TENDER DOCUMENT

FOR

PROCUREMENT OF MACHINERIES FOR

FOCUS INCUBATION

CENTRE

ΑT

ATIRA

Tender No.: 4

Date: 25th May, 2017

Ahmedabad Textile Industry's Research Association

P.O. AmbawadiVistar, Ahmedabad - 380 015

Phone: 91-79-2630 7921 -7922 -7923 Fax: 91-79-26304677, 26301969

Email:atiraad1@sancharnet.in

Web: www.atira.in

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I) INTRODUCTION

- 1. ATIRA is a co-operative research organization, linked to Ministry of Textiles, Govt. of India and is engaged in multifarious activities with the objective of rendering scientific and technical assistance to the textile and allied industry. Various activities are described in brief as under:
 - a) Research & Development
 - b) Training and Man Power Development for Industry
 - c) Testing and Evaluation
 - d) Technical services and consultancy
 - e) Publication
 - f) ATIRA is in the process of creating the Focus Incubation Centre for Composites, under MoU signed with the Office of the Textile Commissioner. Under this program, ATIRA intends to procure new equipments/software/Instruments named Soft Water plant ,Water Pumps & Valves, Steam Control System for Impregnation Plant Carrying System, Air compressor are required by ATIRA is now being procured through the current tender.
- 2. The tender document contains the following:
 - i. Tender Notice
 - ii. Terms and Conditions General and Special
 - iii. Technical Specification of Carrying System
 - iv. List of equipments/software/Instruments being procured.
 - v. Format for filling up technical bid
 - vi. Format for filling up financial bid
 - vii. Delivery schedule for each of the items.
 - viii. Format of undertaking for supply of goods
 - ix. Guidelines for the bidder.

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II) DETAILS OF TENDER AND TENDER NOTICE

Tender in sealed cover is invited by Focus Incubation Centre, ATIRA from manufacturers or authorized agents for the supply of Carrying System for the use of the Focus Incubation Centre. Details of the equipment& its specifications are given in Annexure- I of this tender document. Interpretation of the terms & conditions and other related issues in the tender would lie with ATIRA only. Tenders can be obtained from The Admin. Officer, Ahmedabad Textile Industry's Research Association (ATIRA), P.O. Ambawadi Vistar, Ahmedabad - 380 015, India on payment of INR 1000/- either in cash or by Cheque/DD in favour of ATIRA-CENTER OF EXCELLENCE IN COMPOSITES payable at Ahmedabad, India. The Tender cost may be paid by electronic transfer (Refer Annexure VI), if the tenderer desires so. The tender document can also be downloaded from the website of ATIRA www.atira.in. In such case, the Tender cost must accompany the filled in Tender document. Tender documents are available: From 25th May 2017 to 15th Jun 2017 up to 10.00 a.m. LAST DATE FOR SUBMISSION OF DULY FILLED UP SEALED TENDER AT ATIRA, Ahmedabad is 15th Jun 2017 up to 1.00 p.m.

The technical bids will be opened at 10.00 a.m. on 16th Jun 2017 Address for Communication: The Administrative Officer, Room No. 005, ATIRA, P.O. Ambawadi, Vistar, Ahmedabad - 380 015, India.

