

**INDIAN INSTITUTE OF TECHNOLOGY**  
**KHARAGPUR – 721 302, INDIA**

**No. IIT/KGP/S&P/CRF/XRD/2018-19**

**Date: 11-10-2018**

*Sub: Procurement of X-ray Diffraction Unit for Phase analysis with the attachment of  
Dedicated Residual Stress and Texture Goniometer*

Indian Institute of Technology Kharagpur invites sealed bids from reputed manufacturer or their authorised Distributor/Dealer (foreign firms or their Indian Representative company) who have adequate credential for supply/installation of X-ray Diffraction Unit for Phase analysis with the attachment of Dedicated Residual Stress and Texture Goniometer with accessories as per Annexure – I for the Central Research Facility, Indian Institute of Technology Kharagpur, India. *The XRD will facilitate the research activities at the undergraduate, postgraduate and doctoral level, in addition to training of students at the UG and PG laboratory courses and research collaboration/consultancies with the Institutes outside IIT Kharagpur.*

*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**. 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 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](http://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 and Earnest Money Deposit (EMD) duly superscripted with Tender Notice No.IIT/KGP/S&P/CRF/XRD/2018-19 **Date: 11-10-2018**, to the Office of the **Central Research Facility, Indian Institute of Technology Kharagpur, P.O. Kharagpur Technology, PIN 721302, West Bengal, India on or before 09-11-2018 by 11.30 a.m.***

*For any query pertaining to this bid document, communication be address to **Central Research Facility, Indian Institute of Technology Kharagpur-721302 [Ph: 913222-282480]**.*

*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.*

*The Technical bids will be opened on 13.11.2018 at 3.30 p.m. in the office of Chairman, Central Research Facility, **Indian Institute of Technology Kharagpur-721302.***

*Chairperson, Central Research Facility .  
FOR DIRECTOR IIT, KHARAGPUR*

*Copy to: 1. Institute website, 2. Central Procurement Portal 3. Institute Notice Board*

Indian Institute of Technology, Kharagpur  
Central Research Facility

**Specifications for X-ray Diffraction Unit for Phase analysis with the attachment of  
Dedicated Residual Stress and Texture Goniometer**

Offers are invited from the reputed vendor for the procurement of X-ray Diffraction Unit for Phase analysis with the attachment of Dedicated Residual Stress and Texture Goniometer for the applications required for Powder phase identification, Stress Texture and Thin film applications should be offered separately. The XRD system should be equipped with automatic component recognition system with conflict detection in real time mode for all components in the beam path including X-ray tube, optics in both primary and secondary side along with the detector to be used. The XRD should be upgradable for application like Epitaxial thin film, Reciprocal Space mapping etc.

**DETAILED TECHNICAL SPECIFICATION:**

**Goniometer**

Geometry	Vertical.
Scan Speed	Between 0.001 to 1.25 deg/sec or better
Slew speed	9 deg / sec or higher
Min step size	0.0001 <sup>0</sup> or better.
Diameter	High Precision Goniometer with theta-theta configurations with a minimum diameter of 500 mm or better. Variable goniometer radius up to around 600 mm without major alignment procedure will be preferred for better resolution.
2 theta measurement range	-95 to 165 deg
Operation mode	Theta – Theta
Data quality guarantee	Manufacturer must submit data quality guarantee certificate from the factory on the angular position ( $\leq 0.01$ deg 2theta over the entire angular range ) to be carried out on NIST sample. The same NIST sample should be in the scope of supply for evaluation.

**X-Ray Generator**

Power	3 KW or higher
Input voltage range	208 – 240 V
Frequency	50 Hz +/- 1%
Maximum high voltage	50 KV or better
Maximum current	60 mA or better
Voltage increment	1KV
Current increment	1mA
Stability for 10% input	<0.005%

voltage variation	
Cooling	Suitable water chiller for the system should be offered with capability to work at an ambient temperature of 48 degree C or more.

## Safety

The XRD system must be fully radiation protected as per the international radiation safety norms.

The offered XRD system must comply with the requirements of the Machinery Directive 2006/42/EC for European Manufacturer or equivalent norm for non European Manufacturer.

- The system must display an up-to-date CE marking, accompanied by a correct EC Declaration of Conformity as well as all required documentation.

## X-Ray Tube

Insulation	Ceramic. The stand shall be able to accept both ceramic and glass tubes and be industry compatible.
Anode material	Cu,Cr and Co along with required optics
Power	1.9 KW or higher
Maximum high voltage	50 KV or better
Maximum current	60 mA or better
Voltage increment	1KV
Current increment	1mA
Focus	Long Fine focus. Facility to switch between line and point focus applications without disconnecting cables and utility lines or unscrewing the X-ray tube.
Cooling	Water cooled

Stand-by mode shall not exceed 100W (20kV, 5mA) to maximize tube life time.

