

**DIBRUGARH POLYTECHNIC
LAHOWAL::DIBRUGARH
ASSAM**

CALL:- 0373 2381749

E-MAIL:principal.dibpoly@rediffmail.com web site: www.dibrugarhpolytechnic.org

Ref: DP / NEQIP/PUR-1 / 14/ 2190-91

DT.03-03- 2015

**NOTICE INVITING TENDER (NIT)
FOR SUPPLY & INSTALLATION OF MACHINES & EQUIPMENTS TO DIBRUGARH
POLYTECHNIC UNDER AICTE-NEQIP SCHEME**

The Principal, Dibrugarh Polytechnic, Lahowal invites quotation for supply & Installation of Machines & Equipments as per details at **ANNEXURE-IV, in Two Bids** to reach the undersigned on or before .

| Sl No. | Reference No. | Items | Qty | EMD (Rs.) in the form of DD | Tender Document Fee (Rs.) |
|--------|--|---|--------------------|-----------------------------|---------------------------|
| 01. | DP / NEQIP/PUR-1 / 14/ 2190-91 Dated 03-03-2015 | Supply & Installation of Machines & Equipments on turnkey basis to be installed at Dibugarh Polytechnic, Lahowal, Dibrugarh, Assam | One Package | @2% | NIL |

1). Last date & Time for Submission: 25-03-2015 (14.00 HRS)

2). Date/Time for Opening of Tech. Bids: 25-03-2015 (14.30 HRS)

**After evaluation of technical bids, financial bids of the successful bidders will be opened on a later date which will be notified in the Institute website
Venue of Bid Opening at O/O Principal, Dibrugarh Polytechnic, Lahowal Assam**

BID INSTRUCTION:

01. Quotations will have to be submitted in TWO Bids. i.e. Technical bid and Financial Bid, in hard copy as well as in soft copy (soft copy must be in MS word 2007 provided in separate CDs for Technical Bid and Financial Bid). Both hard copy and soft copy of Technical Bid should be in one sealed envelope specifically mentioning "Technical Bid" on the cover of the envelope similarly for Financial Bid also. Further, these two sealed Bids must be kept inside one big envelop.

The address of the firm submitting the quotation and the Officer to whom the quotation is addressed must appear distinctly on sealed covers. Further, on sealed cover, the following are to be written:

QUOTATION FOR SUPPLY & INSTALLATION OF MACHINES & EQUIPMENTS TO
DIBRUGARH POLYTECHNIC UNDER AICTE-NEQIP SCHEME .

NIT REF NO. DP / NEQIP/PUR-1 / 14/ 2190-91 dated 03-03-2015

02 Submission of Compliance Certificate: Duly filled and signed Compliance Certificates (as per formats at **Annexure I(A & 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 firm's must appear on all the papers and envelopes submitted.

QUALIFICATION REQUIREMENTS

1. The Bidder should be a firm of reputation having sufficient expertise and experience in the subject tender with sound warranty / service support capability and authorization from manufacturers.
2. The Bidder has to quote for all the items in the NIT, Bidders who do not Quote for all the items are subject to be disqualified.

NIT TERMS & CONDITIONS:

1. **Rates:** Rates quoted in the **Price Bid** should be **on DOOR DELIVERY Dibrugarh Polytechnic, Lahowal, Assam basis**, as per details below:

| Sl. No. | Particulars | Rate |
|----------------|---|-------------|
| I | Basic Price (per unit) | |
| | Total | |
| | Taxes(pl. give break up) | |
| | Grand Total for the item up to Dibrugarh Polytechnic campus | |

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.

