Indian Institute of Technology Delhi is in the process of purchasing following item(s) as per details as given as under.

<table>
<thead>
<tr>
<th>Details of the item</th>
<th>Procurement of Filters &amp; Membrane for RO Water Filter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Earnest Money Deposit to be submitted</td>
<td>EMD Declaration to be submitted as per proforma given</td>
</tr>
<tr>
<td>Delivery Period</td>
<td>21 days</td>
</tr>
<tr>
<td>Performance Guarantee</td>
<td>3% of the tendered amount</td>
</tr>
</tbody>
</table>

Tender Documents may be downloaded from Central Public Procurement Portal [http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app). Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website [http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app). The portal enrolment is free of cost. Bidders are advised to go through instructions provided at ‘Instructions for online Bid Submission’.

Tenderers can access tender documents on the website (For searching in the NIC site, kindly go to ‘Tender Search option and type ‘IIT’. Thereafter, Click on “GO” button to view all IIT Delhi tenders). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website [http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app) as per the schedule given in the next page.
No manual bids will be accepted. All quotation (both Technical and Financial should be submitted in the E-procurement portal).

कोई मैन्युअल बोली स्वीकार नहीं की जाएगी। सभी कोटेशन (तकनीकी और वित्तीय दोनों को ई-प्रोक्युरेंट पोर्टल में जमा करना चाहिए)
### SCHEDULE

<table>
<thead>
<tr>
<th>Name of Organization</th>
<th>Indian Institute of Technology Delhi</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tender Type (Open/Limited/EOI/Auction/Single)</td>
<td>Open</td>
</tr>
<tr>
<td>Tender Category (Services/Goods/works)</td>
<td>Goods</td>
</tr>
<tr>
<td>Type/Form of Contract (Work/Supply/ Auction/ Service/ Buy/ Empanelment/ Sell)</td>
<td>Supply, Form – IITD-8 [as amended upto date]</td>
</tr>
<tr>
<td>Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)</td>
<td>Electrical Works</td>
</tr>
<tr>
<td>Source of Fund (Institute/Project)</td>
<td>Budget Code NPN18/23</td>
</tr>
<tr>
<td>Is Multi Currency Allowed</td>
<td>No</td>
</tr>
<tr>
<td>Date of Issue/Publishing</td>
<td>15/01/2021 (17.00 Hrs)</td>
</tr>
<tr>
<td>Document Download/Sale Start Date</td>
<td>15/01/2021 (17.00 Hrs)</td>
</tr>
<tr>
<td>Document Download/Sale End Date</td>
<td>22/01/2021 (15.00 Hrs)</td>
</tr>
<tr>
<td>Date for Pre-Bid Conference</td>
<td>No pre-bid conference</td>
</tr>
<tr>
<td>Venue of Pre-Bid Conference</td>
<td>---</td>
</tr>
<tr>
<td>Last Date and Time for Uploading of Bids</td>
<td>22/01/2021 (15.00 Hrs)</td>
</tr>
<tr>
<td>Date and Time of Opening of Technical Bids</td>
<td>25/01/2021 (15.00 Hrs)</td>
</tr>
<tr>
<td>Tender Fee</td>
<td>Rs. NIL (For Tender Fee)</td>
</tr>
<tr>
<td>EMD</td>
<td>EMD Declaration to be submitted as per proforma given</td>
</tr>
<tr>
<td>No. of Covers (1/2/3/4)</td>
<td>02</td>
</tr>
<tr>
<td>Bid Validity days (180/120/90/60/30)</td>
<td>90 days (From the date of opening of quotation)</td>
</tr>
<tr>
<td>Address for Communication</td>
<td>Executive Engineer [E], IIT Delhi, Works Department</td>
</tr>
<tr>
<td>Contact No.</td>
<td>011-2659 1742, 1746</td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:a26335@admin.iitd.ac.in">a26335@admin.iitd.ac.in</a>, <a href="mailto:a26984@admin.iitd.ac.in">a26984@admin.iitd.ac.in</a>, <a href="mailto:adinfra1@admin.iitd.ac.in">adinfra1@admin.iitd.ac.in</a></td>
</tr>
</tbody>
</table>

