

INDIRA GANDHI INSTITUTE OF TECHNOLOGY (IGIT)
SARANG, DHENKANAL (ODISHA)-759146
(An Autonomous Institute of Govt. of Odisha)

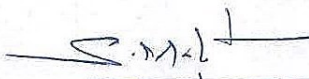
No. IGIT/PA/329

Date: 11/07/2024

TENDER CALL NOTICE

Sealed Tenders are invited from eligible reputed OEM (Original Equipment Manufacturer)/ Authorized Distributor / Authorized Retailer / Authorized Dealer/ Authorized sales & supply to Supply, installation and demonstration of different Equipment for the project sponsored from the Science & Engineering Research Board (SERB), New Delhi, in the Department of Mechanical Engineering at IGIT, Sarang. Interested bidders may apply in the prescribed tender format which is available on the Institute website www.igitsarang.ac.in from Dt: 25/07/2024 along with non-refundable fees as per actual in shape of account payee demand draft in favor of "Principal investigator EEQ/2023/000611, BANK, Bank IFSC Code: SBIN0010246, MICR Number:759002523". Last date for receipt of the Tender document

(Technical & Financial Bid) is Dt: 30/08/2024, 04.30 P.M.


11/07/2024
DIRECTOR
Director
Indira Gandhi Institute of Technology
Sarang, Dist. Dhenkanal

**INDIRA GANDHI INSTITUTE OF TECHNOLOGY (IGIT), SARANG, Dhenkanal-
759146**



Request for Proposal (RFP)

Purchase of Equipment for the project sponsored from

The Science & Engineering Research Board (SERB), New Delhi.

in the Department of Mechanical Engineering

at

IGIT, Sarang

DISCLAIMER

Indira Gandhi Institute of Technology (IGIT), Sarang is inviting eligible interested Vendors/suppliers/manufactures to submit a request for Proposal (RFP) for supply, installation and demonstration of Equipment for the project sponsored from the Science & Engineering Research Board (SERB), New Delhi, in the Department of Mechanical Engineering at IGIT, Sarang.

No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed between Indira Gandhi Institute of Technology (IGIT), Sarang and the Vendor/supplier/manufacture concerned. Indira Gandhi Institute of Technology (IGIT), Sarang reserves the right not to proceed with the implementation of the project.

NOTICE INVITING RFP

Indira Gandhi Institute of Technology (IGIT) Sarang
Sarang, Dhenkanal-759146
Odisha

No. **IGIT/PA/330**

Dated: **11/07/2024.**

Request for Proposal (RFP)

Indira Gandhi Institute of Technology (IGIT) Sarang, Dhenkanal, Odisha-759146 invites applications for Request for Proposal (RFP) from eligible interested and experienced OEM / Authorized Distributor / Authorized Retailer / Authorized Dealer/ Authorized sales & supply for supply, installation and demonstration of different Equipment for the project sponsored from The Science & Engineering Research Board (SERB), New Delhi. in the Department of Mechanical Engineering at IGIT, Sarang.

The sealed cover superscribed 'Request for proposal for 'Supply, installation and demonstration of different Equipment 'in the Department of Mechanical Engineering, IGIT Sarang shall be opened on for the technical bid and on for the financial bid to be intimated through the Institute website www.igitsarang.ac.in. The sealed cover shall contain two sealed covered envelopes Part-I (Technical bid) and Part-II (Financial bid). The Part-I (Technical bid) shall be opened on the same day as mention in presence of Vendors/suppliers/manufactures or representative and project evaluation committee members. The Part- I (Technical bid) shall contain Bank draft for earnest money. Tender fee and other documents as noted in 'Schedule for submission of RFP'. The Part- I (Technical bid) without a bank draft for earnest money shall be rejected outright. The Part-I (Technical bid) shall be evaluated in accordance with qualification criteria for short-listing the Vendors/suppliers/manufactures as prescribed in the RFP document. The Part- II (Financial bid) the opening date in 'Schedule for submission of RFP'.

