



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, शिलांग

**NATIONAL INSTITUTE OF FASHION TECHNOLOGY SHILLONG**

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)

**EXPRESSION OF INTEREST (EOI)**

**For**

**Repairing of the fencing Wall Adjacent to the Water Pumps House in NIFT Shillong Campus, Umsawli Mawpat.**

**File Reference No. : 11089(16)/Build/NIFT SHL/MGCC/Estimates/Permanent campus/2012 /part-XVI/4**

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**Pre-Qualification of Contractors for Civil Repairing Works  
at the NIFT Shillong campus, Umsawli Mawpat.**

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NAME OF CONTRACTOR: \_\_\_\_\_

ADDRESS OF CONTRACTOR: \_\_\_\_\_

DATE OF SUBMISSION OF EOI: \_\_\_\_\_

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## 1. Introduction:-

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides fashion business education across the country through its network of 17 campuses. It provides 4-year under graduate (UG) programmes in design and technology, 2-year post graduate (PG) programmes in design, fashion management & fashion technology and short duration education programmes to address the specialized needs of professional and students in the field of fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Panchkula Patna, Raibareli, Shillong and Srinagar.

## 2. NOTICE INVITING EXPRESSION OF INTEREST (EOI)

National Institute Of fashion Technology Shillong campus,  
Umsawli, New Shillong:- 793012

**EOI Notice No: 11089(16)/Build/NIFT SHL/MGCC/Estimates/Permanent campus/2012 /part-XVI/4**

**Expression of Interest** are invited from Class – I and Class – II class-III category Civil Contractors of PWD, CPWD, PHE, MES, capable / experienced Civil Contractors having previous experience in any 'Civil Construction works with GST certificate etc. to be submitted in sealed envelopes.

### a. Name of The Work:

Civil Repairing Works of the Fencing wall at the NIFT Shillong Campus, Umsawli Mawpat

### b. Location:

**Umsawli, Mawpat, East Khasi Hills District, New Shillong -793012**

### c. Experience In Similar Types Of Works:

Experience of having successfully completed similar type of works during last 2 (Two) Years.

### d. Average Annual Turnover:

Average annual financial turnover during the last 2 years, ending 31st March of the previous financial year, should be at least 5 lacs annually.

### e. Time of Completion of the works:

1 (One ) months

### f. Availability of EOI Document:

The EOI Document (Pre-Qualification Document) should be downloaded from the Institute website [www.nift.ac.in/shillong](http://www.nift.ac.in/shillong) from 8.05.2021 to 18.05.2021.

### g. Date & Place of Submission of EOI:

Upto **18.05.2021 at 11.00 AM** in the tender box at NIFT Shillong, Umsawli Mawpat. EOI Addressed To:

**The Director,  
National Institute Of Fashion Technology,  
Shillong Campus, Umsawli, Mawpat  
New Shillong -793012**

**h. Pre-Bid Meeting:**

Pre-Bid meeting will be held on **12.05.2021** at **2.00 PM** in the meeting room at the Administrative Section for Any query related to work will be accepted by the office upto the **16.05.2021**.

**i. Opening Of EOI:**

**Pre-Qualification Documents** will be opened on **18.05.2021** at **2.00 PM** at the meeting room in the administrative section. Fulfilling all the requirement criteria in accepting the terms and conditions of Pre-Qualification Documents will be called to participate in Financial Bidding process.

