INVITATION FOR TENDER FOR SUPPLY OF EQUIPMENT (RE-RETENDERING)

Sealed tender offers are invited in two separate sealed covers (Technical and Commercial offers) from eligible manufacturers/suppliers or their direct Indian agents for the supply of the following equipment. **The companies who have already submitted their tender documents against Tender No: IITKGP/AERO/PLAN/TENDER/2016-17/SSAR/01 dated 11.11.2016 need not apply again. In case the validity of the submitted bid expires before 27.01.2017, the concerned vendor needs to send a document extending the date of validity.**

Multitube manometer

Please send offers, ALONG WITH DESCRIPTIVE CATALOGUE/ BROCHURE. The validity of the bid should be at least four months (120 days) or more from the date of the opening of this tender. Please ensure that your quotation reaches not later than **27.01.2017 at 15:00 Hrs** at the following address:

Prof. D K Maiti,
Head of the department,Department of Aerospace Engineering,
Indian Institute of Technology Kharagpur – 721 302, West Bengal, India

Earnest money of **Rs. 2,000/-**is to be deposited in the form of Account payee Demand Draft in favour of IIT Kharagpur, payable at Kharagpur, India. Any bid which is not accompanied with an EMD shall be summarily rejected. Earnest money deposited will be forfeited if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender. No interest will be paid on the earnest money of the unsuccessful bidders.

Tender Reference	**IITKGP/AERO/PLAN/TENDER/2016-17/SSAR/03, Dated: 06.01.2017**
Price of Tender Document	**NIL**
Last Date and Time for submitting the tender document	**27.01.2017 at 15:00 Hrs (Indian time)**
Time and Date of Opening ofTechnical Bids	**27.01.2017 at 16:00 Hrs(Indian time)**
Place of Opening Tender	**Department of Aerospace Engineering,** **Indian Institute of Technology** **Kharagpur – 721 302, West Bengal, India**
Address of Communication	**As stated above**
Contact Telephone Numbers	**+91- 3222 - 28**2242_____
E-mail	**dkmaiti@aero.iitkgp.ernet.in**

ANNEXURE-I

DETAILED TECHNICAL SPECIFICATIONS FOR

Multitube manometer

1. For measuring multiple air pressures from wind tunnel models and associated equipments in the range 0-10 millibar preferably with a precision of nearly 0.02 millibar at maximum inclination.
2. Inclinable for increased sensitivity with a system for angle locking. Nominal Range: 0 - 80° with atleast 3 intermediate steps clearly showing the degree divisions. More intermediate steps are preferable.
3. Minimum number of limbs 16.
4. Gang type (Not individual U-tube type manometers).
5. Adjustable height datum and leveling feet with a pair of spirit levels that may be attached to the frame/body/base to ensure proper levelling.
6. Quick-release couplings/connection pieces at the open end of the limbs for ease of use.
7. In case the working fluid is
    - **a.** proprietary: the price bid should include the cost per unit of this working fluid.
    - **b.** Water: the price bid should include the cost per unit of the dye.
8. Adjustable height working fluid reservoir to change the datum of the levels of the working fluid.
9. Comprehensive user guide.
10. Enclose all pertinent internationally acknowledged quality control compliance documents.
11. Post sales service support inclusive of the pricing.

Optional

1. Item wise spares cost (for example: Taps, Limbs etc.) to be included in price bid in optional price cost.

2. GENERAL TERMS & CONDITIONS

PLEASE SPECIFICALLY INDICATE THE FOLLOWING POINTS IN YOUR QUOTATIONS AND COMPLY THE TERMS AS MENTIONED HERE UNDER:-

1. TENDER ARE INVITED COMPLYING THE REQUIREMENT FOR TENDER AS DETAILED IN THE TENDER SPECIFICATION TO BE SUBMITTED IN THE COMPANY'S / FIRM'S LETTERHEAD NEATLY PRINTED / TYPED DULY SIGNED BY AUTHORIZED PERSON WITH THE SEAL OF THE BIDDERS. ALL ENVELOPS CONTAINING THE TENDER SHOULD BE PROPERLY SEALED. SEPARATE ENVELOPS SHOULD BE USED FOR TECHNICAL AND PRICE BID AND INDICATION TO THEIR EFFECT MAY PLEASE BE SUPERSCRIBED ON THE ENVELOP.