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**Chairman Purchase Committee**  
*(Buyer Member)*

---

**Sig of bidder**
Notice Inviting Quotation (E-Procurement mode)  
कोटेशन को आमंत्रित करने की सूचना (इ-प्रोक्युर्मेंट मोड)  
IIT Delhi

Instructions for Online Bid Submission/ ऑनलाइन बॉली (बिड) के लिए निर्देश:  
As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: http://eprocure.gov.in/eprocure/app). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

http://eprocure.gov.in/eprocure/app

REGISTRATION

1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: http://eprocure.gov.in/eprocure/app) by clicking on the link “Click here to Enroll”. Enrolment on the CPP Portal is free of charge.

2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.

Sig of bidder
Notice Inviting Quotation (E-Procurement mode)
कोटेशन को आमंत्रित करने की सूचना (इ-प्रोक्युरमेंट मोड)
IIT Delhi

5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.

केवल एक मात्र डीएससी एक बोलीदाता द्वारा पंजीकृत होना चाहिए। कृपया ध्यान दें कि निविदाकर्ताएं यह सुनिश्चित करने के लिए जिम्मेदार हैं कि वे अपने डीएससी को दूसरों को उधार नहीं देते हैं जिससे दुरुपयोग हो सकता है।

6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.

बोलीदाता फिर अपने यूजर आईडी / पासवर्ड और डीएससी / एटीकेन के पासवर्ड को दर्ज करके सुरक्षित लॉग-आउट करता है।

SEARCHING FOR TENDER DOCUMENTS/ निविदा दस्तावेजों के लिए खोजना

1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.

सीपीपी पोर्टल में निर्मित विभिन्न खोज विकल्प हैं, ताकि बोलीदाताओं को कई मापदंडों से संक्रिय निविदाएं खोज सकें। इन मापदंडों में निविदा आईडी, संगठन का नाम, स्थान, लिंग, मूल्य आदि शामिल हो सकते हैं। निविदाओं के लिए उन्नत खोज का एक विकल्प भी है, जिसमें बोलीदाता कई नामों को जोड़ सकते हैं जैसे संगठन का नाम, अनुबंध का स्थान, स्थान, सीपीपी पोर्टल पर प्रकाशित निविदा की खोज के लिए तारीख, अन्य कीवर्ड आदि।

2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

बोलीदाताओं ने एक बार निविदाएं चुनी हैं जिसमें वे बुनि रखते हैं, उसका वे आवश्यक दस्तावेज / निविदा कार्यक्रम डाउनलोड कर सकते हैं। ये निविदाएं पंसे निविदाओं फॉल्डर में ले जाई जा सकती हैं। इससे सीपीपी पोर्टल को बोलीदाताओं को एसएमएस / ई-मेल के माध्यम से सूचित किया जा सकता है, यदि निविदा दस्तावेज में कोई शुद्धि जारी कि गई है।

3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

बोलीदाता को प्रत्येक निविदा की निदर्शित अद्वितीय निविदा आईडी का नोट बनाना चाहिए, अगर वे हेल्पडेस्क से कोई स्पष्टीकरण / सहायता प्राप्त करना चाहते हैं।

PREPARATION OF BIDS/ बोली (बिड) की तैयारी

1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.

बोलीदाता को अपनी बोलियां जमा करने से पहले निविदा दस्तावेज पर प्रकाशित किसी भी शुद्धि को ध्यान में रखना चाहिए।

2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid

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Sig of bidder
Notice Inviting Quotation (E-Procurement mode)

कोटेशन को आमंत्रित करने की सूचना (इ-प्रोक्योमेंट मोड)

IIT Delhi

documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

कृपया बोली के भाग के रूप में जमा किए जाने वाले दस्तावेजों को समझने के लिए निबंधित विज्ञापन और निबंधित दस्तावेज धारा से देखिए। कृपया उन अंकों की संख्या पर धारा दें जिन में बोली दस्तावेज जमा करना है, दस्तावेजों की संख्या - जिसमें प्रस्तुत दस्तावेज के नाम और सामग्री शामिल हैं, जिन्हें प्रस्तुत करने की आवश्यकता है। इनमें से कोई भी विचलन बोली को अस्वीकार कर सकता है।

3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.