02. **Validity of Quotation:** Quoted rates must be valid for **90 days** from the date of quotation.
03. **Warranty:** The quoted equipment and components must be warranted for a minimum of one Year or period specified against the item.
4. **Literature a must:** All the quotations must be supported by the printed technical leaflet/literature and the specifications mentioned in the quotation must be reflected/ supported by such printed technical leaflet/literature. The model and specifications quoted should **invariably be highlighted** in the leaflet/literature for easy reference.
5. **After Sales Service:** Vendors should clearly state the available nearest after sales service facilities in the region, without which their offers will be rejected.
6. **Dealership Certificate:** Dealers or Agents quoting on behalf of Manufacturer must enclose Valid dealership certificate.
07. **Earnest Money:**
Refundable earnest money deposit (EMD) @ 2% on Total Quoted Price through demand draft drawn in favour of "The Principal, Dibrugarh Polytechnic", payable at Dibrugarh, will have to accompany the technical Bid. The EMD of unsuccessful bidders shall be returned after award of contract. EMD of the successful bidder will be released after the safe delivery of items. Offers received without Earnest Money or valid Certificate shall be summarily rejected.
08. **Performance Bank Guarantee (PBG):** In case of items with order value of Rupees five lakh (INR 5,00,000/-) and above, the successful bidder shall furnish an unconditional PBG (as per format at Annexure II) for 5% of the Purchase Order value from a scheduled Bank of India, after

receiving the purchase order. Where the PBG is obtained by a foreign bank, it shall be got confirmed by a Schedule Indian bank and shall be governed by Indian Laws and be subject to the jurisdiction of courts at Dibrugarh. 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.
- (c) This guarantee shall be operative from the date of installation till 180 days after the warranty period.

9. Delivery:

- a) **Time Limit:** Maximum within 10-12 Weeks 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 Dibrugarh Polytechnic 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 Dibrugarh Polytechnic Lahowal, Assam.
- d) **Part Delivery:** Acceptance of part delivery shall be a prerogative of the institute.

10. Conditional tenders not acceptable: All the terms and conditions mentioned herein 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 Dibrugarh Polytechnic.

11. Road Permit: Dibrugarh Polytechnic will not provide any Road Permit to the Vendors.

12. VAT deduction at source: In case of suppliers within Assam, VAT deduction at source, as per Order/ notification of the Govt. of Assam will be applicable.

13. 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.

14. Payment: payment will be made within 30(thirty) days from date of installation, successful test run and acceptance.

15. Enquiry during the course of evaluation not allowed: 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.

16. The acceptance of the quotation will rest solely with the Principal, Dibrugarh Polytechnic, 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.

17. 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:

i. Any law, statute or ordinance, order action or regulations of the Government of India,
Any kind of natural disaster, and

ii. Strikes, acts of the Public enemy, war, insurrections, riots, lockouts, sabotage.

18. Applicable Law:

- (a) 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 /Dibrugarh/Guwahati/Assam.
- (b) Any dispute arising out of this purchase shall be referred to The Principal, Dibrugarh Polytechnic, Lahowal, Assam 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 Principal of the Institute. The decision of such Arbitrator shall be final and binding on both the parties.

Sd/-

**Principal
Dibrugarh Polytechnic,
Dibrugarh - 786010**

Encl.: **ANNEXURE-I, ANNEXURE-II, ANNEXURE-III & ANNEXURE-IV**

NO: DP/NEQIP/PUR-1/14/2190-91

DTD. 03-03-2015

Copy to:

1. Institute Notice Board for Display.
2. Accountant/ Cashier, Dibrugarh Polytechnic for necessary action.
3. Institute Website www.dibrugarhpolytechnic.org .
4. File.

**Principal
Dibrugarh Polytechnic,
Dibrugarh - 786010**

Annexure -I

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

| Sl. No. | NIT Terms and Conditions | Yes/No |
|----------------|---|---------------|
| 01 | Rate quoted as per instruction | |
| 02 | Validity of quoted rate for 90 days agreed | |
| 03 | EMD submitted (appropriate certificate enclosed) | |
| 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 | Sales Service: address of after Sales Service centre in India (for imported goods)/ in the region provided | |
| 11 | Applicable law terms agreed | |

Signature with Seal:.....

Vendor: M/s.....

