



INDIAN INSTITUTE OF TECHNOLOGY
KHARAGPUR – 721 302

No. IIT/CY/PLAN/EQ-11/2018-19

Date: 4th December, 2018

TENDER NOTICE

Sub: Purchase of High performance Apochromat Stereo Zoom Microscope.

Indian Institute of Technology Kharagpur, an Institute of National Importance, invites sealed bid from reputed Original Equipment Manufacturer (OEM) or their authorized Distributors/Dealers/Sub Dealers/Agents/Vendors, for procurement of one "High performance Apochromat Stereo Zoom Microscope with documentation facility" in the Department of Chemistry.

Sealed bids may be submitted under **Two-cover system** as per **Technical Specifications** given at **Annexure I**, and **General Terms & Conditions** given at **Annexure II**. Bidders are required to submit their **Details** in the format given at **Annexure III** along with their technical bids. They are also required to submit a signed **Declaration** in the format given at **Annexure IV**. A **Check list** and **Compliance statement** against each item of Annexure I & III thereon severally & individually shall also be submitted. Kindly refer to the Institute website www.iitkgp.ac.in [link: tenders & quotations] for complete tender details. Bidders who are not enlisted with the Institute are also required to submit Form R1 along with the tender.

The procedure for submission of sealed bid are detailed under the **General Terms & Conditions** of the tender notice.

The last date for submission of tender is 27.12.2018 by 5.00 p.m. and NO tender will be received after the specified period.

Technical bids will be opened and evaluated on 28.12.2018 at 4.00 p.m. in the Chemistry Department of the Institute. Attendance of the Bidder or one representative with proper authorization letter on behalf of the bidder is a **MUST**. 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.

Price bids will be opened only in respect of those bidders, who are found technically qualified after evaluation of Technical bids.

The **date and time for opening of the Price Bid** will be intimated through email/phone to the **technically qualified bidders**. Bidders are requested to provide a valid email address.

Head, Department of Chemistry
IIT Kharagpur

Copy to:

1. Prof. in Charge, Inst. Inf. Cell – with a request to kindly display the same in the Institute website & CPPP
2. Dy. Registrar (S&P)
3. Department Notice Board.

High Performance Apochromat StereoZoom Microscope with Documentation facility

Technical Features	Specification
Optical System	<ul style="list-style-type: none"> Common main objective lead free version with 100% apochromat zoom optical systems
Observation Tube	<ul style="list-style-type: none"> Observation Tube 50% with camera and 50% on eye piece Trinocular tube with Viewing angle (30°) and inter-pupillary-distance 51-77 mm
Working Distance	<ul style="list-style-type: none"> Working distance 61 mm or more via 1.0x Objective
Zoom Ratio	<ul style="list-style-type: none"> Zoom ratio: - 12.5:1 or more
Objective & Eyepiece	<ul style="list-style-type: none"> Plan Apochromat 1.0x & 1.6x 10x Eyepiece with field of view 23mm
Magnification Range	<ul style="list-style-type: none"> Magnification range from 8x to 160x,
Resolution	<ul style="list-style-type: none"> Resolution 430lp/mm or more
Basic Stand	<ul style="list-style-type: none"> Focus drives coarse & fine Base with inbuilt LED transmitted light facility for minimum 30,000 working hours
Illumination	<ul style="list-style-type: none"> Reflected Light Illumination through LED Cold Light source via ring light
Digital Camera	<ul style="list-style-type: none"> Suitable Video/ photo tube for the above stereo-microscope High resolution scientific digital camera having min resolution 5 Mpixel with minimum pixel size of 2.2µm X 2.2µm and 1/2" CMOS Sensor
Imaging Software	<ul style="list-style-type: none"> Imaging software automatic image processing, measurement and statistics of morphometry, linear measurement, distinguishing of sheds of ink, overlapping, etc.
3D image building with Z-axis measurement	<ul style="list-style-type: none"> 3D image building with Z-axis measurement
<ul style="list-style-type: none"> One Desktop computer with original software should be provided 	
The warranty period to be offered MUST be mentioned by the bidder with the Technical Bid.	

GENERAL TERMS AND CONDITIONS

- (1) **Last Date of Submission of Sealed Bids: 27.12.2018 up to 5:00 pm.**

The Technical bids will be opened on 28.12.2018 at 4:00 pm in the Department of Chemistry, Indian Institute of Technology Kharagpur.

- (2) **Payment Terms:** As per existing rules of the Institute. No advance/mobilization support, is payable against supply of stores.

Liquidated Damages : The stores should be delivered/dispatched to destination and ready for operation NOT later than the delivery date specified. 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) **Delivery of Stores:** The ordered item be supplied within 120 days from the date of receipt of the purchase order.

- (4) **Tender Fee:** An amount of Rs. 500/- (Rupees five hundred only) as tender fee (**non refundable**) is to be paid. The payment shall have to be made by Demand Draft **ONLY** from any Nationalized Bank in favour of "Indian Institute of Technology Kharagpur", payable at Kharagpur.

