

| | |
|------------------------------|---|
| संगठन का नाम | भारतीय भूचुंबकत्व संस्थान |
| निविदा क्र. | भाभूसं/निविदा/एलई/09/2022 |
| संगठन की किस्म | अनुसंधान केन्द्र |
| उत्पाद श्रेणी | प्रयोगशाला उपकरण |
| टेंडर की किस्म | दो बोलियां |
| टेंडर की लागत | रु. 5,00,000.00 |
| निष्पादन सुरक्षा | टेंडर की लागत का 5% |
| स्थान | भारतीय भूचुंबकत्व संस्थान प्लॉट क्रं.5, सेक्टर-18, कलंबोली हाइवे, न्यु पनवेल, नवी मुंबई - 410 218 |
| प्रस्तुत करने की अंतिम तारीख | 28/01/2022 को 15.00 बजे |
| टेंडर खोलने की तारीख | 28/01/2022 को 15.30 बजे |
| संपर्क | खरीद एवं भंडार अधिकारी |
| ई-मेल आईडी | iig.pso.stores@iigm.res.in |
| दूरध्वनि | 022-27484102 |
| फॅक्स | 022-27480762 |

| | |
|---------------------------------|--|
| Organization Name | Indian Institute of Geomagnetism, New Panvel |
| Tender No. | IIG/Tender/LE/09/2022 |
| Type of Organization | Research Centre |
| Product Category | Laboratory Equipment |
| Tender Type | Two BID |
| Tender Value | Rs. 5,00,000.00 |
| Performance Security | 5% of the value of the order |
| Location | Indian Institute of Geomagnetism Plot No.5, Sector-18, Kalamboli Highway, New Panvel, Navi Mumbai – 410 218 |
| Last date for Submission | 28/01/2022 upto 15:00 PM |
| Opening Date | 28/01/2022 on 15:30 PM |
| Contact | Purchase & Stores Officer |
| Email | <u>iiq.pso.stores@iiqm.res.in</u> |
| Phone | 022-27484102 |
| Fax | 022-27480762 |

TENDER DOCUMENT

TENDER No. IIG/TENDER/LE/09/2022

for

Purchase of Detector with accessories

for

Indian Institute of Geomagnetism

IIG

New Panvel

INDIAN INSTITUTE OF GEOMAGNETISM (IIG)
(An Autonomous Organization of the Dept. of Science & Technology)
Plot No. 5, Sector 18, New Panvel (w), Navi Mumbai 410218
Tel : 022-27484000, Fax 022-27480762

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I. INVITATION FOR BID

**Indian Institute of Geomagnetism
Plot No. 5, Sector 18, New Panvel (w),
Navi Mumbai - 410 218**

**Tel : 022-27484000
Fax 022-27480762**

Tender Notice No. IIG/TENDER/LE/09/2022

Dated : 06/01/2022

Indian Institute of Geomagnetism, New Panvel, invites sealed tender bid in two bids system viz. Technical and Commercial bid separately, from eligible and reputed manufactures and / or their authorized dealers for supply of Detector with accessories as specified in Schedule of Requirement.

The above tender document is also available on our Institute web site www.iigm.res.in and www.eprocure.gov.in

The tender document shall not be issued by post. The details are given below:

| | |
|---|----------------------------|
| Closing date for submission of the tender | 28/01/2022 upto 15.00 hrs. |
| Opening of the technical bids | 28/01/2022 at 15.30 hrs. |

Technical bids will be opened in the presence of attending tenderers on the specified date and time. The tenderers attending the opening of the tenders will sign a register of attendance. Commercial bids will be opened only if the vendor concerned is short-listed, after evaluation of their technical bids. Those short-listed will be invited to be present for opening of the commercial bids.

The representatives attending the tender opening should bring an authorization letter from the respective tenderer. Technical specification, terms and conditions and format for submitting the tender bid are described in the tender document and its Annexures. It is mandatory to bid ALL items asked for, in the tender.

Due to Covid-19 personal interest is not encourage, hence all the queries will be resolved either email or telephonically. At the time of Bid opening adequate physical distance has to be maintain at all cost.

The Director, IIG reserves the right to reject any or all the tenders without assigning any reason.

Registrar

II. INSTRUCTIONS TO TENDERERS

1. Two Bid System

There should be two separate bids (Technical and Commercial). Both the bids must be submitted at the same time, giving full particulars in separate sealed envelopes. Both the envelopes containing Technical and Commercial bids must be securely sealed, stamped and submitted on or before 15.00 hrs on 28/01/2022 the address given below.