बोलीदाता, अग्रिम में, निबंधित दस्तावेज / अनुसूची में बताए अनुसार प्रस्तुत करने के लिए बोली दस्तावेज तैयार करना चाहिए और आम तौर पर, वे पीडीएफ / एक्सएलएस / आदेश / डीडब्ल्यूएफ अनुसूची में हो सकते हैं। बोली दस्तावेजों को 100 डीपीआई के साथ कार्य और सफेद विकल्प बना किया जा सकता है।

4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

मानक दस्तावेजों के एक ही सेट को अपलोड करने के लिए आवश्यक समय और प्रयास से बचने के लिए जो प्रयोग बोली के भाग के रूप में जमा करने के लिए आवश्यक हैं, ऐसे मानक दस्तावेज अपलोड करने का प्रवाहण (अभी पैन कार्ड कॉपी, वार्षिक रिपोर्ट, लेखा परीक्षण प्रमाण पत्र आदि) बोलीदाताओं को प्रदान किया गया है। ऐसे दस्तावेजों को अपलोड करने के लिए बोलीदाता उनके लिए उपलब्ध "मेरा स्पेस" क्षेत्र का उपयोग कर सकते हैं। बोली जमा करने समय ये दस्तावेज सीधे "मेरा स्पेस" क्षेत्र से जमा किए जा सकते हैं, और उन्हें बार-बार अपलोड करने की जरूरत नहीं है इससे बोली जमा प्रक्रिया के लिए आवश्यक समय में कमी आएगी।

**SUBMISSION OF BIDS/ बोली (बिड) का जमा करना**

1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

बोलीदाता को बोली प्रस्तुति के लिए अच्छी तरह से साइट पर लौट इन करना चाहिए ताकि वह समय पर बोली अपलोड कर सके या फिर बोली प्रस्तुत करने के समय से पहले। अन्य मुद्दों के कारण किसी भी देरी के लिए बोलीदाता जिम्मेदार होगा।

2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

बोलीदाता को निबंधित दस्तावेज में दर्शाए अनुसार एक-एक करके आवश्यक बोली दस्तावेजों को डिजिटल हस्ताक्षर और अपलोड करना होगा।

3) Bidder has to select the payment option as “on-line” to pay the tender fee / EMD as applicable and enter details of the instrument. Whenever, EMD / Tender fees is sought, bidders need to pay the tender fee and EMD separately on-line through RTGS (Refer to Schedule, Page No.2).
Notice Inviting Quotation (E-Procurement mode)

IIT Delhi

Boiliedata को निविदा शुल्क / ईमेली की भुगतान के लिए "ऑन लाइन" के रूप में भुगतान विक्रम चुना होगा और उपकरण का विवरण दर्ज करना होगा। जब भी, ईमेली / निविदा शुल्क की मांग की जाती है, बोलीदाताओं को टेंडर शुल्क और ईमेली अन्तर-अलग आरटीजिएस के माध्यम से ऑन लाइन पर भुगतान करने की आवश्यकता होती है (अनुसूची, पेज 2 देखें).

4) A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

एक मानक BoQ प्रारूप को सभी बोलीदाताओं द्वारा भरने के लिए निविदा दस्तावेज प्रदान किया गया है। बोलीदाताओं को इस बात का ध्यान रखना चाहिए कि उन्हें आवश्यक प्रारूप में अपनी वित्तीय बोली जमा करनी चाहिए और कोई अन्य प्रारूप स्वीकार नहीं है। बोलीकर्ताओं की बोली फाइल को डाउनलोड करने, इसे खोलने और अपने संबंधित वित्तीय उद्देश्य और अन्य विवरण (जैसे बोलीदाता का नाम) के साथ सफेद रंग में (असुरक्षित) कॉडिक्स को पूरा करना आवश्यक है। कोई भी अन्य क्षेत्र बदला जाना चाहिए। एक बार विवरण पूरा हो जाने पर, बोलीदाता को इसे सहेजना होगा और इसे ऑनलाइन जमा करना होगा, बिना फाइल नाम बदलना। यदि BOQ फाइल को बोलीदाता द्वारा संशोधित किया गया है, तो बोली को खारिज कर दिया जाएगा।

OR/ या

In some cases Financial Bids can be submitted in PDF format as well (in lieu of BOQ).