III (A) TERMS AND CONDITIONS – GENERAL

- 1. Tender documents shall be issued by ATIRA at Ahmedabad to manufacturers / authorized agents. ATIRA, Ahmedabad will be the tender issuing authority.
- 2. Modifications, if any, made in the above documents will be done by addenda/ corrigenda, copies of which will be sent in duplicate to each bidder before the due date of the tender. One copy should be signed, sealed and submitted along with the technical bids. Tender to be submitted, is as detailed hereafter. The bidder shall not make any additions/ deletions to or amend the text of the documents except in so far as may be necessary to comply with any addenda/ corrigenda issued. The bidders shall use only tender documents as issued for submitting his bid and shall comply with various terms and conditions.
- 3. All pages of tender documents shall be signed by the person authorized to file the tender & all should be duly numbered.
- 4. The full name of the person authorized to file the tender, designation, current and main office address, Phone No., Fax No. & E-mail address shall be indicated in the tender.
- 5. Tenders sent through E-mail, Fax and Telex will not be entertained.
- 6. The tender should be filled in and submitted in English. All accompanying literature and correspondence shall also be in English.
- No claim for costs, charges, expenses incurred by the bidder in connection with preparation of tender submission and for subsequent clarifications of their tender shall be accepted.
- 8. ATIRA will not be responsible for any typographical errors/ambiguity/ additions /omissions committed by the bidder while filling up of the tender.
- 9. Submission of a bid by a tenderer implies that he has read all terms & conditions, and has made himself aware of the scope and specifications of the items to be supplied, availability of materials, local conditions and other factors bearing on the execution of the supply.
- 10. The bidder shall be deemed to have full knowledge of documents and no extra charges consequent on any misunderstanding or otherwise shall be allowed.
- 11. Any question regarding the tender document and discrepancies shall be directed to the Tender Issuing Authority in writing minimum 3 days prior to the due date of submission of tender. The Tender Issuing Authority will issue all clarifications, interpretations, meanings and specific directions, if any, in duplicate in writing to all the bidders. One copy of these shall be returned duly signed and seal affixed along with the bids.
- 12. The bidder shall be deemed to have satisfied himself before tendering as to the

- correctness and sufficiency of his tender and about the rates quoted by him and cover all his obligations under the tender.
- 13. Bids submitted by manufacturers and authorized agents only shall be considered.
- 14. Bidder must have supplied their software/equipment(s) to reputed international composites laboratories supported by relevant documents.
- 15. Equipment/software's manufacturing company having strong and well established service support in western region of India will be preferred.
- Tender must be accompanied by Bid Security (EMD) in form of Account Payee Demand Draft / Pay Order / Bank Guarantee/ Electronic Transfer. Bid Security will be fixed amount as described in the <u>Annexure -1. DD / Pay Order should be in favor of "ATIRA" payable at Ahmedabad, India. For making payment through electronic transfer please refer "Annexure VI". Bank Guarantee format can be obtained by sending written request to finance@atira.in. Bid Security (EMD) shall be paid in Indian currency (Or equivalent USD). Bid Security will be valid for a period of 90 days beyond the final bid validity period. Bid securities (EMD) of the unsuccessful bidders will be returned to them at the earliest after following R.B.I.</u>

Performance security is to be given by every successful bidder. Performance Security should be for an amount of **five percent** of the value of the contract. Performance Security may be furnished in the form of an *Account payee Demand Draft/ Pay Order / Electronic Transfer / Bank Guarantee.* Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. Bid security should be refunded to the successful bidder on receipt of Performance Security.

Performance Security by the successful bidders shall be held back towards the security deposit and will be adjusted against the final payments, after executing the order, successfully and satisfactorily.

In case, the Tenderer, whose bid has been accepted and the Tenderer refuses to accept/execute the order as per the stipulated terms and conditions Bid /Performance security will be forfeited.

17. Authority of signing:

quidelines.

If the tender is submitted by an individual, it shall be signed by him.

If the tender is submitted by a proprietary firm, it shall be signed by the proprietor.

If the tender is submitted by a partnership firm, it shall be signed by all the

partners of the firm or by a partner holding the power of attorney for the firm for signing the tender, in which case, a certified copy of power of attorney shall accompany the technical bid.

If the tender is submitted by a limited company or a corporation, it shall be signed by a duly authorized person.

