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**INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR  
KHARAGPUR – 721302, INDIA**

**INVITATION FOR TENDER**

**No. IIT/AE/ENQ/ADG/COMP/2019-20**

**Date: 03/09/2019**

**Sub: “Procurement of a Compressed Air Delivery System comprising of Compressor, High Pressure Reservoir, Refrigerated Air Dryer and Filter”**

Indian Institute of Technology, Kharagpur, an Institute of National Importance invites sealed bids from reputed manufacturer or their authorized Distributor/Dealer (Foreign Firms or their Indian Representative Company) who have adequate credential for supply of “**a Compressed Air Delivery System comprising of Compressor, High Pressure Reservoir, Refrigerated Air Dryer and Filter**” as per **Annexure – I** for the **Department of Aerospace Engineering, Indian Institute of Technology, Kharagpur, India**. This **compressed air delivery system** is required for dedicated use in relevant UG and PG laboratory courses and research purposes.

Interested parties may submit their sealed bids under the Two-Bid system as per **Technical Specifications** are given at **Annexure – I**, and **General Terms & Conditions and Special Instructions** given at **Annexure – II and Annexure– III**. Bidders are required to submit their **Details** in the format given at **Annexure – IV** along with their technical bids. They are also required to submit a signed **Declaration** in the format given at **Annexure – V**. A **Checklist** and **Compliance Statement** against each item of **Annexure I – III** thereon severally and individually shall also be submitted. Kindly refer to the Institute website **www.iitkgp.ac.in** [link: Tenders] for complete tender details.

The tender be sent in a sealed packet, containing two separate sealed envelopes (one each for **Technical Bid and Commercial Bid**) along with **prescribed Tender Fee and Earnest Money Deposit (EMD)** duly superscripted with Tender Notice No. **IIT/AE/ENQ/ADG/COMP/2019-20**, **Date: 03/09/2019**, to **The Office of the Head, Department of Aerospace Engineering, Indian Institute of Technology Kharagpur, P.O. Kharagpur Technology, PIN–721302, West Bengal, India** on or before **04/10/2019** by **3.00 PM (IST)**.

For any query pertaining to this bid document, communication is addressed to **The Head, Department of Aerospace Engineering, Indian Institute of Technology Kharagpur– 721302 [Ph: +91– 3222– 304508]**.

The technical bid will be evaluated first and Commercial and Price bids will be opened in respect of those Original Equipment Manufacturers (OEMs)/Vendors, who are found technically qualified after evaluation of Technical bids.

The Technical bids will be opened on **04/10/2019** at **4.00 PM (IST)** in **The Office of the Head, Department of Aerospace Engineering, Indian Institute of Technology Kharagpur-721302**.

Copy to: 1. Institute website,  
2. CPPP  
3. Notice Board

**Head of the Department,  
Department of Aerospace Engineering  
IIT Kharagpur**

## IMPORTANT DETAILS

Tender Reference	<b>No.IIT/AE/ENQ/ADG/COMP/2019-20 Dated:03/09/2019</b>
Price of Tender Document	<b>Rs. 1000 /-</b>
EMD	<b>Rs. 40000/-</b>
Last Date and Time for submitting the tender document	<b>04/10/2019 by 3:00 PM (IST)</b>
Time and Date of Opening of Technical Bids	<b>04/10/2019 at 4:00 PM (IST)</b>
Place of Opening Tender	<b>The Office of the Head, Department of Aerospace Engineering, Indian Institute of Technology Kharagpur – 721 302, West Bengal, India</b>
Address of Communication	<b>Same as above</b>
Contact Telephone Numbers	<b>+91-3222-304508 (O), +91-9739412560 (M)</b>
E-mail	<b><a href="mailto:amardip.ghosh@aero.iitkgp.ac.in">amardip.ghosh@aero.iitkgp.ac.in</a></b>

