



INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR – 721 302

No.IIT/KGP/S&P/GAS CYLINDER/2017-18/01

Date: 13th November, 2017

Sub : Supply of Empty Medical Oxygen Gas Cylinders

Indian Institute of Technology Kharagpur, an Institute of National Importance, invites sealed two part bids from reputed **Original Equipment Manufacturers (OEM)/Dealers or their authorized certificate holders** for Supply of Empty Medical Oxygen Gas Cylinders for B. C. Roy Technology Hospital at IIT Kharagpur.

Interested vendors are requested to send their sealed bids as per **Technical Specifications (Annexure-I), Minimum Eligibility Criteria as per Annexure – II and General Terms & Conditions (Annexure-IV)**, along with details in the **Technical Bid Document (Annexure–III)** and signed **Declaration (Annexure–V) under a Two cover-Bid System**. Price bid should be submitted as per **ANNEXURE – VI** for all the items. **The Vendors must submit the price bid separately.** Kindly refer the Institute website www.iitkgp.ac.in [Link: Tenders] and on Central Public Procurement Portal (<https://eprocure.gov.in>) for full tender details. Any Addendum/Corrigendum shall only be published on the Institute Website and CPP Portal.

Interested vendors are requested to submit two sealed envelopes containing Technical Bid (Envelope -I) and Commercial Bid (Envelope –II) placed in a larger sealed envelope superscribing with reference number **(Tender Notice No. IIT/KGP/S&P/GAS CYLINDER/2017-18/01 Dated: 13/11/2017)** to the Office of the **Joint Registrar (Stores & Purchase)**, Indian Institute of Technology, Kharagpur, P.O.Kharagpur Technology, PIN:721 302 **on or before 06 December, 2017 at 3:30 pm.**

The technical proposals submitted by the OEM/Dealers or their authorized certificate holders will be evaluated first by a technical committee and the price bids submitted by only the technically qualified OEMs/vendors will be opened for price comparison.

The Technical bids will be opened on 06 December, 2017 at 4:00 pm. in the Office of **Joint Registrar (Stores & Purchase)**, IIT Kharagpur.

Joint Registrar (S & P)
For Director, IIT Kharagpur

Copy to :

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

ANNEXURE – I

Technical Specifications 'B' Type Medical Oxygen (O₂) Cylinder [Small & Jumbo]

Sl. No	Description of cylinder	No. of Cylinder Req.	Specification for Gas Cylinders
1.	'B' Type Cylinder (Small)	20 No.	1. Cylinder standard : As per IS7285 (Part-2) : 2004 specifications 2. Material : Carbon Steel
2.	Medium Jumbo Cylinder	05 No.	3. Length : (a) Small – 850 mm – 865 mm without valve (b) Jumbo – 1330 mm – 1375 mm approx. 4. Outer Diameter : (a) Small – 232 mm (Min.) (b) Jumbo – 750 mm (Min.) 5. Wall Thickness – (a) Small – 4.2 mm (b) Jumbo - 5.5 mm approx. 6. Water Capacity – (a) Small – 10 ltrs.-10.2 ltrs. (b) Jumbo – 46.7 ltrs.-47 ltrs. 7. Working Pressure – (a) Small – 150 Kg/cm ² at 150 C (b) Jumbo – 150 Kg/cm ² 8. Test Pressure – 250 Kg/cm ² (Small & Jumbo) 9. Tare Weight – (a) Small – 15 Kg. (approx.) (b) Jumbo – 55 Kg. – 60 Kg. 10. Bottom – Concave (for both) 11. Should have complete set-up including neck-ring, valve and cap. 12. Painted as specified under Gas Cylinder rule 1981 and IS 4379 13. Manufacturer's Test Certificate and approval from Chief Controller of Explosive, GOI 14. Warranty – One (01) year

MINIMUM ELIGIBILITY CRITERIA:

- (a) The bidder must submit copies of acknowledgement of Income Tax return for the last three financial years.
- (b) All bidders should submit along with their tender Copies of PAN Card, GST Registration, certificates.
- (c) Proof of Registration of the bidder under relevant law, such as Companies Act, and / or Shops & Establishment Act or Trade License from appropriate authority etc.
- (d) Mention the name of the Bank with address, CBS Account no. and IFSC Code of the Bank
- (e) Compliance statement of all the specifications of the Gas Cylinders.
- (f) Copy of the complete tender document with signature and seal in each page as a token of acceptance of all the terms & conditions of the tender document.

Bidders must submit the documentary proof in support of meeting the minimum eligibility criteria. Simply an undertaking by the Bidder for any item of the criteria shall not suffice the purpose. All the documentary proof must be listed on the letter head with signed and stamped, to be submitted with the Technical document.

TECHNICAL BID DOCUMENT

FORMAT TO BE FILLED BY THE OEM OR AUTHORIZED VENDORS FOR SUBMITTING TENDER FOR Supply of Empty Medical Oxygen Gas Cylinders

1. Name of the Tenderer :
2. Status of the Tenderer :
(attach documents, if registered company/partnership/propriety ship)
3. Details of key top official/authorized official :
(attach details)
4. Details of tie-ups supply/services, if any :
(attach details, agreements)
5. Income Tax returns of previous three assessment year (copy) :
6. Current list/address of clients where similar material has been supplied and successfully working :
7. Name and address of Vendor's bankers details :
8. Income Tax Permanent A/c No. (attach copy) :
9. **Details of EMD and Tender Fee** :
10. **Make and Model** :
10. Compliance statement (Attached) : Yes/No

Certified that all above information are correct to the best of my/our information, knowledge and belief.