Part -I (superscribing Technical bid)

The Technical bid (Annexure -I.1 and I.2 enclosed) shall detail the technical specifications of the project equipment compliance to the specifications detailed in the RFP. Checklist for Technical Bid, supporting documents such as certificate of incorporation, memorandum of Association, copy of PAN, GST certificate, work order copy/ experience certificates, IT returns

of last 3 years audited account statements, Vendors/suppliers/manufactures profile and other requisite documents. Bank Draft for earnest money shall be kept in separate envelope marked as 'EMD' and be placed within this envelope. Any other relevant papers, which a Vendor/suppliers/manufactures feels necessary along with the Terms and Conditions duly signed and accepted by the Vendor/suppliers/manufactures shall form part of this Technical bid.

Part -II (superscribing Financial Bid)

The Financial bid shall give detailed price in INR of project equipment , taxes and other work as per the pro-forma in Annexure -II enclosed.

IGIT, Sarang shall not be liable for any expenses incurred by the Vendor/suppliers/manufactures in preparing the bid documents for this RFP or for any correspondence or for any negotiations associated with the award of a contract.

Late Applications: Any application, received after the last date and time i.e., 30/08/2024, 4.30 P.M. for submission, shall not be accepted. Applications received after the last date shall be summarily rejected and returned unopened.

The completed application (response document), (printed, signed and bound copy) shall be submitted in a sealed cover superscribed with the title **“For supply, installation and demonstration of project equipment for the project sponsored from The Science & Engineering Research Board (SERB), New Delhi”** at the address given below (by registered/speed post only / Indian Postal Services only):

**To
The HOD, Mechanical Engineering.
Indira Gandhi Institute of Technology, Sarang,
Dhenkanal-759146, Odisha, India.**

The RFP document, instruction to Vendor/suppliers/manufactures, other detailed terms and conditions can be downloaded from the website: <http://www.igitsarang.ac.in>.

Last date and time of submission of tender	30/08/2024, 4.30 P.M.
Cost of the tender Fee	Rs 500/- (Rupees Four Hundred only)
EMD for item	2% of tendering value (ANNEXURE- II)

Important Details

The document is prepared by IGIT, Sarang. It should not be reused or used in any form either fully or partially by any other organization or firm. The information provided by the Vendors/suppliers/manufactures in response to this tender document shall become property of IGIT, Sarang and shall not be returned.

SCHEDULE FOR SUBMISSION OF RFP

The following are the schedule of events for this purchase for the project. The schedule is subject to change depending on the outcome of the events / responses of the events and a final schedule shall be established prior to contracting with the successful Vendor/suppliers/manufactures(s).

Event	Date and Time
Availability of RFP Document at IGIT Sarang Website	25/07/2024
Last Date and time for submission of completed RFP Document	30/08/2024, 4.30 P.M.
Opening of RFP (Technical Bid)	06/09/2024, 11.00 A.M.
Opening of RFP (Financial Bid)	06/09/2024, 12.30 A.M.

1. SCOPE OF WORK

For supply, installation and demonstration of Equipment for the project in the Department of Mechanical Engineering.

2. VALIDITY OF RFP

The RFP response submitted by the applicants shall remain valid for a period of 90 (Ninety) days after the date of RFP response opening prescribed in this document. A RFP response which is valid for shorter period may be rejected as nonresponsive.

3. EARNEST MONEY DEPOSIT (EMD)

(a) EMD in form of a Demand Draft drawn in favor of : **‘Principal Investigator EEQ/2023/000611’** , **Bank IFSC Code:SBIN0010246, MICR Number:759002523 and payable at IGIT, Sarang** from any Nationalized Bank must be submitted along with the Part –I Technical Bid in a separate envelope. The Bids not accompanied by EMD shall be rejected as non-responsive.

(b) No interest shall be payable by the Institute for the sum deposited as EMD.

- (c) The EMD of the unsuccessful Vendor/suppliers/manufactures would be returned within one month of the signing of the contract.
- (d) No bank guarantee shall be accepted in lieu of the EMD.