कुछ मामलों में वित्तीय बोलीपीडीएफ प्रारूप में भी जमा की जा सकती हैं (BOQ के बदले)

5) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

सर्वर का समय (जो बोलीदाताओं के डेशबोर्ड पर प्रदर्शित होता है) बोलीदाताओं द्वारा बोलीपीडिएफ को खोलने के लिए समय सीमा को संभागित करने के लिए मानक समय के रूप में माना जाएगा। बोलीदाताओं को खोलने आदि। बोलीदाताओं को बोली प्रस्तुत करने के दौरान इस समय का पालन करना चाहिए।

6) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorised persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.

बोलीदाताओं द्वारा प्रस्तुत सभी दस्तावेज पीकेआई एक्सप्लेशन तकनीकों का उपयोग करके एक्रिप्ट किया जाएगा जिससे डेटा की गोपनीयता सुनिश्चित हो सके। दृष्टल किए गए टेडा की अनवार्क्ट व्यक्तियों द्वारा बोली पीडीएफ के समय तक नहीं देखा जा सकता है। बोलीपीडिएफ की गोपनीयता दो स्वरक्षित संकेत लेख अलग एक्सप्लेशन तकनीक का उपयोग कर रखा जाता है। संवेदनशील क्षेत्रों का डेटा संग्रह एक्सप्लेशन किया जाता है।

7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

अपलोड किए गए निविदा दस्तावेज के लिए अधिकृत बोलीदाता द्वारा निविदा खोलने के बाद ही पठनीय हो सकते हैं.
Notice Inviting Quotation (E-Procurement mode)
कोटेशन को आमंत्रित करने की सूचना (इ-प्रोक्योमेंट मोड)
IIT Delhi

8) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

9) Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

ASSISTANCE TO BIDDERS / बोलीदाताओं को सहायता

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

General Instructions to the Bidders / बोलीदाताओं के लिए सामान्य निर्देश

1) The tenders will be received online through portal http://eprocure.gov.in/eprocure/app. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.

2) Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through https://eprocure.gov.in/eprocure/app. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site https://eprocure.gov.in/eprocure/app under the link “Information about DSC”.

3) Tenderer are advised to follow the instructions provided in the ‘Instructions to the Tenderer’ for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at https://eprocure.gov.in/eprocure/app.

Sig of bidder
Notice Inviting Quotation (E-Procurement mode)
कोटेशन को आमंत्रित करने की सूचना (इ-प्रोक्योर्मेंट मोड)
IIT Delhi

Works Department
Central Electrical Stores
Indian Institute of Technology Delhi
Hauz Khas, New Delhi-110 016

Subject: Procurement of Filters & Membrane for RO Water Filter and other items

Invitation for Tender Offers
Indian Institute of Technology Delhi invites online Bids (Technical bid and Commercial bid) from OEM or their Authorised Dealers for Procurement of scheduled materials as per terms & conditions specified in the tender document, which is available on CPP Portal http://eprocure.gov.in/eprocure/app

A complete set of tender documents* may be Download by prospective bidder free of cost from the website http://eprocure.gov.in/eprocure/app. Bidder has to make payment of requisite fees (i.e. Tender fees (if any) and EMD) online through RTGS/NEFT only.

Documents required to be submitted alongwith Technical Bid are indicated at pg 18. Bidder has to comply all documents.

