

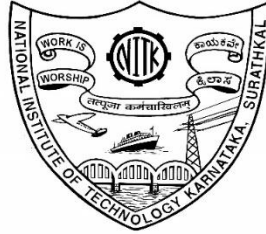
# NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL

POST SRINIVASNAGAR, MANGALURU – 575 025 (D K)

Website: <http://www.nitk.ac.in>

Phone: (0824) 2474000

Fax: (0824) 2474033



## TENDER CUM AUCTION

Tender Notification No:04/NITK/HCC-LIB-SEO/AUCTION/2023-24/B4

Date: 02-02-2024

|  |  |
|--|--|
| Name of Goods  | Auction for sale of unserviceable/ obsolete items  |
| Estimated amount   | ₹ 1,52,940/-   |
| EMD  | ₹ 38,235/-   |
| Bid Document Download Start Date                               | 09/02/2024 @ 5:30PM  |
| e-Bid Submission Start Date                                    | 13/02/2024 @ 5:30PM  |
| e -Bid Submission End Date                                     | 20/02/2024 @ 3.00PM  |
| Address for Submission of Tender                               | <a href="https://eprocure.gov.in/">https://eprocure.gov.in/</a>  |
| Date of opening technical bid                                  | 21/02/2024 @ 3.00PM  |
| Site Visit Date  | 12 <sup>th</sup> and 13 <sup>th</sup> February 2024, 10AM to 3PM.  |
| Contact Details  | <ol style="list-style-type: none"><li>1. Librarian, Central Library, NITK Surathkal<br/>Ph: 0824-2473061</li><li>2. Medical Officer, Health Care Centre, NITK Surathkal<br/>Ph: 0824-2473070</li><li>3. Superintending Engineer, Office of the SE, NITK Surathkal<br/>Ph: 0824-2473028</li></ol> |
| Purchase officer Name and Contact(Related to purchase inquiry) | Assistant Registrar (Purchase)<br>Phone: +91-824-2473096<br>Email: <a href="mailto:pritamabansod@nitk.edu.in">pritamabansod@nitk.edu.in</a>  |

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Website: <http://www.nitk.ac.in>**Tender Notification No: 04/NITK/HCC-LIB-SEO/AUCTION/2023-24/B4****Date: 02-02-2024****NOTICE INVITING e-AUCTION(e-NIA)**

The National Institute of Technology Karnataka, Surathkal (in short – NITK, Surathkal) is an Institute Of National Importance under Ministry of Education Govt of India imparting Technical Education and engaged in Research Activities.

Online Tenders (<https://eprocure.gov.in/>) are invited for the auction of following obsolete/unserviceable items in **two cover system** (i.e., Technical bid and financial bid) subject to the following terms and conditions, from the reputed manufacturers or it's authorized dealers so as to reach this office on or before scheduled date and time. The tender (Technical bid) will be opened online on the due date as mentioned. Bidders can verify their bid status through online portal <https://eprocure.gov.in/>. The financial bid of only such bidders whose technical bid is accepted shall be opened on the same day or later pre-informed date.

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Sd/-  
REGISTRAR

To: 1. The Librarian, Central Library, NITK Surathkal  
2. The Medical Officer, Health Care Centre, NITK Surathkal  
3. The Superintending Engineer, Office of the SE, NITK Surathkal

Copy to: The Registrar,  
Joint Registrar,  
Asst. Registrar (Purchase),  
Assistant Registrar A/cs

## **SECTION 1 A: Instructions for Online Bid Submission**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<https://eprocure.gov.in/eprocure/app>.

### **REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### **SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be

submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

**Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.**

### **SUBMISSION OF BIDS**

1. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

3. Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.

4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using

buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

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9. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

11. The off-line tender shall not be accepted and no request in this regard shall be entertained whatsoever.

12) All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.

13) Any order resulting from this e-tender shall be governed by the terms and conditions mentioned therein.

14) No deviation to the technical and commercial terms & conditions are allowed.

15) The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of the bid

#### **ASSISTANCE TO BIDDERS**

1) Any queries relating to the tender document and the terms and conditions contained there in should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

## **SECTION 1 B: eReverse(Forward) Auction Instructions for Bidders**

1.0 Tender Cum Auction is a combination of Tender Followed by Auction (Reverse / Forward Auction). It is also called as eRA.

2.0 In eRA, Tendering process will be followed as per the instructions given in NIT/Tender Documents. Subsequently, Reverse( or Forward) Auction as the case may be, will be conducted amongst techno-commercially qualified / approved bidders after Opening of Financial/Price Bids' online. The Reverse (or Forward) Auction will be normally initiated after Opening of Price Bids. There will be no participation fees for Auction.

