

INVITATION FOR THE TENDER OF LABORATORY RENOVATION

Sealed tender offers are invited in two separate sealed covers (Technical and Commercial offers) from eligible manufactures/ suppliers or their direct Indian agents for the supply of the following equipment.

Renovation of Chemical Laboratory in RTC

Please send offers, ALONG WITH DESCRIPTIVE CATALOGUE/ BROCHURE. The validity of the bid should be at least four months (120 days) or more from the date of the opening of this tender. Please ensure that your quotation reaches not later than **25.02.2019 at 15:00 Hrs** at the following address:

**Head, Rubber Technology Centre
Indian Institute of Technology Kharagpur – 721302
West Bengal, India**

Earnest money of **Rs. 20,000/- (Rupees Twenty thousand only)** is to be deposited in the form of Account payee Demand Draft in favour of IIT Kharagpur, payable at Kharagpur, India. Any bid which is not accompanied with an EMD shall be summarily rejected. Earnest money deposited will be forfeited if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender. No interest will be paid on the earnest money of the unsuccessful bidders.

Tender Reference	IIT/RTC/CLR/2018-19/120
Price of Tender Document	NIL
Last Date and Time for submitting the tender document	25.02.2019 at 15:00 Hrs (Indian time)
Time and Date of Opening of Technical Bids	25.02.2019 at 16:00 Hrs (Indian time)
Place of Opening Tender	Rubber Technology Centre Indian Institute of Technology Kharagpur – 721302 West Bengal, India
Address of Communication	As stated above
Contact Telephone Number	+91-3222-282292
E-mail:	nks@rtc.iitkgp.ac.in nks8888@yahoo.com