## Optics

Primary	Motorized slit and Poly-capillary / half lens which provide intensity gain of a factor of several hundred if the whole beam size can be used to illuminate the surface of the sample compared to slit optics. Spot diameter: >4.0 mm. Absorber, Slits, Ni Filter, Axial Soller slit, Diagonal Slit, Two Collimators 1mm & 2 mm diameter etc.
---------	---

Secondary	Motorized slit and Soller collimator along with Anti-scatter slit to reduce air scattering particularly for low angle measurements.
Fluorescence suppression	Suitable hardware/software for suppressing secondary fluorescence to be offered.

Alignment-free and Tool-free Change of Optics should be available.

### Detector

Vendor should offer a solid state fast detector.

Operation mode	0D, 1D and 2D mode should be possible.
Efficiency	>98% for Cr, Co, and Cu radiation
Active window	14.4 mm x 16 mm
Spatial resolution (pitch):	75 micrometer or better
Capture angle	>2.5° 2Theta angular coverage at 500 mm measurement circle diameter
Maximum counts	Minimum 100,000,000 cps or better.
Energy resolution	<680 eV for Cu radiation at 25°C
Fluorescence suppression	Suitable hardware/software for suppressing secondary fluorescence to be offered.
Low Angle Data	Capable to collect high quality data starting at angles as low as 0.15° 2Theta.

### Sample Stages

Sample stage	Standard Sample Stage capable to accommodate samples of different thickness. Minimum 10 numbers of sample holder.
Sample stage Stress Texture Thin-film etc.	Eulerian Cradle with motorized Chi (-5° to 95), Phi rotations and Z translations suitable for common Thin Film, texture or residual stress samples and other samples with load capacity minimum 250 g. Facility to hold very small thin film samples through vacuum as well as clamp holder to mount irregular bulk samples should be available.
High Temperature Attachment	High temperature attachment for powder sample from Room temperature to 1600 °C or higher to be offered in option with all necessary accessories like Vacuum Pump etc.

### Software

PC based software packages to control all instrument parameters and should provide best algorithms for Solving analytical tasks. Should enable both Qualitative and Semi quantitative analysis. Easy simulation and automatic refinement / smoothening of measured data. Peak search, integrated intensity, K alpha1 and k alpha 2 separation.

Search Match	Search match software with full-pattern-approach to phase identification with an integrated, quantitative phase analysis module to be offered.
Stress & Texture	Data collection and data evaluation Software for thin film phase analysis, Stress (both the classical $\sin^2\psi$ method and fundamental 2D stress equation) and Texture (two complementary methods of texture analysis: Harmonics method and Component method. ODF Calculation, Pole Figure, 3D View) measurement to be offered.
Database	ICDD PDF4 database for 3 year
Man Power	The supplier will have to provide a high skilled and experienced full time operator to run the system for a period of 3-years from the date of installation of the system in the institute <u>at their own cost</u> . The amount for the 3 years operator service might be paid on year to year basis. <b>The operator will work as an employee of the vendor and institute shall have no responsibility for his/her service liabilities.</b>
<b>Optional Items</b>	
	Rietveld analysis software
	Additional x ray tube along with required optics such as Mo, Ag
	Microfocus x ray source with required optics
Manpower	The supplier will have to provide a skilled and experienced full time operator to run the system for a period of 3-years from the date of installation of the system in the institute at their own cost. The amount for the 3 years operator service might be paid on year to year basis. The operator will work as an employee of the vendor and institute shall have no responsibility for his/her service liabilities.

**Computer & Printer:** Suitable branded computer with pre-loaded software and printer must be offered.

**Water Chiller:** Suitable water chiller for the system should be offered with capability to work in ambient temperature 43-degree C or more if required.

**UPS:** 10KVA UPS with 30min backup should be offered.

**Spares:** Commitments to supply spares for at least 10 years to be ensured. Separate Spare kits for the Diffractometer should be quoted as optional items.

#### INSTALLATION AND COMMISSIONING:

The instrument to be installed tested and commissioned by representative of supplier in India at premises to the satisfaction of user.

#### AFTER SALES SERVICE:

1. Product support for period of minimum five years after warranty period, to be ensured by vendor/supplier.
2. Relevant software/hardware information in case of updating of the model of the supplied system should be provided.
3. Minimum one year warranty should be offered.

