

**Department of Chemical Engineering
Indian Institute of Technology
Hauz Khas, New Delhi-110 016**

NOTICE INVITING QUOTATIONS

Dated: 24/12/2014

Tender No: IITD/CHE/SR/2014/DPT-SR

Subject: Purchase of Pressure Transducer and accessories

Indian Institute of Technology Delhi invites sealed tender offers in two bid format (Technical bid and Commercial bid) from eligible and experienced OEM (Original Equipment Manufacturer) OR OEM Authorized Dealer for supply of pressure transducer and accessories, as per technical specifications below, with one year on-site comprehensive warranty from the date of receipt of the material as per terms and conditions specified in the tender document.

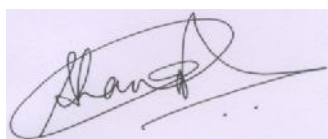
The quotation should reach to Prof. Shantanu Roy, Department of Chemical Engineering, IIT Delhi, Hauz Khas, New Delhi – 110016 latest by 5:00 P.M. on 02.01.2015.

TECHNICAL SPECIFICATIONS:

S. No.	Technical Specifications	Remarks
1	Absolute Pressure Transducer	For Gas-solid, Gas-Liquid, Gas-Liquid-Solid applications
2	Pressure range: 1.5 bara	
3	Accuracy: 0.25 % FS	
4	Sensor data acquisition frequency: >10 kHz	
5	Sensitivity: 10 ⁻⁴ psi or better	
6	Operating temperature: 0-120 °C (or higher)	
7	Sensor type: Piezoelectric Probe type	
8	Sensor dia.: < 15 mm	
9	Multi-channel Signal Conditioner	Should permit signal conditioning and online data acquisition from the about pressure transducer

10	Data Acquisition cables	To interface between pressure transducer, data acquisition/signal conditioning unit, and PC
11	Data acquisition software	For enabling seamless data acquisition and with capabilities of post-processing of pressure time series (details should be explained by vendor in the offer)
12	Any additional hardware/ software component	As required for seamless integration of pressure transducer signal measurement, data acquisition (signal conditioning) and online data processing

Any clarifications regarding above can be sought by contact via email from the undersigned, any time before the due date. The Terms and Conditions governing the purchase are as attached.



Prof. Shantanu Roy
 Dept. of Chemical Engineering
 IIT Delhi
 Email: roys@chemical.iitd.ac.in
 Phone: 91 11 2659 1120

Terms & Conditions

Sl.No.	Specification
1.	Due date: The tender has to be submitted before the due date. The offers received after the due date and time will not be considered.
2.	Preparation of Bids: 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. The Technical bid and the financial bid should be put in separate covers and sealed. Both the sealed covers should be put into a bigger cover along with letter of EMD and to be sealed. The tender number and details should be superscripted on the left side of the outer cover. The Quotations should be valid for 120 days from the due date. The Quotations duly sealed and super scribed on the envelope with the reference No. and due date, should be addressed to “ Prof. Shantanu Roy, Department of Chemical Engineering, Indian Institute of Technology, Hauz Khas, New Delhi - 110016 ” so as to reach on or before the due date.
3.	Delivery of the tender: The tender shall be sent to the above mentioned addressee either by post or by courier so as to reach our office before the due date specified in our Schedule. The offer/bid can also be dropped in the Department Office or Room I-304/305 on or before the due date specified in the schedule.
4.	Opening of the tender: The offer/bid will be opened by a committee duly constituted for this purpose. The technical bid will be opened first and it will be examined by a technical committee which will decide the suitability as per our specification and requirement. The financial offer/bid will be opened only for the offer/bid which technically meets all our requirements as per the specification. It is expected that these proceedings will be complete within 10 days of the due date of the tender.
5.	Acceptance/ Rejection of bids: The Committee reserves the right to reject any or all offers without assigning any reason.
6.	Pre-qualification criteria: (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. In case the vendor is the sole distributor of the OEM in India, this should be certified in the LoA. (ii) An undertaking from the OEM is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support for the warranty as well. (iii) OEM should be internationally 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.
7.	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.
8.	Prices: The price should be quoted in net per unit (after breakup) and must include all packing and delivery charges. The offer/bid should be exclusive of taxes and duties, which will be paid by the purchaser as applicable. However the percentage of taxes & duties shall be clearly indicated.

The price should be quoted without custom duty and excise duty, since IIT Delhi is exempted from payment of Excise Duty and is eligible for concessional rate of custom duty. Necessary certificate will be issued on demand.

In case of import supply the price should be quoted on FOB Basis only. Under special circumstances (eg. perishable chemicals), when the item is imported on CIF, please indicate CIF charges separately upto IIT Delhi indicating the mode of shipment. IIT Delhi will make necessary arrangements for the clearance of imported goods at the Airport/Seaport. Hence the price should not include the above charges.

15. a) For indigenous items rates should be as per following format –

SI. No.	Descriptions of Item & Specification	Qty. in Units	Units Price in Rs.	Excise Duty %	CST/VAT %	Octroi %	Total Price in Rs.

15. b) For Import items rates should be as per following format-

SI. No.	Currency	Description of Item & Specification	Qty. in Units	Unit Price (a)	Agency Commission (b)	Discount (c)	Ex-works Price (d) = (a+b-c)	Packing +Handing+ Doc+ Inland Freight (e)	FOB Price (f=d+e)	Insurance+ Freight (g)	CIF Price (h) = (f+g)

9. **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.

10. **Installation & Demonstration**

The supplier is required to done the installation and demonstration of the equipment within one month of the arrival of materials at the IITD site of installation.

11. **Insurance:** For delivery of goods at the purchaser’s premises, the insurance shall be obtained by the Supplier in an amount equal to 110% of the value of the goods from "warehouse to warehouse" (final destinations) on “All Risks" basis including War Risks and Strikes. The insurance shall be valid for a period of not less than 3 months after installation and commissioning. ***In case of orders placed on FOB/FCA basis, the purchaser shall arrange Insurance. If orders placed on CIF/CIP basis, the insurance should be up to IIT Delhi.***

12. **Warranty:** 1. Warranty period shall be at least 12 months from date of installation of Goods at the IITD site of installation. The Supplier shall, in addition, comply with the performance and/or consumption guarantees specified under the contract. If for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall at its discretion make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests. **The warranty should be comprehensive on site.**
Note: If a different period of warranty has been specified in the ‘Technical Specifications’ then the period mentioned above shall stand modified to that extent.

13.	Delivery Schedule: The tenderer should indicate clearly the time required for delivery of the item. In no case should this delivery schedule (for delivery on site in IIT Delhi) exceed 6 weeks.
14.	Notices <ul style="list-style-type: none"> • 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 cable, telex, FAX or 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.
15.	Taxes and Duties Suppliers shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser. However, VAT in respect of the transaction between the Purchaser and the Supplier shall be payable extra, if so stipulated in the order.
16.	Agency Commission: Agency commission if any will be paid to the Indian agent in Rupees on receipt of the equipment and after satisfactory installation. Agency Commission will not be paid in foreign currency under any circumstances. The details should be explicitly shown in Tender even in case of Nil commission. The tenderer should indicate the percentage of agency commission to be paid to the Indian agent.
17.	Freight & Forwarder: Our authorized freight forwarder is M/s. Prakash Freight Movers Ltd., C-130, First Floor, Naraina Industrial Area, Phase-I, New Delhi-110028, Ph. 42228222, for shipment of the stores ordered for. Any change in the freight forwarder will be intimated in advance.
18.	Payment: <ul style="list-style-type: none"> • For Indigenous supplies, 100% payment shall be made by the Purchaser against delivery, inspection, successful installation, commissioning and acceptance of the equipment at IITD in good condition and to the entire satisfaction of the Purchaser. • For imports, payment will be made through irrevocable Letter of Credit (LC). Letter of Credit (LC) will be established in the favour of foreign Supplier after the submission of performance security. The letter of credit (LC) will be established on the exchange rates as applicable on the date of establishment. • For Imports, LC will be opened for 100% FOB/CIF value. 80% of the LC amount shall be released on presentation of complete and clear shipping documents and 20% of the LC amount shall be released after the installation and demonstration of the equipment at the INST site of installation in faultless working condition for period of 60 days from the date of the satisfactory installation and subject to the production of unconditional performance bank guarantee as specified in Clause 9 of tender terms and conditions. • Indian Agency commission (IAC), if any shall be paid after satisfactory installation & commissioning of the goods at the destination at the exchange rate prevailing on the date of negotiation of LC documents, subject to DGS&D registration for restricted items. • All the bank charges within India will be borne by the Institute and outside India will be borne by the Supplier.
19.	User list: Brochure detailing technical specifications and performance, list of industrial and educational establishments where the items enquired have been supplied must be provided.
20.	Manuals and Drawings

