

**Office of the Dean Research and Development
Indian Institute of Engineering Science & Technology (IEST), Shibpur
Howrah - 711 103**

Project Code: USA/CE/AG/328

**Department of Civil Engineering,
Indian Institute of Engineering Science and Technology, Shibpur
Howrah – 711 103**

**GENERAL CONDITIONS (GC) AND IMPORTANT INSTRUCTIONS FOR TENDERERS /
BIDDERS / SUPPLIERS**

1. Tender Documents with technical specifications and price details of the item mentioned in Annex -1 are to be submitted in sealed envelopes addressed to the **Dr. Anirban Gupta, Professor, Department of Civil Engineering, Indian Institute of Engineering Science and Technology (IEST), Shibpur, P.O.- Botanic Garden. Howrah, West Bengal, Pin – 711103, INDIA.** The sealed envelope should be inscribed with the Ref. along with the bidders' name and address.
2. **Tenderers are to submit the quotations in original after accepting the terms and conditions.**
3. **Last date of receipt of tender by IEST, Shibpur is 28.08.2017 (Monday) at 3.00 pm.** Tenders received late will not be accepted under any circumstances. Tenders will be opened in the **Seminar Hall, Department of Civil Engineering, IEST, Shibpur, on the same day at 3.00 pm.** In case the Institute remains closed on the said date, tenders will be opened on next working day at 3.00 pm.
4. Materials and Accessories supplied should be as per specification and finally approved by authorized officer of Indian Institute of Engineering Science and Technology (IEST), Shibpur.
5. The Price Bid should clearly mention the following:
 - All taxes
 - Cost of installation in the schools at Gaighata block of North 24 Pgs districtInclusion of statutory payments at a later stage will not be accepted.
6. The materials are to be supplied within **15 days from the date of placement of order** at Gaighata Block of North 24 Parganas between 11.00 am and 4.00 pm from Monday to Friday except holidays. The supplier will be responsible for any breakage, damage or defect in the equipment detected subsequently.
7. If the supply is not completed within the stipulated period as indicated in the Tender/ Work Order a Liquidated Damage @ ½ % per week will be imposed subject to 5% of the value of Work Order.
8. Bills in triplicate should be presented for payment within 7 days of supply/ completion of work. No advance is paid for execution of the order. The Order No. is to be noted on both Challan and Bill. All bills are to be accompanied by order copies and challan receipt.
9. Payment will be made on submission of Proper Bills, Challans etc, by A/C Payee Cheque and no cash payment will be made under any circumstances.
10. All payments are subjected to statutory deductions as and when applicable.
11. Tender is to be kept valid for acceptance for 30 days w.e.f. the last date of submission of the tender without any modifications in its terms and conditions
12. Documents to be submitted with the tender:
 - Tender Documents, General Conditions (GC) and Important Instruction in original duly signed by the Proprietor/ Partner/ Director of the company as a token of acceptance of Terms and Conditions of Tender.
 - Latest Sales Tax, Professional Tax clearance certificates and copy of valid Trade License, Pan Card.
13. All the equipment shall carry a guarantee for a period of 12 months from the date of installation against any manufacturing defect. Calibration / Test Certificate must accompany along with the

equipment. Supply of equipment shall include installation, erection, commissioning and demonstration.

Indian Institute of Engineering Science and Technology (IEST), Shibpur, Howrah reserves the right to accept/ reject all or any of the tenders without assigning any reason whatsoever.

I/We accept the above terms and conditions.

Signature of the Tenderers/ Bidders / Suppliers with date and seal

(A. Code DRC-T044/17-18)

Dean (R & D)

Detail Specification and Item Description:

Automatic Sanitary Napkin Vending Machine.

- 1) Metal Enclosure : 1.5mm MS-Powder Coated,
- 2) Dimensions (H x W x D) 36 inches x 9.5 inches x 6 inches
- 3) Capacity of the Vending Machine: 30 Napkins
- 4) Auto lockout feature when no stock Available
- 5) Coin-operated automatic disposal of napkin (as per need and calibration)
- 6) Weight of the machine should be below 15 KG
- 7) Locking System : Separate lock and key for the Coin box
- 8) Placement : The machine would be mounted on the Wall
- 9) Power Consumption : 20 W
- 10) Power Supply: 150V to 230V AC, 50Hz,