THE FOLLOWING DOCUMENTS ARE REQUIRED FROM THE INDIAN AGENTS OF FOREIGN FIRMS:

1.1 FOREIGN PRINCIPAL'S PROFORMA INVOICE INDICATING THE COMMISSION PAYABLE TO THE INDIAN AGENT AND NATURE OF AFTER SALES SERVICE TO BE RENDERED BY THE INDIAN AGENT.

1.2 COPY OF THE AGENCY AGREEMENT WITH THE FOREIGN PRINCIPAL INDICATING THE NATURE OF AFTER SALES SERVICES, PRECISE RELATIONSHIP BETWEEN THEM AND THEIR MUTUAL INTEREST IN THE BUSINESS.

1.3 PLEASE ENCLOSE THE DOCUMENT(S) RELATED TO THE ENLISTMENT OF THE INDIAN AGENT WITH DIRECTOR GENERAL OF SUPPLIES & DISPOSALS (DGS & D) UNDER THE COMPULSORY REGISTRATION SCHEME OF THE MINISTRY OF FINANCE, GOI.

2. TECHNICAL CATALOGUE/LEAFLET SHOULD BE ENCLOSED WITHOUT FAIL. PROVIDE COMPLIANCE STATEMENT WITH RESPECT TO THE TECHNICAL SPECIFICATIONS MENTIONED ABOVE.

3. PLEASE CONFIRM WHETHER YOU ARE AUTHORISED TO QUOTE ON BEHALF OF YOUR PRINCIPALS AND IF SO, PLEASE ENCLOSE A COPY OF SUCH AUTHORISATION WITH YOUR QUOTATION.

4. **PRICE BIDS FOR FOREIGN FIRMS**: PRICES ARE TO BE QUOTED ON '**EX-WORKS**' DULY PACKED OR ON **"FCA/FOB"** INTERNATIONAL PORT" BASIS AND ALSO INCLUDING AGENCY COMMISSION PAYABLE TO YOUR INDIAN AGENTS, IF ANY SHOWING CLEARLY THE FOLLOWING BREAK UP:-

   I) EX-WORKS PRICE
   II) PACKING & FORWARDING
   III) FREIGHT
   IV) ANY OTHER RELEVANT EXPENSES.
   V) TAXES PAYABLE BY THE INSTITUTE

   INSURANCE WILL BE PAID BY OUR INSTITUTE SEPARATELY AND SHOULD NOT FORM PART OF THE QUOTED PRICE.

   PRICE BIDS FOR INDIAN FIRMS: PRICES ARE TO BE QUOTED ON F.O.R., IIT KHARAGPUR, ON DOOR DELIVERY BASIS CLEARLY SHOWING THE BREAK UP.

5. **PERIOD OF VALIDITY**: BIDS SHALL REMAIN VALID FOR ACCEPTANCE FOR A PERIOD OF 120 DAYS FROM THE DATE OF OPENING.

6. INDIAN AGENTS ADDRESS AND PERCENTAGE OF AGENCY COMMISSION INCLUDED IN ABOVE F.O.B./EX-WORKS PRICE. (THIS WILL BE PAID TO THE INDIAN AGENTS IN INDIAN RUPEES ONLY AND NOT IN **FE).** PLEASE ENCLOSE COPY OF AGENCY AGREEMENT ENTERED INTO WITH YOUR

PRINCIPALS INDICATING THE NATURE OF AFTER SALES SERVICES OF INDIAN AGENTS, PRECISE RELATIONSHIP & MUTUAL INTEREST IN THE BUSINESS.