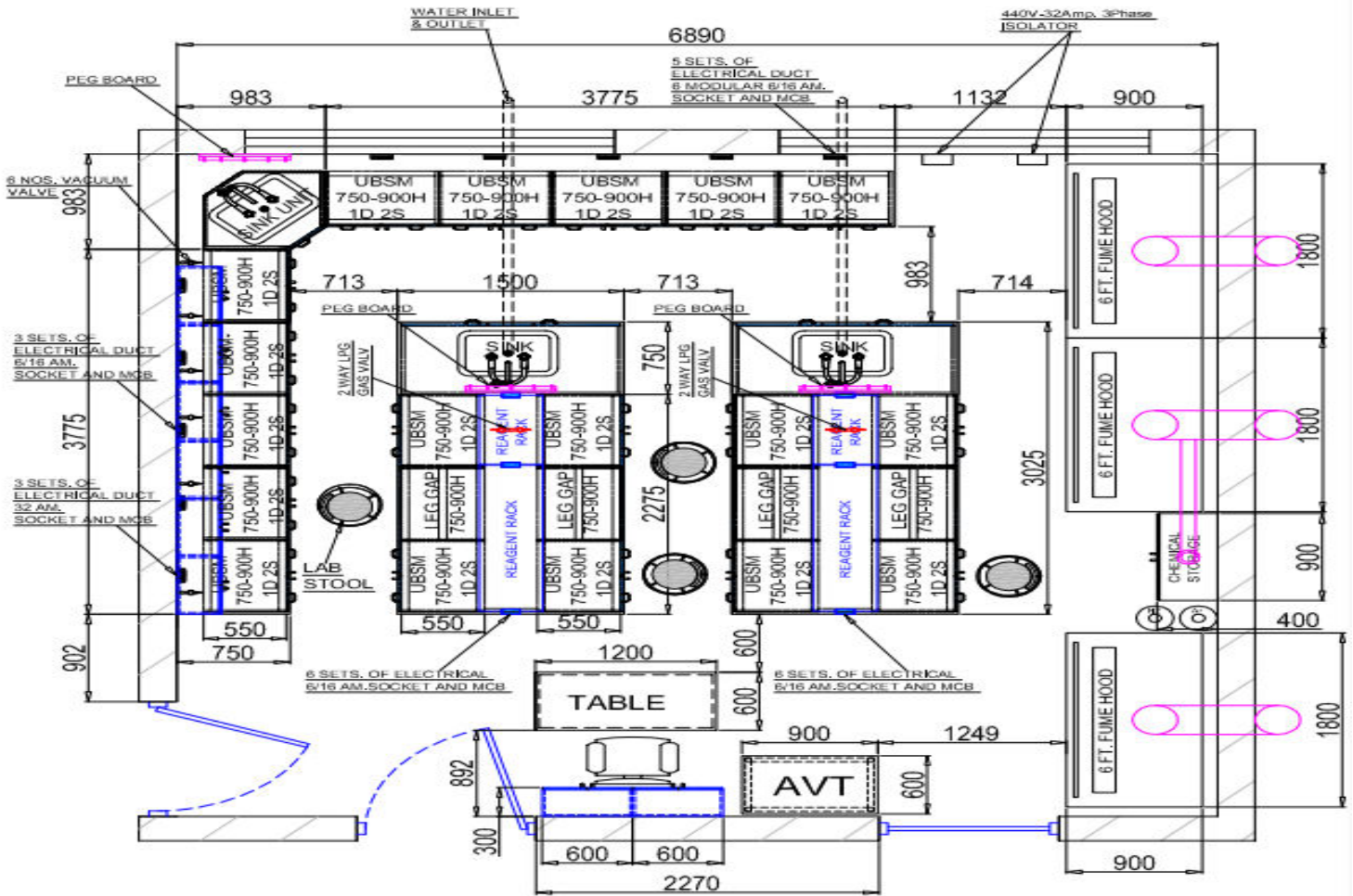
SPECIFICATION & DESIGN FOR RENOVATION OF CHEMICAL LAB

Sl. No.	Description	Quantity
1.	<p><u>Fume Hood for 1800mm (6fts.)</u></p> <ul style="list-style-type: none"> • Fume Hood Approx. Size - 1800mm x 900mm x 2350mm • Apparatus storage base cabinet, with one shelves (Approx. Size - 900mm x 450mm x 650 mm) • Chemical Resistant Chemical Storage Base Cabinet exhaust ports connected to fume hood exhaust system internally.(Approx. Size - 900mm x 450mm x 650 mm) • Apparatus holding square grid, made of Epoxy with frp (along the entire length of fume hood) of grid 200mm x 200mm and will be built in at fume hood back side. Grid for 1500 mm long Fume Hood • Centrifugal Blower with 1 HP, 3 Phase Motor, direct drive chemical & heat resistant PP+FRP blower with aerodynamically balanced impeller, with drain plug, having air suction capacity of approx.. 950 CFM • PP + FRP Ducting Chemical resistant PP+FRP (2mm + 2mm) rigid & flexible ductwork from Fume Hood to exhaust stack point with weather proof canopy. 	<p>3 sets</p> <p>3</p> <p>3</p> <p>3</p> <p>3</p>
2.	<p><u>Wall Side Modular Lab Table with electrical ducting (Knock Down Type Modular Steel Laboratory Furniture with support)</u></p> <ul style="list-style-type: none"> • Table Top Approx. Size(L×W×H) : 3775 mm x 750 mm x 900 mm – 2 sets • Table Top Approx. Size per module (L×W×H): 750 x 750 mm x 900 mm • Storage Cabinet Approx. Size per module (L×W×H): 750 mm x 550 mm x 685 mm • Base Frame (L×W×H): 745 mm x 450 mm x 187 mm (approx) 	10 sets
3.	<p><u>Wall Side Corner Sink Unit (Knock Down Type Modular Steel Laboratory Furniture with support)</u></p> <ul style="list-style-type: none"> • <u>Table Top approx. Size per module (L×W×H): 983 mm x 983 mm x 900 mm</u> • <u>Storage Cabinet approx. Size per module (L×W×H): 300 mm x 550 mm x 685 mm</u> • <u>Base Cabinet Structure approx. Size per module (L×W×H): 745 mm x 450 mm x 195 mm</u> 	1 set
4.	<p><u>Wall-Top Unit (Knock Down Type Modular Steel Laboratory Furniture)</u></p> <ul style="list-style-type: none"> • Approx. Size (L×W×H): 600 mm x 300 mm x 600 mm with one shelf 	6 sets
5.	<p><u>Island Work Bench with 4 Nos. Leg gap</u></p> <ul style="list-style-type: none"> • Under Bench Storage Module Nos. 8 • Leg Gap Nos. 4 <p><u>Specification & Approximately size details given below:</u> (Knock Down Type Modular Steel Laboratory Furniture) Table Top Size (L×W×H):: 2275 mm x 1500 mm x 900 mm H- 2 Nos. Table Top Size per module (L×W): 750 mm x 750 mm - 8 Nos. Table Top Leg Gap Size per module (L×W): 750 mm x 750 mm -4 Nos. Storage Cabinet Size per module (L×W×H): 750 mm x 550 mm x 685 mm Base Cabinet Structure Size per module (L×W×H): 745 mm x 450 mm x 187 mm</p>	
6.	<p><u>Reagent Rack (adjustable type) for Island Work Bench with Electrical socket.</u> (Knock Down Type Modular Steel Laboratory Furniture) Approximately size given below</p> <ul style="list-style-type: none"> • Table Top Size : 1500mm x 420mm x 650 mm - 2 Nos • Table Top Size : 750mm x 420mm x 650 mm – 2 Nos 	
7.	<p><u>Sink Unit (1500mm) for Island Table</u></p>	2 sets

