

**Security Section**  
**Indian Institute of Technology Kanpur**

**BID Submission End Date: 08<sup>th</sup> Jan, 2019**

**Tender Documents**  
**For**  
**“Supply and installation of Portable Guard Cabins”**

**BID DOCUMENT**

Online bids (Technical & Financial) from eligible bidders which are valid for a period of 180 days from the date of Technical Bid opening (i.e. 10/01/2019) are invited for and on behalf of the Joint Registrar, IIT, Kanpur for “Supply and installation of Portable Guard Cabins”.

<i>Name of Work</i>	<b>Supply and installation of Portable Guard Cabins</b>
<i>Estimated Cost</i>	Rs. 04,00,000/-
<i>Date of Publishing</i>	<b>19.12.2018</b>
<i>Clarification Start Date and Time</i>	19.12.2018 (11: 00 AM)
<i>Clarification End Date and Time</i>	19.12.2018 (05:00 PM)
<i>Queries (if any)</i>	No queries will be entertained after clarification end date and time
<i>Bid Submission Start Date</i>	<b>19.12.2018</b>
<i>Last Date and time of uploading of Bids</i>	08.01.2019 (05:00 PM)
<i>Last Date and time of submitting , EMD and other documents at IIT Kanpur (if any)</i>	NA
<i>Date and time of opening of Technical Bids</i>	10.01.2019 (04:00 PM)
<i>Date and time of opening of Financial Bids</i>	Will be separately notified for Technically shortlisted/qualified bidders

Interested parties may view and download the tender document containing the detailed terms & conditions from the website <http://eprocure.gov.in/eprocure/app>

**(The bids have to be submitted online in electronic form on [www.eprocure.gov.in](http://www.eprocure.gov.in) only. No physical bids will be accepted.)**

## Tender no. Security/PGC/2018-19/06

### **INSTRUCTION FOR ONLINE BID SUBMISSION**

The bidders are required to submit soft copies of their bids electronically on the Central Public Procurement (CPP) Portal ie <http://eprocure.gov.in/eprocure/app> , 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.

### **REGISTRATION**

- (i) 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" option available on the home page. **Enrolment on the CPP Portal is free of charge.**
- (ii) During enrolment/ registration, the bidders should provide the correct/ true information including valid email-id & mobile no. All the correspondence shall be made directly with the contractors/ bidders through email-id provided.
- (iii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- (iv) For e-tendering possession of valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) is mandatory which can be obtained from SIFY /nCode/eMudra or any Certifying Authority recognized by CCA India on eToken/ SmartCard.
- (v) Upon enrolment on CPP Portal for e-tendering, the bidders shall register their valid Digital Signature Certificate with their profile.
- (vi) Only one valid DSC should be registered by a bidder. Bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse and should ensure safety of the same.
- (vii) Bidders can then log into the site through the secured login by entering their user ID/ password and the password of the DSC/ eToken.

### **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 / e-mail 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:**

- (i) For preparation of bid Bidders shall search the tender from published tender list available on site and download the complete tender document and should take into account corrigendum if any published before submitting their bids.  
After selecting the tender document same shall be moved to the 'My favourite' folder of bidders account from where bidder can view all the details of the tender document.

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- (ii) Bidder shall go through the tender document carefully to understand the documents required to be submitted as part of the bid. Bidders shall 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.
- (iii) Any pre-bid clarifications if required, then same may be obtained online through the tender site, or through the contact details given in the tender document.
- (iv) Bidders should get ready in advance the bid documents in the required format (PDF/xls/rar/dwf/jpg formats) to be submitted as indicated in the tender document/schedule. **Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.**
- (v) Bidders can update well in advance, the documents such as experience certificates, annual report, PAN, EPF & other details etc., under “My Space/ Other Important Document” option, which can be submitted as per tender requirements. This will facilitate the bid submission process faster by reducing upload time of bids.

