



**DEPARTMENT OF CIVIL ENGINEERING, INDIAN INSTITUTE  
OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR HOWRAH-711103**

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

**Code: CEP/WSSO-PHED(GOWB)/CE/AG/032/17-18**  
**Advt.No.WEB/CE/IEST/17-18/21**

1. Tender Documents with technical specifications and priced details 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 envelopes 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 12.06.2017 at 1.00pm.**

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 3.00pm.** In case the Institute remains closed on the said date, tenders will be opened on next working day at 3.00pm.

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

Inclusion of statutory payments at a later stage will not be accepted.

Central Excise Duty Exemption Certificate will be issued, if required.

6. The materials are to be supplied within 15 days from the date of placement of order at Department of Civil Engineering, Indian Institute of Engineering Science and Technology, Shibpur Howrah – 711 103, between 11.00 am and 4.00pm from Monday to Friday except holidays. The supplier will be responsible for any breakage, damage or defect in the equipment detected subsequently. Type and quantity of any item may vary according to the decision of the appropriate IEST authority.

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, Challan 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**

### **Detail Specification and Item Description**

Sl. No.	Item Description
1.	Bag (30 nos) as per sample

\*Sample can be seen from Dr. Anirban Gupta, Civil Engineering Department