	(Knock Down Type Modular Steel Laboratory Furniture) Approximately size given below <ul style="list-style-type: none"> • Table Top Size: 1500 mm x 750 mm x 900 mm H- 1 No. • Table Top Size per module (LxW): 1500 mm x 750 mm • Storage Cabinet Size per module (LxWxH): 1500 mm x 750 mm x 685 mm • Base Cabinet Structure Size per module (LxWxH): 1445 mm x 630 mm x 187 mm 	
8.	<u>Acrylic Peg Board with Pegs and SS Tray (Wall Mounted)</u> <ul style="list-style-type: none"> • Approx. Size : 450mm x 350mm x 5mm 	2 sets
9.	<u>Anti-Vibration Table</u> <ul style="list-style-type: none"> • Approx. Dimensions: 900mmL x 600mmW x 900mmH 	1 set
10	<u>Chemical Storage Unit (Ventilated)</u> <ul style="list-style-type: none"> • Approx. Size (LxWxH): 900 mm x 400 mm x 1800 mm 	1 set

- All the materials should be suitable for best quality of chemical laboratory; there will be no compromise with the material's quality.
- Electricity will be provided from our side at the time of installation.
- The vender should enclose at least four Appreciations /Customer Satisfaction Certificate for such type of chemical lab renovation.
- The set up should be modular type so that it can be Dismantled & fixed again in another place, if necessary.

Our requirement Layout of Chemical Laboratory given below



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 PRINCIPALS INDICATING THE NATURE OF AFTER SALES

SERVICES OF INDIAN AGENTS, PRECISE RELATIONSHIP & MUTUAL INTEREST IN THE BUSINESS.

7. MEASUREMENTS/WEIGHT: NET/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

A) 100% PAYMENT THROUGH SIGHTDRAFT/FOREIGN DEMAND DRAFT/LC (EXCEPTIONAL CASES)/SWIFT TELE TRANSFER AFTER RECEIPT OF STORE IN GOOD ORDER AND CONDITION.

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

PAYMENT TERMS FOR INDIAN FIRMS

A) 100% PAYMENT THROUGH CROSSED ACCOUNT PAYEE CHEQUE / ELECTRONIC TRANSFER AFTER COMPLETION OF FURNISHING WORK.

B) ENSURE MENTIONING i) BANK DETAILS OF THE BENEFICIARY 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 EXCEMPTION IN TERMS OF GOVT. NOTOFICATION 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. IT 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, PAN NO & GST CERTIFICATE

B) BANKER'S SOLVENCY CERTIFICATE

C) SUMMARY OF AUDITED STATEMENT OF ACCOUNTS FOR THE LAST THREE YEARS

D) CUSTOMER SATISFACTION CERTIFICATE/PURCHASE ORDER/SUPPLY ORDER COPY 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 **12 MONTHS** AFTER COMPLETE INSTALLATION.

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 **HEAD, RUBBER TECHNOLOGY CENTRE, INDIAN INSTITUTE OF TECHNOLOGY, KHARAGPUR – 721302** AND ACKNOWLEDGEMENT TO BE OBTAINED.

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 **Head, Rubber Technology Centre**, at the address mentioned above.

LAST DATE FOR SUBMISSION OF SEALED BIDS: 25.02.2019 at 15:00 Hrs

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.