3.0 Only such bidders - who have been found techno-commercially qualified as per requirements of the tender will be permitted to participate in the Reverse (Forward) Auction.

4.0 After opening of the price (financial) bids and System displays L1 (or H1) price based on either over all basis or item wise/lot basis automatically. Using this system provided price, which would be auction start price (can be changed, if required), procuring entity will create Reverse (Forward) Auction and publish the same.

5.0 The Techno-commercially qualified bidders will receive Auction information through SMS & email. The participating bidders get an opportunity to revise their prices (reduce in case of Reverse Auction and increase in case of Forward Auction). It allows bidders multiple opportunities to offer a price.

6.0 Procedure in submission of bids by the bidders during Reverse/Forward auction online.

6.1 Bidders shall login using their login ID & Password and then using DSC.

6.2 Click on My Auctions button given in left side of page, to view Auction details for which Techno-Commercially qualified.

6.3 For participating in Live Auction,

☐ Click on Live Auction Button.

☐ Click on View button to participate in interested Auction.

☐ There is List of qualified Lots in which Bidder can participate against selected Auction. Click on Hammer Icon to participate in the respective lot.

☐ On clicking Hammer Icon, system will show Start price, Decremental (or incremental) price and Current price against lot. Current Price is appears as Blank in case no bidder has offered price.

☐ Enter your Price in 'My Auction Price' in multiples of decremental ( incremental) value up to above (below) Max Seal % value, and then sign it digitally by clicking on Sign Icon and Click on submit button.

☐ System will show your Latest Value / Price Quoted and system will also show Least Amount/ Rate which any Bidder would have quoted.

**7.0 Terms and conditions for Reverse(Forward)Auction are as follows:**

7.1 Reverse(Forward) Auction will be initiated after opening of price bids. The schedule of Reverse(Forward) Auction shall be intimated to the bidders by the system through their registered email and SMS to mobile number.

7.2 Only those bidders whose price bid has been opened by the Tender Inviting Authority shall be eligible

to participate in Reverse(Forward) process. However, in case of in Reverse Auction process, the H1 bidder whose quote is highest during tender will not be allowed to participate as per H1 elimination policy. Similarly, in case of in Forward Auction process, the L1 bidder whose quote is lowest during tender will not be allowed to participate as per elimination policy.

7.3 Bidders are advised to read the 'Reverse(Forward) Auction terms and conditions' details of Reverse(Forward) Auction event carefully, before auction event.

7.4 Reverse (Forward) Auction can be held in two ways as indicated in the tender either on the Total overall cost of items/works or on Item wise/ Lot wise.

7.5 The 'Starting price' i.e. Start price and bid decrement (increment) price for Reverse (Forward) Auction will be decided by the Tender Inviting Authority.

7.6 Bidders shall be able to view the following on their screen along with the necessary fields during Online Reverse Auction:

7.6.1 Current Bid Price in the Auction.

7.6.2 Start Price.

7.6.3 Decrement (or Increment) value.

7.7 The bidding direction in case of Reverse Auction is downward and for Forward Auction is upward.

7.8 In case of Reverse Auction, in order to displace a standing lowest bid and to become "L1", a bidder can offer a minimum bid decrement or in multiples of decremental value up to above Max Seal %. For ex : Current price :- Rs. 49,000 Decrement value :- Rs. 1000 System Defined Maximum Seal % :- 50, in this case a bidder can quote minimum decrement amount as  $Rs\ 49,000 - 1000 = Rs.\ 48,000$  and maximum decrement amount is  $49000 - 24500 - 1000 = 23500 = 24000^*$ . In case of Forward Auction, in order to displace a standing highest bid and to become "H1", a bidder can offer a minimum bid increment or in multiples of incremental value up to or below Max Seal %. For ex : Current price :- Rs. 49,000 Incremental value :- Rs. 1000 System Defined Maximum Seal % :- 50, in this case a bidder can quote minimum increment amount as  $Rs\ 49,000 + 1000 = Rs.\ 50,000$  and maximum increment amount as  $49000 + 24500 + 1000 = 74500 = 74000^*$ . This continues as an iterative process.

7.9 The system will not disclose the name of the L1 (H1) bidder, number of bids and names of the bidders on the portal to anybody prior to the completion of Reverse/Forward auction process.

7.10 There shall be no communication between the Tender inviting Authority and bidders and among bidders.

7.11 Bidders only see the lowest (highest) bid during Reverse(Forward) auction. At no point of time will any bidder see the name of other bidders or the prices of bidders other than the lowest bid.

7.12 After the completion of the online reverse(forward) auction, all bidders who have participated in Reverse(Forward) will see the L1(H1) price in Auction and further processing will be done by Tender Inviting Authority.