Purchase & Stores Officer
Indian Institute of Geomagnetism
R.No.002, Gr. Floor, Plot No.5,
Sector-18, Kalamboli Highway
New Panvel
Navi Mumbai – 410 218

Technical and Commercial bid must be separately sealed, super scribed and then submitted together in a big envelope. Failure in fulfilling this condition will disqualify the tender.

The envelopes must be super-scribed with the following information:

- Type of Bid (Technical or Commercial)
- Tender Reference Number
- Due Date
- Name of Vendor

Bids received after due date and time are liable to be rejected

ENVELOPE-I (Technical Bid): 1 set

The Technical bid should be complete in all respects and contain all information asked for, **EXCEPT THE PRICES AND COMMERCIAL INFORMATION**. The technical bid should cover all items asked in Technical bid format. The Technical bid should be complete to indicate that all products and services asked for are quoted. For example, the Technical bid should mention that AMC charges are included in the Commercial bid, without mentioning the actual amount.

ENVELOPE-II (Commercial Bid): 1 set

The Commercial Bid should give complete price/cost information and should not, contradict the technical bid in any manner. It should also contain the AMC charges, if applicable.

2. **Qualification Criteria**

Only those vendors who meet all the qualifications mentioned in “**Qualification Criteria**” of the tender are eligible to participate in the tender.

3. **Terms and Conditions**

Terms and Conditions for vendors who participate in this tender are specified in the section named “**Terms and Conditions**”. These terms and conditions are binding on all the vendors. These terms and conditions will form part of the purchase order.

4. **Non-transferable Tender**

This tender document is not transferable. Only the party who has purchased this tender form shall be entitled to quote.

5. **No Commitment to Accept Lowest or Any Bid**

IIG, New Panvel, Navi Mumbai shall be under no obligation to accept the lowest or any other bid received in response to this tender and reserves its right to reject any or all bids including incomplete bids without assigning any reason whatsoever. IIG, New Panvel, Navi Mumbai is not obliged to meet and have discussions with any vendor and / or to entertain any representations

6. **Clarification of Bids**

To assist the scrutiny, evaluation and comparison of bids, IIG, New Panvel, Navi Mumbai may, at its discretion, ask some or all vendors for clarification on the bids submitted by them. The request for such clarifications and the vendor response shall necessarily be in writing only.

7. **Preliminary Scrutiny**

Bids not meeting the qualification criteria will be rejected.

IIG , New Panvel, Navi Mumbai will scrutinize the bids received to determine whether they are complete and as per the tender requirement, whether technical documentation as asked for and required to evaluate the bid has been submitted, whether the documents have been properly signed, and whether items are bided as per the tender requirements. IIG, New Panvel, Navi Mumbai shall have the right, at its discretion, to waive any minor non-conformity or any minor irregularity in the bid if it is in the larger interest of the Institute. This waiver shall be binding on all the vendors and IIG, New Panvel, Navi Mumbai reserves right for such waivers.

8. **Modification and Withdrawal of Bids**

Vendors may modify or withdraw their bids any time before the last date and time specified for receipt of bids. No bid shall be allowed to be modified after the closing date and time for submission of bids.

9. **Order Cancellation**

IIG reserves its right to cancel the order in the event of one or more of the following conditions

1. Delay in delivery beyond the specified period for delivery.
2. Serious discrepancy in Hardware noticed during the delivery/installation.

In addition to the cancellation of the purchase order, IIG reserves the right to appropriate the damages from the vendor.

10. **Submission of Technical Details**

It is mandatory to provide the technical details in the exact format of **Annexure A** as given in this tender.

The bid may not be evaluated by IIG, New Panvel, Navi Mumbai in case of non-adherence to the format or partial submission of technical information.

IIG, New Panvel, Navi Mumbai shall not allow/permit changes in the technical specifications by the vendors once submissions are submitted and tenders opened. The relevant product information, brand and model number bided, printed product brochure, technical specification sheets etc. should be submitted along with the bid. Failure to submit this information along with the bid could result in disqualification.

11. **Opening of Technical bid**

Technical bids received within the prescribed closing date and time will be opened in the presence of vendor's representatives who choose to attend the opening of the bid on the specified date and time in this tender document. The vendor's representatives present shall sign a register of attendance. The representative attending the tender opening should bring an authorization letter from the respective tenderer. The bidders will be allotted 10 minutes time each for technical presentation for their quoted product.

12. **Erasures or Alterations**

The bids containing erasures or alterations are liable to be rejected. Technical details must be completely filled up. Correct technical information of the product being bided must be provided. Filling up of the Technical Details Form using terms such as "OK", "accepted", "noted", "as given in brochure/manual" is not acceptable. IIG New Panvel, Navi Mumbai may treat bids as not adhering to these guidelines as unacceptable.

