

No Tender Form Fee



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान  
NATIONAL INSTITUTE OF FASHION TECHNOLOGY

**NATIONAL INSTITUTE OF FASHION TECHNOLOGY, BENGALURU.**

**ईप्रक्रिया निविदा सूचना-**  
**LIMITED TENDER NOTICE**

**"टेबल टॉप लूम और लूम स्टैंड की आपूर्ति" के लिए निविदा दस्तावेज**  
**TENDER DOCUMENT FOR**  
**"SUPPLY OF TABLE TOP LOOMS AND LOOM STAND"**

Tender No. 05/Looms/5740/TD Dept./Infrastructure

Time schedule for tender process

Date of publication	05-11-2021 at 11.00 am
Tender document available	05-11-2021 at 11.30 am
Bid submission start date	05-11-2021 at 12.00 pm
Last date / time for download	25-11-2021 up to 2.00 pm
Last date for submission of filled in tenders	25-11-2021 up to 3.00 pm.
Time and date of the opening tenders	25-11-2021, 03.30 pm.
Date and Time of the opening Financial Bids	will be notified to the technically qualified

**Note: This tender document contains 21 pages.**

**NIFT CAMPUS, C.A. Site No. 21, 16<sup>th</sup> Cross, 27<sup>th</sup> Main Road, Sector – I,  
H.S.R. Layout, Bengaluru – 560 102, Phone: 91-80- 2255 2550 to 55**

E-mail: [admin.bengaluru@nift.ac.in](mailto:admin.bengaluru@nift.ac.in)

Web: <http://www.nift.ac.in/bengaluru/businessopportunities.html>

## **PREAMBLE / INTRODUCTION**

National Institute of Fashion Technology (NIFT) is a premier educational institution set up under an Act of Parliament and functioning under the aegis of the Ministry of Textiles, Govt. of India. The Bengaluru Centre has been set up since August, 1997 with undergraduate and post graduate programmes.

## **TENDER NOTICE:**

**NIFT invites Limited tender under Two Bid systems for Supply of Table Top Looms and Loom Stand** to NIFT Bengaluru as per the quantity and specification mentioned in the Annexure III. The tender bids duly-filled in all respects enclosing necessary documents to **NIFT CAMPUS, C.A. Site No. 21, 16<sup>th</sup> Cross, 27<sup>th</sup> Main Road, Sector – 1, H.S.R. Layout, Bengaluru – 560 102, on or before 3.00 PM, 25<sup>th</sup> November, 2021.**

## **1. ELIGIBILITY CRITERIA**

The Tenderer must fulfill the following eligibility conditions:

- i) **Table Top Looms and Loom Stand Manufacturers** or their Authorized Agents or any **Loom** Supplier is eligible to apply.
- ii) Tenderer's sales turnover should not be less than **Rs.5.00 Lakhs (Rupees Five Lakhs)** per annum in the past two years in the sale of same or similar Items/equipment. The tenderer should submit copies of supporting documents to prove the condition.
- iii) The tenderer should not have been blacklisted by any State Government/Central Government and/or any Central PSU. Declaration to this effect should be furnished in the Technical Bid. (Annexure IV).

## **2. SUBMISSION OF BIDS through E-Portal:**

A. Tender should be submitted the following separately.

- i) Technical Bid (Annexure – I to V)
- ii) Price Bid / BOQ. (Annexure – VI)

B. Tender should be submitted in the prescribed Tender Document only.

- i. The interested Agency should submit their filled in tender and the bids along with copies of all the relevant certificates, documents, etc. in support of their Technical Bids & Price Bids to NIFT Bengaluru from **05-11-2021 to 25-11-2021 up to 2.00 pm.**
- iv. Tender documents is also available for viewing on the “tenders” link of the NIFT website <http://www.nift.ac.in/bengaluru/businessopportunities.html>
- v. Original Tender Document duly signed & stamped on all pages of tender

documents as acceptance of tender conditions along with Technical Bid form with all relevant documents with self-attestation to be enclosed

vi. Evidence of successful completion of at least 3 (three) orders.

vii. **In case of any clarification required relating to this tender, the same can be sought from the NIFT Officials by email: Ms. Monika .A.N, Assistant Professor and her email id - [cc.td.bengaluru@nift.ac.in](mailto:cc.td.bengaluru@nift.ac.in)**

### **3. DUE DATE & TIME**

Tender document is available in <http://www.nift.ac.in/bengaluru/businessopportunities.html> as mentioned in the Tender schedule at **Page No.1**. The filled in tenders should be submitted before the due date and time as mentioned in the tender schedule (Page No.1). The tender covers will be opened at **3.30 pm on 25-11-2021**. If the last day happens to be a holiday, the tender will be opened on the next working day at the same time.