7.13 In case of no participation by techno-commercially qualified bidders in Reverse (Forward) Auction, the Tender price bids received during tender will be processed.

7.14 In case of auction on total value of items/works, the successful bidder may be required to submit a letter for price confirmation and rates of individual items/works within stipulated number of days after completion of

Reverse( Forward) Auction event, besides sending the same by registered post / courier to the tender inviting authority.

7.15 Any variation between the final bid value during RA and that in the confirmatory letter forwarded will be advised to re-work and submit.

7.16 Server time shall be the basis of Start Time and Closing time for bidding and shall be binding for all.

7.17 All electronic bids submitted during the reverse(forward) auction process shall be legally binding on the bidder.

7.18 The chronologically last bid submitted by the bidder till the end of the auction will be considered as the valid price bid offered by the bidder and acceptance of the same by Tender Inviting Authority will form a binding contract between Tender Inviting Authority and the bidder for entering into a contract.

7.19 The last successful bid price quoted by bidder will be considered as valid price at any point of time during Auction.

7.20 If a bidder does not submit bid in the Reverse/forward Auction, the price quoted by them in the price bid shall be considered as the valid price of that bidder. The status of the bidder (L1, L2 etc) shall be evaluated considering either the bid price submitted in Reverse/Forward Auction or the price quoted in the price bid, whichever is lower.

7.21 In case of disruption of service at the service provider's end while the Reverse(Forward)Auction is live due to any technical snag or otherwise attributable to the system failure at the server end, Tender Inviting Authority in consultation with Application Administrator may decide to extend auction if required as per system malfunction procedure displayed in the home page of the website. In this case, the status quo of Auction will be maintained prior to failure and process would continue from that point onwards.

8.0 Post auction procedure: The Tender Inviting Authority will proceed with the Lowest(Highest) Bid in the Reverse(Forward) Auction for further processing.

9.0 Schedule for Reverse Auction: The Reverse(Forward) Auction schedule will be intimated later on through e-mail and SMS after opening the price bid.

10.0 Auction extension time: If a bidder places a bid in the last {5} minutes of closing of the Reverse Auction and if that bid gets accepted, then the auction's duration shall get extended automatically for another {10} minutes, for the entire auction from the time that bid comes in. Please note that the auto-extension will take place only if a bid comes in those last {5} minutes and if that bid gets accepted as the lowest bid. If the bid does not get accepted as the lowest bid, the auto-extension will not take place even if that bid might have come in the last {5} minutes. In case, there is no bid in the last {5} minutes of closing of Reverse Auction, the auction shall get closed automatically without any extension. However, bidders are advised not to wait till the last minute or last few seconds to enter their bid during the auto-extension period to avoid complications related with internet connectivity, network problems, system crash down, power failure, etc. The above process will continue till 10 times extension is given during Reverse Auction. All bidders, regardless of their previous position, can submit their bid during the extension period also.

11.0 Bidding currency and unit of measurement: Bidding will be conducted in Indian Rupees as indicated in the tender.

12.0 Validity of bids: Price shall be valid for a period of defined number of months from the date of reverse auction. These shall not be subjected to any change whatsoever.



13.0 Bidders' bid will be taken as an offer to execute the work (or to award supply of the item) as per enquiry no. {.....} dt. {.....}. Bids once made by the bidder, cannot be cancelled/ withdrawn and bidder shall be bound to execute as mentioned above at bidder's final bid price. Should bidder back out and not execute the contract as per the rates quoted, action shall be initiated as per the tender terms and conditions.

14.0 The Tender Inviting Authority decision on award of contract shall be final and binding on all the Bidders.

15.0 The Tender Inviting Authority reserves the right to extend, reschedule or cancel the Reverse Auction process at any time, before ordering, without assigning any reason, with intimation to bidders.

16.0 The Tender Inviting Authority reserves the right to suspend or pause the reverse auction, if required. In such cases, as per discretion of Tender Inviting Authority, auction may be reopened.

17.0 The Tender Inviting Authority shall not have any liability to bidders for any interruption or delay in access to the site irrespective of the cause. In such cases, the decision of Tender Inviting Authority shall be binding on the bidders.

18.0 Failure of power or loss of connectivity at the premises of bidders during the Reverse(Forward) auction cannot be the cause for not participating in the reverse (forward) auction. On account of this, the time for the auction cannot be extended and the organisation is not responsible for such eventualities.

19.0 Other terms and conditions shall be as per tender.

20.0 Bidder shall not divulge Bids or any other exclusive details of the organisation to any other party. If the Bidder or any of its representatives are found to be involved in Price manipulation/ cartel formation of any kind, directly or indirectly by communicating with other bidders, action will be taken against such bidders as per banning procedure of the organisation.