---------------------------------------------------------------
Sig of bidder
Page 9 of 19
TERMS & CONDITIONS

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td><strong>Due date</strong>: The tender has to be submitted on-line before the due date. The offers received after the due date and time will not be considered. No manual bids will be considered.</td>
</tr>
<tr>
<td>2.</td>
<td><strong>Preparation of Bids</strong>: The offer/bid should be submitted in two bid systems (i.e.) Technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions. Financial bid should indicate item wise price for the items mentioned in the technical bid in the given format i.e BOQ_XXXX. OR Financial Bids to be submitted in PDF format as specified.</td>
</tr>
<tr>
<td>3.</td>
<td><strong>EMD (if applicable)</strong>: EMD declaration as per prescribed format be submitted along with the bid.</td>
</tr>
<tr>
<td>4.</td>
<td><strong>Opening of the tender</strong>: The online bid will be opened by a committee duly constituted for this purpose. Online bids (complete in all respect) received along with EMD (if any) will be opened as mentioned at “Annexure: Schedule” in presence of bidders representative if available. Only one representative will be allowed to participate in the tender opening. Bid received without EMD (if present) will be rejected straight away. The technical bid will be opened online first and it will be examined by a technical committee (as per specification and requirement). The financial offer/bid will be opened only for the offer/bid which technically meets all requirements as per the specification, and will be opened in the presence of the vendor’s representatives subsequently for further evaluation. The bidders if interested may participate on the tender opening Date and Time. The bidder should produce authorization letter from their company to participate in the tender opening.</td>
</tr>
<tr>
<td>5.</td>
<td><strong>Acceptance/ Rejection of bids</strong>: The Committee reserves the right to reject any or all offers without assigning any reason.</td>
</tr>
<tr>
<td>6.</td>
<td><strong>Pre-qualification criteria</strong>: (i) Bidders should be the manufacturer / authorized dealer. Letter of Authorization from original equipment manufacturer (OEM) on the same and specific to the tender should be enclosed. (ii) OEM should be reputed Branded Company. (iv) Non-compliance of tender terms, non-submission of required documents, lack of clarity of the specifications, contradiction between bidder specification and supporting documents etc. may lead to rejection of the bid. (v) In the tender, either the Authorised agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender. (vi) If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same tender for the same item/product.</td>
</tr>
</tbody>
</table>
| 7.      | **Force Majeure**: The Supplier 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 Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.  
- If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. |
| 8.      | **Risk Purchase Clause**: In event of failure of supply of the item/equipment within the stipulated delivery schedule, the purchaser has all the right to purchase the item/equipment from the other source on the total risk of the supplier under risk purchase clause. |
| 9.      | **Packing Instructions**: Each package will be marked on three sides with proper paint/indelible ink, the following: |
Notice Inviting Quotation (E-Procurement mode)

कोटेशन को आमंत्रित करने की सूचना (इ-प्रोक्योमेंट मोड)

IIT Delhi

i. Item Nomenclature
ii. Order/Contract No.
iii. Country of Origin of Goods
iv. Supplier’s Name and Address
v. Consignee details
vi. Packing list reference number

10. **Delivery and Documents:**

Delivery of the goods should be made **within 21 days** from the date of placement of purchase order. Within 24 hours of shipment, the supplier shall notify the purchaser and the insurance company by cable/telex/fax/e mail the full details of the shipment including contract number, railway receipt number/ AAP etc. and date, description of goods, quantity, name of the consignee, invoice etc. The supplier shall mail the following documents to the purchaser with a copy to the insurance company:

1. 4 Copies of the Supplier invoice showing contract number, goods’ description, quantity
2. Unit price, total amount;
3. Insurance Certificate if applicable;
4. Manufacturer's/Supplier's warranty certificate;
5. Inspection Certificate issued by the nominated inspection agency, if any
6. Supplier’s factory inspection report, if any; and
7. Certificate of Origin (if possible by the beneficiary);
8. Two copies of the packing list identifying the contents of each package.
9. The above documents should be received by the Purchaser before arrival of the Goods (except where the Goods have been delivered directly to the Consignee with all documents) and, if not received, the Supplier will be responsible for any consequent expenses.

11. **Delayed delivery:** If the delivery is not made within the due date for any reason, the Committee will have the right to impose penalty 1% per week and the maximum deduction is 10% of the contract value / price.

12. **Prices:** The rates quoted by tenderer / quotationer, shall be firm and inclusive of all taxes [GST etc.], duties and levies and all charges for packing, forwarding, insurance, freight and delivery, etc. at store including risks, overhead charges, general liabilities/ obligations etc.