**j. Mode of Submission of EOI:**

The EOI should be submitted complete with all required documents as prescribed herein and credentials in the Tender Box kept at the National Institute Of Fashion Technology, Shillong Campus, Umsawli Mawpat, New Shillong-793012, in a sealed envelope superscribed with Name of work, Notice inviting EOI No, Date & time of Submission & Opening, Name & Address of the Bidder containing Covering Letter, downloaded EOI document booklet with EOI Notice, Details to be typed in office letterhead as per given Annexures and Proformas, Clarification. If Any To Be Obtained From The Office:-

Assistant Director,

NIFT, Shillong Campus, Umsawli Mawpat

New Shillong-793012

**Tel:** 0364230808.

The National Institute of Fashion Technology, Shillong Campus reserves the right to issue, accept or reject any EOI or part thereof without assigning any reason whatsoever. The notification of opening award of contract will be made in writing to the successful tenderer by the Central Bank of India

Assistant Director,

NIFT Shillong Campus,

New Shillong-793012

### 3. PREREQUISITES

#### a. Eligibility Criteria:

- 1 The Bidder can be Registered Contractor/Firm registered / incorporated in PWD/CPWD/PHE/MES/ at least the following criteria and must also submit documentary evidences in support of fulfilling these conditions. **Joint Venture or Consortium in any form is not allowed.**
- 2 The Bidder should be in existence for the last **5 (five) years**.
- 3 The Bidder must bid for all the works to be mentioned in the financial bid documents. Partial bidding would disqualify the bidder.
4. Average annual financial turnover during the last 2 years, ending 31st March of the previous financial year, should be at least 5 lacs per annum.

#### b. Documents Establishing Qualification Eligibility:

- 1 In case the bidder is a registered society – certified copy of Registration Deed with objects of constitution of society.
- 2 In case of proprietary concern – documents authenticating the same

#### c. List of Documents to Be Submitted:

Certified copies of documents submitted, as above, must be signed in ink and carry the seal of the signatory.

- 1 List of present Owners.
- 2 Copy of valid Trade License From KHACDC
- 3 Copy of valid Class – I or Class – II and III Enlistment Certificate of Contractor of PWD, CPWD, MES, PHE
- 4 Copy of Income Tax Permanent Account Number (PAN) card
- 5 Copy annual Turnover filed in last 2 years
- 6 Copy of GST
- 7 CA Audited Balance Sheet and Income statement for the preceding two years, duly signed in ink by the authorised signatory of the bidder and his / her auditor
- 8 Credentials (completion certificates of earlier projects as mentioned in the Notice Inviting EOI)
- 9 Any other Documentary evidences (signed in ink by authorised signatory) providing that bidder fulfils the eligibility criteria
- 10 General information / profile on the Bidder's company.

#### d. Instructions to Bidder:

- 1 EOI Document (Pre-Qualification Documents) should to be downloaded from the Institute website: - [www.nift.ac.in/shillong](http://www.nift.ac.in/shillong)
- 2 The completed EOI Document (Pre-Qualification Documents) in ORIGINAL should be submitted in the TENDER BOX kept at NIFT Shillong Campus at the address given in the EOI Notice.
- 3 The EOI Document should be sealed in an **envelope** superscripted as Pre-Qualification Documents.
- 4 The EOI Document should be addressed to the **Director ,NIFT Shillong Campus**
- 5 Transfer of EOI Documents downloaded by one intending Bidder to another is not permissible.
- 6 The Bidder's name and address should also be put on the envelope.
- 7 Bidder should ensure that their EOI Documents are received before the date and time specified in the Notice Inviting EOI.