21.0 Tender price bid (s) means the price bid (s) received during tendering for the items/work/services.

22.0 Auction closing price bid means the lowest (highest) online price bid received after the completion of Reverse(Forward) Auction.

23.0 All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.

24.0 Any order resulting from this e-tender shall be governed by the terms and conditions mentioned therein.

25.0 No deviation to the technical and commercial terms & conditions are allowed.

26.0 The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of the bid(s).

## SECTION 1 C: INSTRUCTION TO BIDDER (ITB)

1. The bid should be submitted in two covers **System-Technical Bid and Financial Bid** through <https://eprocure.gov.in/>
2. **Technical Bid:** Documents related to the **Technical Bid** should be submitted in PDF format through eTendering portal <https://eprocure.gov.in/>.
3. **The Technical Bid should contain the following documents:**
  - a) Copy of GST certificate & PAN No to be uploaded in the portal.
  - b) Duly filled in the checklist should be uploaded along with the Technical Bid.
  - c) **EMD must be through** e-Payment mode (through Credit/Debit cards, Net Banking to Bank details) and the transaction details shall be uploaded in the portal.
    - i) The EMD will be returned to the BIDDERS(s) whose offer is not accepted by NITK within one month from the date of the placing of the **tender/auction** order(s) on the selected BIDDER(s).
4. **Financial bid :** The bidders should submit their financial bid as per the format given in Section 4 (A standard BoQ format has been provided with the tender document in the form of an Excel sheet) of the Notice Inviting Tender in the online bid through e-Tendering portal <https://eprocure.gov.in/>. After evaluation of technical bid, the technically successful bidder shall be intimated to witness the opening of their financial bid along with date, time and venue through e-mail. The financial bid of only those bidders' will be opened who are declared "Technically Successful or Technically Responsive".
5. **Bid Evaluation:**

On the due date, the Technical bids will be opened and referred to the Purchase Committee which is duly constituted by the Director, NITK. The committee will go through the technical aspects of the tender and recommend shortlisted firms. The recommendation of the committee is final and binding on all the parties.
6. **Quoting of Price(s):**
  - a. The Indian bidder should quote firm prices in Indian rupee only unless otherwise specified elsewhere in this tender. Prices quoted in any other currency shall not be considered.
7. The incomplete or conditional tender will be rejected.
8. **Amendment of Tender document:** At any time prior to the last date for receipt of bids, Institute may for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the Tender document by an amendment. Further, Institute may at its own discretion extend the last date for the receipt of bids.

9. The bids shall be written in English language and any information printed in another language shall be accompanied by an English translation, in which case for the purpose of interpretation of the bid, the English translation shall govern.

10. **Cancellation of Tender:** Notwithstanding anything specified in this tender document, NITK Surathkal in its sole discretion, unconditionally and without having to assign any reasons, reserves the rights:

- a) To accept OR reject Highest tender or any other tender or all the tenders.
- b) To accept any tender in full or in part.
- c) To reject the tender offer not conforming to the terms of the tender.

11. **Terms of Payment:**

- a. Payment will be made by Standard Payment terms and conditions of NITK, Surathkal as per tender document only. Any request for a change in payment terms and conditions will not be accepted.
- b. If the above conditions are not acceptable then tender will be rejected.

12. Bidders are advised to inspect and examine the items and satisfy themselves before submitting their bid as per the scheduled date and time so as to the nature of the uplifting the materials, the means of access to the site and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. Uploading of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the installation to be done and local conditions and other factors having a bearing on the execution of the bid.

13. The bidder shall not make or cause for any alteration, erasure or obliteration to the text of the tender document.

14. The Institute will declare a bidder ineligible, either indefinitely or for a specified period of time, at the sole discretion of the Institute, for the award of contract/ participating in any other tender, if at any time the Institute determines that he has furnished false information/ engaged in corrupt or fraudulent practices.

15. **Determination of successful bidder:** The technically qualified bidder whose offer is evaluated as the **Highest total bid** shall be the successful bidder subject to its meeting the statutory requirements.

16. **Price variation:** The rate quoted by the bidder shall be firm throughout the contract period. No price variation clause is applicable to this contract.

17. **CANVASSING:**

- a) Canvassing in connection with tenders is strictly prohibited and the Tenders submitted by the Tenderers who resort to canvassing shall be liable to rejection.
- b) Subject to the provisions concerning clarification of Bids, no Bidder shall contact the purchase committee on any matter relating to its bid from the time of the bid opening up to the time that the contract is awarded.
- c) Any effort by the Bidder or Bidder's representative however described to influence the auction committee in any way concerning scrutiny, consideration, evaluation of the Bid(s) or decision concerning award of contract shall entail rejection of Bid and action against the bidder as deemed fit.