### SUBMISSION OF BIDS:

- (i) Bidder should log into the site well in advance for bid submission so that he/ she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay.
- (ii) Bidder should prepare the EMD as per the instructions specified in the NIT/ tender document. The details of the DD/BC/BG/ others 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.
- (iii) While submitting the bids online, the bidder shall read the terms & conditions (of CPP portal) and accepts the same in order to proceed further to submit their bid.
- (iv) Bidders shall select the payment option as offline to pay the EMD and enter details of the DD/BC/BG/others.
- (v) Bidder shall digitally sign and upload the required bid documents one by one as indicated in the tender document.
- (vi) Bidders shall note that the very act of using DSC for downloading the tender document and uploading their offers is deemed to be a confirmation that they have read all sections and pages of the tender document without any exception and have understood the complete tender document and are clear about the requirements of the tender document.
- (vii) Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. For the file size of less than 1 MB, the transaction uploading time will be very fast.
- (viii) **If price quotes are required in XLS format, utmost care shall be taken for uploading Schedule of quantities & Prices and any change/ modification of the price schedule shall render it unfit for bidding.**

**Bidders shall download the Schedule of Quantities & Prices i.e. Schedule-A, in XLS format and save it without changing the name of the file. Bidder shall quote their rate in figures in the appropriate cells, thereafter save and upload the file in financial bid cover (Price bid) only.**

**If the template of Schedule of Quantities & Prices file is found to be modified/corrupted in the eventuality by the bidder, the bid will be rejected and further dealt as per provision of clause no 23.0 of ITB including forfeiture of EMD.**

**The bidders are cautioned that uploading of financial bid elsewhere i.e. other than in cover 2 will result in rejection of the tender.**

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- (ix) Bidders shall submit their bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). **The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.**
- (x) After the bid submission (i.e. after Clicking “Freeze Bid Submission” in the portal), the bidders shall **take print out of system generated acknowledgement** number and keep it as a record of evidence for online submission of bid, which will also act as an entry pass to participate in the bid opening.
- (xi) Bidders should follow the server time being displayed on bidder’s dashboard at the top of the tender site, which shall be considered valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system.
- (xii) All the documents being submitted by the bidders would be encrypted using PKI (Public Key Infrastructure) 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.

### **ASSISTANCE TO BIDDERS:**

- (i) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contract person indicated in the tender. The contact number for the helpdesk is **0512-259-6486/7254 between 10:30 hrs to 17:00 hrs.**
- (ii) 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. The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002 and 0120-4001005. The helpdesk email id is **support-eproc@nic.in**

### **INSTRUCTION FOR e-PROCUREMENT**

#### **1. PREPARATION AND SUBMISSION OF BIDS :**

- a. The detailed tender documents may be downloaded from <http://eprocure.gov.in/eprocure/app> till the last date of submission of tender. The Tender may be submitted online through CPP Portal <http://eprocure.gov.in/eprocure/app>
- b. The bidder should submit the bid online in two parts viz. Technical Bid and Financial Bid. Technical Bid should be upload online in cover 1 and Financial Bid in “.Xls” should be upload online in cover-2

#### **2. SUBMISSION OF THE BID :** All interested eligible bidders are requested to submit their bids online on CPP Portal: <http://eprocure.gov.in/eprocure/app> as per the criteria given in this document:

- a. Technical Bid should be upload online in cover-1.
- b. Financial Bid should be upload online in cover-2

Both Technical and Financial Bid covers should be placed online on the CPP Portal (<http://eprocure.gov.in/eprocure/app>).

#### **3. TECHNICAL BID:** Signed and Scanned copies of the Technical bid documents as under must be submitted online on CPP Portal: <http://eprocure.gov.in/eprocure/app>.

#### **List of Documents to be scanned and uploaded (Under Cover-1) within the period of bid submission:-**

- i. Certificate of Registration / Partnership Deed.
- ii. Certificates of Registration with Income Tax, Service Tax, EPF, ESI, VAT/TIN.
- iii. Audited Balance Sheet (Statements of last 3 Years), if any.

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- iv. Copies of Work Orders as mentioned above along with photocopies of relevant TDS Certificates and satisfactory Completion Certificates.
- v. Copies of Income Tax Returns / Assessment Orders for the last 3 Years.
- vi. Performance Guarantee.
- vii. Copies of registration with SSI/NSIC or ISO certification and IIA (Indian Industries Association).

**Please note that no indication of the rates/amounts be made in any of the documents submitted with the TC-BID.**

#### 4. Financial Bid

- a. The currency of all quoted rates shall be Indian Rupees. All payment shall be made in Indian Rupees.
- b. In preparing the financial bids, bidders are expected to take into account the requirements and conditions laid down in this Tender document. The financial bids should be uploaded online as per the specified ".Xls" format i.e. Price Bid in Excel sheet attached as '.Xls' with the tender and based on the scope of work, service conditions and other terms of the Tender document. It should include all costs associated with the Terms of Reference/Scope of Work of the assignment.
- c. The Financial Proposal should be inclusive of all applicable taxes, duties, fees, levies, and other charges imposed under the applicable laws. The rates quoted in the Tender are inclusive of all applicable taxes, duties etc. **except service tax**. The service tax component shall be re-immersible by the department after receipt of paid challans etc. if applicable.