### **4. EARNEST MONEY DEPOSIT (EMD)**

The EMD should be enclosed for sum of **Rs.18,400/-**. Demand Draft (DD) in favour of NIFT, payable at Bengaluru as the non-interest-bearing Earnest Money Deposit.

- I. Cheque will not be accepted towards Earnest Money Deposit.
- II. Tender document without EMD shall be rejected.
- III. For exemption of EMD, supporting documents should be attached (copy of valid MSME/NSIC registration certificate).
- IV. The Earnest Money Deposit/Security Deposit will be forfeited if:**
  - a) Tenderer withdraws his tender or backs out after acceptance.
  - b) Tenderer fails to remit the Security Deposit.
  - c) Tenderer violates any of the conditions prescribed in the Tender Document.
  - d) Tenderer revises any of the terms quoted, during validity period.

### **5. REFUND OF EARNEST MONEY DEPOSIT**

The Earnest Money Deposit of the unsuccessful tenders will be returned to their bank account, after the acceptance of the successful tender.

### **6. SUBMISSION OF TENDER - TWO COVER SYSTEM**

#### **I. TECHNICAL BID**

The Technical Bid as prescribed should be filled up along with necessary enclosures specified.

**The Technical Bid should contain the following:**

- I. EMD for sum of **Rs.18,400/-** by Demand Draft [DD. in favour of NIFT, payable at Bengaluru].
- II. Documentary proof for the constitution of the tenderer firm with details of the name, address, telephone number, mobile phone number, e-mail address and website address if any of the tenderer should be furnished.
- III. Documentary proof of the capacity to supply the required quantity. For this purpose, Annual Turnover statement, Annual Report and Balance Sheet for the last **two years viz., 2018-19 & 2019-20** duly attested by a qualified Chartered Accountant should be submitted (Annexure II).
- IV. Duly attested Copy of PAN card.
- V. Copy of Income Tax return filed last two years in respect of Indian Tenders.
- VI. Duly attested copies of valid General as well as GST certificate.
- VII. Details of Standard & other Accessories offered as specified in Annexure III.
- VIII. Declaration duly signed by the tenderer (Annexure IV)
- IX. **Illustrated** pamphlets containing all the Technical Details, Specification of the tendered item should be enclosed along with the tender from. Failure to attach the detailed pamphlet, brochure, and drawing may result in the rejection of tender.
- X. Credentials of the tenderer with experience in supply of same or similar items/ Equipment in the last 03 years in the following format.

Sl. #	Year	Date of Receipt of order	Name of the company / Govt. department	Value of order	Whether full supply was made within the time stipulated, if not, give details of delayed offers and reasons thereof.
1					
2					
3					
4					
5					

**7. If the tenders are not attached the above will summarily be rejected.  
Annexure – I to V should be attached in the Technical Bid.**

## **8. PRICE**

Basic unit Price which shall be quoted per item as listed in the tender (Annexure VI), shall be inclusive of all other charges to NIFT Bengaluru. Price should be quoted as per the columns mentioned in Annexure VI. The rates should be indicated clearly both in figures and in words. If there is any variation between the rates in Figures and words, the lower rate will be taken for evaluation.

The rate quoted shall be inclusive of the rate of all accessories specified in Annexure –III and no separate rate should be quoted for such accessories.

1. Unit Rate should be quoted in Indian Rupees only.
2. Validity of the rates quoted in the Tender will be up to **2 months** from the date of opening of the Tender.
3. Rates should be quoted only for one model for a single item / for a particular item. If the tenderer quotes rate for more than one model, the Tender will be liable for rejection.

## **9. DETAILS TO BE FURNISHED AND MODE OF PRESENTATION**

- a) The Tenders should contain all particulars like the name and address of the Tenderer as per the format given in Part – 1, Page No.10 (**Technical Bid**)
- b) The Price details must be quoted in the PRICE BID only as per format and incomplete details on the above will be treated as non-responsive offer and the tender is liable for rejection. **The rates should be valid for 2 months from the date of opening of the Tender.**
- c) The Rates should be quoted for each item as per specifications given and it should be indicated clearly both in words and Figures. The tenderer with full signature should attest any scoring or overwriting. The rate quoted should not be subjected to any price variation clauses. If there is a variation between the quote in figures and in words, then the lower amount will be taken as the correct quote. Any confusion in the price bid will make it liable for rejection by the evaluation committee.
- d) Leaflets and specifications of quoted items should necessarily accompany the offer.