- (5) **Earnest Money Deposit (EMD):** An amount of Rs. 21,000/- (Rupees twenty one thousand only) is to be paid. The payment shall have to be made by Demand Draft **ONLY** drawn in favour of "Indian Institute of Technology Kharagpur", payable at Kharagpur The validity of the EMD should be 6 (six) months from the date of issue. EMD will be refunded to the unsuccessful bidder, after finalization of the tender process. The EMD of the bidder awarded with the order shall be treated as part of security deposit towards Performance Guarantee. **No** interest is payable on Security Deposit. Security Deposit shall be forfeited if the selected bidder after award of order fails to execute the same.

The Demand Draft of Tender Fee & EMD should be put in a separate envelope and stapled with the Technical Bid document super-scribing Tender fee. Any bid without Tender Fee & EMD will be summarily rejected. No interest is payable on EMD.

- (6) **Price Bid: (A) For Foreign Firms :** The price are to be quoted on "FCA/FOB" "International Port Basis" and also including Agency Commission payable to the Indian Agent, if any showing the following break up clearly:

- I) FOB/FCA Price
- II) Packing & Forwarding
- III) Freight
- IV) Any other relevant expenses
- V) Taxes, if any payable by the Institute
- VI) Agency Commission, if any in INR

IMPORTANT:

- Insurance will be paid by the Institute separately and should not form a part of the quoted price.

- Indian Agents Address & Percentage of Agency Commission included in above FOB/Ex-Works Price. (This will be paid to the Indian Agent in Indian Rupees only and not in FE). Please enclose copy of agency agreement entered into with the foreign principals indicating the nature of after sales services of Indian Agent. Precise relationship & mutual interest in the business.
- **Country of origin** of the goods is to be mentioned in the offer.

(B) For Indian Firms : The price should be **quoted in Indian Rupee ONLY** on FOR, IIT Kharagpur (on door delivery) basis clearly showing the break up. Inter-state transit Way Bill (Form-50) will be issued only in favor of the bidder and address as mentioned in the Purchase Order.

- (7) **Bid Submission:** The Technical Bid and Price Bid & the Tender Fee and EMD should be submitted as per the following index. The tender notice number should be written on top of each sealed envelop:

1	Envelope – A	Technical Bid documents as detailed under
2	Envelope – B	DD for Tender Fee and EMD stapled with Envelope – A
3	Envelope – C	Price bid
4	Envelope – D	Envelope – A + B + C

- (8) **Acceptance of Tender:** The Competent authority of the Institute 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.
- (9) **Extra Features:** If the bidder provides any other extra features which are not mentioned in the tender product specifications, then that shall be highlighted in clear terms, with documentary evidence/literature.
- (10) **Compliance List:** The proposal be properly indexed and a compliance list against the technical specifications should be provided.
- (11) **Conditional Offer** will not be accepted.
- (12) **Bid Validity:** Bids **MUST** remain valid for acceptance for a period of **120 days** from the date of opening of the price bid.
- (13) 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 vendor.
- (14) **Past Performance of the Vendors will be judged at the time of Technical Evaluation.**
- (15) **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.
- (16) **Bidders should** submit the following documents with the Technical Bid for fulfillment of the **eligibility** criteria :

1	Profile of the Bidder as per format at Annexure – III
2	Copy of the valid Certificate of Registration / Trade License
3	Enlistment form (R1), complete in all respect
4	Copy of PAN card, GST registration certificate/papers
5	Audited statement of accounts and IT returns for the last three years
6	Distributors/Dealers/Sub Dealer/Vendors must submit appropriate authorization certificate and participation in the said tender

7	Copy of the Purchase Order & document in support of satisfactory delivery and installation of similar instrument in any educational institution.
8	One copy of the entire tender document with signature and official seal of the Bidder on each page of the tender document.
9	The Bidder MUST submit a declaration on the letter head of the firm 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.
N.B: the copy of all the documents should be self attested.	

Please note that the absence of any of the above documents in the technical bid shall lead to cancellation of the entire bid without assigning any reason for such **CANCELLATION**.

- (17) **All tenders may either** be dropped in a sealed box in the office of the Head, Department of Chemistry, IIT Kharagpur in person or may be sent by Speed Post addressed to **Head, Department of Chemistry, Indian Institute of Technology Kharagpur, P.O. Kharagpur Technology, PIN 721302, West Bengal**. 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. Any bid reached after the last date of submission shall NOT be received and considered.
- (18) **Opening of Price Bid:** The Price Bid(s) of only those vendors who are found technically qualified will be opened and the same will be opened before the technically qualified vendor(s). **The date and time for opening on the Price Bid will be intimated through email/phone to the technically qualified bidders.**
- (19) Bidder 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.
- (20) **IMPORTANT**
- The Competent authority of the Institute 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.
 - A bid submitted with false information will not only be rejected but also the vendor will be debarred from participation in future tendering process.
 - In case of any dispute, the decision of the Director of this Institute shall be final and binding on the bidders.



Head, Department of Chemistry
IIT Kharagpur