#### 5. Last Date for Submission of Tender:

- a. Online bids complete in all respects, must be submitted on or before the last date and time specified in the schedule of events.
- b. The IIT, Kanpur may, at its own discretion, alter/extend the last date for submission of tenders.

#### 6. Bid Validity

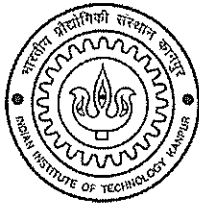
- a. All the Bids must be valid for a period of 120 days from the last date of submission of the tender for execution of Contract. However, the quoted rates should be valid for the initial/ extended period of the Contract from the effective date of the Contract. No request will be considered for price revision during the original Contract period.
- b. A bid valid for a shorter period shall be declared as non-responsive.
- c. In exceptional circumstances, prior to expiry of the original time limit, the IIT may request the bidders to extend the period of validity for a specified additional period beyond the original validity of 180 days. The request and the bidders' responses shall be made in writing. The bidders, not agreeing for such extensions will be allowed to withdraw their bids without forfeiture of their Bid Security.

#### 7. Modification / Substitution/ Withdrawal of bids:

- a. No Bid shall be modified, substituted or withdrawn by the Bidder after the Bid's due Date.
- b. Any alteration/ modification in the Bid or additional information supplied subsequent to the Bid's due Date, unless the same has been expressly sought for by the Authority, shall be disregarded.

#### 8. Rejection of the Bid: The bid submitted shall become invalid and tender fee shall not be refunded if:-

- a. The bidder is found ineligible.
- b. The bidder does not upload all the documents as stipulated in the bid document.



भारतीय प्रौद्योगिकी संस्थान कानपुर  
**Indian Institute of Technology Kanpur**  
 सुरक्षा अनुभाग  
**SECURITY SECTION**

Notice inviting tenders for "Supply and installation of Portable Guard Cabins" at IIT Kanpur.

Sealed bids for supply of "Supply and installation of Portable Guard Cabins" are invited under Two-Bid System.

**Details of Bid:**

<b>Tender No.</b>	Security/PGC/2018-19/06
<b>Posting Date</b>	19 <sup>th</sup> Dec, 2018
<b>Last Date and time of submission</b>	08 <sup>th</sup> Jan, 2019
<b>Validity of Bid</b>	180 days
<b>Place of receiving the bid</b>	Joint Registrar Central Stores and Purchase IIT Kanpur Kanpur 208016
<b>Total Number of pages in this Tender Document</b>	25 pages (Including format for financial Bid)
<b>Important Note</b>	In case there is any doubt with any point in the tender, the same should be brought to notice via email to Assistant Security Officer, IIT Kanpur'' Email: <b>nikhil@iitk.ac.in</b>  Contact No.: 0512-259-6486/7254

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**Eligibility Criteria**

S.No.	Eligibility Criteria		Compliance (Yes/No)
1.	Average Sales Volume of the firm in the last 3 years	The firms should have average annual sales turnover of Rs. 30 lakhs or above in the last 3 years.	
2.	Profit in the previous financial years	The firm should have earned profit during the last three years.	
3.	Works executed in the last 3 years.	The firm should have installed at least in the country in the last 3 years – (a) One similar work of 80% of cost OR (b) Two similar works of 50% of cost OR (c) Three similar works of 40% of cost.	
4.	No. of years in this business	Minimum 3 years in the business is required	
5.	Own office and service center within 100 Kmtrs of Kanpur.	The firm should have its own office and Service Centre functioning within 100 Kmtrs of Kanpur for not less than three years as on the date of commencement of issue of tender form	
6.	Reference site	Furnish details like name, address and telephone numbers of customers, as per <b>Annexure-VI</b> , to whom similar systems have been supplied during the last 3 years – Minimum requirement is 3 Reference sites.	
7.	No. of qualified engineers in the firm	Mention number of qualified engineers of the firm. Minimum two qualified engineers (Degree/Diploma holders) are required.	
8.	Specialty and experience in structural works.	Mention number of year of experience and specialty in structural work.	



## **Tender no. Security/PGC/2018-19/06**

### **1. TECHNICAL BID EVALUATION**

The technical bids will be evaluated based on the documents, compliance sheet and product literature provided by the bidders.

