



INDIAN INSTITUTE OF TECHNOLOGY
KHARAGPUR - 721 302, INDIA

Enquiry No. IIT/KGP/MME/PLAN/Hardness/MTLab(DC)/2017-18/03, Date: 21.12.2017

Sub : Procurement of One (1) No. of Vickers and Knoop Micro-hardness Tester

Indian Institute of Technology Kharagpur, an Institute of National Importance, invites sealed bids from principal manufacturers or their authorized distributors (foreign firms or their Indian representative companies), who have adequate credential for **Procurement of One (1) No. of Vickers and Knoop Micro-hardness Tester for Metallurgical & Material Engineering Department, IIT Kharagpur.**

Interested parties may submit their sealed bids 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 **Checklist** 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 and quotations] for complete tender details. Parties who are not enlisted with the Institute are also required to submit **Form R1** along with the tender.

The tender is to 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 super scribed with **Tender Enquiry No. IIT/KGP/MME/PLAN/Hardness/MTLab(DC)/2017-18/03, Date: 21.12.2017**, to the **Office of the Metallurgical & Material Engineering Department, IIT Kharagpur., P.O.- Kharagpur Technology, Pin: 721 302, India on or before 17.01.2018 upto 11.30 a.m.**

For any query pertaining to this bid document, communication be addressed to the Prof. D. Chakraborti, Professor of Metallurgical & Material Engineering Department, IIT Kharagpur. (No. 03222 283282 and the office 03222 282279

The technical bid will be evaluated first and price bids will be opened only in respect of those OEM/Vendor, who are found technically qualified after evaluation of Technical bids.

The Technical bids will be opened on 17.01.2018 at 03.30 p.m.. in the Seminar Room of the Metallurgical & Material Engineering Department, IIT Kharagpur.

Head of the Department

Met. & Mat Engg. Department

Copy to :

1. Institute website

2. CPPP

3. News paper

4. Notice Board

Guarantee/Warranty: The guarantee/warranty for the above machine should be three years after the installation.

Detailed Specification of Micro Hardness Tester:

- The Micro Hardness tester should have motorized turret and 12 steps of test force: 1, 5, 10, 15, 25, 50, 100, 200, 300, 500, 1000, 2000 (gf).
- Objectives :
 - C PLAN 10x/0.22 - 7,8 mm free working distance
 - N PLAN 50x/0.75 - 0,37 mm free working distance (spring-loaded)
 - N PLAN 100x, NA 0.90, free working distance 0.27 mm (spring loaded)
- Eyepiece 10x (resolution 0.1 μm [for objectives 10x, 50x] and 0.01 μm [for objective 100x]) with focus finder, field of view 16 mm; max. diagonal lengths 80 μm (100x), 160 μm (50x), 800 μm (10x)
- High resolution digital USB CMOS Black & White camera; 1280 x 1024 pixel
- Automatic loading and unloading; dwell time 5 - 99s (selectable);
- Approach speed 25 to 60 $\mu\text{m} / \text{s}$, selectable in steps (5 $\mu\text{m} / \text{s}$)
- Front cover with color touch display of measuring parameters
- Specimen Database
- Data display and entering: diagonal length d1 / d2 [μm]; test force [N / gf]; hardness value [HV]; dwell time [s]; tolerance judgment; statistics (mean value, maximum / minimum value, standard deviation); data storage (max. 9999 test results)
- Graphical display of the hardness values, case hardness depth calculation
- Customizable reports and PDF Export
- Fatigue proof measurement directly on the touch panel display
- Continuously adjustable light source 20 W; green filter
- Easily exchangeable aperture diaphragms (for 50x and 100x Objective) for optimization of contrast
- Dust Cover
- Manual stage (surface 135 x 135 mm) with spindles and precision vise, max. opening: 60 mm; 25 x 25 mm X/Y travel; resolution 0.01 mm
- Maximum specimen height 90 mm
- Manual height movement of stage with crank
- Integrated parallel interface;
- Spare bulb, fuses
- Built-in spirit level for leveling
- Wide range power supply 100 to 240 V ac / 50 to 60 Hz
- Test procedure according to ASTM E-384 / DIN EN ISO 6507
- Accessories to be supplied with system –
 - Vickers indenter (1 No)