7. **MEASUREMENTS/WEIGHT:** NETT/GROSS OF THE CONSIGNMENT. IN CASE OF AN ORDER, YOU SHALL USE AIR WORTHY PACKAGE (AS APPLICABLE) DULY CERTIFIED WITH DOCUMENTS – PLYTO – SANITARY CERTIFICATE (AS PER QUARANTINE ORDER 2003).

8. **SCOPE OF SUPPLY**: SHOULD INCLUDE FREE INSTALLATION AND COMMISSIONING

9. **PAYMENT TERMS** FOR FOREIGN FIRMS

   A) 100% PAYMENT THROUGH SIGHT DRAFT/FOREIGN DEMAND DRAFT/LC (EXCEPTIONAL CASES)/SWIFT TELE TRANSFER AFTER RECEIPT OF STORE IN GOOD ORDER AND CONDITION.

   B) BANK CHARGES ON LC/SD (WITHIN INDIA APPLICANT ACCOUNT AND OUTSIDE INDIA TO BENEFICIARY ACCOUNT).

   PAYMENT TERMS FOR INDIAN FIRMS

   A) 100% PAYMENT THROUGH CROSSED ACCOUNT PAYEE CHEQUE / ELECTRONIC TRANSFER AFTER RECEIPT OF STORE IN GOOD ORDER AND CONDITION.

   B) ENSURE MENTIONING

   i) BANK DETAILS OF THE BENEFICIARY, VAT NO., SERVICE TAX NO. AND PAN NUMBER

   ii) FULL NAME AND ADDRESS OF THE BENEFICIARY ON WHOM ORDER HAS TO BE PLACED

10. WHETHER ANY EXPORT LICENCE IS REQUIRED FROM YOUR GOVERNMENT, IF SO, PLEASE CONFIRM WITH DETAILS.

11. COUNTRY OF ORIGIN OF THE GOODS IS TO BE MENTIONED.

12. THE INSTITUTE SHALL PROVIDE THE CONCESSIONAL CUSTOMS DUTY AND EXCISE DUTY EXEMPTION CERTIFICATE AS PER GOVT. NOTIFICATION NO. 51/96 CUSTOMS DATED: 23.07.1996 AND CENTRAL EXCISE DUTY EXCEMPTION IN TERMS OF GOVT. NOTOFICATION NO. 10/97 – CENTRAL EXCISE DATED: 01.03.1997 AS AMENDED FROM TIME TO TIME.

13. **LIQUIDATED DAMAGES**: THE STORES SHOULD BE DELIVERED / DISPATCHED TO DESTINATION AND READY FOR OPERATION NOT LATER THAN THE DELIVERY DATE SPECIFIED. IF THE SUPPLIER FAILS TO DELIVER ANY OR ALL THE STORES OR PERFORM THE SERVICE BY THE SPECIFIED DATE, LIQUIDATED DAMAGES AT 1% PER MONTH OR PART THEREOF IN RESPECT OF THE VALUE OF STORES WILL BE DEDUCTED FROM THE CONTRACT PRICE SUBJECT TO A MAXIMUM OF 5%. ALTERNATIVELY, THE ORDER WILL BE CANCELLED AND THE UNDELIVERED STORES PURCHASED FROM ELSEWHERE AT THE RISK AND EXPENSE OF SUPPLIER.

14. **PATENT RIGHTS**: THE SUPPLIER SHALL INDEMNIFY THE PURCHASE AGAINST ALL THIRD PARTY CLAIMS OF INFRINGEMENT OF PATENT, TRADEMARK OR INDUSTRIAL DESIGN RIGHTS ARISING FROM USE OF THE GOODS OR ANY PART THEREOF IN INDIA.

15. ONLY THOSE BIDDERS WHO'S BIDS HAVE BEEN TECHNICALLY FOUND ACCEPTABLE WILL ONLY BE INVITED FOR PARTICIPATION IN THE PRICE BID.