## **10. CERTIFICATES: Warranty / Guarantee Certificate**

Tender should furnish one-year warranty / guarantee and free service from the date of installation.

## **11. OPENING OF TENDER AND EVALUATION THEREON**

The filled in tenders received up to **3:00 P.M.** on the last day as mentioned in the Tender notice and the same will be opened at **3.30 P.M on 25-11-2021.**

The Tenderers are advised to go through all the terms and conditions carefully. Reporting of any corrections or alteration, etc., after submitting the tender, will not be entertained.

1. The Director, NIFT Bengaluru reserves the right to accept the whole tender or any part thereof or reject all the tenders, if the interests of NIFT so require, without assigning any reasons whatsoever and to waive any minor discrepancy in the tenders received.
2. If the successful Tenderer fails to execute the agreement and / or deposit the required security Deposit within the time specified or withdraws the tender after intimation of the acceptance of the tender or fails to comply with the conditions above or owing to any other reason, tenderer is unable to execute the contract, the Earnest Money Deposit / Security amount deposited by tenderer, will be forfeited along with liability for all damages sustained by the NIFT by reasons of such breach including the liability to pay any difference between the rates accepted by tenderer and those ultimately paid by the NIFT for the procurement of the **Table Top Looms and Loom Stand** i.e. Notional loss suffered by the NIFT, such damages, shall be assessed by the Director, NIFT Bengaluru whose decision is final and the amount assessed is recoverable by proceeding under the suitable law.

## **12. TENDER EVALUATION CRITERIA**

Tenderers who satisfy the technical conditions stipulated in the tender document and who have enclosed all the documents / supplied materials required will alone be considered as qualified Tenderers after the technical evaluation. The tenders of such qualified Tenderers alone will be considered for "Opening the Price Bid". **Lowest unit price quoted for individual items mentioned in Annexure VI shall be criteria for selection.** However, NIFT reserves the right of placing the orders to any of the Tenderers.

## **13. ACCEPTANCE OF TENDER**

The Purchase Order will be issued to the successful tenderer by the Director, NIFT Bengaluru.

## **14. EXECUTION OF AGREEMENT AND PAYMENT OF SECURITY DEPOSIT**

1. The conditions stipulated in the tender form should be strictly adhered to and any violation of any of the conditions will entail termination of the contract without prejudice to the NIFT Bengaluru to recover any consequential loss from the successful Tenderer.
2. The successful tenderer will be required to remit within five days from the date of receipt of communication intimating them of the acceptance of the Tenders, the security deposit equivalent to 3% (Due to Covid-19 - it is 3 %) value of the total purchase orders placed with the firm by way of Bank Guarantee or Demand Draft /Bankers Cheque drawn on any Nationalized Bank and payable to NIFT Bengaluru. If the accepted Tenderer fails to remit the Security Deposit within the above said period, the Earnest Money Deposit remitted by him shall be forfeited to NIFT Bengaluru and his Tender will be held void.

3. The Security Deposit will not bear any interest. The Security Deposit furnished by the Tenderer in respect of his tender will be kept as Performance Security Deposit.
4. The Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.
5. EMD will be refunded to the successful bidder on receipt performance security.

#### **15. FORFEITURE OF EARNEST MONEY DEPOSIT**

If the Successful Tenderer (referred as "Tenderer") fails to act according to the tender conditions or backs out after the tender has been accepted, the EMD will be forfeited by NIFT Bengaluru.

#### **16. VARIATION IN QUANTITIES**

The Director, NIFT Bengaluru reserves the right to accept the tender either in full or in part and either to increase or to decrease the quantities to the extent of twenty five percent (25%) indicated in the tender schedule, unless qualified by the specific limitation of the tender.

#### **17. RELEASE OF PURCHASE ORDER**

1. It is not binding on the part of the Director, NIFT Bengaluru to accept the lowest or any other tender and Director reserves the right to reject or accept any tender fully or partly or retender. The Director, NIFT Bengaluru reserves the right to accept and place the supply orders to the successful tender/ tenderer.