18. Technical details shall contain

- a) Original Tender document duly signed by the authorized person on all pages.
- b) Compliance to technical specifications of the software/equipments for which bids are submitted – Authorized person to indicate the compliance of technical specifications in the respective pages of the tender document and sign the same.
- c) Compliance to the terms and conditions of the tender document Authorized person to specify, "All the above terms and conditions will be complied with" and signed in respective pages of the tender documents, where "terms and conditions" are given.
- d) Adherence to the stipulated delivery schedule of the equipment/item Authorized person to specify "delivery schedule given above will be complied with" and signed in respective pages of the tender documents, where "delivery schedule of each of the items" is as given in Annexure III.
- e) **Proof that the bidder** is (i) either manufacturer or (ii) an authorized agent for which the bid is submitted.
- f) The bidder must have supplied such equipments/software to internationally reputed Institutions. List of Institutions, both in India and abroad, along with Contact Person, address, Tel. No., Fax No. etc., to which **similar make/module** of the equipment/software were supplied, must be enclosed.
- g) Covering letter, in the letter head of the bidder stating:
 - a. That the minimum warranty period of two year.
 - b. That the bid **conforms to the terms and conditions** of the tender
 - c. Confirmation that the quoted rates are valid till <u>15th Sep 2017</u>
 - d. The details regarding the service centers, stocking of spares etc.
- h) Descriptive leaflet/brochure giving the technical details of the equipment/software.
- i) Details of pre-installation requirements including space, size of the lab required, total electrical Load, Machine weight, utilities etc.

19.1 Details of Commercial contains

a) Total cost of the equipment/software (imported/indigenous), required for the functioning, including the control system, accessories, packing & forwarding etc., duly filled and signed in the format prescribed in the

tender document at **Annexure - II**. No money other than the total indicated above will be payable on any account.

- b) Annual Preventive Maintenance charges for the next 3 years, after the expiry of the warranty period, in the format prescribed in the tender document at **Annexure II**.
- c) The pre installation requirement should be mentioned in the bid.

20 Validity of the tender

Rates quoted by the bidder shall be valid till <u>15th Sep 2017</u>.or to an extended date as agreed on mutually.

The Bidder shall not withdraw or revise or alter any conditions, rate(s) quoted within this stated period, unless he is called upon to do so on mutual agreement / negotiations.

21 Opening of tender

The tender shall be opened by a Purchase Committee constituted by the competent authority, Focus Incubation Centre, ATIRA, at Ahmedabad, at the time, date and venue as given in the "Tender Notice".

22 Agreement

A copy of The Purchase order once received should be returned as a token of acceptance of the terms and conditions of the Purchase. Performance Security amount will be retained as security deposit and same will be refunded after successful installation, trial and training.

23 Criterion for rejection

ATIRA reserves the right to accept or reject any tender or reject all tenders without giving any reasons whatsoever for their decision.

Tenders are liable to be rejected in which any of the prescribed particulars / information is either missing or incomplete in any respect and/or if the prescribed conditions are not fulfilled.

Tenders which are found to be technically non - responsive shall be rejected and their commercial details shall not be considered.

Canvassing in connection with tender is strictly prohibited and tender submitted by bidder who resorts to canvassing will be liable to rejection.

Tenders containing specific conditions of the bidder other than the terms and conditions given in the tender document and not acceptable to ATIRA are liable to be rejected.

If the validity of the tender is not up to <u>15th Sep 2017</u>, the tender may be rejected.

If the tender document duly signed by the authorized person on all pages is not submitted, the tender may be rejected.

ATIRA caters to wide range of customers/stakeholders including the manufacturers/exporters. Hence, Purchase Committee may, at its discretion, give preference to more popular brands of machines and instruments/accessories, which give results that, are widely accepted internationally by buyers abroad and the decision of the Committee will be final.

Before submission of the tender, the prospective bidders are expected to examine technical specifications of the equipments/software required, terms and conditions, etc., given in this tender document. Failure to furnish all information required in the tender document may result in the rejection of the bid.

ATIRA reserves the right to cancel items, from the list of requirement of equipments/software without assigning any reason thereof.

