



**INDIAN INSTITUTE OF TECHNOLOGY
KHARAGPUR - 721302**

No. IIT/GATE/PUR ENQUIRY/Travel bags/2019/01

Date : 05-11-2018

Sub: Procurement of Travel Bags

Indian Institute of Technology Kharagpur, an Institute of National Importance, invites sealed 2 part bids from reputed manufacturers or their authorized Distributors/Dealers, who have adequate credential for supply of 500 Travel Bags for the Office of The Chairman, GATE-JAM Indian Institute of Technology, Kharagpur, India. .

Interested parties may submit their sealed bids under Two-cover system as per **Technical Specifications** given at **Annexure-I**, and **General Terms & Conditions** as per **Annexure-II** and price bid in INR with all inclusive price as per **Annexure-III**.

Kindly refer to the Institute website www.iitkgp.ac.in (Link : Tenders) for complete tender details. The same is also available on the CPP Portal.

The tender be sent in a sealed packet, containing two separate sealed envelopes (one each for **Technical Bid and Price Bid**) duly superscripted with **Tender Notice No.IIT/GATE/PUR ENQUIRY/Travel Bags/2019/01** dated 05.11.2018 along with a sample to the Office of the Chairman, GATE -JAM, Indian Institute of Technology Kharagpur, P.O. Kharagpur Technology, PIN 721302, West Bengal, India on or before **15.11.2016 by 2.00 PM**.

For any query pertaining to this bid document, communication be addressed to Chairman,GATE-JAM, Indian Institute of Technology, Kharagpur-721302 [Ph.: 03222-282091].

The technical bid will be evaluated first and price bids will be opened only in respect of those bidders who are found technically qualified after evaluation of Technical bids and whose sample shall be accepted by the committee. The decision of the committee is final and binding to all bidders. **So, bidders are required to submit a sample bag during the time of submission of bids.**

The Technical bids will be opened on 15.11.18 at 4.00 p.m. and subsequently Price Bids will be opened on the same day in the Office of The Chairman, GATE/JAM , Indian Institute of Technology Kharagpur.


Chairman, GATE/JAM

Copy to :

1. Institute Website
2. Notice Board
3. CPP Portal

Indian Institute of Technology, Kharagpur

Annexure-I

Technical Specifications for Travel Bags

#	Description	Details
1	External dim. in mm +/- 10 mm	560x380x225
2	Weight in kg +/- 10%	2.6kg
3	Volume in litre +/- 10%	30 litre
4	Basic fabric	Polycarbonate shells with texture
5	Lock	Zipper Flat TSA Lock-LTG
6	ZIP	Main zip Securitech ZIP# 8, 40mm Zip-LTG
7	Trolley	Anodized trolley with LTG handle
8	Wheel	4X2 wheels turning around by 360 degree
9	Net/Mesh	Light mesh pocket on Convipack
10	Lining	Four square Beige lining
11	Elastic	Elastic line - only on bottom
12	Warranty	5 years International Warranty
13	Packing	1 pc/cartoon
14	Maximum offer Price Limit	Rs. 4000/-

Preferred Brands : VIP, American Tourister, Samsonite or substantially equivalent.

NOTE : i) The bidder must submit a sample bag at the time of submission of the tender. The sample of the L1 bidder will be kept with this office till delivery of the whole order. However, for other bidders the sample will be returned after evaluation process. Any bid without a sample will summarily be rejected.

ii) Apart from the technical specification, quality, look and other parameters will also be considered during evaluation.

Technical bid must contain the following documents:

- a) Copy of Company Registration Certificate/Trade License
- b) Copy of PAN Card, GST registration certificate
- c) Copy of Income Tax return for the last three years
- d) Copy of product literature, technical leaflet of the product for which price has been quoted should invariably be enclosed
- e) Signed copy of the tender document, with company seal, agreeing to the all terms & conditions of the tender document

Technical evaluation will be done considering both the points (i) and (ii) mentioned above.

