

(By Speed Post)

INVITATION FOR TENDER / QUOTATION

Tele No. : (020) 24304235 / 24304239
(020) 24389318
Fax : ARMINST (E)
Telegram :



Defence Institute of Advanced Technology
(Deemed University) Girinagar, Pune-411025.
(An Autonomous Organization fully funded by
Department of Defence Research & Development,
Ministry of Defence)

TE NO.	DIAT/MMG/TE/2018-19/83 /D-1			Date:	27 th Mar 2019		
Due Date:	On or Before 30/04/2019	Due Time:	1430	Opening Date:	On or Before 30/04/2019	Opening Time	1445

To

Dear Sirs,

1. Quotation in Indian Rupees is invited for the under mentioned stores by The Vice Chancellor, Defence Institute of Advanced Technology (DU) Girinagar, Pune – 411 025 as per the terms and conditions enclosed.

Sr. No.	Code Ref.	Description of stores	Unit of measures	Qty required
1		Annual Maintenance Contract for Rotary Evaporator with vacuum pump and chiller .	Nos	02

2. Please forward your combined bid (Techno-commercial and Price) in a sealed cover thus marked accordingly along with copy of GST Registration Certificate. Your bid is liable to be rejected if copy of GST Registration Certificate is not enclosed with it.

3. Clarifications may however be sought from you on certain Techno-commercial aspects requiring elucidation and to delineate a panel of acceptable offers at reasonable price for placement of order. This may be kept in mind while submitting your offer. Price Negotiations may be done only with the lowest, if necessary.

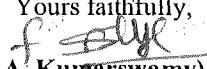
4. Warranty/AMC: (01) One Year.

5. Technical Compliance Report to be submitted along with Technical Bid, else bid is liable to be rejected.

6. Unsealed or stapled quotations are liable to be rejected.

- Notes: 1. Please enclose samples / brochures.
2. Free issue material to be provided by the laboratory attached at appendix

Thanking you,

Yours faithfully,

(Prof. Dr. A. Kumarswamy)
HMMG
For Vice Chancellor

TECHNICAL SPECIFICATIONS

FOR

ANNUAL MAINTENANCE CONTRACT FOR 02 QUANTITIES OF
ROTARY EVAPORATORS FOR DURATION OF ONE YEAR

1. The vendor should give three preventive visits to the department during the AMC period.
2. The vendor should give one break down visit to the department during the AMC period on call basis.
3. The vendor should provide the quotation if any spare required to be replaced during the AMC.
4. Vendor should provide training whenever required to staff and student during the AMC period

COMMERCIAL

1. The normal payment terms are 90% within 30 days after receipt, acceptance and satisfactory installation of stores/equipment in good condition or the date of receipt of the bill whichever is later. The balance 10% payment will be released after Warranty / Guarantee period. 100% payment will be released within 30 days after receipt, acceptance and satisfactory installation of stores/equipment in good condition or the date of receipt of the bill whichever is later if a demand draft of 10% amount in favour of Defence Institute of Advanced Technology (Deemed University), Girinagar, Pune - 411 025 is submitted before issue of final supply order as Security Deposit - cum - Performance Warranty.
2. Give details of installation and commissioning except price which will be only in price bid (if applicable)
3. Warranty / Guarantee required is for **One Year**. Indicate Warranty/Guarantee duration offered.
4. Delivery desired is within 04 weeks / otherwise. Specify your delivery period, inclusive of installation.
5. This Deemed University is exempted from payment of Customs Duty under Notification No. 51/96 dated 23rd Jul 1996, as amended from time to time and Excise Duty under Notification No. 10/97 Central Excise dated 01 Mar 1997. However, prices should be quoted indicating clearly Customs/Excise Duties. If agreed, the necessary exemptions certificate may be provided. This exemption is for the final product only. Any Custom / Excise Duty payable after availing exemption will be refunded by DIAT (DU).
6. Delivery : Free Delivery at Defence Institute of Advanced Technology, Deemed University Girinagar, PUNE - 411 025
7. Mode of Despatch : RAIL / ROAD / AIR / SEA / POST
8. In case equipment offered requires maintenance after the expiry of the Warranty, please indicate approximate cost of comprehensive and on call basis maintenance and also availability of local support or otherwise.
9. Please note clearly that faxed quotation is liable to be rejected.
10. The Contractor is liable to submit the Security Deposit of 10% of order value in the form of Demand Draft in favour of Defence Institute of Advanced Technology (Deemed University), Girinagar, Pune - 411 025, in the event of acceptance of his Tender if Applicable.
11. Earnest Money Deposit: Please provide Earnest Money Deposit, as applicable, along with sealed Price Bid in the form of Demand Draft in favour of Defence Institute of Advanced Technology (Deemed University), Girinagar, Pune - 411 025. If the firm is registered under Small Scale Industries/DGS&D/NSIC/DIAT (DU) or any DRDO Establishment, it is exempted from paying Earnest Money Deposit for its products. A copy of valid registration certificate may be enclosed alongwith Technical Bid. Please indicate in the letter that EMD is enclosed alongwith Price Bids, if applicable.