Dated signature & seal of the OEM/Vendor

NOTE : This is to be submitted in a separate sealed envelope super scribing "TECHNICAL BID", Notice inviting **Tender Notice No. with date** 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 duly signed and sealed.**

GENERAL TERMS AND CONDITIONS

- (1) Important Dates
 - **Last Date of Submission of Sealed Bids: 06.12.2017, 03-30 PM** in the Office of the Joint Registrar (Stores & Purchase), IIT Kharagpur
 - **Date of opening of the Technical Bids: 06.12.2017, 04-00 PM**
(In the Office of the Joint Registrar (Stores & Purchase), Indian Institute of Technology Kharagpur)
- (2) **Payment Terms:** 90% Payment shall be made after successful completion of the work duly certified by the concerned Head of the Department. Balance 10% may be released against submission of Performance Bank Guarantee to the tune of 10% of the total purchase order value. The Performance Bank Guarantee shall be issued from any Scheduled Bank, validity of which shall be one year plus 60 days drawn on any Scheduled 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: One (01) year OEM warranty**, from the date of successful completion of the Supply.
- (4) **Completion of the Work:** The work should be completed within 30 days from the date of receipt of the Purchase Order.
- (5) **Price:** The price shall be **quoted in Indian Rupees only**, on free delivery at site basis. This shall be inclusive of all taxes.
- (6) **Bid:** Technical Bid and Price Bid should be submitted in two separate sealed envelopes quoting reference number on the top of the envelope. **The OEMs may submit the bid directly, for other vendors original authorization certificate from OEM/fabricator is required to be enclosed.**
- (7) **Acceptance of Tender:** The Authority of IIT, Kharagpur reserves the right to reject any or the entire tender bids received without assigning any reason thereof.
- (8) **Extra Features:** If the bidder provides any other extra features on the work which are not mentioned in the tender product specifications, then that shall be highlighted in clear terms, with documentary evidence/literature.
- (9) **Compliance List:** The proposal be properly indexed and a compliance list against the technical specifications should be provided.

- (10) The OEM should be an ISO certified company. Relevant documents in connection with the certificate shall be enclosed.
- (11) **Conditional Offer** will not be accepted.
- (12) **Period of Validity:** Bids shall remain valid for acceptance for a period of 120 days from the date of opening of the price bid.
- (13) The benefit of downward prices (revision on account of budget/financial policy, tax revision, etc.) should be given to IIT Kharagpur by the selected OEM/vendor.
- (14) **Past Performance of the Vendors will be judged at the time of Technical Evaluation.**
- (15) **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.
- (16) **Bidders should** enclose the following documents:
- (i) Certificate of Registration / Trade License
 - (ii) Attested copy of PAN card, GST registration papers
 - (iii) IT returns for the last three years
 - (iv) Name and address of past satisfactory supplies to whom such items/stores have been supplied should be mentioned in the technical bid.
 - (v) Copy of product literature technical leaflet, wherever applicable for which the prices have been quoted should invariably be enclosed.
 - (vi) Signed copy of the tender document, with company seal, agreeing to the terms & conditions and declaration.
- (17) **All tenders are to** be submitted or handed over to the Office of the **Joint Registrar (Stores & Purchase)**, IIT Kharagpur and acknowledgement to be obtained. 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.
- (18) **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.
- (19) **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.**
- (20) Tenderer or his/her authorized representative (with proper authorization letter for 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.

(21) **IMPORTANT**

1. 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.
2. 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.
3. In case of any dispute, the decision of the Director of this Institute shall be final and binding on the bidders.
4. For any query pertaining to this bid document, correspondence be addressed to

Joint Registrar (Stores & Purchase)

Indian Institute of Technology, Kharagpur-721 302
[Ph.: 03222- 282210, 282216]

5. In case the due date for submission and opening of tender happens to be a holiday, the same will be on the next working day. The timings will however remain unchanged. Please Note that the Institute remains closed during Saturdays & Sundays.
6. **Manufacturer's Test Certificate and approval from the Chief Controller of Explosive, Nagpur, Government of India will be required for all gas cylinder at the time of delivery of goods.**
7. If the material or finished work is not found acceptable, the Manufacturer shall arrange for the replacement of materials required for re-executing the work as per contract.

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 : -----

ANNEXURE - VI

FORMAT FOR PRICE BID

(TO BE SUBMITTED BY THE BIDDER IN HIS OWN LETTER HEAD)

Sl. No.	Description of cylinder	Quantity	Make and Model	Unit Price	GST	Other Charges (if any)	Total in INR (FOR IIT KHARAGPUR)
1.	Medical Oxygen Gas (O ₂) – Small Type	20					
2.	Medical Oxygen Gas (O ₂) – Jumbo Type	05					
Total price for both the items (In Figures) :							
Total price for both the items (In words) :							

Place :

Date :

Signature & Seal of the Bidder