

Website: www.jkdoeacc.in



**National Institute of Electronics &
Information Technology-NIELIT
Srinagar/Jammu**

(Formerly DOEACC Centre Srinagar/Jammu)

An Institute under Deptt. of Information Technology,
Ministry of Communications & Information Technology,

Govt. of India

SIDCO Electronics Complex, Rangreth- Srinagar:

Phone: 0194-2300502, 2300501, 2300805

TENDER NOTICE

Subject: Documentation of Artifacts.

Quotations are invited from registered CAD/
Multimedia agencies for Documentation (catalog &
complete reference) of various Textile and Non Textile
artifacts with different designs & dimensions
belonging to **School of Designs Department of
Handicrafts.**

The documentation has to be done in the form of
Engineering drawing using AutoCAD (atleast 2 views)
and Photographs in JPEG format from different angles
to capture all the details along with brief product
description in English & Urdu.

The wood carving samples are available in our office.
For further queries visit us on any working day
(Monday- thru- Friday) between 11 am to 2pm.

Interested parties may submit a proof of the work to
be undertaken (Engineering drawings and Photo-
graphs) of at least three samples in this office along
with the rate per sample in a sealed envelope on or
before 01-02-2012. Detailed tender document is avail-
able in this office at a cost of Rs.500/- in cash or DD
in favour of Director, NIELIT Srinagar/Jammu pay-
able at Srinagar. The tender document along-with
terms and conditions can be downloaded from our
website www.jknielit.in.

In case the tender document is downloaded then the
tenderer must attach a DD for the cost of document at
the time of submission of tender. Tenders received late
or not fulfilling the terms and conditions will not be
considered. The Director reserves the right to reject
any or all the tenders without assigning any reason
thereof.

**A.H.Moon
Director**

[Advt. No.02/2012-NIELIT(S) Dated: 18-01-2012

TENDER-DOCUMENT

For

“DOCUMENTATION OF ARTIFACTS”

Due On: 30-01-2012

Opening: 31-01-2012

Completion Time phase 1st : 40 Days

EMD: 5000/-

Submission: 30-01-2012

**National Institute of Electronics & Information Technology NIELIT, SRINAGAR/JAMMU
(Formally DOEACC Centre Srinagar/Jammu)**

(An Autonomous Body of Department of Information Technology,
Ministry of Communications & Information Technology, Govt. of India)

SIDCO Electronics Complex, Old Airport Road, Rangreth

Phone Nos. 0194-2300501, 2300502, 2300805, 2300949 Fax No: 0194-2300501

Details of the Agency

1) Name & Registration of the firm/ agency (attested copies of registration certificate)

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2) License No. of the agency

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3) Date of establishment of the firm.

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4) Details of the experience in the field (supporting documents)

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5) Latest income tax clearance certificate.....

6) PAN No.....

7) Earnest money details:-

a) Name of the Bank

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b) Date of issue of Demand Draft.

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c) Amount of Demand Draft.

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Signature of the Tenderer

NIELIT Srinagar/Jammu

General Conditions of Tender

1. The tenderer is required to quote the rates for items mentioned in tender Specification sections.
2. Conditional tenders shall be rejected even though the rates quoted are the lowest.
3. The rates quoted by tenderer should be fixed having validity for a period of three months from the date of opening of the tender.
4. The tenderer is required to enclose with the tender an earnest money for an amount equivalent to 2% of the total tender amount in the shape of a call deposit pledged to Director NIELIT Srinagar/Jammu without which the tender shall not be accepted.
5. The Director NIELIT Srinagar/Jammu reserve the right to reject any / all the tenders partly/fully without assigning any reason thereof.
6. The Agency shall be time bound and no extension in the period of completion of project as mentioned in the tender Agreement will be admissible.
7. In case of delay in execution of Project as per time schedule mentioned in tender, penalty 0.5% per week or part thereof up to 10% of total cost of the project shall be imposed which will be recovered from Agency from any money which shall become due or which becomes due to him from this center. However, Director NIELIT may waive off the penalty on his discretion and extend the duration of Project to be carried out.
8. The bad/defective samples which are not found to be executed as per the specifications shall be rejected.
9. The project shall have to be executed strictly in accordance with the Engineering drawings, using AutoCAD at least 2 views, photography in JPEG format from different angles to capture all the details along with brief product description in English and Urdu.
10. The suggestions which are not covered in this tender but subsequently found essential during execution of Project shall also be undertaken by the Agency, payment for the same shall be released as per L.M.R.
11. All the taxes as applicable shall be applied / deducted on the gross value of the Project at the rates prevailing at the time of payment.
12. The registered firm shall only be eligible to tender the Project.

13. The Agency at his cost shall conduct all necessary updations of defective samples within defect liability period of six months.

14. **Defect liability period:** 90 % deposit of the Project cost shall be released on the virtual completion, handing over and verification of the project. The remaining 10% deposit & E.M.D shall be released after six months from date of completion of the Project on submission of report of the engineer in-charge after obtaining approval by the competent authority.

15. In case any dispute or difference arises between the parties with regard to interpretation or working of the agreement or rights, liabilities or duties arising out of it. The matter shall be referred to a sole arbitrator to be appointed by the Director, NIELIT Srinagar /Jammu and the decision of the arbitrator shall be binding on both the parties.

16. Director NIELIT Srinagar/Jammu reserves the right to reject any drawing, photograph or work allotted during their currency without assigning any reason.

Estimated cost for Documentation of Artifacts phase First

S. No	Particulars	Rate/Sample	Qty	Amount
1	Engineering drawings using AutoCAD at least 2 views, photography in JPEG format from different angles to capture all the details along with brief product description in English and Urdu of simple as well as complex wood carving samples printed on standard laminated paper.		560	
Total amount				