- d) The purchase committee will deal with the Bidder on a Principal basis, without involvement in any manner in India or abroad of any agent or consultant or associate or another person howsoever described.

**18. Legal Matter:** All Domestic and International disputes are subject to Mangaluru Jurisdiction only.

**20. EVALUATION CRITERIA**

- a) The bidder who fulfills Technical Eligibility Requirement shall be declared technically qualified and financial bid in respect of only technically qualified bidder shall be opened.
- b) The bidder who quotes **Highest** rate in financial bid will be declared **H1**.
- c). In case of tie in **Highest** rate, the contractor/Firm/Agency who has completed more works in last Three years for similar nature of work in central/state government organization shall be declared **H1**. copies of order and completion certificate from employer shall be provided along with technical bid.
- d). The work shall be awarded to the **H1** bidder.

## **SECTION 2: TERMS AND CONDITIONS OF CONTRACT.**

1. The intending Bidder may offer/quote LOT wise rates for all the LOTS or any LOT of the list in the BOQ and submit through online tender as per the schedule.

- a) The Tender Submission undertaking as per the enclosed format ( Annex. I) to be uploaded.
- b) The "Earnest Money Deposit" of ₹ **38,235/-** must be submitted electronically through NEFT/RTGS other electronic means by the tenderer in NITK bank Account.
- c) State bank of India, Account no **37772503911** ,IFSC code **SBIN 000 2273** MICR Code **575002013**  
In case of NEFT/RTGS/other electronic means the tenderer has to upload transaction no. (UTR No.) of such payments appropriately in the Bid.
- d) Copy of PAN Card to be uploaded.
- e) GST Registration NO./ Trade Licence , if any to be uploaded.
- f) Duly filled BOQ to be uploaded.

2. The acceptance of the successful bidder(s) shall be provisional subject to final approval of Authority.

3. The Institute reserves the right to withdraw the lot/lots or part thereof during the course of bidding and/or final acceptance of any bid for such lot/lots or part thereof without assigning any reason.

4. The successful Bidder has to deposit the amount of the value of the items plus applicable taxes (GST/Applicable taxes must be borne by the bidder) allotted to him in NITK bank Account (State bank of India, Account no **37772503911** IFSC code **SBIN 000 2273** MICR Code **575002013**) within 5(Five) days award of Tender by the Institute.

5. Delivery of auctioned items will be on 'as is where is basis' and the Bidder has to lift the entire allotted stock within 7(Seven) days from the date of Release Order issued by NITK to the successful bidder.

6. If the bidder fails to pay the amount + Taxes within 05(Five) working days then EMD amount will be forfeited and no claim will be entertained by NITK. The goods sold will be removed by the buyer(s) from the premises of NITK within the specified period, delivery of goods shall be given only during the working hours on working days on presenting the authorization letter by the purchaser(s) to the custodian of stores. During intervening period i.e. from the time of provisional acceptance of the highest bid till physical lifting of the goods, the goods shall be lying in the NITK premises solely at risk and cost of the bidder concerned. The purchaser will make his/her own arrangements for transportation & Labour and he/she will not be entitled to claim any facilities or assistance regarding transportation , loading/unloading etc. from NITK.

7. The items are also on 'AS IS WHERE IS BASIS' as per **Section – 3** of this tender document and shall be removed by the buyer fully notwithstanding any errors or misstatements of description, measurement,

8. The buyer should satisfy himself thoroughly as to what is being offered for sale before bidding by inspecting the articles offered as per list and shall be deemed to have had noticed all defects and faults, whether rendering the goods un-merchantable or otherwise and any error and misstatement as aforesaid which he/she

might have discovered on inspection and shall not be entitled to any compensation on this account thereof after final award of Auction.

