



NATIONAL LAW SCHOOL OF INDIA UNIVERSITY

Post Bag No. 7201, NAGARBHAVI, BENGALURU - 560 0242. (Old Code No. 560 072), INDIA.

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Notification No.: NLSIU-66066/1/2022-ESTS

Date: 01.02.2022

NOTICE INVITING QUOTATIONS

The National Law School of India, Bangalore ("NLSIU") is a University established under the National Law School of India Act, 1986, imparting legal education. Sealed quotations from Civil works, Electrical works, Painting works, Plumbing works and Carpenters works are invited for the purpose of empanelment on the University's approved list for the next 3 years by the undersigned, subject to the terms and conditions enumerated hereunder.

Categories of Work	1. Civil & Masonry Work 2. MEP Works 3. Painting Work 4. External area Work 5. Carpentry Works
Date of Issue of Tender	01.02.2022
Last Date for Submission	Up to 5.00 PM 15.02.2022
Tender Opening Date	16.02.2022

Terms and Conditions: -

1. The details of services for which tenders are invited from interested Bidders are provided in **Annexure 'A'**, attached herewith.
2. Interested Bidders may contact NLS procurement team via email at procurement@nls.ac.in for any clarification.
3. The details of eligibility for empanelment is indicated in **Annexure-1**
4. Parties may send in their completed applications in the prescribed format as indicated in **Annexure '2'**. Along with the completed Application Form, Bidders must affix the following documents indicating their eligibility, capacity and experience to provide services for

which they seek empanelment. Applicants must affix one copy of each of the following documents to their application:

- a. Firm/Company registration certificate as per existing norms
 - b. Copy of GST Registration Certificate
 - c. Copy of PAN Card
 - d. Copy of MSME certificate (if applicable)
 - e. Copy of Trade License
 - f. Certified copies of audited financials for last three years ending on 31.03.2021.
 - g. Copy of address proof of office/premises from where the business is operated
 - h. Performance Certificates/Purchase Orders/Work Orders from at least 2 clients who have entrusted work to them during the last three years.
5. The sealed envelope containing signed copies of **Annexure 2** and accompanying documents should clearly super scribe "**Application For Empanelment of Firms for from Civil & Masonry works, MEP works, Painting work, External area works and Carpentry works** and shall be addressed to "**Finance Officer, Finance Department, National Law School of India University, Gnana Bharathi Main Rd, Teachers Colony, Nagarbhavi, Bengaluru, Karnataka - 560072**". The sealed envelope shall be sent to reach this office on or before the due date mentioned, either in person or by Registered Post.
6. Applications received by NLSIU shall be scrutinised by a committee appointed for the purpose and vendors shortlisted on the panel shall be notified in due course.
7. The applications received after the due date or incomplete applications will not be entertained.
8. University reserves the right to accept or reject any or all applications without assigning any reason.
9. Firms selected for empanelment shall enter into a contract with the University which shall govern the terms and conditions of the empanelment.
10. All Empanelled firms shall be notified of the required Work/Services for Civil, MEP, Carpentry, Painting or other external works as the case may be, along with the details thereof via email by the University.

11. Empanelled firms shall accordingly submit quotations on the basis of which the University shall select one or more suitable Vendors to carry out the work. The University shall not bind itself to accept the lowest quoted rate. The University shall accept the quotation that is in best interests of the University, as determined by the University authorities. The University reserves the right to not accept any of the Quotations submitted during this process.
12. The University shall issue a Work Order indicating the scope of work, commercials and timelines to the Selected Vendor for carrying out the work.
13. Empanelled firms shall follow all safety rules and security procedure that are in force and applicable during execution of work.
14. Empanelled firms shall comply with applicable provisions of all acts, statutes, rules and regulations of Central and State Governments, as the case may be.
15. University will review the performance of the empanelled firms every year and the term of empanelment may continue subject to satisfactory performance of the work as evaluated by NLSIU.
16. **General Terms:** Applicants are subjected to be disqualified, even though they meet the qualifying criteria if they:
 - a. Provide misleading or false information in the application and supporting documents submitted as proof of qualification, including withholding information.
 - b. Have a record of poor performance such as abandoning the work, not properly completing the contract, inordinate delays, litigation history or financial failures, etc.


Registrar

Annexure-1

Eligibility Criteria for Bidders

- a. Bidder should have been in the business of providing similar work for last 3 years
- b. Submit relevant documents for having completed at least 5 on-going/completed work of a similar nature. (Please submit copies of Work orders /Performance/Completion Certificates issued by Clients).
- c. Copies of necessary licenses required for undertaking the work, if applicable. [Bidders for the MEP works must possess a valid Electrical Contractor License and related permits].
- d. Furnish the names of two clients/ persons to whom the major works carried out by the Bidder with address and telephone number who will be in a position to certify about the quality as well as past performance of your organization.

Name of the Official	Organisation & Address	Contact Number

Additional Documents Required:

- 1. Overall Financial turnover of the Bidder for last 3 years (Please submit copies of audited financials)

Annexure '2

Application Form

1.	Category of Application (Select all that apply):	1. Civil & Masonry Work 2. MEP Work 3. External area works 4. Painting Work 5. Carpentry Work
2.	Name of Firm:	
3.	Type of Firm (Company/ Partnership / Proprietorship etc):	
4.	Registered Address:	
	Telephone:	
5.	Name, Address, Telephone of Firm's Directors/Proprietor/ Partners etc.:	1) 2) 3) 4)