#### TRAINING :

The supplier should provide the training on the site of installation.

Vendor should take all necessary responsibility to quote for configuration to suit all the above applications.

**GENERAL TERMS AND CONDITIONS**

**(1) Last Date of Submission of Sealed Bids (both technical and price bids, separately): 09-11-2018 up to 11:30 a.m.**

**The Technical bids will be opened on 13-11-2018 at 3.30 p.m. in the Office of the Central Research Facility, I.I.T. Kharagpur, India.**

**(2) Payment Terms & Performance Guarantee:** 90% payment will be made on submission of shipping documents and balance 10% payment will be made on installation, commissioning and submission of PBG for performance period if the payment is made by LC, otherwise after receipt of stores by any other payment mode. The security deposit so retained may be refunded on submission of Bank Guarantee towards Performance Guarantee valid for **3 years throughout warranty period plus sixty days** drawn on any commercial bank.

No advance/mobilization support, is payable against supply of stores.

In the event of failure to deliver the stores 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.

**(3) Warranty/Guarantee & On-site skill support:** Minimum **three years** onsite comprehensive OEM warranty from the date of successful installation and commissioning. The firm has to guarantee 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.

**(4) Delivery of Stores:** The store items be supplied within 30 days from the date of receipt of the Purchase Order or from opening of LC whichever is later.

**(5) Tender Fee:** An amount of **INR 5,000** (Rupees five thousand only) as tender fee (non-refundable) is to be paid. The payment shall be made by Demand Draft from any Nationalized Bank /Commercial Bank and paid in favour of "Indian Institute of Technology Kharagpur", payable at Kharagpur. **Bids without Tender Fee will not be accepted. This should be enclosed separately in an envelope and stapled with the Technical Bid document superscribing Tender fee.**

**(6) Earnest Money Deposit (EMD):** An amount of Rs. 5,00,000/- 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. **E.M.D. should be enclosed separately in an envelope and stapled with the Technical Bid document superscribing EMD.** The bid security

(EMD) is normally to remain valid for a period of 45 days beyond the final bid validity period. **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.

(7) **Price:** Domestic tenders are to quote and accept their payment in Indian currency. Indian agents of foreign suppliers are to receive their agency commission in Indian currency. Cost of 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. The price shall be quoted with cost break-up indicating the applicable prices for each component (custom duty, import duty, landing and clearing charges and commission to Indian agents). Excise Duty Exemption/Custom Duty Exemption Certificate and Inter-state transit Way Bill (Form-50) will be issued only in favour of the bidder and address as mentioned in the Purchase Order.

(8) **Bid:** Technical Bid and Price Bid should be submitted in two separate sealed envelope quoting reference number on the top of the envelope. Tender Fee and EMD should be enclosed with the Technical Bid documents, in separate sealed envelopes, stapled with the packet containing Technical Bid documents. The OEMs may either bid directly or Country/Regional/State Distributors /Dealers/Vendors, to quote authorized with valid authorization certificate, capability to sale and service of the products.

(9) **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.

(10) **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.

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

(12) **Service:** Response to ensure quality of services, the deputed Engineer/Technical officer from the OEM/Vendor must be well trained and must be in the payroll of the OEM/Vendor.

(13) **Installation and Commissioning:** Free of cost at IIT, Kharagpur. The OEM must ensure timely installation of X-Ray Diffractometer and accessories 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.

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



- (a) All licenses should be perpetual
- (b) All the accessories shall be from the same OEM

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

**(16) 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.**

(17) **Conditional Offer** will not be accepted.

(18) **Period of Validity:** Bids shall remain valid for acceptance for a period of 120 days from the date of opening of the price bid.

(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) **Bidders should** enclose the following documents:

- (i) Certificate of Registration / Trade License
- (ii) Enlistment form (R1), complete in all respect
- (iii) Attested copy of PAN card, Service Tax, CST/VAT registration papers
- (iv) Banker's Solvency Certificate
- (v) Audited statement of accounts and IT returns for the last three years
- (vi) Authorized Distributors/Vendors must submit appropriate authorization certificate and letter from their OEMs, for participation in the said tender.
- (vii) Name and address of past satisfactory supplies or minimum three clients to whom such items/stores have been supplied should be mentioned in the technical bid.
- (viii) 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.
- (ix) Copy of product literature, for which the prices have been quoted.
- (x) 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 centre in India and their plan to address issues about services, maintaining minimum service inventory etc.
- (xi) Signed copy of the tender document, with company seal, agreeing to the terms & conditions and declaration should be provided.