13. **Make, Models & Part numbers**

It is mandatory to provide make, model and part numbers of all items and their subcomponents as asked in the technical specification. The bid may not be evaluated and/or will be liable for rejection in case of non submission or partial submission of make, model and part numbers of the items bided. **Please note that substituting required information by just brand name is not enough.**

14. **Documentation**

Brochures/Manuals/CD/Technical specifications etc. in support of the technical compliance must be submitted.

15 **Short-listing of Vendors**

IIG, New Panvel, Navi Mumbai will prepare a short-list of technically qualifying vendor and commercial bids of only these vendors will be opened. IIG New Panvel, Navi Mumbai will intimate the date and time of opening of commercial bids only to the vendors whose bid is technically acceptable.

16. **Commercial bid validity**

The bid should hold good for a period of 90 days from the date of the opening of the commercial bid.

17. **Fixed Price**

The bid shall be on a fixed price basis, inclusive of all taxes and levies. No price variation should be asked for relating to increase in customs duty, dollar price variation etc.

18. **Payment terms**

The payment of contract shall be made in the currency specified in the bid in the following manner:

1. Payment for imported items will be made by way of Wire Transfer or irrevocable Letter of Credit /sight draft.
2. The letter of credit will be valid upto delivery period.
3. Any amendments and consequent charges should be borne by the supplier.
4. The letter of credit will be allowed 21 days between shipment and negotiation dates for air freight shipment.
5. Payment 90% will be made on supply of material and 10 % after installation and successful commissioning of the systems and submission of Performance Bank Guarantee.
6. Payment will be made on receipt of goods through Wire Transfer or LC/sight draft shall be released after commissioning, installation and satisfactory working report from the concerned scientist and receipt of Bank Guarantee for 10% of order value towards performance security to be valid for a period of 1 year beyond the date of completion of all contractual obligations of the supplier including warranty obligations.
7. All Bank charges in connection with Letter of Credit/sight draft outside India will be to the supplier's account.

19. **Cost and Currency**

IIG is a scientific institute of the Department of Science & Technology, Government of India, and is exempted from payment of customs duty and GST at concessional rate. The bid must be made in any currency on FOB basis and also in CIP Mumbai values by air-freight. The air-freight and insurance charges should be indicated separately in commercial Bid. The bid should be inclusive of the standard manufacturer warranty.

The shipment should be made to IIG, address. Vendors are required to provide IIG, New Panvel, Navi Mumbai with a Proforma Invoice, banker's details etc., once the purchase order is placed for the purpose of opening of Letter of Credit (LC).

GST at concessional rate under notification No. 45/2017 & 47/2017

20. **Support capability in India**

Vendor should provide information regarding their after sales support infrastructure in India such as office address and contact details.

21. **Force Majeure**

The vendor shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that it's delay in performance or other failure to perform its obligations under the contract is the result of an event of force Majeure. For purposes of this Clause, "Force Majeure" means an event beyond the control of the Vendor and not involving the vendor's fault or negligence and not foreseeable. Such events may include, but are not limited to, Acts of God or of public enemy, acts of Government of India in their sovereign capacity, acts of war, and acts of IIG either in fires, floods, strikes, lock-outs and freight embargoes.

If a Force Majeure situation arises, the Vendor shall promptly notify IIG in writing of such conditions and the cause thereof immediately. Unless otherwise directed by IIG in writing, the Vendor shall continue to perform his obligations under the Contract as far as it is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

In such a case, the time for performance shall be extended by a period(s) not less than duration of such delay. If the duration of delay continues beyond a period of three months, IIG and the vendor shall hold consultations with each other in an endeavor to find a solution to the problem. Notwithstanding the above, the decision of IIG shall be final and binding on the vendor.

22 **Format for Technical Bid**

The Technical bid should be made in an organized, structured and neat manner and should not contain any price information. Brochures/leaflets etc. should not be submitted in loose form. All the documents submitted for technical bid must be duly signed and stamped by the vendor.

The format for submission of technical bid is as follows:

1. Index of the documents enclosed.
2. Covering letter as per **Annexure C** on Vendor's letter head.
3. Bid security declaration should be submitted in the bid documents
4. Technical compliance of the quoted model as per specifications given in **Annexure A**.
5. Details of the vendor, as per **Annexure D**.
6. Manufacturer's Authorization Form (if applicable) as per **Annexure E**.
7. Warranty details.
8. Technical Documentation (Product Brochures, leaflets, manuals etc.).
9. Software details.
10. Vendor's two years Financial Details (audited balance sheets/turn over etc.) and other supporting financial documents.
11. Details regarding support capability in India.
12. Tender documents signed and stamped on each page.
13. Client list with details, of the quoted model supplied to research organization in the last 5 years.