### **2. PRICE BID EVALUATION**

- i. The Price Bids (Cover - 2) of the Technically Qualified Bidders in Technical Bid (Cover - 1) alone will be opened and evaluated. The Price Bids will be opened in the presence of the Bidders at IIT Kanpur. The Bidders or their authorized representatives will be allowed to take part in the Price Bid opening.
- ii. The quoted price shall be corrected for arithmetical errors.
- iii. In cases of discrepancy between the prices quoted in words and in figures, lower of the two shall be considered.
- iv. The lowest evaluated price as per the above evaluation will be adjudged as L1 price.

### **3. PAYMENT TERMS**

No advance amount will be paid to supplier. The entire payment will be released after successful supply, installation, testing, commencement and functioning of the HHMD & DFMD system and submission of an unconditional Performance Bank Guarantee of Invoice Value.

### **4. PERFORMANCE GUARANTEE**

Successful supplier should produce an unconditional Performance Guarantee effective for a period of 36 months from the date of order. During defect liability period (warranty period) supplier should attend to all repairs / defects / replacement of major/minor spare parts free of cost. Rectification should be carried out within a period not exceeding three days.

### **5. GUARANTEES**

The Portable Guard Cabins including all components delivered to the Institute should be brand new. The supplier should also guarantee that all the components supplied by the supplier is licensed and legally obtained.

### **6. AVAILABILITY OF SPARES**

Spares for the product offered should be available for at least 10 years.

### **7. WARRANTY**

The Bid must include comprehensive on-site warranty of one year from the date of installation and commissioning of the equipment.

Supplier shall be fully responsible for the manufacturer's warranty in respect of proper design, quality and workmanship of all equipments, accessories, etc., covered by the Bid. The supplier must warrant all equipments, accessories, spare parts etc., against any manufacturing defects during the warranty period. During the warranty period the supplier shall maintain the equipment and repair / replace all the defective components at the installed site at no additional charge of whatsoever nature to the Institute.

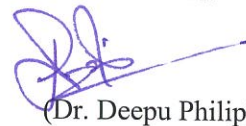
### **8. MAINTENANCE STANDARD EXPECTED DURING WARRANTY**

The supplier should ensure that the defects in the Portable Guard Cabins reported on any working day is set right on the same day and in no case later than the next working day. In case, the system or any equipment cannot be repaired within the stipulated period, the supplier should provide a replacement till the system/equipment is returned duly repaired.

## Tender no. Security/PGC/2018-19/06

### TERMS AND CONDITIONS

- i. **Delivery Period:** Installation of first out of 06 Portable Guard Cabins is to be completed as soon as possible commencing from the date of acceptance of the purchase order issued by the Institute. After verification of the first completely constructed cabin, if required minor modification will be suggested for rest of the 05 Portable Guard Cabins including the first one, to the vendor which will be a must to incorporate within the contract limits. Suggestion will be limited to minor modification in the Guard cabin. Installation of 06 Portable Guard Cabins to be completed within next 06 weeks. A total of only six week delivery period is given from the date of acceptance of the purchase order issued by the Institute.
- ii. **Transportation Cost:** Transportation cost will not be paid separately.
- iii. **Warranty:** The entire items supplied by the vendor shall be guaranteed for 03 years against any defects and the vendor should provide time-to-time operational maintenance support (On Site comprehensive Warranty). The said warranty should cover all Products. The vendor shall be liable to rectify any defects that may be found in the equipment supplied free of cost. Rectification should be carried out within a period not exceeding three days.
- iv. The vendor must submit their tender document in the given format. Deviations from this format will automatically disqualify the tender process.
- v. Purchase Committee, IIT Kanpur reserves the right to increase or reduce the quantity or even withdraw the tender without assigning any reasons thereof.
- vi. The Institute shall be under no obligation to accept the lowest or any other Bid received in response to this notice and shall be entitled to reject any or all Bids without assigning any reasons whatsoever.
- vii. Any Proposal or Bid received after Bid submission date and time will not be entertained/ considered.



(Dr. Deepu Philip)

Chairman, Purchase Committee



**TECHNICAL SPECIFICATIONS FOR PORTABLE GUARD CABINS**

**GENERAL DESIGN & CONSTRUCTION OF PORTABLE GUARD CABINS**

1. Easy transportability.
2. Have strength to withstand all stresses, strains and vibrations arising from handling, transportation and transit and also to protect the internal fitting and their fixtures.
3. Light weight rugged construction commensurate with the needs mentioned above to facilitate handling and transportation.
4. Long life with minimum repair and maintenance.
5. Interlocking corner casting as per specification at all eight corners to facilitate easy handling and securing.
6. All weather resistance, termite and fireproof
- 7.