- Knoop Indenter (1 No)
- Vickers Hardness Test Block 720 HV (1 No)
- Knoop Hardness Test Block 720 HK (1 No)
- Anti vibration Plate (1 No)
- Rod microscope with graticule having 50x magnification, wide field 10X eye-piece, field of view 4,5 mm, measuring range 3.5 mm and resolution 0.025 mm (1 No)
- The Micro Hardness Tester and Rod microscope should be from the same manufacturer.

GENERAL TERMS AND CONDITIONS

- (1) **Last Date of Submission of Sealed Bids : 17.01.2018 upto 11.30 a.m.**

The Technical bids will be opened on 17.01.2018 at 03.30 p.m. in the Seminar Room of the Metallurgical & Materials Engineering Department, I.I.T., Kharagpur.

- (2) **Payment Terms & Performance Guarantee:** 90% payment will be made on successful installation and commissioning duly certified by the concerned Head of the Department/Centre/School/Unit. A sum of 10% of the invoice value shall be retained as **Security Deposit** towards **Performance Guarantee**. The security deposit so retained may be refunded on submission of Bank Guarantee towards Performance Guarantee for the equivalent value of security Deposit valid for **Three years 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 : Three years** onsite comprehensive OEM warranty from the date of successful installation and commissioning. 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.
- (4) **Delivery of Stores:** The store items be supplied within 30 days from the date of receipt of the Purchase Order.
- (5) **Tender Fee:** An amount of ₹ 2,500.00 (Rupees two thousand five hundred 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 ₹ 50,000.00 (Rupees Fifty thousand only) 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 or Bank Guarantee as per format at **Annexure V. E.M.D. should be enclosed separately in an envelope and stapled with the Technical Bid document superscribing EMD.** The validity of the EMD should be 6 (six) months from the date of issue. **Any bid without EMD will summarily rejected. No interest is payable on EMD.** EMD will be refunded to the unsuccessful bidder, finalization of the tender process. The EMD of vendor awarded with the contract to 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 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 authorize their Country/Regional/State Distributors /Dealers/Vendors, to quote 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 from the OEM/Vendor shall have a minimum of 3 years of experience in the relevant field 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 Multi Nuclei 600 MHz Nuclear Magnetic Resonance (NMR) Spectrometer with necessary support to the indenters, as per details and lists to be made available by the Stores & Purchase Section or the indenting Departments/Centers/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
 - (ii) Attested copy of PAN card, GST registration papers
 - (iii) Banker's Solvency Certificate.
 - (iv) Audited statement of accounts and IT returns for the last three years
 - (v) Authorized Distributors/Vendors must submit appropriate authorization certificate and letter from their OEMs, for participation in the said tender.
 - (v) 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.
 - (vii) 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.
 - (viii) Copy of product literature, for which the prices have been quoted.
 - (ix) 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.

- (x) Signed copy of the tender document, with company seal, agreeing to the terms & conditions and declaration.
- (23) **All tenders are to** be dropped in a sealed box in the office of the Assistant Registrar (Stores & Purchase), 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 :

Prof. D. Chakraborti, Professor of Metallurgical & Material Engineering Department,

IIT Kharagpur. (No. 03222 283282 and the office 03222 282279)

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.

Head of the Department

Met. & Mat Engg. Department

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 PROCURE OF MULTI NUCLEI 600 MHZ NMR SPECTROMETER FOR CENTRAL RESEARCH FACILITY, LIFE SCIENCE DIVISION, IIT KHARAGPUR

1. Name of the Tenderer :

2. Status of the Tenderer :
(attach documents, if registered
company/partnership/proprietorship)

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. 50.00 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.

Signature & seal of the Authorized person

Dated:

of OEM/Vendor

NOTE : This is to be submitted in a separate sealed envelope super scribing "TECHNICAL BID", Notice inviting **Tender Enquiry No. dated** 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 : -----