- 8 The Bidder is required to check the numbers of the pages in the original and duplicate EOI Documents and should any page found missing, he must inform the institute at once and have the same rectified before submission.
- 9 Should the Bidder be in doubt about the precise meaning of any item or any provision or if he wants any clarification, he must inform the client before submission.
- 10 In case any discrepancy in interpretation, 'English' language will be preferred.
- 11 No claim shall be allowed in respect of errors in the Bidder's EOI due to any mistake in the EOI Document.
- 12 All prospective bidders are advised to refer to the Institute website for any update / additional information, before submission of their bids.
- 13 Bidder is requested to put his firm's endorsement on each page of the EOI Document as a token of acceptance.
- 14 The EOI Document shall not be witnessed by a Contractor or Contractors who himself / themselves has / have participated for the same work. Failure to observe this condition would render EOI of the Contractors tendering as well as witnessing the EOI liable to summary rejection.
- 15 Bidder should fill in all the relevant blanks spaces and put their signature in the relevant places indicated in the documents.
- 16 All corrections and overwriting, if any shall be authenticated suitably.
- 17 No alterations or additions are to be made by the Bidder to the texts in the EOI Document. Violation of this instruction will attract rejection of the EOI at the discretion of client.
- 18 The unsealed EOI Documents, applications not superscribed as the prescribed EOI Document, conditional and unsigned EOI, EOI that are incomplete or otherwise considered defective are liable to be rejected.
- 19 The sealed envelope shall be opened at the specified time in the presence of the Bidder's accredited representatives, if they desire to attend.
- 20 After opening the sealed EOI Documents, no unsolicited correspondence / revised offer whatsoever may be in nature, shall be entertained by the Institute.
- 21 Applicants should note that their EOI should remain open for consideration for a minimum period of **90 (ninety )** days from the date of the opening of EOI.
- 22 The NIFT Shillong Campus, reserves the right to accept any EOI or accept EOI in part or to reject any or all EOI without assigning any reasons thereof and will not be liable to offer any explanation whatsoever.
- 23 Bidder is requested to note that non-compliance of the above instructions is liable to render their EOI non- bonafide.
- 24 The clause of Notice Inviting EOI prevails over General Conditions and Special Conditions of Financial Bid Document to be issued to Qualified Contractors.
- 25 The brands / manufacturer's name appearing anywhere in this EOI document is for the purpose of reference only.

### 3 GENERAL RULES AND INSTRUCTIONS

- 1 EOI are hereby invited National Institute of Fashion Technology, Shillong Campus for Civil Repairing Works of the fencing wall adjacent to the water pump house at the NIFT Shillong Campus
- 2 EOI document should be downloaded from the institute website [www.nift.ac.in/shillong](http://www.nift.ac.in/shillong)
- 3 The site for the work will be made available to the contractor in its present conditions. No space other than the above site can be made available to the contractor for site office, labour camps, storage etc.
- 4 EOI on the prescribed format are to be addressed & submitted to the **Director, NIFT Shillong Campus, Umsawli Mawpat, New Shillong 793012** upto **11.00 AM** on **18.05.2021** in a sealed envelope. The EOI should be submitted in a sealed envelope superscribed with Name of work, Notice Inviting EOI No, Date & time of Submission & Opening, Name & Address of the Bidder containing Covering Letter, downloaded EOI document booklet with EOI Notice, Details to be typed in office letterhead as per given Annexures
- 5 The EOI will be opened at about **2 P.M.** on **18.05.2021** in presence of tenderers. The tenderers shall depute their authorized representative/s to be present at the time of opening of EOI.
- 6 The time allowed for the carrying out of the work will be **1 months** after the date of written orders to commence the work, or from the date of handing over the site whichever is later.
- 7 All corrections shall be attested by the initials of the tenderers with the seal of the firm.
- 8 The acceptance of a EOI will rest with the NIFT Shillong Campus, which reserves to itself the authority to reject any or all of the EOI received and to place order on one or more firms without the assignment of a reason. All EOI in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
- 9 Canvassing in connection with EOI is strictly prohibited and the EOI submitted by the contractors who resort to canvassing will be liable to rejection.
- 10 On acceptance of the EOI, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Owner/ Architects shall be communicated to the owner.
- 11 The contractor shall give a list of his relatives working with the institute along with their designations and addresses..
- 12 The EOI for works shall remain open for acceptance for a period of **90 days** from the date of opening of EOI.
- 13 The EOI documents for the work shall not be witnessed by a contractor or contractors who himself / themselves have / have tendered for the same work. Failure to observe this condition would render EOI of the contractors tendering as well as witnessing the EOI liable to summarily rejection.

The Assistant Director,  
NIFT Shillong Campus,  
UmsawliMawpat.