**SPECIFICATIONS SIZE: Portable Guard Cabin**

Overall Length	: 06 feet
Overall Width	: 05 feet
Overall Height	: 08 feet in all sides, plus 0.6" elevated with slope for the hut in the length side.
Roof Size	: Hut type single piece roof is to be mounted on the top of elevation of 08'6" feet over the slope, above the height of 08 feet . Roof must be totally covered and extended up to 01foot from all the sides of the Guard cabin, as shown and mentioned in Annexure – VII.
windows	: 01 x (4'3" L x 3'9" W –above 2'9" from the floor) 02 x (4'3" L x 3'9" W –above 2'9" from the floor)
Entrance door	: Powder coated Aluminum Sliding Glass Windows with Tempered glass as shown and mentioned in Annexure – VII. : 01 number of door with bolt & lock arrangement, size (6'6" x 2'6") within built window as shown and mentioned in Annexure – VII.
Canopy over 01 window only	: Canopy of size (4' W x 6' L) feet extended in the length, as shown and mentioned in Annexure – VII. Canopy must be collapsible.

8. Structure diagram is attached for reference as Annexure – VII. In case of any clarification contact to the person/ number mentioned above.

## Tender no. Security/PGC/2018-19/06

### 1. CONSTRUCTION MATERIALS:

Sl. No.	Structure and fittings	Required General Specifications for Portable Guard Cabins size 6' L x 5' W x 8' H	Supplier's Compliance (Yes / No)	Remarks
1.	Steel: load bearing members	SHS and RHS MS pipe (50x50x3 mm wall thickness) IS 10748 or equivalent, duly painted with red oxide primer		
2.	Outer walls	IS 1079 or IS 513 or equivalent. 0.5mm linear profile. Pitch 50 mm, crest height -3mm specially made for wall purpose only		
3.	Inside Wall	Non-Asbestos fiber reinforced cement board conforming to IS: 14862:2000 Standards. Thickness: 6 mm with proper putty and paint.		
4.	Roof	IS 1079 or IS 513 or equivalent. Long Trapezoidal profile color coated sheet. Pitch 285+ -2.5 mm, Crest Height 29 mm. Properly sloped and water tight Roof sheet will Hut type in one piece in length, width will allow to joint by grove and extra over ridge is not permissible.		
5.	Flooring	Non-Asbestos fiber reinforced cement board conforming to IS: 14862:2000 Standards. Thickness: 18 mm. Furnished with water proof vinyl floor mat, Veneer profile of PVC of 2.5 mm thickness.		
6.	windows	03 numbers of powder coated Aluminum Sliding Glass Windows with Tempered glass as per the size mentioned in Annexure – VII" with AL grill for theft proof one on either side with locking arrangements.		
7.	Entrance door	01 number of door, size (6.5x2.5)feet, with bolt & lock arrangement from outside and eldrop including inbuilt window.		
8.	Paint	Arrangement from inside and no surface should be left unpainted. Phosphate the Cabin internally and paint with coat of Epoxy primer with Two coat of all-weather protective wall putty and Paint. (Asian/ Berger/ Nerolac)		
9.	Wall Insulation	For heat resistance, hollow space of 50 mm between inner and outer wall to be filled with rock wool @ 48 kg/m3.		
10.	Electrical Fittings	03 numbers of electronic tube light, 01 numbers of power point sockets of 5 amps, 01 numbers of power point sockets of 15 amps, 01 numbers of wall mounted fan, 01 numbers of exhaust fan "100 mm blade". 01 numbers of Telephone point with RJ-11 socket. All wiring must be concealed type & with PVC insulated copper wire.		
11.	Earthing	Earthing point to be provided for safety		

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12.	False ceiling	06 mm water proof termite /Fire rated Non-Asbestos fiber reinforced cement board with 09mm heat resistant FRP sheet.		
13.	Hooks	Specially formed hooks for easy lifting and shifting		
14.	wheels (125 mm-diameter)	04 numbers of Specially formed Teflon based & Heavy duty wheel assembly for easy shifting and sliding in all directions. Out of four two must be with locking mechanism.		
15.	Table (inside)	12 inch wide full length fixed with inner wall must be collapsible. Required to be placed just opposite to outer table.		
16.	Table (outside)	12 inch wide full length fixed with outer wall must be collapsible. Required to be placed just opposite to inner table.		
17.	Bench small, cabinet type	(51 x 18 x 21)inch (LxWxH) wide full length fixed with inner wall		
18.	Canopy	Extended up to 3.6 feet in the length of the cabin over single window. Canopy must be collapsible.		