	<ul style="list-style-type: none"> ● Before the goods and equipment are taken over by the Purchaser, the Supplier shall supply operation and maintenance manuals. These shall be in such details as will enable the Purchaser to operate, maintain, adjust and repair all parts of the works as stated in the specifications. ● The Manuals shall be in the ruling language (English) in such form and numbers as stated in the contract. ● Unless and otherwise agreed, the goods equipment shall not be considered to be completed for the purposes of taking over until such manuals and drawing have been supplied to the Purchaser.
21.	Application Specialist: The Tenderer should mention in the <i>Techno-Commercial bid</i> the availability and <i>names</i> of <i>Application Specialist</i> and <i>Service Engineers</i> in the nearest regional office.
22.	<p>Site Preparation: The supplier shall inform to the Institute about the site preparation, if any, needed for the installation of equipment, immediately after the receipt of the purchase order. The supplier must provide complete details regarding space and all the other infrastructural requirements needed for the equipment, which the Institute should arrange before the arrival of the equipment to ensure its timely installation and smooth operation thereafter.</p> <p>The supplier shall visit the Institute and see the site where the equipment is to be installed and may offer his advice and render assistance to the Institute in the preparation of the site and other pre-installation requirements.</p>
23.	Pre-Installation requirement: The bidder should mentioned pre-installation requirements for the equipment like ambient temperature, humidity, whether specification, power specifications, etc., when items are provided full performance satisfactions, should be demonstrated.
24.	Installation: The equipment or machinery has to be installed or commissioned by the successful bidder within 15 days from the date of receipt of the item at IITD. In case of any mishappening/damage to equipment and supplies during the carriage of supplies from the origin of equipment to the installation site, the supplier has to replace it with new equipment/supplies immediately at his own risk. Supplier will settle his claim with the insurance company as per his convenience. IITD will not be liable to any type of losses in any form.
25.	<p>Warranty/Guarantee: The warranty period should be clearly mentioned. The maintenance charges (AMC) under different schemes after the expiry of the warranty should also be mentioned. The tender must be quoted with three (03) years on-site comprehensive warranty/guarantee which will commence from the date of the satisfactory installation/commissioning of the equipment against the defect of any manufacturing, workmanship and poor quality of the components.</p> <p>After the warranty period is over, Annual Maintenance Contract (AMC)/Comprehensive Maintenance Contract (CMC) up to next two years should be started. The AMC/CMC charges will be included in computing the total cost of the equipment.</p>
26.	Downtime: During the warranty period not more than 5% downtime will be permissible. For every day exceeding permissible downtime, penalty of 1/365 of the 5% FOB value will be imposed. Downtime will be counted from the date and time of the filing of complaint with in the business hours.
27.	Training of Personnel: The supplier shall be required to undertake to provide the technical training to the personnel involved in the use of the equipment at the Institute premises, immediately after completing the installation of the equipment for a minimum period of one week at the supplier's cost.

28.	Conditional tenders will not be accepted.
29.	Compliance certificate: This certificate must be provided indicating conformity to the technical specifications.

ANNEXURE-I

Sub. : Compliance Report against supply of

Sl. No.	Details	Yes / No
1.	We have gone through the terms & conditions of the tender document	
2.	Tender fees of Rs. .../- through DD in favour of Registrar, IIT Delhi is attached (if applicable)	
3.	EMD of Rs. ___ through DD in favour of Registrar, IIT Delhi is attached (if applicable)	
4.	Our organization or any of its subsidiaries have not been blacklisted by any Govt. / Autonomous bodies / Universities / Govt. Institutes.	
5.	The quoted price is valid for 6 months from the last date of submission	
6.	Income Tax Certificate attached*	
7.	VAT & TIN number copy attached*	
8.	Service Tax & Sales Tax Registration Certificate attached*	
9.	The Balance sheet and P&L statement showing a minimum annual turnover of Rs._____ for the past two consecutive fiscal years is attached.*	
10.	A detailed list showing number of items supplied by our company in last six months to various Government Organizations/ Institutions/ IITs / NITs with their full address, name of the contact person, fax number, mobile number, telephone Nos. and E-mail identity is attached.*	

*Faculty members may consider to include or drop these paras as per requirement.

(Signature of authorized person)

Name : _____

Seal of the company

Date _____

ANNEXURE-II

DECLARATION

1. I, _____ hereby certify, that all the information and data furnished by me with regard to this tender specification are true and complete to the best of my knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.
2. I, further certify, that I am the duly authorized representative of the under mentioned tenderer.
3. I, further certify that my company meets all the conditions of eligibility criteria laid down to take part in the tender.
4. I, further specifically certify, that my company 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.

Name of Tendering Company/ Firm/ Agency (Attach certificates of registration)	
Name of proprietor/Director of Company/Firm/Agency	
Full Address of Office with Telephone No. and FAX	
E-Mail	
PAN No. (Attach attested copy)	
Service Tax & Sales Tax Registration No. (Attach attested copy)	
Contact Person Name	
Mobile Number	

(Signature of authorized person)

Name: _____

Seal of the company

Date _____