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भौतिकी विभाग
भारतीय प्रौद्योगिकी संस्थान, खड़गपुर
Indian Institute of Technology, Kharagpur
Kharagpur - 721302

Tender No: IIT/PHY/19-20/T.ENQ/ANG/005

Date: 12.09.2019

NOTICE INVITING TENDER

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)/Agencies, who have adequate credential for the Procurement of “**Position sensing diode (PSD)**” at the Department of Physics, 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 other formats** given at **Annexure II**. Two covers (Technical Bid and Price Bid) are to be sealed and placed in one large Cover superscribed with tender reference number with date and submitted to “**Dr. A. N. Gupta, Department of Physics, Indian Institute of Technology, Kharagpur, PIN : 721302 on or before 10.10.2019 at 03:00PM .**

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.

Kindly refer to the Institute website **www.iitkgp.ac.in** [link: Tenders] for complete tender details. The same is also available in the CPP Portal [<https://eprocure.gov.in/eprocure/app>]. If there is any corrigendum/addendum, it shall only be published on Institute’s Website and Central Public Procurement Portal.

Indenter /Prof. In Charge,

Dr. A. N. Gupta
Department of Physics
IIT Kharagpur

Head
Dept. of Physics
IIT Kharagpur

To

1. Institute Website
2. CPP Portal
3. Department Notice Board

VARIOUS TIME EVENTS OF TENDER RELATED ACTIVITIES

Enquiry No	IIT/PHY/19-20/T.ENQ/ANG/005 Date: 12.09.2019
Tender Fee (Non refundable)	Nil
Last date for submission of sealed tenders/quotations	10.10.2019 at 03:00PM
Technical Bid opening date/time and place	10.10.2019 at 04:00 PM in Head's Office, Department of Physics
Price Bid opening date/time and place	Will be notified later to technically qualified bidders.
Two Bid System	Two bids – (i) Technical and (ii) Price bid in two separate envelope- placed & sealed in one envelope
EMD	Nil
Submission of bids (by speed post) (Addressed to)	To, Dr. A. N. Gupta, Department of Physics, IIT Kharagpur, Kharagpur-721302, West Bengal
Name of the item for procurement and technical specifications	Annexure- I
Terms and Conditions	Annexure-II

TECHNICAL SPECIFICATIONS

Sl. No	Name of the item & Specifications	Unit	Quantity
1	<p>Specifications for PSD: Tenders are invited for the procurement of a 'PSD' meeting the minimum specifications given below:</p> <ul style="list-style-type: none"> • Power supply voltage max Vs: ± 13 Volts • Maximum output voltage: ± 10 Volts • Theoretical noise: $15 \text{ nV Hz}^{-1/2} -3 \text{ db}$ • Bandwidth: more than 250 kHz • Linearity (bias dependent): $\pm 1\%$ of full scale • Maximum light intensity: 1.5 W/cm^2 • Minimum 1 years on-site warranty <p>Note to the vendors:</p> <ol style="list-style-type: none"> 1. Vendors must have trained field service personnel available locally to provide service support 2. System must have installation and on-site training included 	Each	Three
Guarantee/Warranty of above items		Six Months from the date of delivery.	

GENERAL TERMS AND CONDITIONS

1. Payment Terms :

90% payment will be released by L/C against submission of shipping documents and balance 10% payment will be released by Wire Transfer on Successful Installation and Commissioning of the Item.

Or,

100% payment through wire transfer/electronic transfer after receipt and installation of the Item duly certified by Head of the Department.

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.