**2. WELDING**

The Shell of the structural cabin is of all weld construction. The welding is carried out by MIG process using CO<sub>2</sub> as shielding gas. All the external welding will be continuous, uniform and of full penetration.

**3. SHELL:**

The outer shell of the Structural cabin will be manufactured with 0.5 mm liner sheet profiles (Water Proof, Corrosion Resistant, Durable Coating and Color Coated) or equivalent. The main load bearing member such as per posts, base members, bottom side 3 mm RHS/SHS, top side rail & headers should be press formed profile of appropriate geometry.

Number of window and main entry door with reinforced framework should be provided as per requirement and as stated in the enclosed drawing. The door is required to be effectively sealed against water ingress in closed condition by using rubber gasket profiles.

**4. SIDE & END WALLS:**

External walls are vertically corrugated 0.5 mm liner sheet profiles, (Water Proof, Corrosion Resistant, Durable Coating and Color Coated) or equivalent. The corrugated panels are continuously butt welded to form entire side wall and the assembled side wall is continuously welded to the peripheral frame members. The side & end walls will also provide cut outs for windows/doors. All the cut out after fixing the equipment will be weather tight and proper channeling will be provided for the window openings.

**5. ROOF (SELF DRAINING TYPE):**

The roof of the shell will be manufactured from 0.5 mm roof profile, Hut type single piece (Water Proof, Corrosion Resistant, Durable Coating and Color Coated) or equivalent. All the panels are continuously seam welded and are welded to the peripheral members. Adequate no. of roof bow required to be provided.

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### 6. FLOORING SYSTEM:

Non-Asbestos fiber reinforced cement board conforming to IS: 14862:2000 Standards. Thickness: 18 mm. Veneer profile of PVC of 2.5 mm thickness will be laid on top and secured by self - tapping screws to the base members.

### 7. INSULATION:

Structural cabins will be insulated on sides, hollow space of 50 mm between inner and outer wall to be filled with rock wool @ 48 kg/m<sup>3</sup> and the roof with 9 mm FRP Sheet.

### 8. INNER PANELLING:

The interiors would be aesthetically finished so as to give a pleasing appearance with high quality workmanship. All joints as well as vertical and horizontal corners shall be neat and smoothly finished. The inside panel of sides, end walls & roof will consist of 8.0 mm thick cement board. Joints will be covered with anodized aluminum strip. False ceiling with approved ceiling sheet will be provided.

### 9. ELECTRICAL:

All wiring shall be concealed type inside the paneling and shall be of PVC insulated copper wire of ISI quality in PVC/Reinforced Steel Flexible Tubing/Conduits of ISI grade.

3/20 size wire shall be used in the electrical circuit for light, fan and socket. Necessary Weatherproof junction box with 40 Amps/63 Amps with (3p+1E) Industrial sockets shall be provided for connecting the mains and shall be located as per requirement. Terminating of the main incoming cable into the Structural cabin shall be on 63 Amps TPN Switch/ MCB.

All switches and socket shall be of Anchor or equivalent brand quality make & supplied as per requirements of the Tender. All the fitting shall be of Crompton/GEC/Equiv. Make with power factor capacitor and copper wound ballast.

All electrical wiring must be as per the rules and regulations of tender conforming to the requirement in quality, quantity and ratings.