4. FORFEITURE OF EARNEST MONEY DEPOSIT (EMD)

The EMD shall be forfeited by the IGIT, Sarang in the following events:

- a) If the bid is withdrawn during the validity period or any extension agreed by respondent Vendor/suppliers/manufactures there of.
- b) If the bid is varied or modified in a manner not acceptable to the IGIT, Sarang after opening of bids during the validity period or any extension thereof.
- c) If the respondent tries to influence the evaluation process.
- d) If the First ranked Vendor/suppliers/manufactures withdraws its bid during negotiations (failure to arrive at a consensus by both the parties shall not be construed as withdrawal of proposal by the consultant).

5. Eligibility Criteria:

Those who fulfill the following criteria are eligible to participate in the tender.

1. The tenderer must be an OEM / Authorized Distributor / Authorized Retailer / Authorized Dealer / Registered sales Supplier of a reputed manufacturer. Manufacturers should provide all documents relating to their Manufacturing Capabilities and the brand should be a registered trade mark.
2. If the tenderer is an Authorized Dealers of a reputed manufacturer, necessary Tender Specific authorization to this effect from the manufacturer must be enclosed.
3. The tenderer must have cleared Sales Tax and Income Tax payment up- to- date. Attested copies of Sales Tax Clearance Certificate or non-assessment certificate from the concerned Sales Tax Authority valid up- to-date and attested copy of Income Tax Clearance Certificate or non-assessment certificate, GST certificates from the competent authority, PAN Number must be enclosed along with the Tender documents.
4. The Bidder must have ISO certification. The OEM should have IIMS for valid Quality and environment compliance such as ISO 9001, 14001, 45001, 18001, IGBC, Green guard certificates. The copy of the above certificates shall be enclosed with technical bid.
5. The net worth of the Vendor/suppliers/manufactures should be certified from a registered CA shall be submitted
6. The Vendor/suppliers/manufactures should not be blacklisted. Declaration in this regard shall be submitted by the Vendor/suppliers/manufactures.
7. If the Vendor/suppliers/manufactures is found guilty and any discrepancies is submitted the documents the RFP of the Vendor/suppliers/manufactures shall be rejected and the Vendor/suppliers/manufactures shall be blacklisted.
8. The bidder should submit the model details with manuals in the technical bid as mentioned in the **Annexure-I.2**, otherwise, the bid shall be rejected .

6. General Term & Conditions

- i. In case, after Pre-bid meeting (wherever applicable) any modification(s) / addition(s) / deletion(s) or any alteration in the requirement(s) / specification(s) etc. is required, the same will be placed on the IGIT website-www.igitsarang.ac.in therefore, all the bidders are advised to visit our website before filling / submitted their tenders. No separate advertisement / information will be published in this regard in the Newspapers.
- ii. The offered rates will be valid initially for a period of one year. The Institute can place repeat order on the same terms & conditions within this period.
- iii. Acceptance of tender will be intimated to the successful tenderer through a Letter of Intent (LOI) duly signed by the authorized signatory of the institution.
- iv. EMD / Performance Security of successful bidder may be forfeited, if the bidder withdraws or amends or derogates from the tender in any respect.
- v. This tender is valid upto 180 days from the issue of tender notification.
- vi. IGIT's official(s) can visit the workplace of successful bidder and can review the progress of work and can instruct regarding quality aspect.
- vii. The rates quoted by the bidder shall be complete for supply and installing of the finished items as per the specification(s) and shall be inclusive of all applicable tax, duty(ies), loading, unloading, packing, transportation to IGIT, Sarang installation etc. and nothing extra / additional shall be payable beyond on these rates.
- viii. In any case, if tenders are not opened due to any reason, the Tender documents, processing Fee and EMD shall be returned to all bidders,
- ix. Conditional Tender will not be accepted,
- x. Successful bidder will be required to submit schedule of activities to complete the work order (daywise / Datewise) with technical bid document.
- xi. The supplier has to ensure the rectification of defects within **seven days** of the complaint during the period of guarantee.
- xii. AMC charges if any will be mentioned in the Tender.
- xiii. The tenderer is required to submit one-year onsite Guarantee i.e. to replace, the damaged equipments during the guarantee period or repair.
- xiv. The authority reserves the right to accept or cancel any or all tenders without assigning any reason there-of.
- xv. Proof of bills for the purchase of the materials as per our standard specification are submitted at the time of final payment.
- xvi. All items should be I.S.I standard.
- xvii. Technical leaflet of items with features & specification of designed make and model may be supplied with tender documents.
- xviii. Discount, if any admissible to the educational institutes over and above the qualified prices may be indicated or mentioned in the financial bids .