III (B) TERMS AND CONDITIONS- SPECIAL

- 1. Cost details are to be filled up in the prescribed format as given at **Annexure II** for each of the instrument as applicable to imported /indigenous indicating therein total CIF charges.
- 2. All accessories, start up kit required for installation & commissioning the main equipment/software are to be specified and quoted
- 3. The terms of payment:
 - a) Letter of Credit to be opened for 90% of the total price of the machinery/equipment on acceptance of purchase order,
 - b) Balance amount to be paid on successful commissioning of the equipment, demonstration of satisfactory performance and imparting training to the technical personnel of the laboratory concerned.
- 4. The suppliers of the equipment should provide adequate training for at least 2 technical personnel of the laboratory per equipment including trouble shooting etc., and making them confident of operating the equipment independently.
- 5. The bidder shall adhere to the delivery period of the equipment/item as committed by him as indicated in Annexure III of the tender document, whichever is earlier.
- 6. The delivery installation & commissioning period of the equipment / machinery as agreed to should not be extended; under normal conditions.
- 7. The bidder shall give warranty for at least two year in respect of items quoted.
- 8. During the warranty period, regular servicing/maintenance should be undertaken free of charge, including replacement of defective parts/travel cost, etc. Subsequently, servicing/maintenance should be undertaken by the authorized agency of the manufacturer /supplier as per the annual maintenance contract conditions.
- 9. Operation manuals, troubleshooting manuals, calibration procedures and other instruction manuals should be provided along with each of the equipment.
- 10. The bidder shall also mention the probable life expectancy of the machine / instrument /accessory under normal conditions of operation should be stated wherever applicable
- 11. Terms for service contract (comprehensive or non-comprehensive) after the expiry of warranty period are to be included.
- 12. The Test Control Systems like computer and printer, compatible to the main instrument, are to be supplied indigenously with latest configuration.
- 13. If the equipment/item is not manufactured by the bidder, authorization of the manufacturer to the bidder for marketing and servicing the equipments/software in

- India should be enclosed along with the technical bid of the tender. In the absence of such authorization, the tender will not be considered at all.
- 14. In case of short supply or wrong supply of equipment/software, its parts or accessories or supply of items in damaged conditions, it is the responsibility of the bidder to arrange for the supply of the required items in working condition as per the purchase order, within a reasonable time. Any additional expenditure, whatsoever, for the above will be borne by the bidder only.
- 15. The specifications given in this document are the minimum requirement. The bidders are free to offer equipment/software with better features also. However, the evaluation shall be based on the features mentioned in the tender document. If different model are quoted, the cost details may be given in separate sheet.
- 16. Orders for the supply of items, once placed with successful bidder is non transferable and no sub-contracting is permitted. ATIRA reserves the right to cancel the order in such event.
- 17. Any non-fulfillment of the stipulation given above will make the bid invalid.
- 18. The full payment will be released to the bidders only after completion of satisfactory performance check of the instrument/equipment.
- 19. In case of computer related equipment, the bidders have to quote for indigenous computer only instead of imported computers, if any.
- 20. The bids shall first be evaluated for their "technical responsiveness" which shall interalias include, Proof that the bidder is (i) either manufacturer or (ii) an authorized agent for the equipment/item for which the bid is submitted,
- 21. Compliance to technical specifications of the Equipment/Item/Software, for which the bid is submitted:
 - i. Adherence to the warranty period.
 - ii. Documents in support of compliance to the calibration of the equipment and its traceability to national/international standards of measurement and proven performance through proficiency, wherever such requirement is specified,
 - iii. Necessary documentary proof that the bidder has manufactured or supplied the equipment during the past 2 years along with the list of such customers and performance report of the equipment from at least 2 such customers/users for the past 2 years
 - iv. Details regarding the service centers, stocking of spares technical support & etc.
 - v. Confirmation about the supply of Certified Reference Materials/Samples for checking the performance of the items, wherever applicable.
 - vi. Compliance to all other relevant and critical terms and conditions of the tender.

- vii. Validity of the tender up to <u>15th Sep 2017.</u>
- viii. If any of the above mentioned parameters are not fulfilled, the bid may be considered as technically non-responsive.
- 22. The commercial details of those bidders who are technically responsive only shall be evaluated based on the following criterion:
 - i) Total price of the equipment as CIP / CIF for imported items.
 - ii) Total price of the indigenous items should include delivery charges up to the location ATIRA.
 - iii) AMC charges for three years after the expiry of the warranty period.