13. **Notices:** For the purpose of all notices, the following shall be the address of the Purchaser and Supplier.

**Purchaser:** Executive Engineer [E],

**Works Department, Electrical Stores**

Indian Institute of Technology

Hauz Khas, New Delhi - 110016.

**Supplier:** (To be filled in by the supplier)

(All suppliers should submit its supplies information as per Annexure-II).

14. **Progress of Supply:** Wherever applicable, supplier shall regularly intimate progress of supply, in writing, to the Purchaser as under:

1. Quantity offered for inspection and date, if any;
2. Quantity accepted/rejected by inspecting agency and date, if any;
3. Quantity dispatched/delivered to consignees and date;
4. Quantity where incidental services have been satisfactorily completed with date;
5. Quantity where rectification/repair/replacement effected/completed on receipt of any communication from consignee/Purchaser with date;
6. Date of completion of entire Contract including incidental services, if any; and
7. Date of receipt of entire payments under the Contract (In case of stage-wise inspection, details required may also be specified).

15. **Resolution of Disputes:** The dispute resolution mechanism to be applied pursuant shall be as follows:

- In case of Dispute or difference arising between the Purchaser and a domestic supplier relating to any matter
arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Director, Indian Institute of Technology (IIT) Delhi and if he is unable or unwilling to act, to the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.

- In the case of a dispute between the purchaser and a Foreign Supplier, the dispute shall be settled by arbitration in accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules.

- The venue of the arbitration shall be the place from where the order is issued.

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.</td>
<td><strong>Applicable Law:</strong> The place of jurisdiction would be New Delhi (Delhi) INDIA.</td>
</tr>
</tbody>
</table>
| 17. | **Right to Use Defective Goods**
If after delivery, acceptance and installation and within the guarantee and warranty period, the operation or use of the goods proves to be unsatisfactory, the Purchaser shall have the right to continue to operate or use such goods until rectifications of defects, errors or omissions by repair or by partial or complete replacement is made without interfering with the Purchaser’s operation. |
| 18. | **Supplier Integrity**
The Supplier is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state of the art methods and economic principles and exercising all means available to achieve the performance specified in the contract. |
| 19. | **Governing Language**
The contract shall be written in English language. English language version of the Contract shall govern its interpretation. All correspondence and other documents pertaining to the Contract, which are exchanged by the parties, shall be written in the same language. |
| 20. | **Applicable Law**
The Contract shall be interpreted in accordance with the laws of the Union of India and all disputes shall be subject to place of jurisdiction. |
| 21. | **Notices**
- Any notice given by one party to the other pursuant to this contract/order shall be sent to the other party in writing or by e-mail and confirmed in writing to the other party’s address.
- A notice shall be effective when delivered or on the notice’s effective date, whichever is later. |
| 22. | **Taxes**
Suppliers shall be entirely responsible for all taxes, duties, license fees, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser. |
| 23. | **Payment:**
Payment shall be made by the Purchaser against delivery, inspection and acceptance of the equipment at IIT Delhi in good condition and to the entire satisfaction of the Purchaser. |
| 24. | **Defective Equipment:** If any of the equipment supplied by the Tenderer is found to be substandard, refurbished, unmerchantable or not in accordance with the description/specification or otherwise faulty, the committee will have the right to reject the equipment or its part. The prices of such equipment shall be refunded by the Tenderer with 18% interest if such payments for such equipment have already been made. All damaged or unapproved goods shall be returned at suppliers cost and risk and the incidental expenses incurred thereon shall be recovered from the supplier. Defective part in equipment, if found before installation and/or during warranty period, shall be replaced within 45 days on receipt of the intimation from this office at the cost and risk of supplier including all other charges. In case supplier fails to replace above item as per above terms & conditions, IIT Delhi may consider “Banning” the supplier. |
| 25. | **Termination for Default**
The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part:
- i. If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the order, or within any extension thereof granted by the Purchaser;
- ii. If the Supplier fails to perform any other obligation(s) under the Contract. |
### iii If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

- For the purpose of this Clause:
  1. "**Corrupt practice**" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
  2. "**Fraudulent practice**" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition;"

- In the event the Purchaser terminates the Contract in whole or in part, the Purchaser may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Supplier shall continue the performance of the Contract to the extent not terminated.