## ANNEXURE – I

# Compressed Air Delivery System Compressor, High Pressure Reservoir, Air Dryer, and Filter

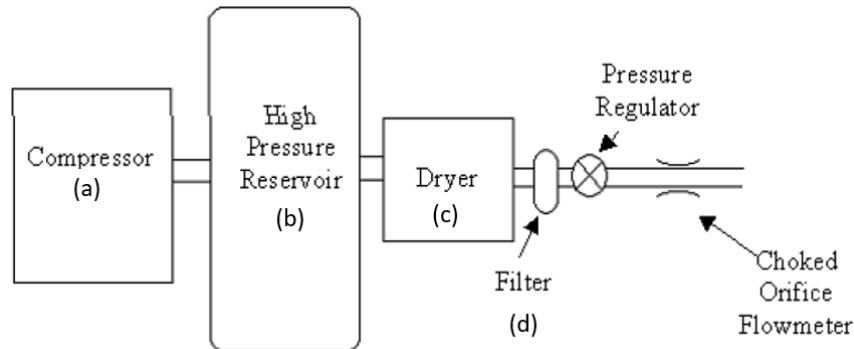


Fig. 1 Schematic showing components required (a) Compressor (b) High Pressure Air Reservoir (c) Refrigerated Air Dryer (d) Filter

## TECHNICAL SPECIFICATIONS

Fig. 1 shows a schematic of the expected compressed air delivery system. If a refrigerated air dryer is integrated with the compressor unit itself then the separate refrigerated air dryer unit (c) is not required.

### Compressor

1. Air Compressor
2. Continuous Running
3. Capacity:  $\geq 344$  cfm
4. Working pressure  $\geq 13$  bar g
5. Oil Lubricated
6. Rotary Screw
7. Air Cooled
8. With Refrigerated Air Dryer\*
9. Compressor should be enclosed within sound-insulated body.
10. Exterior panel should have electronic display and control module
  - a. Including the start, stop, emergency stop, pressure setting buttons
  - b. Service requirement indicators
  - c. Compressor safety / warning indicators
  - d. Compressor status indicator
  - e. Temperature and Pressure readouts
  - f. Compressor safety – shutdown indications
11. Compressor should be able to operate from  $5^{\circ}\text{C}$  to  $46^{\circ}\text{C}$ .
12. Overload sensor
13. User should be able to set load/unload pressures

\*If not, then separate refrigerated air dryer unit should be quoted

## **High Pressure Reservoir**

1. Capacity:  $\geq 3\text{m}^3$  (3000 Ltr)
2. Working pressure  $\geq 13\text{Kg/cm}^2$  g
3. Orientation: Vertical
4. Safety pressure release valve
5. Electronic accumulated-water drainage valve

## **Filter**

1. Coalescing filter
1. Oil aerosol and solid particle filter
2. Filtration efficiency (maximum oil carry over)  $\leq 0.0009$  ppm

## **OTHER ESSENTIAL REQUIREMENTS:**

- i. The firm must provide complete installation of the components (Compressor, High Pressure Reservoir, Air Dryer, and Filter) and give a demonstration cum training of operation, handling and troubleshooting.
- ii. If installation is chargeable the cost of installation should be quoted under suitable head.
- iii. The installation should have all interconnecting pipe work and fittings between the components (Compressor, High Pressure Reservoir, Air Dryer, and Filter) leading to a delivery manifold.
- iv. The firm should be able to provide lube oil as per compressor specs during the lifetime of the compressor.
- v. Options for annual maintenances in the subsequent years must be provided.
- vi. The firm has to guarantee support for the system and spares for a minimum period of 10 years beyond the warranty period.
- vii. The firm must have proven knowledge and expertise in standard system installation, commissioning and providing training. Supporting documents evidencing the above must be enclosed.
- viii. Compliance of all listed specifications terms and conditions should be indicated on a separate sheet.
- ix. All maintenance and service requests must be attended within 48 hours.
- x. The firm must have a dedicated service center in the eastern region of India preferably in Kolkata having at least 2 or 3 service engineers for guaranteed up-time of the instrument.
- xi. Only those manufacturers/their Indian Agents are eligible to bid who have supplied and installed such or similar equipment during the past five years preferably in India. Copies of recent user satisfaction certificates from these users and their complete contact details must accompany the bid. IIT Kharagpur reserves the right to verify confidentially the information in this regard from the users.