<u>Annexure I</u>

List of equipment to be procured & EMD Value

Auxi	Auxiliary Equipment			
Sr. No	Item Name	Quantity (nos)	Head	EMD, to be paid Amount in INR
4	Carrying System	1		20,000/-
			Total	20,00/-

The machine should meet the following specifications:

Equ	uipment Name:	Comply / Not Comply*	Description (Deviation, if any)
1	Carrying System: Motorized Monorail Crane:		
	Quantity – 01 No		
	Wire Rope Electric Hoist with Electrically Operated Trolley		
	Capacity= 3.0 Ton		
	Lift Height = 4 meter from Hook of the crane, Length: 5 Meter, Width: 4 Meter		
	Complete Fabrication with suitable capacity Girder and I beam		
	Class & Duty Class – II, Medium Duty, Indoor As Per IS-3177, 807 & 3938		
	Operate from floor by Means of Push Button Station.		
	Speed: Main Hoist 4 to 5 MPM (± 10%)		
	Cross Travel 12 to 15 MPM (± 10%)		
	Brake: Main Hoist EM AC Disc Break Type		
	Limit Switch:		
	Hook Plain Shank "C" Type to confirming to IS 3815 / 8610 with Thrust Bearing, spring		

Installation and commissioning of the machine, with training of 02 persons (Min 2 days) is to be included free of cost.	
Warranty – 2 Years	
Painting one coat of primer & 2 coat of auto (Gray)	
Power Supply 415V, 3 Phases, 50 Hz AC.	
Panel AC 3 phase heavy duty – Schneider / BCH / C & S Make	

^{*} Please mention: 'C' for Comply & 'NC': for Not Comply

Annexure II

FORMAT FOR COST DETAILS

(Cost particulars should be given in this format instrument wise separately)
Note: All the cost particulars should be furnished either in Indian Rupees or
Foreign Currency. If more than one model of the instrument is quoted, use
separate sheets

Part 1: Cost details of

Name	of the Instrument:	
S.No.	J	Cost with currency
i	Total CIP / CIF Nhava Sheva, Mumbai cost (with detailed break-up) all cost included except custom duty, which will be borne by ATIRA.	
ii	AMC details: - AMC rate/per year	1st Year: 2nd Year: 3rd Year:
	Total	
	ery schedule of the equipment/software (to entioned by bidder) :-	months

Annexure-III

Sr. No.	Details of Requirement for Opening L/C.(for imported items only)
1.	Foreign Suppliers, Name and Complete address on whom L/C have to be opened.
2.	Foreign Bankers, Name & Address
3.	Foreign supplier's Bank Account No.
4.	Port of shipment
5.	Country of Origin
6.	Period to keep open the L/C – (Validity of L/C)
7.	Period of negotiation will be 21 days
8.	Delivery Schedule from the date of issuance of purchase order

Annexure IV

FORMAT TO BE FILLED UP AND SUBMITTEDIN THE LETTER HEAD OF THE BIDDER To,

The Director,

Ahmedabad Textile industry's Research Association (ATIRA),

PO AmbawadiVistar,

Ahmedabad - 380 015.

Sub: Supply of Equipments/Software to the Focus Incubation Centre, ATIRA at ATIRA or its Partnering Agencies as per the specifications and quantities mentioned in the tender.

Dear Sir,

- a) Having examined the conditions of Tender and Specifications of the machine, instruments and/or accessory, we, the undersigned, offer to supply instruments and equipment as mentioned in the **Annexure I** as per the quantity and specifications given in the tender along with standard spares/accessories as specified.
- b) Earnest Money Deposit (EMD) as given in Annexure-I as detailed in Tender Conditions is enclosed.
- c) The original tender document duly signed on all pages is enclosed.
- d) We agree to abide by this tender for the period from the opening date fixed for receiving the same and it shall remain binding upon us for a mutually extended period agreed in writing by us.
- e) If our tender is accepted, we undertake to supply the software and equipments and install the same in the Laboratories as mentioned in the tender within the specified periods mentioned in **Annexure** from receipt of the order from the Focus Incubation Centre, ATIRA in writing.
- f) We agree to supply and replacement of the broken/damaged/non-compatible parts during the guarantee / warrantee period, free of charge, as per the terms & conditions.
- g) We agree to train the personnel of laboratories free of charge, as per the terms and conditions.
- h) If our tender is accepted we will, fulfill statutory obligation, if any, prior to commencement of supply of equipments/software.
- i) We agree for the validity of our tender up to 15th Sep 2017.
- j) The bidders shall use only tender documents as issued for submitting his bid and shall comply with various terms and conditions.
- k) Unless and until a formal Agreement/order is prepared and issued, this tender together

- with your written acceptance thereof, shall constitute a binding contract between us and ATIRA.
- I) We understand that you are not bound to accept the lowest or any tender your may receive.
- m) We agree to make a presentation of the products to be supplied by us, before the Purchase Committee if need be on a mutually convenient date.