2. The Director, NIFT Bengaluru also reserves the right to relax or waive any of the tender conditions and reject the tender if any one of the conditions

#### **18. EXECUTION OF PURCHASE ORDER**

The tenderer should nominate and intimate to NIFT Bengaluru his authorized representative specifically to handle the purchase order from NIFT and ensure that he fully familiarizes himself with the terms and conditions of the Tender, Purchase Order and the Guidelines, and is responsible to effectively execute the Purchase Order complying with all the terms and conditions

#### **19. DELIVERY**

- a) The **Table Top Looms and Loom Stand** should be delivered to NIFT Bengaluru **within 75 days** from date of receipt of purchase order.
- b) The **delivery schedule should be adhered to strictly**. If the tenderer fails to complete the supply within the stipulated time, the order for the Supply and Installation **of Items and necessary Accessories** will be liable to be cancelled. In such a case, the Security Deposit will be forfeited.



- c) In order to take care of the situation arising out of the failure of the tenderer to supply as per the schedule and quality and norms, the orders placed with such tenderer will be cancelled with sufficient cause.
- d) Delivery of goods shall be made by the tenderer at NIFT Bengaluru in accordance with the terms specified by NIFT, Bengaluru.

## **20. ASSEMBLING AND INSTALLATION**

1. The installation/assembling of **Table Top Looms and Loom Stand** should be done within 15 days from the date of receipt of items at the National Institute of Fashion Technology, Bengaluru.

2. The above items need to be transported, delivered, Installed, erected & commissioned with exhaust system (relevant fittings & fixtures are to be supplied & fitted along with labour) at any floor of NIFT Bengaluru without any additional cost. Complete training to be provided for minimum of 2 full days & maximum as per need.

## **21. PAYMENT TERMS**

Payment will be made within 30 days after satisfactory supply/installations of the items.

## **22. JURISDICTION FOR LEGAL PROCEEDING**

Suit or any legal proceedings in regard to this matter arising in any respect under this contract shall be instituted in any court in Bengaluru only.

## **23. PENALTY**

In the event of failure of the successful tenderer to deliver the items within the stipulated time, without prejudice to other remedies under the contract a penalty equivalent to 0.5% (Half Percent) of the value of delayed goods will be levied per week with a maximum of 5% of the contract value. If requested by the tenderer, it is the discretion of the Director, NIFT, Bengaluru to grant extension of time with penalty/without penalty and to purchase the stock from any other source at the prevailing market rate at the risk and responsibility of the successful tenderer and to claim any loss sustained by NIFT, BENGALURU in the transaction from the tenderer besides forfeiting Earnest Money Deposit and Security Deposit.

## **24. REJECTION CRITERIA**

Tenders with incomplete information subjective and conditional offers as well as partial offers will be liable for rejection.



**25. GENERAL**

The tenderer should enclose, proof for carrying out supplies, as specified, to various customers during the **last two years, i.e. 2018-19 & 2019-20** turnover details and financial statement, major purchase order copies and acceptance certificate by customers in the Technical Bid.

**26. SAVING CLAUSE**

A. In case any doubt arises on interpretation or otherwise of any point in this tender document, NIFT shall be referred to for clarification.

B. At any time after the issue of the tender documents and before the opening of the tender, the Tender Inviting Authority may make any changes, modifications or amendments to the tender documents will be uploaded as Corrigendum in NIFT, Bengaluru website - Web: <http://www.nift.ac.in/bengaluru/businessopportunities.html>

**PART – I TECHNICAL BID**

Name of the Tenderer : \_\_\_\_\_

Name of the Firm/Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Pin Code No.: \_\_\_\_\_

Tel. No. : \_\_\_\_\_

Mobile No. : \_\_\_\_\_

Email. : \_\_\_\_\_

Status of the Company : \_\_\_\_\_

(Pls. Tick mark as applicable): Proprietor/Partnership/Company

S.N	Particulars	Proof enclosed Yes / No
1	Copy of Shop and Establishment	
2	Copy of Firm / Company Registration	
3	Copy of PAN Card	
4	Copy of GST Registration	
5	Copy of Annual turnover - 2018-19 and 2019-20	
6	Copy of IT return for the Financial years-2018-19 and 2019-20	
7	List of Clients	
8	Illustrated pamphlets containing all the Technical Details, Specification of the tendered item should be enclosed along with the tender.	
9	This tender document contains <b>21 pages</b> and bidders are requested to sign on all the pages. The Technical bid & the Price bid should be submitted separately.	