PRICE BID

1. (a) No unilateral revision in price will be admissible.
(b) The price quoted includes all taxes, duties, etc if the same are not indicated separately.
2. Rates should only be quoted in the accounting units (A/U) mentioned in this enquiry. Rates must be quoted clearly on free delivery basis at Defence Institute of Advanced Technology, Deemed University Girinagar, PUNE - 411 025, and total value is also indicated in words.
3. Adhering to the Format given below is a Pre-requisite for considering your quotations :

S.No.	Description	A/U	Qty Offered	Unit Price	Total Price
1.	(i) Brief Description (Basic Price without duties if any) of Complete Equipment/item/material with all accessories.				
	(ii) Customs Duty, if any				
	(iii) Excise Duty, if any				
	(iv) Sales Tax Without Exemption Certificate				
	(v) Installation and Commissioning Cost, if any				
	(vi) Training cost, if any				
	(vii) Total Cost (in figures & words)				
	(viii) For Octroi if applicable. [OCTROI IS NOT APPLICABLE TO THIS DEEMED UNIVERSITY]				
	(ix) Any other				
	(x) Our Deemed University is an Educational Institution. All Educational concessions are applicable to this University				

4. Separate list should be attached where required in the same format giving details of each item and cost. However, total cost mentioned at Srl No. 3 (vii) above.
5. In case any of the subheads are included in the total cost, the same should be specified. Any exemption of duties/taxes required should be indicated.
6. In case spares/accessories are applicable, their price should be clearly indicated separately.
7. Any optional indicated in techno-commercial bids must be priced separately.

GENERAL TERMS & CONDITIONS FOR TENDER ENQUIRY

1. Quotation must be sent by Regd AD Post as given in Para 1 of our letter (Page ¼) or to be dropped in the Tender Box at Security Gate, Defence Institute of Advanced Technology, Deemed University Girinagar, PUNE - 411 025. Tender documents must be placed in envelopes securely fastened, sealed and distinctly marked "TENDER FOR SUPPLY" and addressed only to The Vice Chancellor, Defence Institute of Advanced Technology, Deemed University Girinagar, PUNE - 411 025. Tender Enquiry reference and due date and time of opening must be marked boldly on the envelope. For two bid cases, the two envelopes should be marked as Techno-Commercial and Price Bids respectively with tender enquiry reference, due date and due time. The two envelopes should be put in one envelope and marked to The Vice Chancellor, Defence Institute of Advanced Technology, Deemed University Girinagar, PUNE - 411 025. Tender Enquiry reference with due date and due time should be marked on outer cover also.
2. Unsolicited quotations/quotations received late or improperly sealed or with incomplete marking or with unattested overwriting/corrections in the quotation documents are liable to be rejected.
3. Items supplied are subject to inspection and acceptance and the supplier should collect rejected items at his cost.
4. In case of delayed supplies, liquidated damages at the rate of 0.5% per week of delay or part thereof with a maximum of 05% will be levied.
5. Validity : 90 days from the date of opening.
6. Registration : Registration is mandatory. If your firm is not registered with this University or any other DRDO Lab/Estt., you are required to seek registration. For details please write to The Vice Chancellor, Defence Institute of Advanced Technology, Deemed University, Girinagar, PUNE - 411 025. Vendors must complete registration formalities to become eligible for placing supply orders and future enquiries.
7. Registration number allotted by this Deemed University or any other DRDO Lab/Estt or proof of registration with another Govt. Deptt., if any to be mentioned on the quotation.
8. No correspondence/discussion/visits whatsoever will be entertained on the subject unless specifically called by this office after opening the tenders for technical discussions/price negotiations. Any violation of this will render the quotations invalid and the firm is liable to be blacklisted.
9. The Vice Chancellor reserves the right to call for Techno-commercial/Price Negotiations. The company should depute competent representative for such discussions/negotiations whenever called for and he shall be competent to take on the spot decisions.
10. The Vice Chancellor reserves the rights to place order for full quantity or part thereof as considered necessary.
11. Drawings / specifications sent along with this letter should be returned along with your quotation or regret letter.
12. You may give any of your commercial term, if required in your techno-commercial offer only, and price quotation should contain only price.
13. SECURITY : Any information/material/documents supplied in connection with this enquiry/likely order is classified. You are required not to disclose/copy to jeopardize security.
14. Please inform The Vice Chancellor in writing whether you or any of your partners/employees have/has close relations working with Deemed University or any DRDO Lab/Estt. This is for record only.
15. For two bid cases, only Techno-commercial bid will be opened on the date and time of opening.
17. It is intimated that this Deemed University Institute is situated out side of Pune Municipal Corporation area, hence DIAT is not liable for paying any Octroi Duties and also cannot provide any Octroi Exemption Certificate.

TECHNO-COMMERCIAL BIDS

TECHNICAL

1. Give brief description of item/equipment/material with accessories. Items offered should conform to BIS (ISI) specifications or as explicitly stated. In case specifications offered are different, separate comparative technical specifications sheet shall be attached with details such as SI. No specifications offered, deviations if any, and remarks. Any product brief test certificates available may be enclosed. Samples may be enclosed or dispatched. The products offered, if imported, must be tested and registered with BIS (Bureau of Indian Standards) recognized laboratories, as required under relevant custom regulations. The Vice Chancellor reserves the right to reject any offer or cancel any order in cases of non compliance. EMD / Security Deposit is also liable to be forfeited in such cases.
2. List of spares, if applicable should be attached.
3. Any optional, if offered, be provided with their full technical details including their use and advantage.