9. The items are also on 'AS IS WHERE IS BASIS' as per **Section - 3** of this tender document and shall be removed by the buyer fully notwithstanding any errors or misstatements of description, measurement, quantity, quality, weight enumeration or otherwise and without any question on the part of the buyer and no claim shall lie against NITK for compensation. The buyer will not be permitted to select any portion out of the goods sold to him/her nor shall any allowance be made or claim lie against NITK for compensation on account of any misstatement or discrepancies. The Tenderer must get themselves fully acquainted with the size and location of the depots where unserviceable Dead Stock Articles lying. The rates quoted by Tenderer shall be deemed to have been done after such acquaintance.
10. Bidders may inspect the items on the stipulated date and time. No extension of time would be given for inspection.
11. The Rate should be quoted in INR only.
12. The item shall be sold to the highest bidder. The bids invited for the lot (I.e. all the items contained in the list of obsolete/unserviceable/scrap and other items at Annexure as a whole and no bid would be accepted for any part.
13. No item once disposed of to the successful bidder shall be taken back by this NITK on any condition whatsoever.
14. The successful bidder will be required to lift all the items from the disposal site within 07 days of the issue of the offer letter. On failure to do so this NITK shall have the right to forfeit the entire amount of the bidder and dispose the items in whatever way the NITK deems it fit. The successful bidder at their own cost will be required to make arrangements for loading, transporting the items from the premises. No disturbance to other items kept in the premises which are not part of auction process shall be done by the bidder and his representatives.
15. The rate quoted should be on per unit basis. Taxes and other charges should be quoted separately, considering exemptions, if any.
16. Each page of bid document should be signed & uploaded by the bidder.
17. Incomplete and unuploded bids are liable to be rejected.
18. In case of dispute, the matter will be subject to Mangaluru Jurisdiction only.
19. Tenders of the Contractors who do not deposit Earnest Money Deposit (E.M.D.) with the Tenders in the prescribed form will be summarily rejected.
20. The work should be executed as specified in the Tender schedule.
21. The NITK reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject without any reason. The decision of NITK, in this regard shall be final and binding on all parties.

22. NITK reserves right to terminate the contract during initial period also after giving three days' notice to the contracting agency in case of breach of terms of contract. Conditional bids shall not be considered and will be rejected in the first instance.
23. The bidder shall abide by all the institute rules in respect of finalizing the bids for the unserviceable equipment's.
24. The Institute employees are prohibited from participating in the auction.
25. **Bidder must ensure that he submit his bid for all the items.**

**Sd/-  
Registrar**

To: **1. The Librarian, Central Library, NITK Surathkal  
2. The Medical Officer, Health Care Centre, NITK Surathkal  
3. The Superintending Engineer, Office of the SE, NITK Surathkal**

Copy to: The Registrar,  
Joint Registrar,  
Asst. Registrar (Purchase),  
Assistant Registrar A/cs

**SECTION 3: SCHEDULE OF DISPOSALS DETAILS**  
 [To be filled up by the Department / Center of NITK, Surathkal]

| Sl. No. | Item Description  | Qty | Unit | Dept/ Location     |
|---------|---|-----|------|--------------------|
| 1       | Godraj Kardex   | 1   | No   | Central<br>Library |
| 2       | Air Conditioner (Voltas) (Including Indoor & Outdoor units) | 5   | Nos  |                    |
| 3       | ISDN Router   | 2   | Nos  |                    |
| 4       | HP Server (Samsung)   | 1   | No   |                    |
| 5       | IBM Server  | 2   | Nos  |                    |
| 6       | Network Switch Rack   | 3   | Nos  |                    |
| 7       | Usha Fan  | 5   | Nos  |                    |
| 8       | Glass Notice Board  | 2   | No   |                    |
| 9       | Hand Compressor (Big)                                       | 10  | Nos  |                    |
| 10      | Hand Compressor(Small)                                      | 9   | Nos  |                    |
| 11      | Sofa Wooden (3-seater)                                      | 1   | No   |                    |
| 12      | Slip Printers (EPSONMake)                                   | 2   | Nos  |                    |
| 13      | Dell Desktops Computers (Only CPU)                          | 2   | Nos  |                    |
| 14      | CD – DVD Server<br>(NAS Server)                             | 1   | No   |                    |
| 15      | HP Printers   | 2   | Nos  |                    |
| 16      | Xerox Machine   | 1   | No   |                    |
| 17      | Double faced woodenopen book racks                          | 6   | Nos  |                    |
| 18      | Double faced woodenopen book rack- 5 shelves                | 5   | Nos  |                    |
| 19      | Wooden single facedbook rack                                | 72  | Nos  |                    |
| 20      | Two shelves and doors                                       | 2   | Nos  |                    |
| 21      | Wooden journal racks- 5shelves                              | 15  | Nos  |                    |
| 22      | Library Wooden chairs                                       | 257 | Nos  |                    |