## TECHNICAL SPECIFICATION FOR PORTABLE GUARD CABINS

Sr. No	Component	Description	Supplier's Compliance (Yes/No)	Remarks
1.	Button Frame	RHS 100X50X4.0mm		
2.	Top Frame	SHS 50X50X4.0mm		
3.	Stiffeners Bottom	SHS 50X50X4.0mm		
4.	Stiffeners Top	50x25x2.5mm & 32x32x2mm MS Sq. Tubes		
5.	Side Post	SHS 50X50X4.0mm Galvanized		
6.	Side Wall Stiffeners	SHS 50X50X4.0mm Galvanized		
7.	Paneling Outside	0.5 mm liner sheet profiles (Water Proof, Corrosion Resistant, Durable Coating, Color Coated)		
8.	Roof Outside	0.5 mm roof profile (Water Proof, Corrosion Resistant, Durable Coating, Color Coated)		
9.	False Ceiling	6 mm water proof termite /Fire rated Non-Asbestos fiber reinforced cement board, Interlocked in MS Sections with 09 mm Heat Resistant FRP Sheet.		
10.	Bottom Flooring	18mm Cement Sheet with PVC of 2.5 mm thickness. Furnished with water proof vinyl floor mat.		
11.	Aluminum Glass Sliding Window	Sliding Aluminum Powder Coated Windows (Jindal/ Hindalco/ Indian Aluminum) -4mm with Tempered glass (Modi looft/ Indo Asai)		
12.	MS Door	Insulated Door with Door Closer ( Hyper make), Locks, Handles (Godrej or Equivalent)		
13.	Wiring	Open Wiring -PVC Conduits using Fire Resistance wires (ISI Mark)		
14.	Electrical Fittings	Tubes, Door lights, Fans, Exhaust Fan, Switches, Sockets, Telephone points (ISI Mark)		
15.	Inside Painting	Phosphate the Cabin internally and paint with coat of Epoxy primer with Two coat of Epoxy Textured Paint. (Asian/ Berger/ Nerolac)		
16.	Outside Painting	Color Coated sheet : Blue		

**MATERIAL QUANTITIES**

Sr. no	DESCRIPTION	QTY
1.	Main Door (2.6'x 6.6') fitted with glass (2'x3.3' above 2.9' from the floor) & M.S Safety Grills with STD DOOR Closer, Night Latch, Handle, Tower Bolt, Aldrop, with weather shed	
2.	01 Aluminum glass sliding window (4.3'x3.9' –above 2.9' from the floor) anodized sections with weather shed & M.S Safety Grills along with Tempered glass.	
3.	02 Aluminum glass sliding window (5.3'x3.9' –above 2.9' from the floor) anodized sections with weather shed & M.S Safety Grills along with Tempered glass.	
4.	01 x Wall Mounted Fans (Crompton/ Bajaj/ Usha)	
5.	01 x Exhaust Fan having 100 mm blade (Crompton/ Bajaj/ Usha)	
6.	03 x 40 watt tube light fitting/ CFL tube lights	
7.	01x 15 AMP Socket point	
8.	01 x 5 AMP Socket points	
9.	01 x Telephone Socket point	
10.	01 x Switch Board	
11.	01 x External Bulkhead Light Fitting	
12.	01 x Incoming Junction Box	



**Tender no. Security/PGC/2018-19/06**

**Annexure – I**

**(Letter to the Institute on the Supplier's letterhead)**

**To**

The JR  
Central and Purchase Dept.  
Indian Institute of Technology Kanpur  
Kanpur. 208016

Dear Sir,

**Sub: Your tender notice for Portable Guard Cabins**

With reference to the above tender notice, having examined and understood the instructions, terms and conditions forming part of the tender notice, we hereby enclose our Bid for the supply of **Portable Guard Cabins** as detailed in your above referred tender notice.

We confirm that we have not been disqualified by any Institution/ organization for supply of **Portable Guard Cabins**. We further confirm that the Bid is in conformity with the terms and conditions as mentioned in the tender notice. We also confirm that the Bid shall remain valid for 120 days from the last date for submission of the Bid.

We hereby undertake to provide an unconditional Performance Guarantee for the period of 36 months from the installation of last **Portable Guard Cabin** in the Institute.

We understand that the Institute is not bound to accept the Bid either in part or in full and that the Institute has the right to reject the Bid in full or in part without assigning any reason whatsoever.

Yours faithfully,

Authorized Signatories

(Name & Designation, seal of the firm)

**SUPPLIER PROFILE**

1. Name of the Organization and Address:
2. Year of Establishment:
3. Status of the firm:

(Whether Pvt. Ltd. company / Public Ltd. company/ Partnership Firm / Proprietorship Firm)

4. Name of the Chairman/Managing Director/CEO/Country Head (as the case may be):
5. Whether registered with the Registrar of Companies/Registrar of Firms in India. If so, mention number and date and enclose Registration Certificate copy.
6. Whether registered for sales tax purposes. If so, mention number and date. Also furnish copies of sales tax clearance certificate.
7. Whether an assessed of Income Tax. If so, mention Permanent Account Number. Furnish copies of Income tax clearance certificate.
8. a) Name and address of Bankers :
  - i)
  - ii)
- b) Turnover of the Company/Firm in 2015-2016, 2016-17 and 2017-18:  
(Please attach a copy of Income Tax Returns / Assessment Orders for the years 2015-16, 2016-17 and 2017-18  
2015-16:  
2016-17:  
2017-18
9. Is the Company/Firm a manufacturer of Portable Guard Cabins? If yes,
  - a) Give the Name of the State where manufacturing unit is located.
  - b) Mention the address and phone number of the company's office located within 100 km radius of Kanpur:
10. Give details of the after-sales service facility in terms of technical manpower and spares that will provided by your company in Kanpur.
11. What are your main fields of activities? Mention the fields giving the annual turnover for each field.
  - i)
  - ii)
  - iii)
  - iv)