**Note: Enclosures should be enclosed in Technical bid, otherwise tender will be rejected**

**UNDERTAKING**

I hereby undertake that the information provided above and elsewhere in the tender is true and the tender is liable to rejection, if the same is found to be false or the information is found to have been suppressed by me.

Further, we agree to provide minimum one-year free service from the date of **Supply and Installation of Table Top Looms and Loom Stand.**

**Signature with full name & Seal of the Tenderer**

**Place:**

**Date:**

**Mob:**

**ANNEXURE – I**

**EARNEST MONEY DEPOSIT (EMD) PAYMENT PARTICULARS (Demand Draft):**

Sl. #	D.D. No.	Date	Name of the Bank, Branch and Place	Amount
1				

**UNDERTAKING**

I/We, ..... hereby declare that the particulars furnished by me/us in this offer are true to the best of my/our knowledge and I/We understand and accept that, if at any stage the information furnished by me/us are found to be incorrect or false, I/We am/are liable for disqualification from this tender and also liable for any penal action that may arise due to the above, besides being black listed.

Seal and Signature

Date:

Place:

Seal and Signature

**ANNEXURE – II**

**TURN OVER DETAILS**

As per the tender eligibility criteria, the sales turn-over should not be less than **Rs. 5 Lakhs (Rupees Five Lakhs only) per annum** in the past two years. These turn-over details will have to be substantiated with the appropriate documentary evidences duly enclosed.

The last two years sales turn-over details are furnished as follows.

Name of the Company / Firm:

Sl. #	Financial Year	Turnover (Rs. In Lakhs)
1	2018-19	
2	2019-20	

Proof of the above sales turn-over details should be furnished in the form of audited balance sheets of the tenderer. In case the Audited balance sheet is not ready, financial statements duly authenticated by the qualified Chartered Accountant should be enclosed.

Seal and Signature

Date:

Place:

Seal and Signature

**Annexure III**

**Table Top Looms and Loom Stand**

<b>SI No</b>	<b>Item/Instrument / Machines</b>	<b>Quantity</b>	<b>Specifications</b>
01	<b>Table Top Loom with Stand</b>	05	Table Top loom with extra beam and all accessories Width: 20 to 24 inches Shaft: 16 Nos Second beam facility Reed: 1 Healds haft lifting lever: Front side type Lease rod-4 No Shuttle- 1 Big & 1 Small Drawing Hook-1 For more details pls check picture
02	<b>Loom Stand for existing Table Top Looms</b>	34	Loom stand made up teak wood Length- 40" Width – 26 " Height- 24" For more details pls check picture