## ANNEXURE – II

### GENERAL TERMS AND CONDITIONS

(1) **Last Date of Submission of Sealed Bids: 04/10/2019 by 3.00 PM (IST). The Technical Bids will be opened on 04/10/2019 by 4.00 PM (IST) in The Office of the Head, Department of Aerospace Engineering, IIT Kharagpur, India.**

(2) **Bid:** The tender to be sent in a **sealed packet, containing two separate sealed envelopes (one each for Technical Bid and Commercial Bid)** the items mentioned in **Annexure–I**. Each Technical Bid and Commercial Bid should be duly superscripted with (i) **the Tender Notice No.** given in the tender notice (ii) content of the envelope (**i.e. Technical Bid / Commercial Bid**) and (iii) the **‘description’** as given in **Annexure–I**. Technical Bid should have a copy of the **Price Bid with prices masked**. In the Price Bid, the price of the items mentioned as an option should be provided individually. All these envelopes must be placed inside **a single sealed envelope quoting tender reference number on the top of the envelope** and sent to the address mentioned in the tender notice so as to reach the addressee by **the last date and time mentioned**. Quotations received after the last date and time will not be entertained.

(3) The Original Equipment Manufacturer (OEM) may either bid directly or authorize their Country/Regional/State Distributors/Dealers/Vendors, to quote with a **Bid Authorization Certificate**, (to be included with the **Technical Bid**).

(4) The **bidder should provide** following along with the **technical bid**:

- i. Technical brochure/application notes and operational manual.
- ii. Point by Point Compliance Statement.
- iii. One year onsite comprehensive warranty for all parts of the equipment from the date of successful installation and commissioning.
- iv. Name and Status of the Tenderer (attach a document if a registered company / proprietorship/partner).
- v. Details of key top official/authorized official (attach details).
- vi. Names and address of the clients. At least four clients in India, to whom similar products, services, were extended and amount of transaction to such clients in India.
- vii. Whether OEM/representing foreign principal (attach a copy of certificate/authorization).
- viii. Name and Address of the Indian Agent who will be responsible for maintaining the equipment during the entire period under warranty.
- ix. A copy of the agency agreement entered into with the principal indicating the nature of after-sales services of the Indian Agent, precise relationship and mutual interest in the business.
- x. Certificate of Registration / Trade License.
- xi. Enlistment form (R1), complete in all respect.
- xii. Attested copy of PAN card, GST registration papers.
- xiii. Banker’s Solvency Certificate.
- xiv. Audited statement of accounts and IT returns for the last three years.
- xv. Authorized Distributors/Vendors must submit appropriate authorization certificate and a letter from their OEMs, for participation in the said tender.
- xvi. Copy of mandatory test reports, national testing/reliability and endurance test reports etc., certified or conducted at the manufacturing site, granted by the bureaus/quality control departments/national testing laboratories.
- xvii. Copy of product literature, for which the prices have been quoted.

- xviii. A write up on service and maintenance capability, mitigation of risks or breakdown and replacement capability, with the escalation support matrix, suggested for the Institute. Vendors must indicate their sales and support service center in India and their plan to address issues about services, maintaining minimum service inventory etc.
- xix. A signed copy of the tender document, with company seal, agreeing to the terms & conditions and declaration should be provided.
- xx. DGS&D enlistment certificate needs to be attached (applicable only for Indian Agents).

If any of the above items is not available or applicable to the bidder, it must be explicitly mentioned and justifications for the same needs to be attached.

(5) **Deviation from the specifications:** If the tenderer makes any deviation from the specifications given in **Annexure–I** the same must be prominently brought out in the body of the tender. If any additional item is needed to meet the specification the tenderer should quote for the total including the additional item required to meet the given specification.

(6) Each Commercial Bid should have all the commercial documents, agreements and Price Bid.