|    |  |    |     |                 |                    |
|----|--|----|-----|-----------------|--------------------|
| 23 | File cabinet wooden forshelves with door | 1  | No  | Central Library |                    |
| 24 | Dictionary rack stand                    | 2  | Nos |                 |                    |
| 25 | Computer table                           | 26 | Nos |                 |                    |
| 26 | 16" Raleigh Pedestal fan                 | 1  | No  |                 |                    |
| 27 | Computer printer table                   | 1  | No  |                 |                    |
| 28 | Wooden display rack                      | 1  | No  |                 |                    |
| 29 | Wooden stools                            | 9  | Nos |                 |                    |
| 30 | Counter Dividers (indifferent sizes)     | 6  | Nos |                 |                    |
| 31 | Aqua guard                               | 1  | No  |                 |                    |
| 32 | Cupboard Wooden                          | 8  | Nos |                 |                    |
| 33 | Periodical Display Rack                  | 1  | No  |                 |                    |
| 34 | Wooden pigeon rack                       | 3  | Nos |                 |                    |
| 35 | InkJet Printers                          | 1  | No  |                 |                    |
| 36 | Magazine stands                          | 1  | No  |                 |                    |
| 37 | Usha Pedestal Fan                        | 6  | Nos |                 |                    |
| 38 | Library Tables                           | 43 | Nos |                 |                    |
| 39 | Double faced PLPB Book Racks (Godrej)    | 28 | Nos |                 |                    |
| 40 | Desktop Computers (HP) (CPU)             | 7  | Nos |                 |                    |
| 41 | HP CPU                                   | 3  | Nos |                 |                    |
| 42 | HP Monitors                              | 3  | Nos |                 |                    |
| 43 | Voltage Stabilizer: Usha V Gaurd         | 3  | Nos |                 |                    |
| 44 | KENT ( CLASSIC WATER FILTER & PURIFIER)  | 1  | No  |                 | Health Care Centre |
| 45 | FORCEPS STERILIZER (CHEATLES) S.S MEDIUM | 2  | Nos |                 |                    |
| 46 | INFRAPHIL RED LAMP                       | 1  | No  |                 |                    |

|    |   |    |     |                    |
|----|---|----|-----|--------------------|
| 47 | NEBULIZER   | 1  | No  | Health Care Centre |
| 48 | ENT HEAD LIGHT  | 1  | No  |                    |
| 49 | WOODEN STAND FOR MEASURING HEIGHT (TEAK WOOD 7ft. HEIGHT) | 1  | No  |                    |
| 50 | INSTRUMENTS STERILIZER ( 10" X 4")                        | 1  | No  |                    |
| 51 | ELECTRIC STERILIZER 16"X8"X8"                             | 1  | No  |                    |
| 52 | ECG MACHINE 6208  | 1  | No  |                    |
| 53 | EXECUTIVE BAG (DOCTOR'S KIT)                              | 2  | Nos |                    |
| 54 | SUCTION APPARATUS   | 1  | No  |                    |
| 55 | Computers   | 24 | Nos |                    |
| 56 | Printers  | 03 | Nos |                    |
| 57 | Printer   | 01 | No  |                    |
| 58 | Xerox Machine   | 01 | No  |                    |
| 59 | Chairs  | 12 | Nos |                    |

**Section 4: Price Bid**

| Sl. No. | Item Description  | Qty | Units | Estimated Rate in Rs.P | BASIC RATE In Figures To be entered by the Bidder in Rs. P | Department/ Location | TOTAL AMOUNT Without Taxes in Rs. P | TOTAL AMOUNT In Words |
|---------|---|-----|-------|------------------------|--|----------------------|-------------------------------------|-----------------------|
| 1       | Godraj Kardex   | 1   | No    | 500.00                 |  | Central Library      |                                     |                       |
| 2       | Air Conditioner (Voltas) (Including Indoor & Outdoor units) | 5   | Nos   | 5000.00                |  |                      |                                     |                       |
| 3       | ISDN Router   | 2   | Nos   | 500.00                 |  |                      |                                     |                       |
| 4       | HP Server (Samsung)   | 1   | No    | 1000.00                |  |                      |                                     |                       |
| 5       | IBM Server  | 2   | Nos   | 2000.00                |  |                      |                                     |                       |
| 6       | Network Switch Rack   | 3   | Nos   | 5000.00                |  |                      |                                     |                       |
| 7       | Usha Fan  | 5   | Nos   | 2000.00                |  |                      |                                     |                       |
| 8       | Glass Notice Board  | 2   | No    | 200.00                 |  |                      |                                     |                       |
| 9       | Hand Compressor (Big)                                       | 10  | Nos   | 1000.00                |  |                      |                                     |                       |
| 10      | Hand Compressor (Small)                                     | 9   | Nos   | 900.00                 |  |                      |                                     |                       |
| 11      | Sofa Wooden (3-seater)                                      | 1   | No    | 100.00                 |  |                      |                                     |                       |
| 12      | Slip Printers (EPSONMake)                                   | 2   | Nos   | 200.00                 |  |                      |                                     |                       |
| 13      | Dell Desktops Computers (Only CPU)                          | 2   | Nos   | 1000.00                |  |                      |                                     |                       |
| 14      | CD - DVD Server (NAS Server)                                | 1   | No    | 1000.00                |  |                      |                                     |                       |
| 15      | HP Printers   | 2   | Nos   | 400.00                 |  |                      |                                     |                       |