## Tender no. Security/PGC/2018-19/06

12. Since when and how long your Company/firm has been manufacturing HHMD & DFMD Systems.

13. If you have been prequalified by other organization/statutory bodies, such as Banks, CPWD, PWD, etc. for **Portable Guard Cabins**, furnish their names, category and date of registration.

14. Furnish the names of renowned organizations, where you have installed **Portable Guard Cabins** in the last three years ending 31 Oct 2018:

	Name of Organization with Address	Year of Installation	Value of orders
1.			
2.			
3.			
4.			
5.			
6.			
7.			

(Please attach the copies of their orders)

### 15. Details of Technical Staff in Kanpur

Sr. No.	Name	Qualification	Post Held	Experience
1.				
2.				
3.				

### 16. List of Enclosures:-

- Certificate of Registration / Partnership Deed
- Certificates of Registration with Income Tax, Service Tax, EPF, ESI, VAT/TIN.
- Audited Balance Sheet (Statements of last 3 Years), if any.
- Copies of Work Orders as mentioned above along with photocopies of relevant TDS Certificates and satisfactory Completion Certificates.
- Copies of Income Tax Returns / Assessment Orders for the last 3 Years.
- Performance Guarantee.
- Copies of registration with SSI/NSIC or ISO 9001/2000 and 14001 certification.
- Party must have registered with IIA (Indian Industries Association)

**UNPRICED VERSION OF BILL OF MATERIAL**

**NOTE:**

1. Prices are not to be furnished in this Annexure.
2. Supplier should only confirm in the respective columns that the total cost in rupees, in figures and in words, has been quoted in the Bill of Material and Price Schedule in Financial Bid at Annexure - V.

**I) Items to be considered for total cost of ownership**

**(Price for one portable guard cabin including all items as described above)**

<b>Items Description</b>	<b>Total Cost (Rs.) in figures given in Financial Bid?</b>	<b>Total cost in words (Rupees) given in Financial Bid?</b>
Portable Guard Cabin of size 6' x 5' x 8' as per detailed specifications given in Annexure III.	(Yes / No)	(Yes / No)

**Note: Please read the notes carefully furnished in the Bill of Material and Price Schedule (Financial Bid)**

**REFERENCE SITE DETAILS**

Details of Portable Guard Cabins supplied in last 3 years (Ref. No., date of order and quantity)

(1) Name of the company	
Address of the company	
Name, designation of contact person with telephone No. and e-mail id	Name: Designation: Landline No.: Cell No.: E-mail id:
(2) Name of the company	
Address of the company	
Name, designation of contact person with telephone No. and e-mail id	Name: Designation: Landline No.: Cell No.: E-mail id:
(3) Name of the company	
Address of the company	
Name, designation of contact person with telephone No. and e-mail id	Name: Designation: Landline No.: Cell No.: E-mail id:

**AUTHORISED SIGNATORY**

**FINANCIAL BID**

**BILL OF MATERIAL AND PRICE SCHEDULE**

**I) Items to be considered for Total Cost of Ownership (TCO)**

**(Price for one Portable Guard Cabins including all items as described below)**

**Bill of Quantity-Price Bid**

ITEM DESCRIPTION	MAKE and Model No.	Qty.	Rate (rs.)	Total cost (rs.)	Total cost in words (rs.)
Portable Guard Cabin of size 6' x 5' x 8' (W x D x H) as per detailed specifications given in Annexure III of this tender along with all fittings and fixtures.					

**Note:**

- i. Total cost must be quoted in FIGURES AND WORDS.
- ii. In case of any discrepancy, total cost quoted in words will be considered for computation of TCO.
- iii. Cost comparison will be on the basis of total cost of ownership calculated as explained above.
- iv. The price quoted above shall be inclusive of all labor costs, taxes, duties, transportation and levies (except octroi which will be at actual)

**TENDER ACCEPTANCE LETTER**

(To be given on Company Letter Head)

Date:

To,

\_\_\_\_\_

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: \_\_\_\_\_

Name of Tender / Work: -

\_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

\_\_\_\_\_

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred/ terminated/ banned by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