**(7) Price:**

- i. Domestic tenderers are to quote and accept their payment in Indian currency.
- ii. Indian Agents of foreign suppliers are to receive their agency commission in Indian currency.
- iii. **IIT Kharagpur is a public funded academic and research institute under the Ministry of Human Resources Development and is eligible for GST @ 5% vide Notification No. 47/2017 dated 14/11/2017 and 10/2018- Integrated Tax (Rate) dated 25/01/2018 by the Ministry of Finance, Department of Revenue.** Necessary certificate in this regard will be issued as per requirement and on request of the successful bidder.
- iv. Cost of the imported goods, which are directly imported against the contract, may quote in foreign currency (currencies) and will be accordingly in that currency and the portion of the allied work and services, which are to be undertaken in India (like installation & commissioning of equipment) are to be quoted and will be paid in Indian currency.
- v. For imported items both F.O.B. & C.I. F. Kolkata price by air/ship to be quoted.
- vi. The price of imported items shall be quoted with cost break-up indicating the applicable prices for each component (landing and clearing charges and commission to Indian Agents).
- vii. The price should be without Customs Duty and Excise duty. Since IIT Kharagpur is exempted from the payment of Customs and Excise Duties.
- viii. Excise Duty Exemption/ Customs Duty Exemption Certificate and Inter-State Transit Way Bill (Form-50) will be issued only in favour of the successful bidder and address as mentioned in the Purchase Order.
- ix. The purchaser will not pay separately for the Transit Insurance.
- x. Inclusive of all items, the price should be quoted for supply, installation and commissioning at IIT Kharagpur.
- xi. Discount, if any, should be indicated separately/prominently.
- xii. Offers should normally be on a fixed and firm price basis. Any clause making price variation will not be acceptable.

(8) **Period of validity:** Bids shall remain valid for acceptance for a period of **90 days** from the date of opening of the Commercial and Price Bid.

(9) **The conditional offer** will not be accepted.

(10) **Late tenders:** Tender received after the due date and time of submission as mentioned earlier shall not be accepted.

(11) **Acceptance of tender:** The Authority of IIT Kharagpur does not bind itself to accept the lowest priced bid and reserves the right to reject any or the entire tender bids received without assigning any reason thereof.

(12) **Extra features:** If the bidder provides any other extra features on the Hardware or Software which are not mentioned in the tender product specifications, then that shall be highlighted in clear terms, with documentary evidence/literature.

(13) **Compliance list:** The proposal be properly indexed and a compliance list against the technical specifications should be provided.

(14) **Service:** Response to ensure the quality of services, the deputed Engineer from the OEM/vendor shall have a minimum of 3 years of experience in the relevant field and must be in the payroll of the OEM/Vendor.

(15) **Installation and Commissioning:** Should be done at free of cost at IIT, Kharagpur. The OEM/vendor must ensure timely installation of **Compressed Air Delivery System** with necessary support to the indenters, as per details and lists to be made available by the Stores & Purchase Section or the indenting Departments/Centres/Schools. The installation and commissioning should be completed within **five months** from the date of release of the purchase order.

(16) **Validity of licenses:** Software's licensing price or policy (if any) shall be clearly mentioned.

- i. All licenses should be perpetual
- ii. All the accessories shall be from the same OEM.

(17) The OEM should be an ISO-9000 and ISO-14001 certified company with due credits to energy conservation and green earth compliance.

(18) **Relevant documents of the OEM shall be enclosed, along with the Technical Bid. Any explanation on this account shall be supported with documentary evidence from the principals.**

(19) The benefit of any downward price revision (revision on account of budget/financial policy, tax revision, EPZ etc.) is to be given to IIT Kharagpur by the selected OEM/vendor.

(20) **Past performance of the vendors will be judged at the time of technical evaluation.**

(21) **The Institute does not bind** itself to offer any explanation to those bidders whose technical bids have not been found acceptable by the Technical Evaluation Committee of the Institute.

(22) **All tenders are to** be handed over in a sealed box in **the office of the Head, Department of Aerospace Engineering, IIT Kharagpur**. The bids (technical and commercial bids) once submitted shall be the property of the Institute and shall not be returned to the vendor in future.

(23) **The person/officer signing** the tender/bid documents should be delegated with an appropriate Power of Attorney (duly endorsed by a Notary Public) by the Chief Executive Officer/Managing Director of the Company to sign such documents.



(24) **Opening of Commercial and Price Bids:** The Commercial and Price Bid(s) of only those vendor(s) who are found technically qualified will be opened and the same will be opened before the technically qualified vendor(s). **The date for the opening of Commercial and Price Bids will be notified separately to only those successful bidders.**

(25) Tenderer or his/her authorized representative (with proper authorization letter for attending the opening of technical bids and also for the opening of commercial bids) may choose to be present at the time of opening of **Technical Bids/ Commercial Bids.**

(26) **Delivery of store items:** The store items are supplied within 60 days from the date of receipt of the Purchase Order. Imported items should be airlifted within 45 days from the date of receipt of the Letter of Credit copy.

(27) **Measurement/Weight:** Net/Gross of the Consignment is to be specified. Use Air Worthy package (as applicable) duly certified with documents.

(28) a) **Consignee:** All store items are required to be consigned to **The Office of the Head, Department of Aerospace Engineering, Indian Institute of Technology Kharagpur, West Bengal, Pin-721302.**

b) **Disposal of despatch documents:** The railway receipt/PWB/Consignment Note along with the quadruplicate copy of the relevant bill and two copies of the priced challan should be dispatched to **the Head, Department of Aerospace Engineering, Indian Institute of Technology Kharagpur, West Bengal, Pin-721302** immediately on completion of dispatch. If these documents do not reach the Head of the Department in time all wharfage/demurrage incurred, if any, will be recovered from the suppliers.

(29) **Liquidated damage:** In the event of failure to deliver the store items beyond the specified date, liquidated damages @ 1% per month or part thereof in respect of the value of stores will be deducted, subject to a maximum of 5%; alternately the order will be cancelled and the undelivered stores purchased from elsewhere at the risk and expense of the vendor.

(30) **Patent rights:** The supplier shall indemnify the purchaser against all third-party claims of infringement of Patent, Trademark or Industrial Design Rights arising from the use of the goods or any part thereof in India.

(31) **Quality & Specification of store items:** The store items offered should be of the best quality available unless otherwise specified confirming strictly to the specification cited. The Institute reserves the right to reject such store items as are found unacceptable on these grounds.

(32) **Payment:**

- i. 90% Payment for indigenous items and also imported items quoted in Indian Rupees will be made only after completion of supply, installation, and commissioning of the **Compressed Air Delivery System** duly certified by the Head of the Department. Balance 10% may be released against submission of Performance Bank Guarantee to the tune of 10% of the total purchase order value. The Performance Bank Guarantee shall be issued from any nationalized bank, validity of which shall be one year plus 60 days. No Advance Payment will be made for Indigenous Purchase.
- ii. Where items are imported and the payment is desired to be made to their foreign principals directly, the same will be made against Irrevocable Letter of Credit only.

- iii. The benefit of any downward price revision (revision on account of budget/financial policy, tax revision, EPZ etc.) is to be given to IIT Kharagpur by the selected OEM/vendor.

(33) Tenderers shall submit along with each of their Commercial Bids.

- i. Complete postal address, email address and tele links for contact persons in principals and Indian Agent offices dealing with this purchase.
- ii. Full name and address of the beneficiary on whom an order has to be made.
- iii. Name and Full address of the Banker of the beneficiary along with bank details (Account no. Type, IFSC Code, Swift Code etc).

**(34) One Agent cannot represent two suppliers or quote on their behalf for the same item at the same time.**

**(35) Warranty/Guarantee & On-site skill support:** Minimum **01 year** onsite comprehensive OEM/vendor warranty from the date of successful installation and commissioning. The firm has to guarantee the supply of spares for a minimum period of 10 years. The OEMs/Authorized Distributors and Dealers must attach certificate about their after sales and service facilities, escalation support for on-call service or station engineer etc. AMC for 3 to 5 years to be quoted separately.

**(36) Tender fee:** Rs.1000/- (Nonrefundable) to be paid in the form of Demand Draft drawn in favour of **“Indian Institute of Technology Kharagpur”**, payable at Kharagpur by any Nationalize/Commercial bank. **Tender fee should be enclosed separately in an envelope and stapled with the Technical Bid document super-scribing Tender Fee.**

**(37) Earnest Money Deposit (EMD):** An amount of **Rs 40,000/-** in the form of Demand Draft drawn in favour of **“Indian Institute of Technology Kharagpur”**, payable at Kharagpur or Fixed Deposit Receipt or Banker’s Cheque to be obtained from the Bidders. **EMD should be enclosed separately in an envelope and stapled with the Technical Bid document super-scribing EMD.** The bid security (EMD) is normally to remain valid for a period of 180 days from the date of issue. **Any bid without EMD will summarily be rejected. No interest is payable on EMD.** EMD will be refunded to the unsuccessful bidder on finalization of the tender process. The EMD of vendor awarded with the contract to be treated as part of security deposit towards Performance Guarantee and will be refunded back on submission of performance security. No interest is payable on Security Deposit. Security Deposit shall be forfeited if the selected vendor after award of contract fails to execute the same.

(38) Indian Agents of Bidders or Indian Agents who are bidding on behalf of their principals are to enclose the following documents:

- (a) Current Sales Tax clearance certificates and PAN No.
- (b) 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	April to June	July to September	October to December
Gross Revenue			
Profit Before Tax			
Profit After Tax			
Return on Invested Capital (ROIC)			

## IMPORTANT

1. Director may accept or reject any or all the bids in part or in full without assigning any reason and does not bind himself 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. A bid submitted with false information will not only be rejected but also the OEM/vendor will be debarred from participation in the future tendering process.
3. The OEMs/Vendors need to submit a certificate during the opening of technical bids that they are not currently debarred or blacklisted in IIT Kharagpur for any supplies, products or services, or at present in any national organization or educational institute/university.
4. In case of any dispute, the decision of the Director of this Institute shall be final and binding on the bidders.
5. For any query pertaining to this bid document, correspondence is addressed to:

**Dr. Amardip Ghosh**  
**Department of Aerospace Engineering,**  
**Indian Institute of Technology Kharagpur,**  
**West Bengal -721302, India.**  
**Ph:+91-3222-304508 (O), +91-9739412560 (M)**  
**Email: [amardip.ghosh@aero.iitkgp.ac.in](mailto:amardip.ghosh@aero.iitkgp.ac.in)**

6. 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 and venue will, however, remain unchanged. Please note that the Institute remains closed on Saturday & Sunday.

**Head of the Department,**  
**Department of Aerospace Engineering**  
**IIT Kharagpur**

## ANNEXURE-III

### INSTRUCTIONS & SPECIAL CONDITIONS

(To be returned by Tenderer along with the Tender duly signed)

1. GENERAL: Tenderer(s), who are Indian Agents of OEMs should furnish a clear declaration as follows: We declare that I am/we are Accredited Agents of the suppliers aboard. DGS&D enlistment certificate needs to be attached (applicable only for the Indian Agents).

2. DEVIATION FROM SPECIFICATIONS: It is in the interest of the tenderer to study the specifications in the tender schedule thoroughly before quoting so that, if the tenderer makes any deviations, the same are prominently brought out in the body of the tender. If you need to add any optional items to your system in order to meet our specifications, you are requested to quote for the total including the option required to suit our requirements. Otherwise, your tender will not be considered at all.

3. PRICE: For imported items both F.C.A./F.O.B. & C.I.F. Kolkata price by Air/Sea to be quoted. The price should be without Customs Duty and Excise Duty since IIT Kharagpur is exempted from the payment of Customs & Excise Duties. The Institute, if required will provide certificates for Import Items: The order acknowledgment should be issued by Fax within 3 days, and the item should be airlifted/boarded in the sea within 45 days from the date of receipt of the Letter of Credit/copy of DD, as the case may be.

- Agency Commission, if any will be paid to the Indian Agents in Rupees on receipt of the equipment and after satisfactory installation. Agency Commission will not be paid in foreign currency under any circumstances.
- The unit prices should be for the same unit as indicated in the Schedule to tender inquiry and not for any other unit.
- Prices quoted should be for supply, installation and commissioning at IIT Kharagpur.
- Discount, if any, should be indicated separately / prominently.
- Offers should normally be on a fixed and firm price basis. Any clause making price variation will not be acceptable.
- Where tenderer intends to quote in Indian Rupees, for imported items, the price should be quoted "FOR Destination" basis. The offer should be on "High Sea Sales" basis. No tax can be charged. Customs Duty applicable against **Declaration in Terms of Government of India Notification No.51/96-Customs dated 23.07.96 will be paid. The vendor will arrange payment of customs duty during clearance and the same will be reimbursed at actual against proper documents. Way Bill will be issued on request.** Seller has to undertake the responsibilities of customs clearance. All necessary supporting documents will be provided by the IIT Kharagpur. An agreement can be made in this regard, if the seller wishes, before customs clearance.

4. TRANSIT INSURANCE: The Purchaser will not pay separately for Transit Insurance.

## 5. PAYMENT:

- 90% Payment for indigenous items and also imported items quoted in Indian Rupees will be made only after completion of supply, installation, and commissioning of the Systems duly certified by the Head of the Department. Balance 10% may be released against submission of Performance Bank Guarantee to the tune of 10% of the total purchase order value. The Performance Bank Guarantee shall be issued from any nationalized bank, validity of which shall be one year plus 60 days. No Advance Payment will be made for Indigenous Purchase.
- Where items are imported and the payment is desired to be made to their foreign Principals directly, the same will be made against Irrevocable Letter of Credit only.

## 6. TENDERERS SHALL SUBMIT ALONG WITH THEIR TENDER:

- Complete address and telephone links for contact persons in principals and Indian agent offices dealing with this purchase.
- Name and full address of the OEM's Banker and their swift code.
- Proof of having ISO 9001 or other equivalent certification given by appropriate authorities.
- If payment is made through LC, then LC opening charges inside and outside India, who will have to bear to be clearly mentioned
- Country of origin is to be provided for each item.

## 7. EARNEST MONEY DEPOSIT:

**Tenderer must submit an EMD of INR 40,000/-(Rupees Forty Thousand only (Refundable)) in the form of bank draft/bankers' cheque in favour of "Indian Institute Of Technology Kharagpur". EMD should be enclosed separately in an envelope and stapled with the Technical Bid document super-scribing EMD.**

**8. Tenderer must submit a tender fee of Rs.1000/-(Rupees One Thousand only (Nonrefundable)) to be paid in the form of Demand Draft drawn in favour of "Indian Institute of Technology Kharagpur", payable at Kharagpur by any Nationalize/Commercial bank. Tender fee should be enclosed separately in an envelope and stapled with the Technical Bid document super-scribing Tender Fee.**

9. PERFORMANCEBANK GUARANTEE: On behalf of the Principal, Indian Agent must be able to provide Performance Bank Guarantee of the amount equivalent to the 10% of the cost of equipment from any Nationalized Bank. The Performance Bank Guarantee is required for the entire period of Warranty. Performance Bank Guarantee must remain valid for a period sixty days beyond the expiry of the Warranty Period (i.e. one year). Bid security will be refunded back on submission of performance Security.

10. GUARANTEE: The tenderer has to declare that the goods sold to the buyer under this contract shall be of the best quality and workmanship and shall be strictly in accordance with the specifications.

11. JURISDICTION: All questions, disputes, or differences arising under, out of or in connection with the contract, if concluded, shall be subject to the exclusive jurisdiction at the place from which the acceptance of Tender is issued i.e. Jurisdiction of KOLKATA HIGHCOURT. Acceptance to this effect is also necessary at the time of opening of Technical Bid.

12. ACKNOWLEDGMENT: It is hereby acknowledged that we have gone through all the points listed under “Instructions & Special Conditions” outlined above, and those in the accompanying note on “Important Conditions”, and we agree to abide by them under the penalty of permanent disqualification for Tender participation and for related penal actions for non-abidance of the conditions.