### Disputes and Jurisdiction:

- Any legal disputes arising out of any breach of contract pertaining to this tender shall be settled in the court of competent jurisdiction located within New Delhi.

### Performance Guarantee

- shall be submitted within 15 days after placing supply order. This shall be kept valid upto three months plus 45 days which shall cover any defect performance found in the material. PG shall be returned after three months after the delivery of materials.

### Original Document:

- Bidder shall have to submit documents in original whosoever becomes lowest within 7 days after opening financial bid, if so desired by the tender inviting authority. Any deviation between original and uploaded document will lead to rejection of the bid, and in case of rejection bidder will not be allowed to participate in re-tendering.

### L1 bidder shall be decided on the basis of overall quoted rates including all items together.
Notice Inviting Quotation (E-Procurement mode)
कोटेशन को आमंत्रित करने की सूचना (इ-प्रोक्योर्मेंट मोड)
IIT Delhi

ANNEX-1

DECLARATION SHEET

We, __________________________________________________________________________ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

We, further specifically certify that our organization has not been Black Listed /de-listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.

The prices quoted in the financial bids are subsidized due to academic discount given to IIT Delhi.

<table>
<thead>
<tr>
<th></th>
<th><strong>Name &amp; Address of the bidder</strong></th>
<th>:</th>
</tr>
</thead>
</table>
| 2 | **Phone**                      | :
| 3 | **E-mail**                     | :
| 4 | **Contact person name**        | :
| 5 | **Mobile number**              | :
| 6 | **TIN number**                 | :
| 7 | **PAN number**                 | :
| 8 | **UTR no. [for payment of EMD]** | Not Applicable |

**BANK DETAILS OF BIDDER**

Bidder shall enclose one cancelled cheque

|   | **Bank name**                  | :
|---|--------------------------------|---|
| 10| **Branch address**             | :
| 11| **Branch telephone no.**       | :
| 13| **MICR Code of the bank**      | :
| 14| **IFSC code**                  | :
| 15| **Bank Account no.**           | :
| 16| **Type of account**            | :
| 17| **Cancelled Blank Cheque enclosed** | Yes / No |

(Signature of the Tenderer)

Name:

Seal of the Company

---

Sig of bidder
List of Government Organizations for whom the Bidder has undertaken such work during last three years, if any (supported with work orders)

<table>
<thead>
<tr>
<th>Name of the organization with P.O. No.</th>
<th>Name of Contact Person</th>
<th>Contact No.</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

Signature of Bidder

Name: ____________________________

Designation: ______________________

Organization Name: ______________________

Contact No.: __________________________
Annex- 3

Proforma for Earnest Money Deposit Declaration
(to be filled by the bidder on firm’s letter head)

Whereas, I/We …………………………………………………….. (Name of agency)

have submitted bids for ………………………………………….. (Name of work / supply)

I/We hereby submit following declaration in lieu of submitting Earnest Money Deposit.

   (1) If after the opening of tender, I/We withdraw or modify my /our bid during the period of validity of tender (including extended validity of tender) specified in the tender documents.

   OR

   (2) If after the award of work, I/we fail to sign the contract, or to submit performance guarantee before the deadline defined in the tender documents,

       I/We shall be suspended for one year and shall not be eligible to bid for IIT Delhi tenders from date of issue of suspension order.

