



Institute of Infrastructure, Technology, Research And Management

(An Autonomous University established by Government of Gujarat)
IITRAM Campus, Parishkar Campus, Near Khokhra Circle,
Maninagar (East), Ahmedabad – 380026.

Phone: 079-67775430

E-mail: office@iitram.ac.in

Website : www.iitram.ac.in

Tender No: 2022/27

Date: 26/09/2022

NOTICE INVITING TENDER

BID FORM for Procurement of Lab Scale Rotational Moulding Machine

Important Information

Date of issue	26/09/2022
E-Tender fees	Rs.1770/- (Inclusive of 18% GST)
EMD	Rs.25,500/-
Last date of online BID submission	01/11/2022 till 17:00 hrs.
Last date of physical BID submission	02/11/2022 till 17:00 hrs.
Opening of technical BID	09/11/2022 at 11:00 hrs.
Opening of Financial BID	To be Announced Later
Tender Inviting Authority and address	Registrar, IITRAM, Near Khokhara Circle, Maninagar East, Ahmedabad- 380026, Phone- 079 67775430, 67775488

NOTICE INVITING TENDER

BID FORM for Procurement of Lab Scale Rotational Moulding Machine

Dear Sir/Madam,

The Institute of Infrastructure Technology Research And Management (IITRAM) invites quotations for “**Procurement of Lab Scale Rotational Moulding Machine**” from manufacturer or authorized distributor under “two bid system in e-Tender format.” Interested parties who wish to participate in tender may obtain the tender documents from IITRAM website www.iitram.ac.in or from <https://education.nprocure.com>. Bidders need to submit the technical documents through RPAD, speed post or in person till the last date and time prescribed for submission. Tender sent by other means will not be accepted in any case. EMD, Tender Fee, and other essential documents should be submitted for each quoted items on or before (02/11/2022 till 17:00 hrs) in the office of the IITRAM, Khokhara Circle, Maninagar (East), Ahmedabad-380026. Financial bid is to be submitted in electronic form only on n-procure site. (<https://education.nprocure.com>).

1. ELIGIBILITY CRITERIA:

1. The firm should have PAN No. Enclose a copy of the PAN Card.
2. The firm should be registered with GST. Enclose a copy of the Registration No.
3. The firm has to submit at least last three years Income Tax Return of their firm.
4. The firm has to submit the Firm Registration Certificate.
5. The firm has to submit the Authorization Letter from the Original Manufacturer in case if the firm is a Distributor or a Supplier.

2. GENERAL TERMS AND CONDITIONS:

1. The bidder may quote for all the items mentioned in Appendix-I.
2. The bid is to be quoted for full quantity mentioned in the bid document as per appendix. Part quantity will not be accepted.
3. The price quoted shall include taxes, other levies payable, all freight, packing & forwarding, transportation, loading & unloading custom duty and excise duty & other duties, other charges to supply Goods at IITRAM.
4. Rates quoted should also include installation, commissioning and training of material / instruments / equipment / machines at our site.
5. The items for which quotations have been submitted must be in accordance with the specifications given in Appendix-I.
6. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
7. The offer shall be valid up to 90 days from the date of opening of technical bid.
8. The tender is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the schedule tender are not fully filled in. Particular attention must be paid to delivery date and also to the particulars referred to in the condition of the contract.
9. Financial bids will be opened in online format of technically qualified bidders only.
10. Tenders not complying with the above conditions are liable to be rejected at the sole discretion of IITRAM without any further reference / communication.

11. This tender is not transferable.
12. IITRAM reserves the right to choose, accept or reject any or all requests/deviations/offers, in full or part and also reserve the right at any stage to reduce or increase the quantity and split the order.
13. The Bidder has to submit Photocopy of PAN card, document showing GST Number, firm registration certificate and at least last three years' Income Tax Return of their firm along with tender documents. If firm is newly established, provide chartered accountant certificate to make firm eligible for tender. In case of foreign company/organization/ industry, has to provide necessary document like firm registration, original manufacturing certificate etc. Otherwise, it shall be liable for disqualification of this e-tender.
14. **Security deposit:** The successful firm shall be required to deposit Performance Bank Guarantee (PBG) from any Nationalized Bank @5% of the cost of the items to be supplied for the duration of warranty plus additional two months in favor of "IITRAM" within 30 days of the receipt of the Purchase Order. If the firm fails to comply with the above requirements within the said period, the EMD already deposited by him/ them shall be applicable for forfeiture and IITRAM shall purchase the items required at the risk and cost of the successful firm.
15. This Performance Security will be returned (without any interest) within 30 (working) days after satisfactorily completion of warranty period.
16. The successful Bidder shall have to enter into the agreement in the prescribed Performa provided by IITRAM (On Rs. 300 Stamp Paper).
17. All or any Claim(s), dispute(s) or difference(s) arising out of or in with connection with this agreement shall be subject to the jurisdiction of the Courts at Ahmedabad only.
18. Any loss or damage caused to the article in transit is to be made up item by the supplier free of cost within period of 30 days.
19. If any civil work to be required for installation and commissioning then the supplier shall arrange the essential drawing.
20. Technical experts of manufacturers should provide adequate training to all the staffs involved.
21. Instrument/Equipments/Machines/Goods should be vibration free and provided with vibration absorbing pads.
22. If the firm is blacklisted by central government or state government or any other government body then its submitted tender will be rejected. It is essential for bidder/firm to submit undertaking (Annexure-IV) on its letter head that the bidder/firm is not blacklisted failing which the tender will be **summarily rejected**.
23. Successful bidder has to visit the site personally and make necessary arrangements to install machine/material/goods/instruments/equipment after receiving the purchase order within 30 days.
24. No Bidder shall withdraw his rates after the tender is opened. If a Bidder does so, his tender related deposit/s shall be forfeited and such Bidder shall be considered ineligible for work/contract in future.