TERMS & CONDITIONS FOR SUBMISSION OF QUOTATION FOR SUPPLY OF STORES

1. **Rate:** The rate quoted must be inclusive of all upto IIT Kharagpur price. The stores are required to be dispatched by passenger train F.O.R. Kharagpur or by Road Transport or delivered at this Institute under the Suppliers' own arrangement, free of additional charges. The risk of damage or loss in transit if any will be that of the suppliers. Manufacturer's price list, Technical leaflet, samples, catalogue whenever applicable, should invariably be submitted.
2. [a] **Consignee:** All stores are to be consigned in the name of Chairman, GATE-JAM, Indian Institute of Technology, Kharagpur-2 (West Bengal, Pin: 721302).
- [b] **Disposal of Dispatch Documents:** The Railway Receipt/PWB/Consignment Note along with the relevant bill and three priced challan each in triplicate, should be dispatched to the Chairman, GATE-JAM, I.I.T Kharagpur immediately on completion of dispatch. If these documents do not reach the Chairman, GATE-JAM in time all wharfage/demurrage incurred, if any, will be recoverable from the suppliers.
3. **Delivery Period :** The stores are required to be delivered/dispatched within 30 days from the issue of the Purchase Order. No mobilization advance is payable against the Purchase Order.
4. **Quality & Specification of Stores:** The stores offered should be of the best quality available, unless otherwise specified, conforming strictly to the National/International specification. The Institute reserves the right to reject such stores if found unacceptable on these grounds. The guarantee and warranty offered be specifically mentioned.
5. **Liquidated Damages :** If a firm accepts an order and fails to execute the same, in full or part, as per the terms and conditions stipulated therein, it will be open to this Institute to recover liquidated damages from the firm at the rate of 1 % of the value of the undelivered stores per month or part thereof, subject to a maximum of 5% of the value of the undelivered stores. It will also be open to this Institute alternatively, to arrange procurement of the required stores from any other source at the risk and expense of the firm which accepted and then failed to execute the order according to stipulation agreed upon.
6. **Submission of Quotation:** All quotations must be forwarded in sealed cover addressed to the sender of this Enquiry so as to reach within the specified period. The reference to the Enquiry No. and the last date of submission must clearly be superscripted on the sealed envelope. If no counter offer is made in the quotation, it will be taken for granted the offer is strictly in accordance with the specification and terms and conditions laid down in the tender notice.
7. **Opening of the Quotation:** Quotation will be opened at the Office of the Chairman, GATE-JAM, IIT Kharagpur of this Institute at the time and on the date indicated on the tender.
8. **Period of Validity:** A quotation shall remain valid for acceptance at least for a period of 90 days from the date of opening.
9. **Income Tax Clearance :** Current Income Tax clearance certificates or returns and Bank details must be submitted to the Office of The Chairman, GATE-JAM, IIT Kharagpur, as per existing guidelines in vogue, before submission of final bill for payment, if not submitted earlier. Submission of PAN and Xerox copy of the PAN card is must.
10. **Payment:** Payment will be made after successful supply by e-payment, normally within 30 days from the date of receipt of bill or of the stores in good order and condition, whichever is later. Payments will however be made electronically by e-transfer, for which the supplier must provide their bank account number, bank address/branch details/branch code and IFSC code.
11. **Rejection of Offer:** The Institute reserves the right to ignores or reject any offer including the lowest without assigning any reason. The Institute does not bind itself to accept the lowest offer.

Dispute: In case of dispute, the matter shall be settled mutually, failing which the decision of the Director, IIT Kharagpur shall be final and binding on the bidders.

INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

ANNEXURE – III

FORMAT FOR PRICE BID

Sub: Procurement of Travel Bags, GATE-JAM Office, IIT Kharagpur

1. Name of Firm/Bidder:
2. Address:.....
3. Phone/ Fax/ Mobile/ Email:

The financial bid has to quote **in INR inclusive of all statutory taxes and other charges (if any).**

SUMMARY OF RATES:

Sl. No.	Item	Cost inclusive of all taxes per Bag (Rs.)
1.	Travel Bag Make: Product Code:	MRP: Rs. ----- (A) Discount: Rs. ----- (B) ----- Offer Price :Rs.----- (X = A-B)
	Offer Price per Bag	In Figure----- (X) In words----- (X)

Signature and seal of the Bidder