

TENDER

FOR

SUPPLY & INSTALLATION OF INSTRUMENTS IN SCHOOL
ENGINEERING, IIT MANDI



Tender No.: IITMANDI/Admin/PUR-149/2014-15/7579-80

Tender date: 18th February, 2015

Last Date of submission: 10th March, 2015

Indian Institute of Technology, Mandi

Transit Campus: Mandav Hotel, 2nd Floor (Near Bus Stand), Mandi – 175001 (H.P)

Tel.: 97360-33342 **email:** rahul@iitmandi.ac.in

Indian Institute of Technology Mandi, Mandi invites tender for supply, erection, installation, commissioning, testing, demonstration and training of an Instrument, as per specifications given in the Annexure attached to the Tender form. All offers should be made in English and should be written in both figures and words. Tender forms can be downloaded from the website (<http://iitmandi.ac.in/administration/tenderseoi.html>) of the Institute.

The bidders are requested to read the tender document carefully and ensure compliance with all specifications/instructions herein. Non-compliance with specifications/instructions in this document may disqualify the bidders from the tender exercise. The Director, IIT Mandi, reserves the right to select the item (in single or multiple units) or to reject any quotation wholly or partly without assigning any reason. Incomplete tenders, amendments and additions to tender after opening or late tenders are liable to be ignored and rejected.

Terms and Conditions:

1. The technical and financial bids should be quoted separately and put in different sealed envelopes marked "**Technical bid**" or "**Financial bid**" as applicable. These separate bids envelopes are to be put in an outer envelope which should also be sealed.
2. The Vendors who have earlier supplied the equipment to any of the IITs, IISc, IISERs and other Scientific Institute of National Repute may only tender. The details of such institutions and the cost with name of equipment may also be supplied with the bids.
3. The technical and financial bids should be submitted in original. The financial bid should include the cost of main equipment/item and its accessories. If there is any separate cost for installation etc. that should be quoted separately.
4. Each individual sealed envelope as well as the outer envelope should be marked with the following reference on the top left hand corner: "**IITMANDI/Admin/PUR-149/2014-15/7579-80/Item Name.____ dated 18th February, 2015**"
5. The printed literature and catalogue/brochure giving full technical details should be included with the technical bid to verify the specifications quoted in the tender. The bidders should submit copies of suitable documents in support of their reputation, credentials and past performance.
6. The rates should be quoted in figures (typed or printed) and cutting should be avoided. The final amount should be in figures as well as in words. If there are cuttings, they should be duly initialed, failing which the bids are liable to be rejected.
7. Any bids received after **01:00 P.M. on 10th March, 2015** shall not be considered
8. The Technical Bids will be opened on **10th March, 2015 at 03:30 P.M.** The date & time for opening of Financial Bids will be informed later on to the technically qualified bidders.
9. While sending rates, the firm shall give an undertaking to the effect that "*the terms/conditions mentioned in the enquiry letter/Tender Notice against which the rates are being given are acceptable to the firm.*" In case the firms do not give this undertaking, their rates will not be considered.

10. If the supplier/firm is original equipment manufacturer (OEM)/authorized dealer/sole distributor of any item, the certificate to this effect should be attached.
11. The quantity shown against the item is approximate and may vary as per demand of the Institute at the time of placing order.
12. All tender documents should have to be sent through courier, speed post or registered post only. All tender documents received after the specified date and time shall not be considered.

The postal address for submitting the tenders is:

**“Assistant Registrar, Stores and Purchase”
Indian Institute of Technology Mandi (IIT Mandi),
Administrative Block (Mandav Hotel,
Near Bus Stand), Mandi – 175001 (H.P), India”**

13. In the event of any dispute or difference(s) between the vendee Institute (IIT Mandi) and the vendor(s) arising out of non-supply of material or supplies not found according to specifications or any other cause whatsoever relating to the supply or purchase order before or after the supply has been executed, shall be referred to “The Director, IIT Mandi”, Mandi who may decide the matter himself or may appoint arbitrator(s) under the arbitration and conciliation Act,1996. The decision of the arbitrator shall be final and binding on both the parties.
14. The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator.
15. All disputes shall be subject to Mandi Jurisdiction only.
16. All tenders in which any of the prescribed conditions is not fulfilled or any condition is putforth by the tenderer shall be summarily rejected.
17. The bidders or their authorized representatives may also be present during the opening of the Technical Bid, if they desire so, at their own expenses.

Note: Price bids of only those bidders will be opened whose technical bids are found suitable by the committee appointed for the purpose. Date and time of opening of price bids will be decided after technical bids have been evaluated by the committee. Information in this regard will be posted on Institute’s web site / Notice board. In exceptional situation, an authorized committee may negotiate price with the qualified bidder quoting the lowest price before awarding the contract.

18. Clarifications:

In case the bidders requires any clarification regarding the tender documents, they are requested to contact our office (e-mail: rahul@iitmandi.ac.in & arsp@iitmandi.ac.in on or **before 05/03/2015.**

19. **Tender Cost:**

A Demand draft of **Rs. 1,000/- (Rupees One Thousand only)** towards non-refundable **tender fee, for each item being quoted, drawn in favour of “The Registrar, IIT Mandi”** payable at Mandi should accompany the Technical bid documents. If the same firm is submitting bids for more than one instrument, they should submit the same in separate envelopes along with respective tender cost for each. In the absence of tender cost, the tender will not be accepted.

20. **Earnest Money Deposit (EMD):**

A refundable amount of EMD @ 2% of quoted price as earnest money deposit (EMD) in the shape of DD from a scheduled bank in **India (valid for a minimum period of 3 months from the date of submission of tender)** should accompany the bid documents. The DD drawn in favour of “The Registrar, IIT Mandi” payable at Mandi should accompany the bid documents. The EMD should be kept in a separate sealed envelope, should be marked clearly and put in the outer envelope that contains the technical and financial bid envelopes. The bidders should enclose a pre-receipted bill for the EMD to enable us to return the EMD of unsuccessful bidders. Failure to deposit **Earnest Money in each case** will lead to rejection of tender. The bidders should submit separate EMD. In the event of the awardee bidder backing out, EMD of that bidder will be forfeited.

21. **Pre – Qualification Criteria:**

- a. 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.
- b. The Vendors who have earlier supplied the equipment to any of the IITs, IISc, IISERs and other Scientific Institute of National Repute may only tender. The details of such institutions and the cost with name of equipment may also be supplied with the bids.
- c. 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.
- d. OEM should be internationally reputed Branded Company.
- e. 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.
- f. **Furnishing of wrong/ambiguous information in the compliance statement may lead to rejection of bid and further black listing of the bidder, if prima-facie it appears that the information in the compliance statement was given with a malafide/fraudulent intent.**

22. **Prices:**

- a. The Prices quoted should be inclusive of all taxes or duties, packing, forwarding, freight, insurance, delivery and commissioning etc. at destination site (IIT Mandi, Mandi). IIT Mandi is registered with DSIR, Govt. of India and is exempted from Custom / Excise Duty. Exemption Certificate to this effect will be issued by IIT Mandi. **Hence,**

Customs/Excise Duty exempted price should be quoted. The rates shall be firm and final. Nothing extra shall be paid on any account. **In the price bid/financial bid, the vendor should clearly mention the final price breakup i.e. ex-work price/FCA price, FOB price, CIP/CIF price & FOR IIT Mandi, Kamand Campus price, as applicable in their bid.**

- b. In case of imported equipment(s)/item(s), the agency commission, if any, payable in Indian rupees should be mentioned separately. For imported equipment, the Letter of Credit will be opened for the amount excluding agency commission in Indian Rupees. The firm should clearly mention the address of foreign bank in the financial bid.

23. Validity:

The bid should be valid for acceptance up to a period of 180 Days. The Bidders should be ready to extend the validity, if required without any additional financial implications.

24. Delivery:

The Equipment should be delivered and installed within the period as specified in the purchase order and be ready for use within 24 weeks of the issue of purchase order unless otherwise prescribed. If the bidder fails to deliver and place any or all the Equipments or perform the service by the specified date, penalty at the rate of 1% per week of the total order value subject to the maximum of 10% of total order value will be deducted.

25. Training:

Bidders need to provide adequate training to the nominated persons of IIT Mandi at their cost. IIT Mandi will not bear any training expenditure.

26. Warranty Declaration:

Bidders must give the comprehensive on-site warranty as required from the date of successful installation of Equipment against any manufacturing defects and also give the warranty declaration that *“everything to be supplied by us hereunder shall be free from all defects and faults in material, workmanship and shall be of the highest quality and material of the type ordered, shall be in full conformity with the specification and shall be complete enough to carry out the experiments, as specified in the tender document.*

Any deviation in the material, and the specifications from the accepted terms may liable to be rejected and the bidders need to supply all the goods in the specified form to the satisfaction / specifications specified in the order / contract and demonstrate at their own cost.

27. **Performance Bank Guarantee:** A performance bank guarantee from a scheduled bank in India for an amount equal to 10% of the price for duration of two months beyond the expiry of warranty period will be taken from the supplier or Indian agent.

28. **Terms of Payment:** Payment will generally be made only after delivery and satisfactory installation, testing, commissioning etc. **This must be specified in the tender/quotation.**

- In case of imported supplies, payment (excluding Indian agency commission, if any) will be made through irrecoverable Letter of Credit in two installments. 80 % of the money will be released on submission of shipping of documents. Remaining 20 % will be released after successful installation of the instrument and submission of a performance bank guarantee for 10% of the order value from a nationalized bank, valid for 2 months beyond the expiry of the warranty.
29. **Tender expenses and documents:** All costs incurred by the bidder in the preparation of the tender shall be at the entire expense of the bidder.
30. **Tender Evaluation Criteria:** The technical bids will be opened and evaluated by a duly constituted committee. After evaluation of the technical bid, the financial bid for only those offers which have qualified in the evaluation of technical bid will be opened.
31. **Return of EMD:**
- The earnest money of unsuccessful bidders will be returned to them without any interest within 30 working days after awarding the contract.
 - The earnest money of the successful bidder will be returned to them without any interest within 30 Days after supply of material.
32. **Manual and documentation:** All the manuals necessary for operating and servicing the equipment (including details of electronic circuits) will have to be provided along with the instrument.
33. Bidders should go through the tender terms, conditions and specifications carefully and fill in the attached compliance statement accurately and unambiguously. They should ensure that all the required documents are furnished along with the bid.

Sd/-
Assistant Registrar
Stores & Purchase

BID PARTICULARS

1. Name of the Supplier :

2. Address of the Supplier :

3. Availability of demonstration of equipment : Yes / No

4. Tender cost enclosed: : Yes/No if yes

D.D. No. _____ Bank _____ Amount _____

5. EMD enclosed : Yes / No if Yes

D.D. No. _____ Bank _____

6. Name and address of the Officer/contact person to whom all references shall be made regarding this tender enquiry.

Name :

Address :

Telephone No. :

Fax No. :

Mobile No :

e-Mail :

Web

Annexure 1

NIT Ref. No.:- **IITMANDI/Admin/PUR- 149/2014-15/Impedance Analyzer**

Impedance Analyzer Specifications

- 1) Frequency : **20 Hz (or less) to 30 MHz (or more)**
- 2) Resolution : 1 mHz or better
- 3) Impedance parameters : $|Z|$, θ_z , $|Y|$, θ_y , Cp, Cs, Lp, Ls, Rp, Rs, D, Q, R, X, G, B, Complex Z, Complex Y
- 4) Level Monitor : V_{ac} , I_{ac} , V_{dc} , I_{dc}
- 5) Voltage Range & Resolution : minimum 5 mV_{rms} to 1 V_{rms} with 1 mV resolution or better
- 6) Current Range & Resolution : 200 μ A_{rms} or less to 20 mA_{rms} or more with 20 μ A resolution or better
- 7) DC voltage bias Range & Resolution: 0 to \pm 40 V & 1mV or more & minimum 1mV or better
- 8) DC Current bias Range & Resolution: 0 to \pm 100 mA or more & 40 μ A minimum
- 9) Sweep Parameters : Frequency, signal voltage, signal current, DC bias voltage, DC bias current
- 10) Sweep type : Linear frequency, log frequency, OSC level (voltage, current), DC bias (Voltage, current), log DC bias (voltage, current)
- 11) Number of measurement points: min.2 to 1601 points or more
- 12) Segment Sweep : More than 200 segments.
- 13) Traces : 4 data trace & 4 memory trace per channel
- 14) Markers : min. 10 markers with reference & delta marker
- 15) Marker Search : Maximum value, minimum value, multi-peak, multi-target, peak, peak left, peak right, target, target left, target right, and width parameters with user defined bandwidth values.
- 16) Interface : GPIB, LAN, USB, VGA
- 17) Frequency upgradability : System should be upgradable for future applications .
- 18) Display type : LCD/LED
- 19) Computer : Latest desktop system with Intel I7 core processor, min.speed 3 G Hz or better, 1 TB HDD or better, 8 Gb RAM or better, DVD/CD writer, sufficient USB ports and window 7 operating software, and min 21 inch LED monitor.
- 20) Safety devices: Suitable UPS systems to run the system safely at least for 1 hrs.

Annexure 2

NIT Ref. No.: - **IITMANDI/Admin/PUR-149/2014-15/Item No.2/High Temperature set up for Dielectric measurement**

High Temperature set up for Dielectric measurement

A high temperature set up, equipped with the attachment for the Dielectric measurement with the above mentioned Impedance Analyzer. The temperature control and dielectric measurement should be automatic and controlled by the computer.

Temperature Range: Room temperature to 700 K,

Computer software should be capable of following measurements:

- All the primary and secondary parameters will be measured and recorded with respect to frequency, temperature and time
- Software will display primary and secondary parameter online graph of the property to be measured.
- Data will be recorded in ascii file for following:
 - a. Parameter Vs frequency at fix temperature.
 - b. Parameter Vs temperature at fix frequency.
 - c. Z plot software
- Temperature Controller should have with interface card and cable and Thruster power supply

Annexure 3

NIT Ref. No.:- **IITMANDI/Admin/PUR-149/2014-15/Item No.3/Close Cycle Refrigerator System (Temperature \leq 10 K)**

Close Cycle refrigerator system (Temperature \leq 10 K)

The offered Close Cycle Refrigerator should match following technical specifications:

1. Fully Cryogen Free closed cycle Refrigerator for Optical and Electrical Measurements with sample in vacuum
2. Refrigeration Type: Griffith - McMahon (GM) Cycle
3. Temperature Range: \leq 10 K to \geq 320 K, Temperature stability: within \pm 0.5 $^{\circ}$ C
4. Cool down time to base temperature: \leq 90 mins, and Heating rate of at least 5 K/minute
5. Cryostat Cooling Power:
 - 1st Stage: \sim 10 Watts at 80 K.
 - 2nd Stage: \sim 3 Watts at 20 K
6. Typical vibration levels: $<$ 20 microns
7. Compressor: Preferably air cooled Helium compressor with a Typical Maintenance Cycle $>$ 10,000 hours, 220 V single/three phase, 50 Hz.
8. Helium Hoses fully charged with at least 99.995% pure He gas for routine operation
9. Sample Space: Diameter \geq 30 mm Height \geq 35 mm
10. Sample Holder Attachment: well defined, standard screw attachment
11. Optical Access: At least 2 Window Ports (Diameter \geq 36 mm Clear View \geq 30 mm Window Material: High Purity Quartz)
12. Compatible vacuum shroud and radiation shield for a the vacuum of approx. 10^{-7} Torr
13. Instrumentation Wiring: 20 Pin hermetic feedthrough 4 shielded Copper leads installed and thermally anchored with at least 2.5 inch free length for sample attachment.
14. Temperature Control: 10 Pin hermetic feedthrough. Suitable 25W/50W heater. Calibrated Silicon Diode/Cernox sensor at the cooler tip and for heater control, with suitable Lakeshore temperature controller

