE LAST THREE YEARS TO BE ENCLOSED AND FINANCIAL HIGHLIGHTS AND THE KEY PERFORMANCE DURING THE LAST THREE QUARTERS TO BE ENCLOSED AS PER FORMAT:-

COMPANY’S KEY PERFORMANCE

DESCRIPTION	JAN. TO MARCH	APRIL TO JUNE	JULY TO SEPT.
GROSS REVENUE			
PROFIT BEFORE TAX			
PROFIT AFTER TAX			
RETURN ON INVESTED CAPITAL (ROIC)			

D) CUSTOMER SATISFACTION CERTIFICATE FROM ONE SUCH ORGANIZATION IS TO BE ATTACHED WITH THE TECHNICAL BID AND PRICE BID.

E) NAME AND ADDRESS OF MINIMUM THREE CLIENTS TO WHOM SUCH EQUIPMENT HAVE BEEN SUPPLIED SHOULD BE MENTIONED.

20. **WARRANTY / GUARANTEE:** THIS COMPREHENSIVE WARRANTY / GUARANTEE SHALL REMAIN VALID FOR **12 MONTHS** AFTER THE GOODS (OR ANY PORTION THEREOF AS THE CASE MAY BE) HAVE BEEN DELIVERED AND COMMISSIONED TO THE FINAL DESTINATION.

21. THE INSTITUTE DOES NOT BIND ITSELF TO OFFER ANY EXPLANATION TO THOSE BIDDERS WHO’S TECHNICAL BID HAS NOT BEEN FOUND ACCEPTABLE BY THE EVALUATION COMMITTEE OF THE INSTITUTE.

22. ALL TENDERS (UNLESS OTHERWISE SPECIFIED) ARE TO BE SUBMITTED / HANDED OVER TO **DR. DEBASIS ROY, DEPARTMENT OF CIVIL ENGINEERING , INDIAN INSTITUTE OF TECHNOLOGY, KHARAGPUR - 721 302** AND ACKNOWLEDGEMENT TO BE OBTAINED.

## **IMPORTANT**

1. IIT Kharagpur authority may accept or reject any or all the bids in part or in full without assigning any reason and does not bind itself to accept the lowest bid. The Institute at its discretion may change the quantity / upgrade the criteria / drop any item or part thereof at any time before placing the Purchase Order.
2. Promptly make arrangements for repair and / or replacement of any damaged item (s) irrespective of settlement of claim.
3. In case of any dispute, the decision of the Institute authority shall be final and binding on the bidders.
4. For any query pertaining to this bid document correspondence may be addressed to **Dr.Debasis Roy**, at the address mentioned above.

### **LAST DATE FOR SUBMISSION OF SEALED BIDS: 02.11.2017**

- 1) Please Note that the Institute remains closed during Saturdays & Sundays and all specified government holidays.
  - 2) Fax, e-mail Tender will not be accepted.
  - 3) The General Terms and Conditions as stated above relate to supply of stores / equipment /assets etc. and for specific service other terms and conditions of the Institute will apply.
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