

**TENDER ENQUIRY FROM  
SCHOOL OF MEDICAL SCIENCE AND TECHNOLOGY  
INDIAN INSTITUTE OF TECHNOLOGY, KHARAGPUR- 721302**

Tel: 03222-282220

Enq. No. IIT/SMST/OTG/SS/ENQ-47/2018-2019

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Date: 05.11.2018.

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<b>LAST DATE OF SUBMISSION ON</b>	<b>27<sup>th</sup> November, 2018 at 03 – 00 p.m.</b>
<b>Time and Date for opening :</b>	<b>27<sup>th</sup> November, 2018 at 03 – 30 p.m.</b>

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 :

Sl. No	Description of Stores	Quantity								
1.	<p><b><u>DESCRIPTION FOR MOBILE VAN</u></b></p> <p><b>FABRICATION WORK INCLUDING THE BASE VEHICLE AND AIR-CONDITION &amp; EQUIPMENT</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">REQUIREMENTS</th> <th style="text-align: left;">DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;"><b>A: Vehicle Type Offered</b></td> <td>A BUS CHASSIE EURO-IV Approx Length for rear cabin excluding driver cabin 28 Ft to 30Ft (min)</td> </tr> <tr> <td style="vertical-align: top;"><b>B: Description of work</b></td> <td> <ol style="list-style-type: none"> <li>1. A complete body to be build on load bearing cross members ISMC 75×40×6mm</li> <li>2. A side infrastructure to constitute of C/R. H/R. M/S section in 10G, 12G, 14G to be used.</li> <li>3. An outside roof, wall and doors cladding in galvanized sheets plain in 20 gauges.</li> <li>4. A bonded on the infrastructure via high tensile nuts, bolts and solid Aluminium rivets and welding via the Co2 protected Mig welding process.</li> <li>5. Inside panels to be constituted of non-hydrosopic plastic panels in 2mm/Aluminium composite panel sheet 3mm for maximum assistance to circulation.</li> <li>6. From the front to rear side color coated sheet welded and provision for sliding window in both sides.</li> <li>7. Throughout insulation in the body 60mm thermocol to offer excellent insulation.</li> <li>8. The insulation should have comprehensive covering of waterproofing used as per design to protect the insulation from water vapor and water formed out of consideration and box container servicing.</li> </ol> </td> </tr> <tr> <td style="vertical-align: top;"><b>Additional Fittings &amp; Fixtures:</b></td> <td> <ol style="list-style-type: none"> <li>1. Should be provided with 4 pairs of side blinkers.</li> <li>2. 2 no. Sliding glass window at both side each.</li> <li>3. A stainless steel wash basin with 100 ltr capacity water tank is provided.</li> </ol> </td> </tr> </tbody> </table>	REQUIREMENTS	DESCRIPTION	<b>A: Vehicle Type Offered</b>	A BUS CHASSIE EURO-IV Approx Length for rear cabin excluding driver cabin 28 Ft to 30Ft (min)	<b>B: Description of work</b>	<ol style="list-style-type: none"> <li>1. A complete body to be build on load bearing cross members ISMC 75×40×6mm</li> <li>2. A side infrastructure to constitute of C/R. H/R. M/S section in 10G, 12G, 14G to be used.</li> <li>3. An outside roof, wall and doors cladding in galvanized sheets plain in 20 gauges.</li> <li>4. A bonded on the infrastructure via high tensile nuts, bolts and solid Aluminium rivets and welding via the Co2 protected Mig welding process.</li> <li>5. Inside panels to be constituted of non-hydrosopic plastic panels in 2mm/Aluminium composite panel sheet 3mm for maximum assistance to circulation.</li> <li>6. From the front to rear side color coated sheet welded and provision for sliding window in both sides.</li> <li>7. Throughout insulation in the body 60mm thermocol to offer excellent insulation.</li> <li>8. The insulation should have comprehensive covering of waterproofing used as per design to protect the insulation from water vapor and water formed out of consideration and box container servicing.</li> </ol>	<b>Additional Fittings &amp; Fixtures:</b>	<ol style="list-style-type: none"> <li>1. Should be provided with 4 pairs of side blinkers.</li> <li>2. 2 no. Sliding glass window at both side each.</li> <li>3. A stainless steel wash basin with 100 ltr capacity water tank is provided.</li> </ol>	1 Unit
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<b>Door &amp; Staircase</b>	<p>4. A platform with granite top frame is provided and platform is provided with storage shelves.</p> <p>5. 4 No revolving stool.</p> <p>6. External power socket.</p> <p>7. Awning to be provided at left side of vehicle.</p> <p>8. LED Bar Light with PA system &amp; Mike.</p> <p>1. 1 No. 2.5 feet×6 feet door (side door). Door to be constructed sandwich puff with sheet cladding on both sides with EPFM oil resist long life rubber gasket to maintain lowest levels to infiltration from outside. The doors to be mounted on the container using heavy duly forged locks and hinges.</p> <p>2. A sliding staircase for left side door to be provided</p>
<b>Homogenous Flooring</b>	A 19mm ply wood with 2mm PVC Vinyl Flooring is pasted on plywood.
<b>Furniture</b>	<p>1. Furniture to be provided in plywood or in MS powder.</p> <p>2. For lab collection a platform with Drawer &amp; Shelves to be provided with stainless steel wash basin/ Granite platform to be provided.</p>
<b>Equipment Fitting &amp; Provision</b>	<p>Equipments for Mobile Van will be provided by us and will need to be fitted with sockets and power points.</p> <p>1. Necessary power points, switches, concealed wiring to be provided.</p>
<b>Electrification</b>	<p>2. External A/C power point, inverter, standby battery, foot blinker, siren, LED light bar, rear lamp etc. is needed.</p> <p>*INVERTER: 1100VA (1 NO)</p> <p>*BATTERY: 130 (1 NO)</p> <p>*Provide Electric Connection to power the entire vehicle using external power.</p>
<b>Seating Arrangement</b>	Doctor's chair, attendant seats with proper cushion to be provided. Revolving stool to be provided.
<b>Painting</b>	Exterior Painting to be done in PU paint finish to offer best finish.
<b>Exterior Art Work</b>	Custom exterior graphics & color design as per required & artwork provided by customer.
<b>GENERATOR</b>	<p>1. DIESEL: 20 KVA 3 PHASE (1 NO)</p> <p>2. PETROL: 5KVA (1 NO)</p>
<b>Air Condition</b>	Ducting Air Condition for complete vehicle on AC
<b>ADDITIONAL OPTIONAL EMERGENCY EQUIPMENT</b>	
<b>5. 12V AC/DC Fridge</b>	
<b>6. Hot &amp; Cold water dispensor</b>	