23 **Format for Commercial Bid**

The commercial bid must not contradict the technical bid in any manner. The format for submission of Commercial bid is as follows:

1. Index of the documents enclosed
2. Covering letter on Vendor's letter head.
3. Commercial bid as per Annexure B. This must contain all price information.
4. Undertaking by the vendor on agreement of payment terms given in the tender.

III. TERMS AND CONDITIONS

1. Qualification Criteria

- a. The bidder/manufacture should furnish the details of supplies made in the last five years to the scientific organization along with user's certificate regarding satisfactory functioning of the equipment/instruments.
- b. Preference will be given to the instrument which is identical in sensitivity and performance to the existing instruments.

2. **Country of origin**

- a. All Goods and service supplied under the contract shall have their origin in the member countries and territories eligible under the rule.
- b. For the purpose of this clause, "origin" means the place where the Goods are mined, grown and produced or from which services are supplied. Goods are produced when through manufacturing, processing or substantial and major assembling of components, commercially recognized new product results that is substantially different in basic characteristic or in purpose or utility from the components.
- c. The origin of Goods and service is distinct from the nationality of the supplier.

3. **Manufacturer's Authorization form**

Vendors, other than the manufactures must submit a letter of authority from their principals that they have been authorized to quote on behalf of the manufacturer as per Annexure E.

4. **Softwares and Manuals**

The vendor will supply all the related documentation and software. These will include but not restricted to user manual, operation manual, operating system, other software, etc.

5. **Warranty**

The Supplier warrants that all the Goods are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.

The Supplier further warrants that the Goods shall be free from defects arising from any act or omission of the Supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in India.

The warranty will commence from the date of installation of equipment and acceptance of the same by IIG, New Panvel, Navi Mumbai.

The Purchaser shall give notice to the Supplier stating the nature of any such defects together with all available evidence thereof, promptly following the discovery thereof. The Purchaser shall afford all reasonable opportunity for the Supplier to inspect such defects.

Upon receipt of such notice, the Supplier shall, within a reasonable period of time expeditiously repair or replace the defective Goods or parts thereof, at no cost to the Purchaser.

If having been notified, the Supplier fails to remedy the defect within a reasonable period of time; the Purchaser may proceed to take within a reasonable period such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.

6. **Performance Bank Guarantee**

Successful bidder is required to give a Performance Bank Guarantee to the tune 5% of order value valid for warranty period by way of Demand Draft.

7. **Spare parts**

The vendor will make the parts for the systems available for a further period of three years on completion of warranty period. If any of the peripherals / components is not available during/after the warranty period, the substitution shall be carried out with peripherals/components of equivalent or higher capacity.

8. **Indemnity**

The vendor shall indemnify, protect and save IIG, New Panvel, Navi Mumbai against all claims, losses, cost, damages, expenses action suits and other proceeding, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc. or such other statutory infringements in respect of Detector with accessories supplied by him.

8 **Insurance**

The Detector with accessories supplied will be insured by the vendor against all risks of loss or damage from the date of shipment till such time it is delivered at IIG, New Panvel, Navi Mumbai.

9. **Guarantees**

The vendor should guarantee that the Detector with accessories delivered to IIG, New Panvel, Navi Mumbai is brand new, including all components. In the case of software, the vendor should guarantee that the software supplied to IIG, New Panvel, Navi Mumbai is licensed and legally obtained. All hardware and software must be supplied with original and complete printed documentation.

10. **Right to Alter Quantities**

IIG, New Panvel, Navi Mumbai, reserves the right to alter the hardware quantities specified in the tenders at the time of placing the order, based on the actual requirement under the same terms and conditions and at the approved tender rates without claiming any considerations whatsoever.

11. **Repeat Orders**

IIG, New Panvel, Navi Mumbai, reserves the right to place a repeat order on the vendor under the same terms and condition within a period of six months from the date of acceptance of installation by IIG.

12. **Hardware Failure**

If during the warranty period, any equipment has a hardware failure on four or more occasions in a quarter, it shall be replaced by equivalent new equipment by the vendor at no cost to IIG.

13. **Installation**

Bidder shall be responsible for installation / demonstration wherever applicable and for after sales service during the warranty and thereafter. Installation, demonstration has to be arranged by the supplier free of cost at user specified location in India, if demanded.