7. OTHER TERMS & CONDITIONS

1. General Terms

- I. The conditional/ incomplete bids or those received after the due date shall be summarily rejected.
- II. The award/ cancellation of work shall be decided at the sole discretion authority of IGIT,

Sarang. Invitation of Tenders/ quotations is not a commitment.

- III. The authority of IGIT, Sarang reserves the right to accept or reject in part or full or all the offers without assigning any reason thereof. Any decision of IGIT, Sarang in this regard shall be final and binding on the Vendor/suppliers/manufactures.
- IV. The Vendor/suppliers/manufactures shall abide by all labor laws such as payment of wages Act 1936 with up-to-date amendments, minimum wages Act 1948 with amendments etc and other laws as applicable during the execution of work.
- V. The institute shall make all payments through NEFT in Indian rupees. Necessary bank mandate detailing bank account number etc. shall be submitted by the Vendor/suppliers/manufactures after execution of agreement.
- VI. Neither party shall bear responsibility for the complete or partial non-performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods under the provisions of the present contract), if the non- performance results from the Force Majeure circumstances such as Flood, Fire, Earth Quake and other acts of God as well as War, Military operation, blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control that have arisen after signing of the present contract.
- VII. In case of any dispute arising out of or in connection with the contract either during the tenure of the contract or thereafter, the Director of the institute is the sole arbitrator to decide the same and his decision is final and binding on both the parties. If differences persist after arbitration and there are compelling reasons to go to court, it shall be decided in the court of Kamakhyanagar/Dhenkanal.

8. Price Stability

Contract prices and discounts as offered in the bid and accepted by IGIT, Sarang shall remain fixed during the contract period. In the event of price changes, replacement equipment shall be purchased at the lower quoted value or then the current market price. In no case shall a price higher than the contract price be paid for the equipment proposed. If IGIT, Sarang desires to purchase equipment or services not contained in the contract, future purchases shall be determined using the vendor/suppliers/manufactures specified discount rate in the proposal from the manufacturer's suggested retail price as of the date of the order. In no case shall the price exceed the favored Vendor/suppliers/manufactures prices.

9. Right to Reject

IGIT, Sarang reserves the right to reject all bids. Responses should be submitted initially with the most favorable terms that the Vendor/suppliers/manufactures can propose.

10. Standards

IGIT, Sarang expects that the Vendor/suppliers/manufactures would use standards,

11. IGIT, Sarang Involvement

Director, IGIT, Sarang with attention to the **HOD, Mechanical Engineering** shall be the single-point contact for the project. All major decisions must be made with the involvement and agreement of the Department of Mechanical Engineering. At no time must the Vendor/suppliers/manufactures hold back any information related to the IGIT.



11/07/2022

DIRECTOR

Director

Indira Gandhi Institute of Technology
Sarang, Dist. Dhenkanal

10.	Details of clients for who similar items supplied, along with value of orders executed. (A)	Details of the Client-	
		Name of items: -	
		Purchase Order No.	
		Date of Purchase Order Stipulated Date of Completion as per contract	
	Actual Date of completion:		
	Completion Cost: C Client Address, e-mail & Contact Number		
12	Details of other information		

DECLARATION

I _____ hereby declare that the documents submitted / enclosed are true and correct. In case any document at any stage found fake / incorrect, action as deemed fit by the _____ can be taken against me. Also we hereby accept all the Terms & Conditions of the Tender will abide by it.
A Processing Fee / EMD demand draft bearing No _____ dated drawn on _____ is enclosed with Technical bid.