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

| Sl.no | Specifications as per Annexure-IV | Quoted Item Specs.* | Complied (Yes/No) |
|-------|-----------------------------------|---------------------|----------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Signature with Seal:.....

Vendor: M/s.....

*** Vendor must quote the parameter specification 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 Principal , Dibrugarh Polytechnic
Lahowal, Dibrugarh Assam

whereas_ (Name of Supplier)
hereinafter 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 undertake to pay you, upon your first written demand declaring the Supplier to be in default under the order and without cavil or argument, any sum or sums within 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 the day of..... 20.....

Signature and Seal of Guarantors

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

Date..... 20....

Address:.....

.....
.....

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

The Principal , Dibrugarh Polytechnic ,Lahowal Dibrugarh, Assam

Annexure -III

MANUFACTURERS' AUTHORIZATION FORM

No.

Dated _____

The Principal , Dibrugarh Polytechnic, Lahowal
Dibrugarh, Assam

Dear Sir,

We..... who are established and reputable
manufacturers ofhaving factories at-

(address of factory) do hereby certify
that.....

.....(Name of the Authorised Dealer)is our authorized dealer to quote
against your tender enquiry no

.....
,Last Date of Submission is:

No other Company other than(Name of
the Authorised Dealer) is authorised to quote of our products against this Tender Enquiry

No.....

Yours faithfully,

(Name)

(Name of manufacturers)

Annexure –IV

Technical Specification for ENGINEERING MECHANICS LABORATORY.

| SL NO | ITEMS | SPECIFICATION | QNTY | RATE |
|-------|---|--|----------------|------|
| 1 | Bell crank lever on angle iron base with weights | i) A lever of well seasoned wood having horizontal arm 75 cm and vertical arm 20 cm. ii) A spring balance of 10 kg capacity with adjustable wing nut at shorter ends iii) A set of slotted cast iron weight of .5 kg with necessary one hanger (four slotted weight and one hanger of .5 kg) Total weight 2.5 kg | 2 nos | |
| 2 | Polygon and triangle of forces apparatus with iron slotted weights | i) Size 75X70 sq cm ii) weight 50 gms iii) Four hangers of 50gms | 2 nos | |
| 3 | Universal force table (normal) with iron slotted weights and aluminum pulleys | i) Weight 2.5 kg ii) cast aluminium plate of 400 mm diameter. iii) Graduated in 360 degrees. | 2 nos | |
| 4 | Parallel forces apparatus (Tubular spring balance with 1 kg conical weights) | i) Hooks and two 1kg weight ii) 10 kg dial type balance iii) 20 kg dial type balance | 2 nos | |
| 5 | Friction slide apparatus without weight | i) 15X60 sqcm wooden board with glass top hinged on an iron base. ii) A 5 cm frictionless pulley is attached to the end iii) One set of three wooden carriages with different bottom surfaces (wooden, glass & iron) | 2 nos | |
| 6 | Screw Jack | i) Screw with a pitch of 5mm carrying double flanged turn table of about 20 cm dia. ii) Fitted on a heavy cast iron base and complete two adjustable pulleys, cord, hooks | 1 no | |
| 7 | Parallelogram forces apparatus wall pattern completer | i) A wooden board of 50X60 sq cm with wall brackets. ii) Two frictionless clamp pulleys iii) Three set of slotted weight of iron nickelled each set containing nine weights & one hanger of 50 gms | 2 nos | |
| 8 | Slotted weights Iron C.P set of 4 & 1 hanger | i) 50 gm each, total 250 gms ii) 100 gm each total 500gms | 6 nos 6 nos | |

| | | | | |
|----|---|---|-------|--|
| 9 | Analytical weight box | Brass A grade with 100 gms,200 gms certificate | 3 nos | |
| 10 | Combined inclined plane and friction slide apparatus with wooden base and without weights | i)A wooden plane 90X18 sq cm ii) Frictionless pulley,linear and circular scale,pan,a wheeled trolley | 1 no | |

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