(xii) DGS&D enlistment certificate needs to be attached (applicable only for Indian Agents)

(23) **All tenders are to** be handed over in a sealed box in the office of the Central Research Facility, IIT Kharagpur. The bids (technical and price bids) once submitted shall be the property of the Institute and shall not be returned to the vendor in future.

(24) **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 Office/Managing Director of the Company to sign such documents.

(25) **Opening of Price Bids:** The 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 opening of price bids will be notified separately.**

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

(27) **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 future tendering process.

3. The OEMs/Vendors need to submit a certificate during 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 be addressed to :  
End user

Central Research Facility,  
Indian Institute of Technology Kharagpur- 721302,  
West Bengal, India  
[Ph:03222-282480, Fax:03222-282481]

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 will however remain unchanged. Please Note that the Institute remains closed on Saturday & Sunday.

Chairperson, Central Research Facility  
For Director, 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 acknowledgement should be issued by Fax within 3 days, and the item should be airlifted/boarded in sea within 30 days from the date of receipt of the Letter of Credit/copy of DD, as the case may be.*

*(i) 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.*

*(ii) The unit prices should be for the same unit as indicated in the Schedule to tender enquiry and not for any other unit.*

*(iii) Prices quoted should be for supply, installation and commissioning at I.I.T. Kharagpur.*

*(iv) Discount, if any, should be indicated separately / prominently.*

*(v) Offers should normally be on fixed and firm price basis. Any clause making price variation will not be acceptable.*

*(vi) Where tenderer intends to quote in Indian Rupees, for imported items, the price should be quoted "FOR Destination" basis. Offer should be on "High Sea Sales" basis. No sale 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. 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:**

(i) 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 to the entire satisfaction of the Purchaser. 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 on submission of shipping documents or by any other mode of payment (i.e. Demand Draft/Sight Draft/Wire Transfer) after receipt of stores.

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

(i) Complete address and tele links for contact persons of principals and Indian agent offices dealing with this purchase.

(ii) Name and full address of the OEM's Banker and their swift code.

(iii) Proof of having ISO 9001 or other equivalent certification given by appropriate authorities.

(iv) If payment is made through LC, then LC opening charges inside and outside India, who will have to bear to be clearly mentioned

(v) Country of origin is to be provided for each item.

**7. EARNEST MONEY DEPOSIT: tenderer must submit an EMD of INR 5,00,000 (Rupees Five Lakhs only (REFUNDABLE) IN THE FORM OF BANK DRAFT/BANERS' CHEQUE IN FAVOUR OF "INDIAN INSTITUTE OF TECHNOLOGY, KHARAGPUR". It should be placed in the cover containing of Technical Bid.**

**1) 8. TENDER FEE: TENDER FEE OF TOTAL INR 5000 (Rupees five thousand only) [NON- REFUNDABLE] IN THE FORM OF BANK DRAFT MUST ACCOMPANY THE TENDER. It should be placed in the cover containing the Technical Bid.**

**9. PERFORMANCE BANK 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. 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 HIGH COURT. 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 **three year warranty**. Vendor should also ensure trouble free service and performance for another **two years beyond three years Comprehensive Warranty Period** with adequate spares and accessories.

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 (L/C) should be furnished in clear terms. After opening of L/C, based on our tender, no more requests for amendment of L/C will be entertained. Total price including supply, installation and commissioning at I.I.T., Kharagpur, should be quoted. The cost of items that may be supplied from indigenous resources and also installation part if installation is done by Indian Agents should be stated in Indian Rupees.*

- 1. In case of Import, bidders are requested to quote FCA/FOB price mentioning Freight & Insurance charges separately. Ex-Works pricing may be considered.*
- 2. Warranty should be valid for Three years for all items including third party items.*
- 3. 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.*
- 4. 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.**

**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 TENDER FOR SUPPLY OF NAME OF ITEM FOR IIT KHARAGPUR (DEPARTMENT OF NAME OF DEPARTMENT)**

1. Name of the Tenderer :
2. Status of the Tenderer: (attach documents, if registered company/partnership/proprietary ship)
3. Whether OEM/representing foreign principle : (attach 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. Financial status of 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. 20.00 Lakh :
11. Income Tax Permanent A/c No. (attach copy) :
12. **Details of EMD/Bank Draft No., issuing branch and date:**  
Certified that all above information are 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/Dept/ Name of Item/2014-15 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.**

**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 besides  
liabilities towards prosecution under 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.

----- Signature of the Authorized Person

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

Place: ----- Company Seal: -----