Signature.
Name
Address ..
Mobile:....

Date: -

Seal of firm.

Items are to be quoted per unit price with Quantity

Sl. No.	Item Name	Specification	Qty. (Unit)
1.	Four-channel dynamic signal acquisition module for making high-accuracy measurements from IEPE senso	NI 9234 (The National Instruments 9233 and 9234) The four-channel dynamic signal acquisition module for making high-accuracy measurements from IEPE sensors.The module includes built-in anti-aliasing filters that automatically adjust to your sampling rate. It is ideal for a wide variety of mobile or portable applications such as industrial machine condition monitoring and in-vehicle noise, vibration, and harshness testing	01
2.	Compact DAQ One-Slot Bus-Powered USB Chassis	NI (The National Instruments) Compact DAQ Chassis feature USB, Ethernet, or WiFi connectivity and come in multiple slot counts to provide the right amount of I/O for various applications. Compact DAQ Chassis also offer multiple timing engines, which allow you to run multiple hardware-timed operations simultaneously with independent rates for analog input.	01
3.	Accelerometer with cable	NI-DAQ (The National Instruments) An accelerometer, a sensor that represents acceleration as a voltage, comes in two axial types. The most common accelerometer measures acceleration along only a single axis.	04
4.	Desktop /Laptop and Printer Processor intel i5 or any lower version (HP make) For Data acquisition system	Desktop /Laptop Printer Processor maximum intel i5 or any lower version (HP make) For Data acquisition system	01 (Desktop or Laptop) 01 (Printer)

Part-II**(Financial Bid)****Instruction for Financial Bid
Financial Bid submission-**

1. The price bid submitted by the shall be inclusive of all elements of costs and shall ensure that the following are also included therein: -

- The cost of delivery and installation at project sites.
- All the expenses like cost of loading, Unloading etc. at IGIT site.

Sl. No.	Name of the equipment/setup/device	Specification / Description	Quantity Required in numbers (s)	Unit cost	Total cost	GST	Total cost including GST, delivery at IGIT, Sarang
1.	Four-channel dynamic signal acquisition module for making high-accuracy measurements from IEPE senso		01				
2.	Compact DAQ One-Slot Bus-Powered USB Chassis		01				
3.	Accelerometer with cable		04				

Signature of Tender with Seal

4.	Desktop /Laptop Printer Processor intel i5 or any lower version (HP make) For Data acquisition system		01,01				
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*Brand, Make and Model should be mentioned in each items

Signature of Tender with Seal

UNDERTAKING

To

The Director,
IGIT Sarang,
ODISHA

Sir,

1. I / we the undersigned, certify that I/we have gone through the terms and conditions mentioned in the tender documents and undertake to comply with them.

2. It is further certified that our firm has not been blacklisted by any agency in India or abroad.

Dated:

SIGNATURE OF THE
TENDERER WITH SEAL

NAME OF THE
TENDERER WITH ADDRESS

ACCEPTANCE OF THE TENDERERS

All the clauses of tender document and Terms and Conditions as detailed in the Tender Document have been read/understood by me / us are acceptable to me / us. Me / We confirm that we will abide by these terms & conditions.

Dated: -

Signature

(Name in Block letters) _____ Name of Tenderer _____

Address _____ Address with stamp

Annexure - IV

CHECK LIST

TENDER NO:

1. Tender Fee Demand Draft_____
2. EMD Demand Draft_____
3. Registration certificate of the firm_____
4. PAN No_____
5. Service Tax_____
6. Sales Tax/VAT/WCT/TIN_____
7. Experience Certificate (Last 3 years)_____
8. Turnover Certificate issued by CA (Last 3 years)_____
9. Income Tax Returns (Last 3 years)_____
10. Annexure_____
11. Undertaking_____

**SIGNATURE OF THE TENDERER
WITH SEAL**