

Enquiry No. IIITDMJ/P&S/Enq./17

Date: 18-08-2015

Sub: Invitation of Tender/Quotation for the Supply of Digital analytical balance (dual range) with all glass draft shield (01 No.)

Sealed Tenders are invited by the Registrar, PDPM Indian Institute of Information Technology, Design & Manufacturing Jabalpur for Supply of Digital analytical balance (dual range) with all glass draft shield (01 No.) Specifications at Annexure

The tender No., closing and opening date of received quotations are as follows:

Tender No. IIITDMJ/P&S/Enq/17	Dated : 18-08-2015
Closing Date & Time: 11.09.2015 at 3.00 PM	
Date & Time of opening of Tender: 11.09.2015 at 4.00 PM	

General Terms and Conditions:

1. Sealed pack quotations are invited from reputed suppliers capable of supplying of standard make in accordance with the technical specifications.
2. Any certified workstation manufacturer who has authorized distributor and service center.
3. **The bid: should be in two parts:**
 - (a) **Techno Commercial Bid:** Consisting of technical details & prices complying with the required technical specifications mentioned in Annexure.
 - (b) **EMD:** The bidder must submit the EMD (bid security). If the EMD is not found valid in terms of amount and period-wise or otherwise, quotation of the bidder will stand invalid. The quotation and EMD should be sealed by the bidder in a cover duly super scribed.
4. **Rates:-** Rates quoted should be in Indian Rupees(INR) on FOR destination at PDPM-IIITDM, Jabalpur on **DOOR Delivery basis**, inclusive of all the charges, with break up as:-
 - (i) Basic cost
 - (ii) Installation charges (if any)
 - (iii) VAT/CST as applicable
 - (iv) Total FOR at IIIT, Jabalpur

11/09/15

Note:- If the breakup is not given, it will be assumed that the quoted rates include all admissible taxes, transportation charges and installation charges. VAT will be deducted at source as per Madhya Pradesh VAT Act.

5. Only one specific model/make of the quoted item should be mentioned. No option should be given. Quoting of option will lead to technical disqualification.
6. PDPM-IIITDM, Jabalpur is registered with DSIR, Govt. of India (Custom Duty Notification No. 51/96-Custom dt:- 23rd July 1996 and Central Excise Duty Notification no. 10/97-Central Excise Dt: 1st March 1997) and it therefore, exempted from Excise Duty and partial exempted from Custom duty. Exemption certificate of the same shall be issued, to successful bidder if needed.
7. Payment will be released 90% on delivery and 10% against satisfactory installation/inspection report.
8. The quantity given is tentative and Institute reserves the right to change the quantity as per its requirement at any stage. Further, the Institute reserves the right to place order either of all the items or only some of the above items. The supplier shall have no right to claim any compensation in such case.
9. The supplier is to submit earnest money deposit (EMD) of Rs. 6,000/- (Rupees Six thousand only) with their sealed quotation. Quotation without earnest money deposit shall be summarily rejected.
10. The earnest money deposit (EMD) should be in the form of Demand Draft in favour of PDPM-IIITDM payable at Jabalpur. The EMD should remain valid for a period of 45 days beyond the final tender validity period.
11. Validity of quotation should be minimum 90 days from the date of opening of quotation. The overall offer for the assignment and tenderer(s) quoted price shall remain unchanged during the period of validity. If the tenderer quotes the validity shorter than the required period, the same shall be treated as unresponsive and it may be rejected.
In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required without changing any terms and conditions etc. of their original tender.
12. The bidder shall submit one copy of the tender document and addenda thereto, if any, with each page of this document should be signed and stamped to confirm the

Handwritten signature/initials in blue ink.

acceptance of the entire terms & conditions as mentioned in the of the tender enquiry document.

13. The bidder shall quote specific make/model, incorporated of words like similar/equivalent/latest/better/OEM will be treated as ambiguous and tender will be rejected.
14. In case the supplied item(s) supplied has deviation(s), and is/are accepted by the Institute, amount proportionate to deviation as decided by the Institute would be deducted. In case it is found at a later stage that the items internal structure/specification do not conform with the specification in the tender document, bank guarantee will be forfeited and the firm/supplier will be liable to be blacklisted for participating in future tender process for at least one year.
15. **Delivery Period :** Delivery of all the items should be completed within 4 weeks from the date of receipt of firm order.
16. **Penalty for delayed Delivery:**
In the event of delayed delivery, Installation & Commissioning i.e. after the expiry of the period as mentioned in P.O., the vendor shall be liable for a penalty deduction at a percentage of the value of the undelivered equipment subject to a maximum of 7.5% as detailed below:
 - @ 1% up to one week;
 - @ 2.5% up to two weeks;
 - @ 5% up to three weeks;
 - @ 7.5% for four weeks and aboveFor the purpose of this clause, part of the week is considered as a full week.
17. The quotations should be completed in all respects and cover the cost for the materials of the exact specification and descriptions of the stores as per the annexure, otherwise the same shall be ignored.
18. **Authorization Certificate:** In case of distributor of any branded company supplier has to submit authorized Agent/Dealership Certificate issued by their principal, against the item quoted.
19. **Warranty/Guarantee:** Bid should be quoted with one (01) year comprehensive on-site warranty/guarantee and will start from the date of satisfactory installation/commissioning of item, against any defect of manufacturing, workmanship and poor quality of components supplied item. During warranty/guarantee period the

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