16. THOSE BIDDERS WHO DO NOT RECEIVE ANY COMMUNICATION FOR PARTICIPATION IN PRICE BID OPENING MEETING MAY PRESUME THAT THEIR BID HAS NOT BEEN ACCEPTED BY THE INSTITUTE.

17. CONDITIONAL OFFER WILL NOT BE ACCEPTED.

18. LATE TENDERS I.E. TENDER RECEIVED AFTER THE DUE DATE AND TIME OF SUBMISSION AS MENTIONED ABOVE SHALL NOT BE ACCEPTED.

19. BIDDERS TO ENCLOSE THE FOLLOWING DOCUMENTS:-

A) CURRENT INCOME TAX AND SALES TAX CLEARANCE CERTIFICATES (VAT No.), SERVICE TAX NO. AND PAN NO.

C) BANKER'S SOLVENCY CERTIFICATE

C) SUMMARY OF AUDITED STATEMENT OF ACCOUNTS FOR THE LAST THREE YEARS TO BE ENCLOSED AND FINANCIAL HIGHLIGHTS AND THE KEY PERFORMANCE DURING THE LAST THREE QUARTERS TO BE ENCLOSED AS PER FORMAT:-

COMPANY'S KEY PERFORMANCE

DESCRIPTION	JAN. TO MARCH	APRIL TO JUNE	JULY TO SEPT.
GROSS REVENUE			
PROFIT BEFORE TAX			
PROFIT AFTER TAX			
RETURN ON INVESTED			
CAPITAL (ROIC)			

D) CUSTOMER SATISFACTION CERTIFICATE FROM ONE REPUTED ORGANIZATION (FOR EXAMPLE IITs, IISc, NITs AND NATIONAL LABORATORIES) IS TO BE ATTACHED WITH THE TECHNICAL BID AND PRICE BID.

E) A DOCUMENT LISTING THE REPUTED ORGANISATIONS (FOR EXAMPLE IITs, IISc, NITs AND NATIONAL LABORATORIES) TO WHICH THE STORE WAS SUPPLIED IN THE LAST THREE YEARS MUST BE INCLUDED.

20. **WARRANTY / GUARANTEE**: THIS COMPREHENSIVE WARRANTY / GUARANTEE SHALL REMAIN VALID FOR **36 MONTHS** AFTER THE GOODS (OR ANY PORTION THEREOF AS THE CASE MAY BE) HAVE BEEN DELIVERED AND COMMISSIONED TO THE FINAL DESTINATION.

21. THE INSTITUTE DOES NOT BIND ITSELF TO OFFER ANY EXPLANATION TO THOSE BIDDERS WHO'S TECHNICAL BID HAS NOT BEEN FOUND ACCEPTABLE BY THE EVALUATION COMMITTEE OF THE INSTITUTE.

22. ALL TENDERS (UNLESS OTHERWISE SPECIFIED) ARE TO BE SUBMITTED / HANDED OVER TO **Prof. D. K. Maiti, Head of the department, Aerospace Engineering, INDIAN INSTITUTE OF TECHNOLOGY, KHARAGPUR - 721 302**AND ACKNOWLEDGEMENT TO BE OBTAINED.

IMPORTANT

1. IIT Kharagpur authority may accept or reject any or all the bids in part or in full without assigning any reason and does not bind itself to accept the lowest bid. The Institute at its discretion may change the quantity / upgrade the criteria / drop any item or part thereof at any time before placing the Purchase Order.

2. Promptly make arrangements for repair and / or replacement of any damaged item (s) irrespective of settlement of claim.

3. In case of any dispute, the decision of the Institute authority shall be final and binding on the bidders.

4. For any query pertaining to this bid document correspondence may be addressed to **Prof. D. K. Maiti, Head of the department, Aerospace Engineering**, at the address mentioned above.

LAST DATE FOR SUBMISSION OF SEALED BIDS: 27.01.2017 BY 15:00 Hrs (Indian time)

1) Please Note that the Institute remains closed during Saturdays & Sundays and all specified government holidays.

