



# INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

KHARAGPUR - 721302

**Tender Ref no: IIT/ME/FOUNDARY/SKP/EQUIP/ENQ/OVEN/2018-19**

**Date: 20/12/2018**

**Sub: Supply and installation of HOT AIR OVEN in the Department of Mechanical Engineering at IIT KHARAGPUR**

Indian Institute of Technology Kharagpur invites sealed two part bids from reputed **Original Equipment Manufacturers (OEMs) OR their Authorized Dealers/Distributor** who have adequate credential for supply of a "HOT AIR OVEN" to Department of Mechanical Engineering, Indian Institute of Technology, Kharagpur, India. The entire job must be completed within **50 days** from the date of issue of Purchase Order.

Interested and eligible **Original Equipment Manufacturers (OEMs) OR their Authorized Dealers/Distributor** are requested to submit two sealed envelopes containing Technical Bid (Envelope - A) and Commercial Bid (Envelope - B) as per Annexure - I to III placed in a larger sealed envelope super-scribing with reference number (**Tender No. IIT/ME/FOUNDARY/SKP/EQUIP/ENQ/OVEN/2018-19 Date: 20/12/2018**) to "Prof. Sushanta Kumar Panda, Department of Mechanical Engineering, Indian Institute of Technology Kharagpur, P.O. Kharagpur Technology, PIN 721302, West Bengal, India." *on or before 15.01.2019 at 3.00 p.m.*

The technical bid will be evaluated first and price bids will be opened only in respect of those OEMs/Vendors, who are found technically qualified after evaluation of Technical bids. The **bids will be opened on 16.01.2019 at 3.30 p.m.** in the Department of Mechanical Engineering, Indian Institute of Technology, Kharagpur.

**Head of the Department,**  
Department of Mechanical Engineering,  
IIT Kharagpur.

Copy to :-

1. Head, Institute Information Cell
2. Chairman Purchase Committee
3. Joint Registrar (Store and Purchase)
4. Notice Board
5. CPP Portal
6. Institute Website

विभागाध्यक्ष/Head  
यांत्रिकी अभियांत्रिकी विभाग  
Mechanical Engineering Department  
भा.प्रौ.सं., खड़गपुर/I.I.T., Kharagpur

Signature and Seal of Bidder

## Annexure I

### 1. Technical Specifications (should be used as technical compliance sheet by the vendor) of HOT AIR OVEN with certain terms and conditions

Sl.No.	Specification	Technical Compliance (Yes/No)
1	Size of Oven - 18 " x 14" x 14" ( Height x Width x Depth)	
2	Body of oven by MS 20 SWG sheet (outside) with powder coated paint and inside SS 304 sheet	
3	Gap between outside body and inside structure to be filled with glass wool for insulation.	
4	No. of Self - 3 (for drying cylindrical sand samples)	
5	Heating element : Alloy wire	
6	Thermocouple - K type (Nickel - chromium)	
7	Extra thermocouple with a portable temperature indicator.	
8	<b>Electrical Control Panel with following :</b>	
	(a) Capacity - 2 kW	
	(b) Voltage - 230V, AC, 50 Hz	
	(c) Temperature regulator	
	(d) Electrical wires - Sufficient length	
	(e) Sensor - 1 no.	
	(f) Temperature Controller	
9	Maximum temperature of 400 °C and continuous working temperature of 200 °C	
10	Warranty of the hot air oven should be minimum period of 01(one) Year from the date of installation	
11	Installation & Demo charges should include in the price bid	

## 2. General Terms & conditions

1. Last Date of Submission of Sealed Bids: **15.01.2019 up to 3.00 p.m.** The Technical bids will be opened on **16.01.2019 at 3.30 p.m.** in the Department of Mechanical Engineering, Indian Institute of Technology, Kharagpur.
2. Tender Fee: Nil
3. Earnest Money Deposit (EMD): Nil
4. Delivery of the stores: The store items be supplied within **50 days** from the date of receipt of the Purchase Order.
5. **Period of Validity:** Bids shall remain valid for acceptance for a period of 90 days from the date of opening of the price bid.
6. 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.
7. Indian institute of Technology Kharagpur is a public Funded Academic & Research institute under the minister of Human Resource Development and is **eligible for GST @5%** vide Ministry of Finance, Department of Revenue, Notification No.47/2017 dated:14.11.2017 and Notification no. 10/2018- Integrated Tax (Rate) dated:25.01.2018 & Notification No.45/2017- Central tax (Rate) dt:14.11.2017 by the Ministry of Finance, Department of Revenue.
8. **Payment Terms :** 100% payment will be made on successful installation and commissioning duly certified by the concerned Head of the Department/Centre/School/Unit.
9. **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
10. **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.
11. **Compliance List:** The proposal be properly indexed and a compliance list against the technical specifications must be provided.
12. Other Terms & conditions as per the institute's norms .
13. **Eligibility Criteria :**
  - 1) Registration Certificate
  - 2) PAN
  - 3) GST

**14. Bidders are requested to submit the bid in two bid system :**

**1. Technical Bid ( Envelope - A) (containing the following documents )**

- a. Registration Certificate
- b. PAN
- c. GST
- d. Technical Compliance Sheet

**2. Financial Bid ( Envelope - B)**

- a. Price Bid ( As per the format at Annexure – III)

The above two covers ( Envelope - A and Envelop - B ) are to be sealed and placed in one large Cover. That cover also should be sealed and super-scribing with reference number **(Tender No. IIT/ME/FOUNDARY/SKP/EQUIP/ENQ/OVEN/2018-19 Date: 20/12/2018)** to **“Prof. Sushanta Kumar Panda, Department of Mechanical Engineering, Indian Institute of Technology Kharagpur, P.O. Kharagpur Technology, PIN 721302, West Bengal, India.**

- 15. Other Important terms :** 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.
16. 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.
17. In case of any dispute, the decision of the Director of this Institute shall be final and binding on the bidders.

**Annexure - III**

**Ref: IIT/ME/FOUNDARY/SKP/EQUIP/ENQ/OVEN/2018-19 Date: 20/12/2018**

**PRICE BID**

**Quotation for supply of HOT AIR OVEN**

**Name of the Vendor: M/s. \_\_\_\_\_**

**Ph: \_\_\_\_\_**

**E-mail: \_\_\_\_\_**

<b>S. No</b>	<b>Description</b>	<b>Make &amp; Model</b>	<b>Qty</b>	<b>Unit Price</b>	<b>GST %</b>	<b>Unit Price with GST%</b>	<b>Total Amount</b>
1	<b>HOT AIR OVEN, <u>Technical Specifications</u> <u>as per</u> - <u>annexure- I :</u></b>	Make: _____ Model: _____	01				
<b>Total Amount</b>							

**Note:**

1. Above quoted price is including transportation, installation and other Charges.

**Signature of the Bidder with Seal**

## Checklist for Enclosures

(Bidder Should fill up YES or NO without fail)

S.No	Bid Enclosures	Yes/ No	Pg. No .
	<b>Technical Bid (Envelope - A)</b> contains the following documents		
1	Tender document, duly signed and stamped in token of accepted all the terms and conditions of the tender schedule.		
2	Registration Certificate		
3	PAN		
4	GST		
6	Technical Compliance sheets		
	<b>Financial Bid (Envelope - B)</b>		
1	Price Bid (As per the format at Annexure - III)		

Note : All pages of the bid documents must be serially numbered and signed.