|    |   |    |     |         |  |                           |  |  |
|----|---|----|-----|---------|--|---------------------------|--|--|
| 37 | Usha Pedestal Fan   | 6  | Nos | 2000.00 |  | <b>Central Library</b>    |  |  |
| 38 | Library Tables  | 43 | Nos | 2500.00 |  |                           |  |  |
| 39 | Double faced PLPB Book Racks (Godrej)                     | 28 | Nos | 2000.00 |  |                           |  |  |
| 40 | Desktop Computers (HP) (CPU)                              | 7  | Nos | 1000.00 |  |                           |  |  |
| 41 | HP CPU  | 3  | Nos | 500.00  |  |                           |  |  |
| 42 | HP Monitors   | 3  | Nos | 300.00  |  |                           |  |  |
| 43 | Voltage Stabilizer: Usha V Gaurd                          | 3  | Nos | 500.00  |  |                           |  |  |
| 44 | KENT ( CLASSIC WATER FILTER & PURIFIER)                   | 1  | No  | 50.00   |  | <b>Health Care Centre</b> |  |  |
| 45 | FORCEPS STERILIZER (CHEATLES) S.S MEDIUM                  | 2  | Nos | 20.00   |  |                           |  |  |
| 46 | INFRAPHIL RED LAMP  | 1  | No  | 5.00    |  |                           |  |  |
| 47 | NEBULIZER   | 1  | No  | 10.00   |  |                           |  |  |
| 48 | ENT HEAD LIGHT  | 1  | No  | 5.00    |  |                           |  |  |
| 49 | WOODEN STAND FOR MEASURING HEIGHT (TEAK WOOD 7ft. HEIGHT) | 1  | No  | 10.00   |  |                           |  |  |
| 50 | INSTRUMENTS STERILIZER ( 10" X 4")                        | 1  | No  | 20.00   |  |                           |  |  |
| 51 | ELECTRIC STERILIZER 16"X8"X8"                             | 1  | No  | 10.00   |  |                           |  |  |

|    |                                       |    |     |           |  |                               |  |  |
|----|---------------------------------------|----|-----|-----------|--|-------------------------------|--|--|
| 52 | ECG MACHINE<br>6208                   | 1  | No  | 50.00     |  | <b>Health Care<br/>Centre</b> |  |  |
| 53 | EXECUTIVE<br>BAG<br>(DOCTOR'S<br>KIT) | 2  | Nos | 10.00     |  |                               |  |  |
| 54 | SUCTION<br>APPARATUS                  | 1  | No  | 50.00     |  |                               |  |  |
| 55 | Computers                             | 24 | Nos | 12,000.00 |  | <b>SE Office</b>              |  |  |
| 56 | Printers                              | 03 | Nos | 300.00    |  |                               |  |  |
| 57 | Printer                               | 01 | No  | 300.00    |  |                               |  |  |
| 58 | Xerox Machine                         | 01 | No  | 2,000.00  |  |                               |  |  |
| 59 | Chairs                                | 12 | Nos | 2,400.00  |  |                               |  |  |

**Format for Bank Account details of the bidder**

|                                     |  |
|-------------------------------------|--|
| Name of the account holder (bidder) |  |
| Complete address                    |  |
| Contact number                      |  |
| Email address                       |  |

Bank Account details:

|                                     |  |
|-------------------------------------|--|
| Bank name                           |  |
| Branch name                         |  |
| MICR number                         |  |
| Account type                        |  |
| Account Number                      |  |
| Please re-type Account number again |  |
| IFSC code of the Bank               |  |

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the Institute responsible for this.

I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the scheme.

Seal and signature of the bidder.

**Certification from the banker:**

Certified that the particulars furnished above are correct as per our records.

Seal and signature of the authorized officer of the bank.

**Checklist for BIDDERS**

BIDDERS to indicate whether the following are uploaded as mentioned and the relevant technical bid documents should be in order.

| Sl. No. | Documents            | Content   | Document Uploaded    |
|---------|----------------------|---|----------------------|
| 1       |                      | Self-Attested copy of GST & PAN Number          | (Yes /No)<br>Pg. No. |
| 2       |                      | Bank details of the bidder. <b>Annexure 'A'</b> | (Yes /No)<br>Pg. No. |
| 3       |                      | EARNEST MONEY DEPOSIT                           | (Yes /No)<br>Pg. No. |
| 1       | <b>Financial-Bid</b> | Price bid                                       | ( Yes /No )          |

Seal and Signature of the bidder