**4 FORM OF APPLICATION FOR PREQUALIFICATION**

**The Director,  
National Institute Of Fashion  
Technology, Shillong Campus,  
Umsawli Mawpat,  
New Shillong:-  
793012**

**Sub:** Civil Repairing Works of the Fencing wall adjacent the water pump house in NIFT Shillong Campus.

Dear Sir,

- 1 I / We have read and understood the instructions and the Terms & Conditions mentioned in the EOI Document (Pre-Qualification Document).
- 2 I / We do hereby declare that the information furnished in the application and the supplementary sheets are correct to the best of my/ our knowledge and belief.
- 3 I / We authorise NIFT Shillong Officials to approach our employers clients, corporation, organisation, etc to verify the facts submitted by me/ us.

Yours faithfully,

**Name of the Applicant:**

**Signature of the Applicant:**

**Designation:**

**Address:**

**Place:**

**Date:-**



**Details of Registration****Annexure-I**

SL. NO	NAME OF ORGANISATION / DEPARTMENT	REGISTRATION NO	DATE / YEAR OF REGISTRATION	ENCLOSED PROOF	
				Yes	No
1	Registrar of firms/proprietorship				
2	GSt Registration				
3	PAN Registration				

Place:

Signature:

Date:

Name:

**Financial Status****Annexure-II**

<b>SL NO</b>	<b>FINANCIAL YEAR</b>	<b>TURNOVER OF THE FIRM (IN RS. LACS)</b>	<b>PROFIT / LOSS</b>	<b>ENCLOSED CERTIFIED COPIES OF AUDITED BALANCE SHEETS / CHARTERED ACCOUNTANT'S CERTIFICATE.</b>	
				<b>YES</b>	<b>NO</b>
1	2018 – 2019				
2	2019 – 2020				
	Average turnover of last 2 years		furnish copies of audited Balance Sheet and Profit & loss account (audited) for the last 2 (two) years		

Place:

Signature:

Date:

Name:

**5 PROFORMAS****Proforma- 1: Particulars In Respect Of Work Executed (to Be Filled In Office Letterhead)**

SL NO	NAME OF THE WORK/ PROJECT EXECUTED WITH ADDRESSES	SHORT DESCRIPTION OF WORK EXECUTED	NAME AND ADDRESSES OF OWNER AND CONSULTANT	VALUE OF WORK EXECUTED	STIPULATED TIME OF COMPLETION	DATE OF COMMENCEMENT	DATE OF COMPLETION	ANY OTHER RELEVANT INFORMATION
	1	2	3	4	5	6	7	8
1								
2								
3								
4								

**Note**

- The contractor shall mention only those works executed during last 2 years which fulfils the eligibility criteria on this page.
- The list is to be substantiated with the documentary evidence such as work order and completion certificates in absence of which the application is liable to be rejected.
- Other works should be mentioned on separate sheet.

Place:

Signature:

Date:

Name:

**Particulars In Respect Of Work in Hand (to Be Filled In Office Letterhead)**

SL NO	NAME OF THE WORK/ PROJECT EXECUTED WITH ADDRESS	SHORT DESCRIPTION OF WORK EXECUTED	NAME AND ADDRESS OF OWNER AND CONSULTANT	VALUE OF WORK EXECUTED	STIPULATED TIME OF COMPLETION	STATUS OF WORK	ANY OTHER RELEVANT INFORMATION
	1	2	3	4	5	6	7
1							
2							
3							
4							

Place:

Signature:

Date:

Name:

**6 LIST OF DOCUMENTS ENCLOSED WITH APPLICATION FORM**

SL. NO	NAME OF ORGANISATION / DEPARTMENT	ENCLOSED	
		Yes	No
1	Status of the Firm / Proprietor Registration certificate		
2	GST Certificate.		
3	PAN certificate		
4	KHADC Trade License certificate(ST Certificate for Tribal)		
5	CA Audited certificate for annual turnover for the last 2 years		
6	Work Experience for the last 2 years certificate		
7	Copies of proof regarding the work executed like work order and completion certificate		

**Note:**

- Please teak the certificates / documents attached.

Place

Signature:

Date:

Name: