

**DEPT. OF BIOTECHNOLOGY
INDIAN INSTITUTE OF TECHNOLOGY
KHARAGPUR-721302.**

Enquiry No. IIT/BT/AKG/2018-19/HOD/ENQ-08
Date: 20/09/2018

Time and date for opening
4.00 PM dated 12/10/2018

Dear Sirs,

We intend to purchase the commodities specified below and invite quotations in accordance with the terms and conditions detailed on attached sheet. Interested parties may submit their sealed bids under **Two-Bid system** as per **Technical Specifications** given at **Annexure I**, and **General Terms & Conditions** and **Special instructions** given at **Annexure II and Annexure III**. 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 **Price Bid**) along with **prescribed tender fee**. The technical bid should not have any price indication. The technical bid will be evaluated first and price bids will be opened in respect of those OEMs/Vendors, who are found technically qualified after evaluation of Technical bids. Bids that are not following two-bid system will be cancelled.

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.

If you are interested, kindly send your offer with precise and complete terms **on or before 3.00 PM, 12th October, 2018**. Two Bid Tender Document (Technical Bid and Financial Bid separately). **Tender opening will be done on 4.00 PM, 12th October, 2018 at Committee Room, Department of Biotechnology.**

Yours faithfully

HEAD OF THE DEPARTMENT

Copy To:

1. Institute Website
2. CPPP (<https://eprocure.gov.in/epublish/app>)

Item No.	Description	Quantity
1.	Ice Flaker Machine	1

Technical specification for Ice flaker machine

1. Should be fully automatic microprocessor control with proper display
2. Construction should be done with high quality Stainless Steel with adjustable feet
3. Ice should small flakes / dice shape
4. Should be capable of producing ice continuously
5. Cooling should be done with air
6. Should be featured with overload protection
7. Should be capable of making ice 100-110 kg / day
8. Storage capacity of the bin should be between 20-25 Kg.
9. Noise level should be very low during operation
10. Cooling system should be CFC free
11. Low water level indicator should be present
12. Design should be compact to fit in small place.
13. Should be operated in 220 volt and 50-60 Hz power
14. Competent service Engineer should be available in and around Kolkata.

Annexure II :GENERAL TERMS & CONDITIONS FOR SUPPLY OF THE STORES IN IIT KHARAGPUR

Please specifically indicate the following points in your quotations and comply the terms as mentioned hereunder:-

1. Tenders are invited complying the requirement for tender as detailed in the tender specification to be submitted in the Company's / Firms Letterhead neatly printed/ typed duly signed by authorized person with the seal of the bidders. All envelopes containing the tender should be properly sealed. Separate sealed envelopes should be used for Technical and Price Bid and indication to their effect may please be superscribed on the envelop.
2. Technical Catalogue/Leaflet should be enclosed without fail.
3. Please confirm whether you are authorized to quote on behalf of your principals and if so, please enclose a copy of such authorizations with your quotation.
4. Price Bids: Prices are to be quoted for door delivery at IIT Kharagpur, clearly showing the GST Rate. All prices should be quoted only in Indian rupees.
5. Period of Validity: Bids shall remain valid for acceptance for a period of 120 days from the date of opening.
6. Scope of supply: Should include Free Installation and Commissioning.
7. Payment Terms:
 - A) 100% payment shall be made after receipt of store in good order and condition and successful installation and thereafter certificate from the Concerned Head of the Department.
 - B) Ensure Mentioning
 - i) Bank Details of the Beneficiary and Pan Number.
 - ii) Full Name and Address of the Beneficiary on whom order has to be placed.
8. Whether any Export Licence is required from your Government, if so, please confirm with details.
9. Country of origin of the goods is to be mentioned.
10. The Custom Duty Exemption (51/96) Certificate will be provided by the Institute on request by the vendor.
11. 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.

12. 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.
13. Only those Bidders whose Bids have been Technically found acceptable will be invited for participation in the Price Bid.
14. 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.
15. Conditional offer will not be accepted.
16. Late Tenders received after the due date and time of submission as mentioned above shall not be accepted.
17. Bidders to enclose the following documents:-
 - A) Current Income Tax and Sales Tax Clearance Certificates and Pan No.
 - B) Banker's Solvency Certificate.
 - C) Summary of Audited Statement of Accounts for the last three years.
 - D) Customer Satisfaction Certificate from one such organization is to be attached with Technical Bid.
 - E) Name and Address of minimum three clients to whom such equipment have been supplied in the last three years should be mentioned.
18. Warranty / Guarantee: This comprehensive onsite 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 indicated in the contract.
19. Delivery Period: The stores should be supplied within 4-6 weeks from the date of issue of the Purchase Order.
20. The Institute does not bind itself to offer any explanation to those bidders whose Technical Bid has not been found acceptable by the Evaluation Committee of the Institute.
21. All Tenders (unless otherwise specified) are to be submitted / handed over to the Head, Department of Biotechnology, Indian Institute of Technology, Kharagpur-721302

IMPORTANT

- (a) 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.

- (b) Promptly make arrangements for repair and / or replacement of any damaged item (s) irrespective of settlement of claim.
- (c) In case of any dispute, the decision of the Institute authority shall be final and binding on the bidders.
- (d) For any query pertaining to this Bid Document correspondence may be addressed to Prof. A K Ghosh, Department of Biotechnology, IIT Kharagpur.

LAST DATE FOR SUBMISSION OF SEALED BIDS: 12.10.2018

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

Opening of Technical Bids:

12th October, 2018 at 4.00 PM.

Annexure III

FORMAT FOR PRICE BID

Format to be filled up by the Agency

Tender No. : _____ Dated: _____

1. Name of Tender: _____

2. Name of Firm/ Bidder : _____

3. Address : _____

4. Phone / Fax/ Mobile / E-mail : _____

Sl. No. (a)	Description (b)	Unit Basic Price (in Rs.) (c)	GST (d)	Total (All Inclusive) (in Rs.) (e = c + d)
1.	_____ _____ Brand : Model:			

Signature of the Bidder
with Seal