



दि न्यू इन्डिया एश्योरन्स कंपनी लिमिटेड

(भारत सरकार का उपक्रम)

THE NEW INDIA ASSURANCE COMPANY LTD.

(Govt. of India Undertaking)

पंजीकृत एवं प्रधान कार्यालय : न्यू इन्डिया एश्योरन्स बिल्डिंग, 87, महात्मा गांधी मार्ग, फोर्ट, मुंबई - 400 001.

Regd. & Head Office : New India Assurance Bldg., 87, M.G. Road, Fort, Mumbai - 400 001.

CIN No. L66000MH1919GOI000526



Phone : 022 2270 8100

022 2270 8400

Website : www.newindia.co.in

Tender No.22 /Estate & Estab/24-25

3rd December 2024

Corrigendum

Re: Tender for Supply and installation of Compactor Storage Units at Head Office.

The New India Assurance Co. Limited wishes to install a **Compactor Storage Unit** as per the technical specifications enclosed herewith at our Head Office premises, (6th floor, Establishment Department) situated at The New India Assurance Building 87, Mahatma Gandhi Road, Fort, Mumbai- 400 001.

e-tenders are invited from the Manufacturers/ supplier/ dealers of Compactor storage systems who undertake such types of jobs.

The Bidders are requested to inspect the site and get acquainted with works mentioned in tender documents before quoting the rates.

Technical and Price bid documents including Pre-qualification criteria with instructions are attached herewith.

e-Tender shall be reached on our Portal <https://tenderwizard.com/NIAEPROC> on or before extended date 13th December 2024 before 2.00 p.m.


Vinay 31/12/24
(CHIEF MANAGER)
ESTATE & ESTABLISHMENT DEPT
151/air cond/24-25



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SPECIAL INSTRUCTIONS TO BIDDERS FOR E-TENDERING



1. Tender document with detailed terms and conditions is available on our Website www.tenderwizard.com/NIAEPROC .Interested participants may download and participate in the tender as per the instructions given therein, on or before the due date of the tender. The tender should be submitted online through the e-Procurement system on www.tenderwizard.com/NIAEPROC.
2. As a pre-requisite for participation in the tender, vendors are required to obtain a valid Digital Certificate of Class IIB (with both signing and encryption component) and above as per Indian IT Act from the licensed Certifying Authorities (For ex. N-codes, Sify, E-mudra etc.) operating under the Root Certifying Authority of India (RCIA), Controller of Certifying Authorities (CCA). The cost of obtaining the digital certificate shall be borne by vendor. In case any vendor so desires, he may contact our e-Procurement service provider M/s. Tender Wizard, for obtaining the Digital Signature Certificate.
3. Corrigendum amendment is any shall be notified on the site www.tenderwizard.com/NIAEPROC. In case any corrigendum / amendment is issued after the submission of the bid, then such vendors, who have submitted their bids, shall be intimated about the corrigendum/amendment by a system-generated email (In case of open tender corrigendum / amendment will be on the public dash board and no mail will be fired for the vendor who has not participated by that time). It shall be assumed that the information contained therein has been taken into account by the vendor. They have the choice of making changes in their bid before the due date and time.
4. Vendors are required to complete the entire process online on or before the due date of the tender.
5. The Commercial/Price bid of only those vendors shall be opened whose Technical bid is found acceptable to us. The schedule for opening the price bid shall be advised separately.
6. Directions for submitting online offers electronically against e-Procurement tenders directly through internet:
 - i. Vendors are advised to log on to the website www.tenderwizard.com/NIAEPROC and arrange to register themselves at the earliest.
 - ii. The system time (IST) that will be displayed on e-Procurement web page shall be the time considered for determining the expiry of due date and time of the tender and no other time shall be taken into consideration.
 - iii. Vendors are advised in their own interest to ensure that their bids are submitted in e-Procurement system well before the closing date and time of bid. If the vendor intends to change/revise the bid already entered, he may do so any number of times till the due date



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and THE NEW INDIA ASSURANCE CO. LTD. MUMBAI (H.O.) However, no bid can be modified after the deadline for submission of bids.