**Table Top Loom with Stand - Required Quantity – 5 Nos**





## **Table top loom with stand Specification**

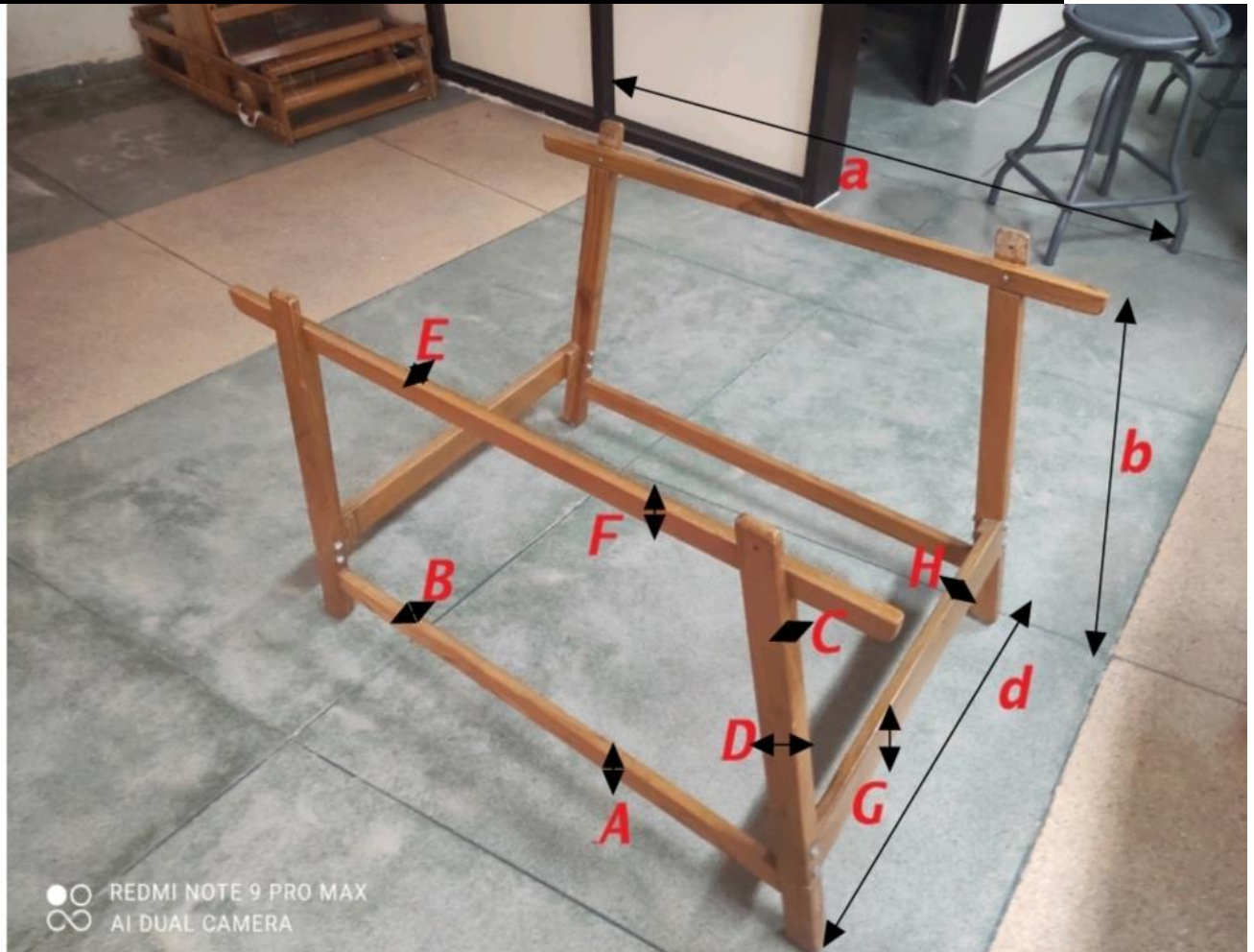


<b>K</b>	<b>40.50 inch</b>	<b>O</b>	<b>24.00 inch</b>
<b>L</b>	<b>10.00 inch</b>	<b>P</b>	<b>12.00 inch</b>
<b>M</b>	<b>26.00 inch</b>	<b>Q</b>	<b>16 shaft loom</b>
<b>N</b>	<b>22.00 inch</b>		

**Loom stand for existing table top loom Required Quantity – 34 Nos**



### **Table top loom stand for existing looms - Specification**



<b>a</b>	40.00 inch
<b>b</b>	30.00 inch
<b>d</b>	27.00 inch
<b>A</b>	1.75 inch
<b>B</b>	0.75 Inch
<b>C</b>	1.25 inch
<b>D</b>	1.75 inch
<b>E</b>	0.75 inch
<b>F</b>	1.75 inch
<b>G</b>	2.75 inch
<b>H</b>	0.75 inch

**ANNEXURE – IV**

**DECLARATION**

I/We having our office at declare that I/we have never been blacklisted by any State Government/Central Government or any State/Central PSU.

Signature :

Name :

Designation :

Name of the Agency :

Address of the tenderer :

Seal of the tenderer:

Date:

Place:

**ANNEXURE – V**

**PRICE BID CERTIFICATION**

To  
The Director  
NIFT, Bengaluru

I/We.....of

.....  
.....  
.....

hereby contract and agree on the acceptance of this tender by The Director, NIFT, Bengaluru to **Supply of Table Top Looms and Loom Stand** in accordance with the terms and conditions of contract stated in the tender document, the goods hereunder named of the quality and sort and at the rates or price specified in Annexure – VI.

Signature :

Name :

Seal of tenderer :

Date:

Place:

Seal and Signature

**ANNEXURE – VI**

**PART – II PRICE BID (Submit separately)**

Sl. No.	Items required As per Annexure – III <b>Page Nos from 14 to 18</b>	Total Qty.	Rate per Unit Rs.	Delivery, Installation, Transport, labour, training and all other charges per unit Rs.	GST (%)	Total  Rs.
1	Table Top Loom	5 Nos.				
2	Loom stand for existing table top loom	34 Nos.				
Grand Total						

**Total amount in words:**

.....  
 .....

**The above Total amount mentioned is inclusive of all tax, installation, labour, transportation and other charges if any**

**Place:**

**Date:**

**Mob:**

**Seal & Signature**