2. Warranty/Guarantee & On-site skill support: Six Months OEM warranty from the date of delivery.

3. Earnest Money Deposit (EMD): Nil.

4. Tender Fee: No tender fees.

5. Delivery of Stores: The store items are to be supplied within 90 days from the date of receipt of the Purchase Order.

6. Price:

- a. PRICE may be quoted either in INR or in foreign currency.
- b. Where tenderer intends to quote in Indian Rupees (INR), the price should be quoted "FOR IIT Kharagpur "basis. The price should be all inclusive.
- c. 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 Notification No.47/2017 dated:14.11.2017 and 10/2018- Integrated Tax (Rate) dated:25.01.2018 by the Ministry of Finance, Department of Revenue. Necessary certificate in this regard will be issued as per requirement and on request of the successful bidder.
- d. Where tenderer intends to quote in foreign currency FCA/FOB source port price by Air/Sea to be quoted. In case of comparison between FOR IIT Kharagpur (quoted in INR) and FOB/FCA price (quoted in foreign currency) 20% will be added on FOB/FCA price after conversion to INR.
- e. Tenderer, 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.

- f. Foreign bidders to disclose the name and address of agent and representative in India.
 - g. IIT Kharagpur is registered DSIR, Govt. of India and eligible for exemption for payment of Customs Duties in Terms of Government of India Notification No.51/96-Customs dated 23.07.96. Necessary certificate in this regard will be issued as per requirement and on request of the successful bidder.
 - h. 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.
 - i. The unit prices should be for the same unit as indicated in the Schedule to tender enquiry and not for any other unit.
 - j. Discount, if any, should be indicated separately/prominently.
 - k. Offers should normally be on fixed and firm price basis. Any clause making price variation will not be acceptable.
7. **Bid:** Technical Bid and Price Bid should be submitted in two separate sealed envelopes quoting tender reference number with date on the top of the envelope.
8. **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.
9. The addendum/corrigendum if any shall be published on Institute's **Website i.e. www.iitkgp.ac.in and on CPP Portal.**
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. **Period of Validity:** Bids shall remain valid for acceptance for a period of 120 days from the date of opening of the price bid.
12. 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.
13. Past Performance of the Vendors will be judged at the time of Technical Evaluation.
14. 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.
15. Bidders should mention the following information :
- a. Performa Price Bid (without mentioning the price rate) may be attached with technical bids
 - b. Port or place of Shipment (for foreign bidders): Should be mentioned in the quotation.

- c. Purchase order to be placed on: Should be mentioned in the quotation with full address, email address, phone number.
 - d. Country of Origin : Should be mentioned in the quotation
16. 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.
 17. 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).
 18. 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.
 19. Tenderer, 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).
 20. 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.
 21. 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.
 22. In case of any dispute, the decision of the Director of this Institute shall be final and binding on the bidders
 23. For any query pertaining to this bid document, correspondence is to be addressed to the End user

Dr. A. N. Gupta
Assistant Professor
Department of Physics,
Indian Institute of Technology Kharagpur- 721302, West Bengal,
[Ph:+91-03222-283810, 283828] Email: - ang@phy.iitkgp.ac.in

24. 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.
25. The Bidders are requested to submit the bids after issue of clarifications only considering the changes made if any. Bidders are totally responsible for incorporating/complying the changes/amendments issued if any, in their bid.

Documents to be enclosed with Technical Bid

S. No	Description
1	Registration Certificate
2	PAN and GST Certificates
3	Status of the Tenderer (attach documents, if registered company/ partnership /proprietorship/Agency)
4	Whether OEM/representing foreign principle (attach copy of certificate/authorization)
5	Details of key top official/authorized official with e -mail id and contact number
6	Other documents like literature, catalogues etc.,(if any)

NOTE:

- 1. Attach all relevant documents in the same serial order as above, properly indexed, duly signed and to be submitted in the TECHNICAL BID.**

DECLARATION

(To be signed and submitted by bidder)

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. Tender ref no: _____ dt: _____ .
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/Agency is
authenticated, sealed and signed, and I take full responsibility for the entire
documents submitted.

6. I/we hereby confirm and declare that I/we am/are not blacklisted /De-registered /
debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or
any other agency for which we have Executed/ Undertaken the works/ Services.

Signature of the Authorized Person

Date: -----

Full Name: -----

Place: -----

Company Seal: -----