13. Interested vendors must be able to supply adequate spares and consumable during **One year warranty**. The vendor should also ensure trouble-free service and performance for another **Nine years beyond One year Comprehensive Warranty Period** with adequate spares and accessories.

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Signature of tenderer along with Seal of the company with date

**Note: One agent cannot represent two suppliers or quote on their behalf at one time.**

In case of import, all the particulars required for opening Letter of Credit (LC) should be furnished in clear terms. After the opening of LC, based on our tender, no more requests for amendment of LC will be entertained. Total price including supply, installation and commissioning at IIT Kharagpur, should be quoted. The cost of items that may be supplied from indigenous resources and also installation part if the installation is done by Indian Agents should be stated in Indian Rupees.

- i. In case of Import, bidders are requested to quote FCA/FOB price mentioning Freight & Insurance charges separately. Ex-Works pricing may be considered.
- ii. Warranty should be valid for One year for all items including third party items.
- iii. Quotations should be submitted in Separate Sealed Cover (with Sealing Wax). The quotation should be in typed format. No manual entries are allowed and any manual entry will entail rejection at the opening stage itself.
- iv. Before submitting vendor should ensure that they have submitted the following in the technical bid, the documents as mentioned hereunder: Technical Literature, Specification documents, **Point-by-point Compliance Statement**, General Terms & Conditions, Acceptance of Kolkata High Court Jurisdiction, Name and address of 5 organizations of which 1 must be in India where the OEM has installed 1 such equipment in the last 2 years and a copy of Price bid with prices masked.

**The Commercial bid shall have all the commercial documents, agreements and Price bid. Prices should be given component wise to enable the Institute to decide the final configuration.**

## 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, submitting a tender for supply of Compressed Air Delivery System for IIT Kharagpur (Department of Aerospace Engineering)**

**1. Name of the Tenderer:**

**2. Status of the Tenderer:**

(Attach documents, if registered company/partnership/proprietorship)

**3. Whether OEM/representing foreign principle:**

(Attach a copy of certificate/authorization)

**4. Details of key top official/authorized official:**

(Attach details)

**5. Details of tie-ups for supply/services, if any:**

(Attach details, agreements, escalation matrix)

**6. Income Tax and Service Tax returns of previous three assessment year (copy):**

**7. The financial status of the bidder and/or his associates including Annual Report & Balance Sheet/ Statement of Account of past three years with Registration of Companies (ROC) receipts duly authenticated by Chartered Accountant :**

**8. Current list/address of clients where similar material has been supplied and successfully working:**

**9. Name of the Vendor's three largest clients, to whom similar products and services were extended & amount of transaction/annual bills to such clients:**

**10. Name and address of Vendor's bankers and attach a Solvency Certificate from the Bank for a minimum amount of Rs. 30.00 Lakh.:**

**11. Income Tax Permanent A/c No. (Attach copy):**

**12. Details of EMD/Bank Draft No., issuing branch and date:**

**13. Details of Tender Fee/Bank Draft No., issuing branch and date:**

**14. Attach all other applicable details as mentioned in Annexure – II, Point (4).**

Certified that all above information is correct to the best of my/our information, knowledge and belief:

-----  
Dated signature & seal of the  
Authorized person of OEM/Vendor

**NOTE: This is to be submitted in a separate sealed envelope** super-scribing “TECHNICAL BID”, Notice Inviting Tender *No.* IIT/AE/ENQ/ADG/COMP/2019-20, **Date: 03/09/2019** 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.**

## ANNEXURE V

### DECLARATION

1. I, -----Son /Daughter of Shri -----  
-----Proprietor/Partner/CEO/MD/Director/Authorized  
Signatory of M/s.-----am competent to sign this  
declaration and execute this tender document.

2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.

3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.

4. I/ we am/ are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage beside liabilities towards prosecution under the appropriate law.

5. Each page of the tender document and papers submitted by my Company is authenticated, sealed and signed, and I take full responsibility for the entire documents submitted.

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Signature of the Authorized Person

Date:

Full Name:

Place:

Company Seal: