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Ref No: NITMGH/ES/DST-CCP/SPLICE/CY/33/Vol.IV/2021-22/164

Date: 30.04.2021.

NOTICE INVITING QUOTATION (NIQ) FOR SUPPLY & INSTALLATION OF EQUIPMENT UNDER DST-CCP SPONSORED PROJECT, DEPARTMENT OF CHEMISTRY, NIT MEGHALAYA

NIT Meghalaya invites sealed tenders in a two-bid system for supply of equipment as per details at ANNEXURE-III. The first part is the **Technical Bid** which consists of technical requirements and general terms & conditions and the second part is the **Financial Bid**.

Prescribed Tender document, detailed fees and specifications, bid instructions and Terms & Conditions can be downloaded from the Institute website and should reach the undersigned on or before **1:00 PM on 31.05.2021**.

BID INSTRUCTIONS:

01. For submitting Technical and Financial bid, two separate sealed covers should be used with superscription clearly on the top of the Envelope. If two separate sealed covers are not used, the tender shall be cancelled as not conforming to the technical requirement. Both the sealed covers should be placed in the main sealed Envelope distinctly super scribed with the address of the Agency submitting the quotation and the Officer to whom the quotation is addressed to. Further, on the sealed cover, the following are to be written:

NOTICE INVITING QUOTATION (NIQ) FOR SUPPLY & INSTALLATION OF EQUIPMENT UNDER DST-CCP SPONSORED PROJECT, DEPARTMENT OF CHEMISTRY, NIT MEGHALAYA

Ref: NITMGH/ES/DST-CCP/SPLICE/CY/33/Vol.IV/2021-22/164

Date: 30.04.2021.

LAST DATE OFS UBMISSION: 1:00 PM on 31.05.2021. Technical bids will be opened on the same day at 3:00 p.m. After evaluation of technical bids, financial bids of the successful bidders will be opened on a later date which will be duly notified.

02. **Submission of Compliance Certificate:** Duly filled and signed Compliance Certificates (as per formats at Annexure-IA & B) are must with the Technical bid.
03. **Bid not transferable:** The bid documents are not transferable and the seal and signature of the authorized official of the firms must appear on all the papers and envelope submitted.
04. The quantity mentioned for each item in the Annexure-III may vary depending on requirements.
05. GST Registration Certificate should be enclosed along with the tender documents.
06. Relevant catalogue of the items (if any) must be enclosed.
07. For e-waybill the successful vendor has to apply online via <https://ewaybill.nic.in/ewb.html>.
08. For queries and clarifications, interested vendors may interact Dr. Paresh Nath Chatterjee, Associate Professor, CY and P.I., @ 9485177028, email - paresh.chatterjee@nitm.ac.in.

NIQ TERMS & CONDITIONS:

01. **Rates:** Rates quoted in the Price Bid should be on DOOR DELIVERY NIT Meghalaya basis, as per details below:

Group:	Item Sl. No.	Item name:	
Sl. No.	Particulars		Rate
I	Basic Price (per unit)		
	Discount if any		
	Total		
	GST (pl. break up CGST/SGST/IGST)		
	Total (per unit)		
	Grand total for the item		
II	Transportation charge up to NIT Meghalaya premises (if applicable)		
III	Transit Insurance covering all risk up to 10 days after delivery (if applicable)		
	Grand total on door delivery at NIT Meghalaya		
IV	Annual Maintenance Contract rate (after expiry of warranty period)		

Note: Vague terms like “packing, forwarding, transportation etc. extra” without mentioning the specific amount will not be accepted. Such offers shall be treated as incomplete and rejected. Bidders shall indicate their rates in clear/visible figures as well as in words and shall not alter/overwrite/make cutting in the quotation. In case of a mismatch, the rates written in words will prevail. Usage of “White ink” to erase and then rewrite the rates will not be accepted. Bidders are advised to strike out wrong entries and rewrite clearly beside them. In such cases, the bidder shall have to sign and place their official seal for every corrected entry.

02. Quotations have to be submitted in Indian Rupees only. If goods are to be imported, the quotations shall include all charges for customs clearance, clearing agent fees, landing port handling charges, insurance etc. and onward transportation of the goods from the port/airport of landing for door delivery up to NIT Meghalaya, Shillong, Meghalaya.
NIT Meghalaya has a valid registration with the Department of Scientific and Industrial Research (DSIR), Ministry of Science & Technology, Government of India for availing Customs/Central Excise Duty exemption. NIT Meghalaya will provide all necessary certificates, authorizations and documents required for clearing the consignment and for onward transportation up to Shillong.
03. All documents submitted should be self-attested with seal of the bidder.
04. Bidder must unconditionally accept all terms and conditions stipulated in the tender document and all pages of the bid including all enclosures should be numbered and must be duly filled in, signed and stamped by the bidder or his authorized representative. Offers received without signature and seal on all pages are liable to be rejected.
05. **Validity of Quotation:** Quoted rates must be valid for 120 days from the date of quotation.
06. **Warranty:** The quoted equipment and components must be warranted for a minimum of one Year or period specified against the item.
07. **Literature must:** All the quotations must be supported by the printed technical data sheet/literature and the specifications mentioned in the quotation must be reflected/ supported by such printed technical data sheet/ literature. The model no. and specifications quoted should invariably be highlighted in the data sheets/ literature for easy reference.
08. **Details of supply** of similar items to Institutes of National Importance (preferably those located in the Northeastern region) must be provided.
09. **Presentation:** Technically qualified bidders may be called upon to give full presentation of the

quoted equipment at NIT Meghalaya campus before opening of Price bid as a support of their Technical Quotations and for any clarifications.

10. **Equipment break down:** Any Equipment breakdown must be attended to within 72 hours during the warranty period of the equipment free of cost.
11. **Training:** If required, free training is to be provided to NIT Meghalaya personnel on the operation, maintenance and troubleshooting of the supplied items.
12. **After Sales Service:** Vendor should clearly state the available nearest aftersales service facilities in the region, without which the offer will be rejected.
13. **Dealership Certificate:** The bidder/tenderer should be either a manufacturer or authorized agent of the foreign/Indian manufacturer. Dealers or Agents quoting on behalf of Manufacturer must enclose valid dealership certificate.
14. **Quality Certificates:** Valid certificate to prove the genuineness of the products and of International standard, as mentioned below, must be enclosed
 - (a) Manufacturer's certificate and
 - (b) ISO/ISI certificate.
15. **EMD:- As per OM No. F9/4/2020-PPD issued by the Department of Expenditure, Ministry of Finance, Government of India dated 12.11.2020 vendors are exempted from submission of EMD/Bid Security. However, in lieu of Bid Security, the vendor must submit a "Bid Security Declaration" accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents.**
16. **Performance Bank Guarantee (PBG):** The successful bidder shall furnish an unconditional PBG (as per format at Annexure II) for 3% of the Purchase Order value from a nationalized scheduled Bank of India, before release of the payment. Else 3% of the billed amount will be deducted as security deposit. Where the PBG is obtained by a foreign bank, it shall be endorsed by a nationalized Schedule Indian bank and shall be governed by Indian Laws and be subject to the jurisdiction of courts at Shillong. The PBG shall guarantee that,
 - a) The Vendor guarantees satisfactory operation of the Equipment & components against poor workmanship, bad quality of materials used, faulty designs and poor performance.
 - b) The Vendor shall, at his own cost, rectify the defects/replace the items supplied, for defects identified during the period of guarantee.The PBG shall remain valid for period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.
17. **Delivery:**
 - a. Time Limit: Maximum within 60 (Sixty) days from the date of issue of this purchase order.
 - b. Safe Delivery: All aspects of safe delivery shall be the exclusive responsibility of the vendor. At the destination site, the package will be opened only in the presence of NIT user/representative and vendor's representative. The intact condition of the package and the seal/indicators for not being tampered with shall form the basis for certifying the receipt in good condition.
 - c. Insurance: The supplier is to establish 'All Risk Transit Insurance' coverage till door delivery at NIT Meghalaya.
 - d. Part Delivery: Acceptance of part delivery shall be a prerogative of the Institute.
 - e. Penalty for delay in delivery: The date of delivery should be strictly adhered to otherwise the Director, NIT Meghalaya reserve the right not to accept delivery in part or full.
18. **Genuine Pricing:** Vendor is to ensure that quoted price for the particular item is not more than the price quoted to any other customer in India, particularly to IITs/NITs and other Government Organization. Copy of the latest price list for the quoted item, applicable in India, must be enclosed with the offer.

19. **Conditional tenders not acceptable:** All the terms and conditions mentioned here in must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Conditions mentioned in the tender bids submitted by vendors will not be binding on NIT Meghalaya.
20. TDS @ 2% shall be deducted by the Institute under Section 51 of the GST Act, 2017 as the value of your supply exceeds Rs. 2.5 Lakhs. The GST-TDS registration of NIT Meghalaya is “17SHLN01494DIDQ”, for your reference.
21. **Late and delayed tender:** Late and delayed tender will not be considered. In case any unscheduled holiday occurs on the prescribed closing/opening date the next working day shall be the prescribed date of closing/opening.
22. **Payment: 100% payment within 30 (thirty) days from date of delivery, installation and acceptance.**
23. **Enquiry during the course of evaluation not allowed:** After opening the Technical bids, no enquiry from the bidder(s) shall be entertained during the course of evaluation of the tender till final decision is conveyed to the successful bidder(s). However, the Purchase Committee or its authorized representative may make enquiries/seek clarification from the bidders. In such a case, the bidder must extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short period of notice.
24. At any time prior to the date of submission of bid, NIT Meghalaya may, for any reason, either of its own or in response to a clarification from a prospective bidder, modify the bidding documents by an amendment / corrigendum. Any such amendment / corrigendum will be duly notified through newspapers and also uploaded on the Institute’s website. Prospective bidders are advised to check the
25. Institute’s website every now and then for any amendment / corrigendum. In order to provide reasonable time to take the amendment in to account in preparing the bid, NIT Meghalaya may extend the date and time for submission of bids.
26. The acceptance of the quotation will rest solely with the Director, NIT Meghalaya, who in the interest of the Institute is not bound to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotations received without assigning any reasons.
27. **Force Majeure:**
If the performance of the obligation of either party is rendered commercially impossible by any of the events hereafter mentioned that party shall be under no obligation to perform the agreement under order after giving notice of 15 days from the date of such an event in writing to the other party, and the events referred to are as follows:
- Any law, statute or ordinance, order action or regulations of the Government of India,
 - Any kind of natural disaster, and
 - Strikes, acts of the Public enemy, war, insurrections, riots, lockouts, sabotage.
28. **Termination for default:** Default is said to have occurred
- If the equipment or any of its component is found having poor workmanship, faulty designs, poor performance and bad quality of materials used.
 - If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by NIT.
 - If the supplier fails to perform any other obligation(s) under the contract.
- Under the above circumstances NIT may terminate the contract / purchase order in whole or in part and forfeit the EMD/Security Deposit/PBG as applicable. In addition to above, NIT may at its discretion also take the following actions: NIT may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaultingsuppliershallbeliabletocompensateNITforanyextraexpenditureinvolvedtowards goods and services obtained.

29. Applicable Law:

- The contract shall be governed by the laws and procedures established by Govt. of India and subject to exclusive jurisdiction of Competent Court and Forum in Shillong/India only.
- Any dispute arising out of this purchase shall be referred to the Director NIT Meghalaya, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Director of the Institute. The decision of such Arbitrator shall be final and binding on both the parties.