sincerely

( Dr. Satadal Saha )  
School of Medical Science and Technology

Kind Attention : Prof. Suman Chakraborty, Head, SMST.

## GENERAL TERMS & CONDITIONS

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

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 & R) UNDER THE COMPULSORY REGISTRATION SCHEME OF MINISTRY OF FINANCE.

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 4/6 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

9. **PAYMENT TERMS FOR FOREIGN FIRMS**

A) 90% PAYMENT THROUGH SIGHTDRAFT/FORIGN DEMAND DRAFT/LC (EXCEPTIONAL CASES)/SWIFT TELE TRANSFER AFTER RECEIPT OF STORE IN GOOD ORDER AND CONDITION AND 10% AFTER SUCCESSFUL INSTALLATION & COMMISSIONING.

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

**PAYMENT TERMS FOR INDIAN FIRMS**

A) 90% PAYMENT THROUGH CROSSED ACCOUNT PAYEE CHEQUE / ELECTRONIC TRANSFER AFTER RECEIPT OF STORE IN GOOD ORDER AND CONDITION AND 10% AFTER SUCCESSFUL INSTALLATION & COMMISSIONING.

B) ENSURE MENTIONING

i) BANK DETAILS OF THE BENEFICIARY, GST 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 EXEMPTION IN TERMS OF GOVT. NOTIFICATION 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 (GST No.), 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	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 SUCH ORGANIZATION IS TO BE ATTACHED WITH THE TECHNICAL BID AND PRICE BID.

E) NAME AND ADDRESS OF MINIMUM THREE CLIENTS TO WHOM SUCH EQUIPMENT HAVE BEEN SUPPLIED SHOULD BE MENTIONED.

**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 : **PROFESSORE SUMAN CHAKRABORTY, SCHOOL OF MEDICAL SCIENCE AND TECHNOLOGY, INDIAN INSTITUTE OF TECHNOLOGY, KHARAGPUR - 721 302.**

**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. Suman Chakraborty, at the address mentioned above.

**LAST DATE FOR SUBMISSION OF SEALED BIDS: 27-11-2018**

- 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.
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