Additional / Optional accessories

- 1) Additional calibrated silicon diode sensors
- 2) Additional heaters
- 3) Standard sample holders for resistivity and optical measurements

i) Vendors (who will quote items 2/3 or both) are supposed to quote suitable software/hardware for recording and saving impedance data in wide temperature range using close cycle refrigerator and high temperature furnace. Low and high temperature instruments should be able to synchronize with impedance spectroscopy to record and save all the parameters in ASCII format.

ii) Warranty and maintenance

- a. The complete instrument should be under warranty at least for a period of one year from the date of installation. Additional cost, if any for extended warranty of three years may be quoted.
- b. In case of breakdown during the warranty period, a competent service engineer of the supplier should make as many visits as are necessary to rectify the problem and replace the faulty parts, without any liability of cost. But it should be repaired within 72 working hours from the date and time of complaint lodged by the user. In case of any delay in repair without adequate justification, there will be a penalty of rupees 5,000/- per day for the down time. Supplier should ensure to provide all spares required for making the instrument operational.

iii) Annual maintenance contract

Quote the cost of onsite annual maintenance for two years after warranty period.

iv) Installation and training

Installation should be done by the manufacturer. On-site one week training for operation and application may be given to the users free of cost. IIT Mandi will not bear any training or leaving expenditure in this regard.

v) Manual

One set of operating manual and service manual including detailed drawings and circuit diagrams (in English) should be provided with the instrument.

vi) User list with contacts

Vendor should provide us a list of installations in India with all contact details and model details so that IIT Mandi can approach the contact person for any feedback. In case of any doubt about capability of the machine, the vendor will have to arrange demonstration at any site bearing the cost including the travel and other expenses of IIT Mandi representative.

Compliance statement for the tender specifications
INDIAN INSTITUTE OF TECHNOLOGY MANDI
HIMACHAL PRADESH-175001

NIT Ref. No.:- **IITMANDI/Admin/PUR- 149/2014-15/Item No.1,2 & 3**

Instructions

1. You have to fill in all columns and ensure that you furnish all the required information accurately and unambiguously.
2. If our specification contains any values, you have to provide your values against the column in the same unit as we have specified.
3. Deviation in values, materials etc. from our specification may be explained in the remarks column

S. NO	Check list of documents/ Undertakings ?	YES/NO	Remarks (Give explanation if answer is No)
1	Is Tender fees attached?		
2	Is EMD attached? (if applicable)		
3	Is the bidder original equipment manufacturer (OEM)/authorised dealer?		
4	If authorised dealer, recent dated certificate to this effect from OEM, attached or not?		
5	Undertaking from OEM regarding technical support & extended warranty period		
6	Validity of 180 days or not?		
7	Undertaking from bidder regarding acceptance of tender terms & conditions		
8	Whether list of reputed users (along with telephone numbers of contact persons) for the past three years specific to the instrument attached.		
9	Whether special educational discount for Indian Institute of Technology (IIT) Mandi (H.P) given.		
10	Whether training of operator and research students without any charges offered.		
11	Does the instrument complies with all the specifications as per annexure 1,2 & 3. Attach a separate sheet showing compliance with the specifications and explanations thereto if the equipments varies from the requested specifications.		
12	Whether free Installation, Commissioning and Application Training offered.		
13	Whether comprehensive onsite extended warranty offered.		
14	Whether Annual maintenance after expiry of comprehensive onsite warranty quoted separately as optional.		