3. SUBMISSION OF BIDS:

1. The Tender document can be downloaded from website www.iitram.ac.in or from [https:// education.nprocure.com](https://education.nprocure.com). The fully filled in and complete in all respect tender must be submitted with **Tender fee & EMD** (As per Annexure-I) in the form of Demand Draft in separate cover in favor of the "Registrar, Institute Of Infrastructure Technology Research And Management" payable at Ahmedabad. Please mention tender number, item name and name of bidder on backside of DD.

2. All parties have to pay EMD and Tender fee otherwise, tender will be **summarily rejected**.
3. The EMD is refundable (without any interest) within 30 (Working) days after successful award of Purchase Order:
4. **EMD of unsuccessful suppliers / vendors will be returned within 30 (Thirty) working days from the date of award of Purchase Order.**
5. **EMD of successful supplier / vendor will be returned within 30 (Thirty) working days after submission Performance Security.**
6. **The EMD shall be forfeited:** If the bidder withdraws his bid during the validity period of the bid.
7. The bidder has to submit the tender in two parts viz, (a) Technical Bid in envelop no.1 and (b) EMD in envelope No.2 both these envelopes should be sealed and put together in a covering envelope, super scribed with, **“Please Don’t Open bid for Procurement of Lab Scale Rotational Moulding Machine”** with due date, tender number, item name and complete address.
8. The bidder has to submit financial quotation online only at www.nprocure.com website.
9. The bidder has to provide the make, model and detail technical specifications of the quoted item(s) and provide the technical specification of item as mentioned in Appendix-I. Without this information, bid submitted by the bidder will be rejected.
10. It is essential for bidder/firm to submit Annexure-I, II, IV, Appendix & Tender documents (all pages) duly filled, signed, sealed & stamped manner in hardcopy, failing which the tender will be **summarily rejected**.
11. Price quoted “ONLINE” will only be considered for L1.

4. EVALUATION OF QUOTATIONS:

The tender evaluation committee of the IITRAM will evaluate and compare the received quotations to establish the substantially responsive tender i.e. (i) tender is complete (ii) properly signed (iii) confirm the terms/conditions and specifications. Further, the financial evaluation will be done only for the substantially responsive tender based on the following parameter(s):

- Total Price quoted (online only) for a unit as per specifications mentioned in **Appendix-I**

5. AWARD OF CONTRACT:

1. IITRAM will award the contract to the successful bidder (i.e. whose quotation has been determined to be substantially responsive and contains the lowest evaluated quotation price.)
2. Notwithstanding the above, IITRAM reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time prior to the award of contract without giving any reason.
3. The bidder whose bid is accepted will be notified of the award of contract by the IITRAM prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

4. Inspection: Pre-dispatch inspection at Bidders site or inspection after the delivery of goods, as the case may be.
5. Inspection Charges @0.5% within Gujarat State and inspection charges @1% for outside Gujarat State of the total order value should be borne by the bidder.
6. Security Deposit: Successful tenderer shall be required to furnish/deposit "Performance Bank Guarantee" (PBG) for the value of five percentage (5%) of cost of the order, from any of the nationalized banks.

6. DELIVERY OF GOODS:

1. The Equipment/ Instrument/ Machines/ Goods/ Item are to be delivered within a maximum time limit of 90 days from the issue of purchase order. However, in case of imported Equipments/ Instrument/ Machines/ Goods/ Item are can be delivered within a maximum time limit of 120 days from the issue of purchase order.
2. After the receipt of items/Goods in acceptable condition at IITRAM, Ahmedabad bidder has to install Equipment/ Instrument/ Machines/ Goods/ Item within 30 Days. Bidder have to specify delivery period along with the technical documents.
3. **Penalty:** Penalty of 1% per week of order value will be charged after duration specified above individually. Further, 06 weeks or above delay from above mention days may lead to cancellation of order at the discretion of the university and forfeiting of Performance Security or Maximum Penalty shall be 10%.

7. WARRANTY:

1. Minimum One-year complete warranty from the date of complete installation, commissioning and erection of all the Equipment/Instruments/Machines/Goods at our site.
2. Warranty certificate should be provided by original manufacturer in case of bidder is distributor or supplier on company's letter head.

8. TERMS OF PAYMENT:

1. The payment in INR will be released against firm Tax Invoice through the "CROSSED BANK CHEQUE" instrument within 30 days' credit period after acceptance of successful delivery, installation at IITRAM.

Address for the Physical BID Submission:

**The Registrar (In-charge),
Institute of Infrastructure, Technology, Research And Management,
Near Khokhara Circle, Maninagar (East), Ahmedabad- 380026.**

I/c. Registrar