Signature of Contractor(s) / Supplier

-----------------------------------------------------------------------------------
Sig of bidder  Page 16 of 19
## TECHNICAL PARTICULARS

(To be filled and submitted by the bidder alongwith the Technical Bid)

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Item Description</th>
<th>Make</th>
<th>OEM Authorisation certificate attached (Yes / No)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Electric Floatee System for auto cut of Reverse Osmosis System [Make : Elecare / Equivalent]</td>
<td>Pl. specify</td>
<td>Pl. specify</td>
</tr>
<tr>
<td>2</td>
<td>Booster Pump suitable for operation on 48 VDC. Nominal Flow Rate : 1.8 LPM, Max Pump Output : 110 PSI, Max inlet Pressure : 60 PSI for use in Reverse Osmosis Plant [Water Purification] [Make : CRI / ION Exchange / Kemflw]</td>
<td>Pl. specify</td>
<td>Pl. specify</td>
</tr>
<tr>
<td>5</td>
<td>Membrane 300 GDP for R.O. Water Filter [Make: Shrishti / ILAKSH / Kemflw / DM Water World / Aquatech]</td>
<td>Pl. specify</td>
<td>Pl. specify</td>
</tr>
<tr>
<td>6</td>
<td>Membrane 80 GPD for R.O Water Filter [Make: Shrishti / ILAKSH / Kemflw / DM Water World / Aquatech]</td>
<td>Pl. specify</td>
<td>Pl. specify</td>
</tr>
</tbody>
</table>

**IMPORTANT:** For each and every item, bidder shall have to submit OEM authorisation certificate

Signature of the supplier / bidder
### BID SUBMISSION CHECK LIST

**Online Bid Submission:**

The Online bids (complete in all respect) must be uploaded online in **two** Envelops as explained below:-

<table>
<thead>
<tr>
<th>Envelope – 1</th>
<th>List of documents</th>
<th>File Types</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sl. No.</td>
<td>Type</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Technical Bid</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Organization Declaration Sheet duly filled in as per Annexure - 1</td>
<td>PDF</td>
</tr>
<tr>
<td>3</td>
<td>Annexure - 2 duly filled in with documents</td>
<td>PDF</td>
</tr>
<tr>
<td>4</td>
<td>Annexure – 3</td>
<td>PDF</td>
</tr>
<tr>
<td>5</td>
<td>Annexure – 4</td>
<td>PDF</td>
</tr>
<tr>
<td>6</td>
<td>OEM Authorisation Certificate (for every items)</td>
<td>PDF</td>
</tr>
<tr>
<td>7</td>
<td>GSTIN Registration</td>
<td>PDF</td>
</tr>
<tr>
<td>8</td>
<td>PAN Card</td>
<td>PDF</td>
</tr>
<tr>
<td>9</td>
<td>Bank Cheque duly scanned</td>
<td>PDF</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Envelope – 2</th>
<th>Content</th>
<th>File Types</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sl. No.</td>
<td>TYPE</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Financial Bid</td>
<td>.XLS</td>
</tr>
<tr>
<td></td>
<td>Price bid should be submitted in xls format.</td>
<td></td>
</tr>
</tbody>
</table>
Subject: Procurement of Filters & Membrane for RO Water Filter and other items

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Item Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Rate</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Electric Floatee System for auto cut of Reverse Osmosis System [Make : Elecare / Equivalent]</td>
<td>150</td>
<td>Each</td>
<td>**</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Booster Pump suitable for operation on 48 VDC. Nominal Flow Rate : 1.8 LPM, Max Pump Output : 110 PSI, Max inlet Pressure : 60 PSI for use in Reverse Osmosis Plant [Water Purification] [Make : CRI / ION Exchange / Kemflo]</td>
<td>200</td>
<td>Each</td>
<td>**</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Membrane 300 GDP for R.O. Water Filter [Make: Shrishti / ILAKSH / Kemflo / DM Water World / Aquatech]</td>
<td>100</td>
<td>Each</td>
<td>**</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Membrane 80 GPD for R.O Water Filter [Make: Shrishti / ILAKSH / Kemflo / DM Water World / Aquatech]</td>
<td>100</td>
<td>Each</td>
<td>**</td>
<td></td>
</tr>
</tbody>
</table>

N.B.-- Bidder should not quote here

Note: The above financial template should be strictly followed. Any deviation from the above template (in terms of description and specification of the item) may lead to cancellation of the tender. The bidder shall not quote their rates here. Separate BOQ has been given for this purpose.

Sr. STS (Plg.)
AEE (E) Plg.
Executive Engineer (E)

Prof. Zia Saikh (Expert)
Associate Dean Infra -1, Chairman