Sd/-
Registrar

Encl.: ANNEXURE-I, ANNEXURE-II, ANNEXURE-III

Annexure –I

A. COMPLIANCE CERTIFICATE FOR NIQ TERMS
(To be enclosed in the Technical bid)

Sl. No.	NIQ Terms and Conditions	Yes/No
01	Rate quoted as per instruction	
02	AMC rate after warranty provided	
03	Validity of quoted rate for 120 days agreed	
04	PBG term agreed	
05	Payment term agreed	
06	Delivery terms agreed	
07	Warranty period agreed	
08	Literature: Printed Literature provided	
09	Dealership / distributorship certificate (in case of dealers/agents) provided	
10	Equipment breakdown clause agreed	
11	After Sales Service: address of after Sales Service centre in India (for imported goods)/ in the region provided	
12	Manufacturer certificate provided	
13	ISO/ ISI certification provided	
14	Applicable law terms agreed	
15	“Bid Security Declaration” accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents.	

Signature with Seal:.....

Vendor: M/s.....

Annexure -I

B. COMPLIANCE CERTIFICATE FOR SPECIFICATIONS
(One for each item, must be closed in the Technical bid)

Item Sl. No.		Item Name:	
Quoted Product:	Make:	Model No:	
Specifications as per Annexure-III		Quoted Item Specifications*	Complied/ Deviation
Parameter	Specification		

Signature with Seal:

Vendor: M/S

***Vendor must quote the parameter specifications of the quoted product in this column and not just copy the specification from the tender call document. Failure to do so will lead to rejection of the tender.**

Annexure -II

PERFORMANCE BANK GUARANTEE

To,
The Director
National Institute of Technology Meghalaya
Bijni Complex, Laitumkhrah, Shillong-93003
Meghalaya

WHEREAS.....(Name of Supplier)
herein after called "the Supplier" has undertaken, in pursuance of Contract No..... dated,.....
20...to supply (Description of Goods and Services) hereinafter called "the order".

AND WHEREAS it has been stipulated by you in the said order that the Supplier shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the order.

AND WHEREAS we have agreed to give the Supplier a Guarantee:
THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of (Amount of the Guarantee in Words and Figures) and we under take to pay you, up on your first written demand declaring the Supplier to be in default under the order and without cavil or argument, any sum or sums with in the limit of
..... (Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until theday of.....20.....

Signature and Seal of Guarantors

.....
.....
.....

Date.....20....

Address:.....

.....
.....

All correspondence with reference to this guarantee shall be made at the following address:

Director,
National Institute of Technology Meghalaya
Bijni Complex, Laitumkhrah, Shillong-
793003 Meghalaya

ANNEXURE-III
Technical Specification

Item: Muffle Furnace		
1)	Control zone	Single
2)	Maximum operation temperature	1400 °C or higher
3)	Continuous working temperature	1400° or higher
4)	Hot zone W x H x D	150 mm x 150 mm x 200 mm: 4.5 liters or bigger
5)	Rate of heating (°C per minute)	5 °C/min or higher
6)	Door type	Swivel aside or front opening
7)	Construction	Dual body construction in C R C Powder Coated Steel (Rust Free Steel)
8)	Skin temperature at 1400 °C	< 60 °C
9)	Insulation type	All vacuum formed fiber board insulation or are Light weight with ceramic wool insulation
10)	Number of insulation layers	3 or more
11)	Heating element type	SiC Heating element
12)	Thermocouple type	R/S Type (should be properly protected)
13)	Temperature control system	PID
14)	Temperature control resolution and control accuracy	+/- 1 °C or less
15)	Display	LED or LCD
16)	Power Supply	230 V, single phase
17)	Warranty	Minimum One year
18)	Installation and demo	Installation and demo from the supplier