ANNEXURE – A

SPECIFICATIONS FOR DETECTOR WITH ACCESSORIES - 1 No. EACH

II Specifications for Detector with accessories is given below:

| | |
|----------------------|----------------|
| Model Number* | 1. 2. 3. |
|----------------------|----------------|

| Sr. No. | Description | <u>Comply</u> Yes/No |
|---------|---|-------------------------|
| 1. | Detector for Integrating Sphere | |
| a. | Integrating Sphere dimensions: 150-500 mm | |
| b. | Absorber : Silicon | |
| c. | Sampling frequency: 6 Hz | |
| d. | Peak Sensitivity: 980 nm | |
| e. | Spectral Range: 320-1100 nm | |
| f. | Maximum Power: 100 μ W | |
| g. | Minimum Power: 0.9 pW | |
| h. | Aperture: 10 mm | |
| i | Resolution: 1 fW | |
| j | Digital display size : Computer PC (LPMS Software) | |
| 2. | One packaged solution with USB connection | |
| 3. | Suitable accessories to be mounted on the Integrating Sphere | |
| a. | Custom adapter for 2"-5" port of the Integrating Sphere | |

Note:

- 1) Bidder should specify the model number clearly and provide related document.
- 1) Standard manufacturer warranty: minimum one year

Annexure C - Covering letter format

Date: _____

Bid Reference No.: _____

To:

The Purchase & Stores Officer
Indian Institute of Geomagnetism,
Plot No. 5, Sector 18, New Panvel (W),
Navi Mumbai 410218

Dear Sir,

Tender Ref:

Having examined the tender document including all Annexures the receipts of which is hereby duly acknowledged, we, the undersigned, bid to supply, deliver and commission the Detector with accessories, in conformity with the said tender in accordance with the Schedule of Prices indicated in the commercial bid and made part of this bid.

We agree to abide by this bid till 90 days from the date of opening of the commercial bid by Indian Institute of Geomagnetism (IIG) Plot No. 5, Sector 18, New Panvel (W), Navi Mumbai 410218.

If our bid is accepted, we undertake to ship the Detector with accessories within 8 weeks from the date of opening of LC.

Until a formal Purchase Order is issued, this bid, together with IIG's return acceptance thereof shall constitute a binding contract between us.

We understand that IIG is not bound to accept the lowest or any bid without assigning any reason whatsoever.

Dated this _____ day of _____ 2022

Signature: _____

(in the Capacity of:) _____

Duly authorized to sign the bid for and on behalf of

Annexure D – Details of the Vendor

Details filled in this form must be accompanied by sufficient documentary evidence, in order to facilitate Indian Institute of Geomagnetism, Plot No. 5, Sector 18, New Panvel (W), Navi Mumbai 410218 to verify the correctness of the information.

| S. No | Item | Details |
|-------|---|---------|
| 1 | Name of Company | |
| 2 | Postal Address | |
| 3 | Telephone and mobile numbers | |
| 4 | Constitution of the Company | |
| 5 | Name and designation of the person authorized to make commitments to IIG Plot No. 5, Sector 18, New Panvel (W), Navi Mumbai 410218 | |
| 6 | Email Address | |
| 7 | Year of commencement of Business | |
| 8 | GST Number | |
| 9 | Income Tax Number | |
| 10 | Whether direct manufacturer or authorized dealer/agent | |
| 11 | Name and Address of manufacturer | |
| 12 | Location of Manufacturing facility | |
| 13 | Brief description of facilities for manufacture, production, inspection, testing and quality assurance | |
| 14 | Brief description of after sales service facilities available with the vendor (Please refer section 8 of Instructions to Vendors) | |

Annexure E – Manufacturer’s Authorization Form (MAF)

No. _____ dated _____

To,

The Purchase & Stores Officer
Indian Institute of Geomagnetism,
Plot No. 5, Sector 18, New Panvel (W),
Navi Mumbai 410218

Dear Sir,

Tender Reference No. _____

We _____ who are established and reputed manufactures of _____ having factories at _____ and _____ do hereby authorize M/s _____ (Name and address of Agent/Dealer) to bid their quotation, negotiate and conclude the contract with you against the above tender.

We hereby extend our full guarantee and warranty as per terms and conditions of the tender and the contract for the equipment and services bided against this tender by the above firm.

Yours faithfully,

(Name)

For and on behalf of

M/s _____
(Name of manufactures)

Note: This letter of authority should be on the letterhead of the manufacturer(s) and should be signed by a competent person representing the manufacturer.