2) Fax, e-mail Tender will not be accepted.

3) The General Terms and Conditions as stated above relate to supply of stores / equipment /assets etc. and for specific service other terms and conditions of the Institute will apply.

N.B.: In case the due date for opening tender happens to be a holiday, the same will be opened on the next working day.The timings will however remain unchanged. Please Note that the Institute remains closed on Saturday & Sunday.

Lab In charge
-Aerodynamics
& Wind Tunnel Lab

Co Lab In charge
-Wind Tunnel Lab

Purchase Committee
Chairman, AE

Head of the
Department, AE

ANNEXURE-IV

TECHNICAL BID DOCUMENT

FORMAT TO BE FILLED BY THE MANUFACTURERS/ INDIAN AGENTS (ON BEHALF OF THEIR FOREIGN PRINCIPLES) OR THEIR AUTHORIZED COUNTRY DISTRIBUTORS/ REPRESENTING DEALERS/ REGIONAL AGENCIES, SUBMITTINGTENDER FOR SUPPLY OF *MULTITUBE MANOMETER* FOR IIT KHARAGPUR

1. Nameof theTenderer :
2. Statusof theTenderer :
   (attachdocuments, if registered company/partnership/proprietyship)
3. Whether OEM/representingforeignprinciple :
   (attachcopyof certificate/authorization)
4. Detailsofkeytopofficial/authorizedofficial :
   (attachdetails)
5. Detailsof tie-upsforsupply/services, if any :
   (Attachdetails,agreements,escalation matrix)
6. IncomeTaxandServiceTax returnsof previous threeassessmentyear(copy) :
7. Financial statusof bidderand/orhisassociates includingAnnual Report&BalanceSheet/Statement of Accountof past threeyearswithRegistrationof Companies(ROC)receiptsdulyauthenticatedby CharteredAccountant :
8. Currentlist/addressofclientswheresimilarmaterial hasbeensuppliedandsuccessfullyworking :
9. Nameof thevendor'sthreelargestclients, towhom similarproductsandserviceswereextended&amount oftransaction/annual billstosuchclients :
10. NameandaddressofVendor'sbankersand attachaSolvencyCertificatefrom theBankfora minimumamountof Rs.20.00Lakh. :
11. IncomeTaxPermanentA/cNo.(attachcopy) :
12. **DetailsofEMD/BankDraft No., issuingbranchanddate:**

Certifiedthatall aboveinformationarecorrect tothebestofmy/ourinformation,knowledgeand belief.

Datedsignature&seal of theAuthorized personof OEM/Vendor

NOTE: **This is to be submitted in a separate sealed envelope** superscribing "TECHNICAL BID", Notice inviting Tender No dated and name of the bidder. All technical documents like literature, catalogues etc., are to be put in the same envelope. Price bid of that company/ firm only will be opened which do technically qualify, for further consideration. **Attach all relevant documents in the same serial order as above, properly indexed, duly signed and sealed**.

AnnexureV

DECLARATION

1. I, ----------Son/Daughterof Shri---------- ---------- Proprietor/Partner/CEO/MD/Director/ Authorized Signatoryof M/s. ---------- am competenttosignthisdeclarationandexecutethis tenderdocument.

2. Ihavecarefullyreadandunderstoodallthetermsandconditionsofthetender andherebyconveymy acceptanceof thesame.

3. Theinformation/documentsfurnishedalongwiththeaboveapplicationaretrue andauthentic tothebest of myknowledgeandbelief.

4. I/ we/ am are well aware of the fact that furnishing of any false information/fabricateddocumentwouldleadtorejectionofmytenderatany stagebesides liabilitiestowards prosecutionunderappropriatelaw.

5. Each page of the tender document and papers submitted by my Company isauthenticated, sealed and signed, and I take full responsibilityfor theentiredocuments submitted.

Signatureof theAuthorizedPerson

Date: ---------- Full Name:----------

Place: ---------- CompanySeal :----------