Authorized Signatory to Tenderer

Signature dated
Designation / Capacity Name

Annexure V

Tende	er Reference No.: Dated
	UNDERTAKING / DECLARATION
Ahme Assoc	irector, dabad Textile Industry's Research iation,(ATIRA), mbawadiVistar, <u>Ahmedabad – 380 015</u>
Dear S	
i.	We,(Bidders
	Name & Address) undertake to supply the item (Name of Machine) as per the detailed specification of Tender and honour the terms and conditions of the tender document.
ii.	We undertake to supply the equipment within the stipulated period of time and accept the terms and conditions of the Tender.
iii.	We undertake that during the warranty period, regular servicing/maintenance will b carried out as per the Warranty Clause.
iv.	We undertake to provide adequate training (normal operation, trouble shooting) to tw technical personnel of the laboratory on the supplied Equipment/software and makin them confident of operating the Equipment/software independently.
V.	We agree that the full payment will be released to us only after completion of satisfactory installation, trial and training on the said Equipment/Software.
Autho	orized Signatory to Tenderer
•	ture dated

Annexure -VI BANK DETAIL

NAME : ATIRA

ADDRESS : P.O. AMBAWADI VISTAR,

AHMEDABAD - 380 015.

PAN NO. : A AA T A 3 0 4 5 R

BANK NAME : HDFC BANK LTD.

BRANCH NAME : VEJALPUR

BRANCH ADDRESS: SHOP NO.1 & 2,

ABHISHILP COMPLEX,

OPP. VISHWESHWAR MAHADEV TEMPLE, JUDGES BUNGLOW ROAD, VASTRAPUR, AHMEDABAD – 380 015.

ACCOUNT NO. : 00481450000313

ACCOUNT TYPE : SAVINGS

MICR CODE : 380240003

BRANCH CODE : 0048

RTGS / NEFT - IFCS : HDFC0000048

SWIFT CODE : HDFCINBBXXX

CHECK LIST TO THE BIDDERS

- 1. Get all the clarification regarding terms and conditions, specification etc during the pre bid meeting or by writing to the Executive Director, ATIRA, Ahmedabad, prior to submission of bids.
- 2. The original tender document downloaded in full has to be submitted along with the technical details duly signed on all the pages.
- 3. Fill up the relevant compliance columns in the specifications given for the Equipment/software quoted by stating "YES or "NO. If any deviations are there in the specifications, the details may be given separately as Annexure.
- 4. The required Earnest Money Deposit (EMD) for each instrument as mentioned in the Tender Document are to be enclosed. Copies of this DD are to be kept in Technical Bids.
- 5. A covering letter duly signed by the authorized person as per the specimen given at **Annexure Ill**of the tender document.
- 6. Ensure that User certificates from at-least two users, on their letterhead stating that the performance of similar equipment/software supplied to them is satisfactorily, is enclosed
- 7. Descriptive leaflet / brochure of the equipment/software quoted are enclosed along with the technical details.
- 8. The Technical and commercial details are to be submitted separately superscribing "Cover A Technical Bids" or "Cover B Commercial Bids" for equipments/software. Both the details are to be put together in one envelope and sealed properly, superscribing the name of the equipment/software.
- 9. Proof regarding manufacturer / authorized agent, as the case may be, is enclosed.
- 10. Prior to submission of bids, bidders have to ensure that the equipments/software quoted by them is as per the national / international standard mentioned in the specification.
- 11. Cost details are to be given in the prescribed format only. If more than one module of equipment/software is quoted, separate sheet may be enclosed, may be given

Note: If the bidder fails to furnish all the relevant document/ information as mentioned in the Tender Document, the Tender may be rejected.