- iv. Once the entire process of submission of online bid is completed, the vendors are required to go on dashboard and take the print of the receipt as a proof of submitted bid.
- v. Bids / Offers shall not be permitted in e-Procurement system after the due date / time of tender. Hence, no bid can be submitted after the closing due date and time of the Tender.
- vi. No manual bids / offers along with electronic bids / offers shall be accepted.
7. **Once the Commercial/Price bids are opened, vendors can see the rates quoted by all the participating bidders by logging on to the portal under their user ID and password and clicking on other bid view.**
8. No responsibility will be taken by the e-Procurement service provider for any delay due to connectivity and availability of website. **They shall not have any** liability to vendors for any interruption or delay in access to the site irrespective of the cause. It is advisable that vendors who are not well conversant with e-tendering procedures, start filling up the tenders much before the due date /time so that there is sufficient time available with him/her to acquaint with all the steps and seek help if required so. Even for those who are familiar with this type of e-tendering, it is suggested to complete all the activities before due date. It should be noted that the individual bid becomes viewable only after the opening of the bid on/after the due date and time. Please be reassured that your bid will be viewable only to you and nobody else till the due date/ time of the tender opening. The non-availability of viewing before due date and time is true for e-tendering service provider as well as New India Assurance officials.
9. New India Assurance and/or the e-Procurement service provider shall not be responsible for any direct or indirect loss or damages and or consequential damages, arising out of the bidding process including but not limited to systems problems, inability to use the system, loss of electronic information etc.
10. In case of any clarification pertaining to e-Procurement process, the vendor may contact the following agencies /personnel:

10.

S.N	Particulars	Company Name	Contact Details
1	For e-Tendering Support	Tender wizards	08040482100 Mr Lokesh H R 9731468511 Mr Sushant SP Lokesh.hr@etenderwizard.com
2	For Tender related Queries	The New India Assurance Co. Ltd	022-22708291



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GENERAL TERMS & CONDITIONS

Tenders are invited subject to following terms and conditions:

1. The tender forms will be available and can be down loaded from our Website www.newindia.co.in.
2. The Tenderers are requested to inspect the site and get acquainted with the working conditions before quoting their rates.
3. The Tenderers should also understand the job thoroughly and then quote their rates as per site/locations conditions.
5. The tenderers should fill items in the tender on the same manner and units as specified. Any tender wherein the rates are quoted on different basis or units is liable to be rejected.
6. The Company reserves the right to reject any or all tenders without assigning any reason. The Company also reserves the right to deviate/delete any or all items.
7. The rates shall include cost of materials, labors, packing, forwarding and transport charges as the tender is for supply and installation.
8. The work has to be carried out to the entire satisfaction of the Company's Engineer.
9. All the material to be used is got approved by company Engineer before fixing on site.
10. The work should be made available for checking at any stage for inspection by Company's Engineer.
11. **5% retention money** will be kept from every bill for a period of 2 year as a performance guarantee.
12. e-tenders should be uploaded on our e-procurement portal <https://tenderwizard.com/NIAEPROC> on or before 13th December 2024 by 2.00 p.m.
13. **Payment:** - No advance payment will be paid. But 50% can be claimed against 100% delivery of materials.
14. 95% Payment will be released after successful commissioning of the Compactors as per technical specifications.



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15. **Delivery:** - Delivery within 2 to 3 Weeks from the date of receipt of PO.
16. **Freight:** - No extra charge for transportation.
17. **Installation:** - No extra charge for installation of the unit.
18. **Unloading Material:** - No extra charge for material unloading.
19. **Packing:** - No extra charges for packing of material.
20. **Validity of tender:** - **90 days** from date of submission.
21. **Site Location:** - **6th floor, Establishment Department godown.**
22. **Installation Time:** - 21 Working days excluding the day of delivery.
23. **Warranty:** - **Warranty** for any manufacturing/workmanship defects will be **24 months** from the date of Completion of installation work at site. Any defects arising out of the above will be rectified and Replaced free of cost.
24. 5% of the balance payment will be released after 24 months of the date installation of compactor.