

**TENDER DOCUMENT
FOR
PROCUREMENT OF EQUIPMENTS/INSTRUMENTS FOR
GEOTECHNICAL TEXTILE TESTING LABORATORY AT NORTH-
EAST REGION under NE Scheme**

Tender No. : 3 /GEOTECHNICAL TEXTILE @NE

Date: 1st March 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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Note: Interpretation of any term /word /clause lies with ATIRA

D) 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

2. ATIRA is in the process of creating a Geotechnical Testing laboratory at North-East Region, under "Scheme for promoting Usage of Geotechnical Textile in North East Region" of Ministry of Textiles, Government of India. Under this program, ATIRA intends to procure new mechanical testing equipments/Instruments. The various Mechanical Testing Equipments/Instruments required by ATIRA are now being procured through the current tender.

3. The tender document contains the following:
 - i. Tender Notice
 - ii. Terms and Conditions - General and Special
 - iii. Technical Specification of the items
 - iv. List of equipments/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 ATIRA from manufacturers or authorized agents for the supply of testing equipments/instruments. Details of the equipments/instruments, their 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. AmbawadiVistar, Ahmedabad - 380 015, India on payment of INR 1000/- either in cash or by Cheque/DD in favour of ATIRA 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 **01.03.2017 to 31.03.2017 up to 10.00 a.m.** **LAST DATE FOR SUBMISSION OF DULY FILLED UP SEALED TENDER AT ATIRA, Ahmedabad is 31.03.2017 up to 01.00 p.m.**

The technical bids will be opened at 03.00 p.m. on 05.04.2017. Address for Communication: The Administrative Officer, Room No. 005, ATIRA, P.O. AmbawadiVistar, 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.
7. 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. 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.
11. Bids submitted by manufacturers and authorized agents only shall be considered.
12. Bid Security(EMD) & Performance Security

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 **Annexure -I. 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 GFR guidelines.

Performance security is to be given by every successful bidder. Performance Security should be for an amount of **two to 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.

13. Authority of signing:

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.

14. Technical details shall contain

- a) Original Tender document **duly signed** by the authorized person on all pages.
- b) Compliance to technical specifications of the equipment 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 II.
- e) **Proof that the bidder** is (i) either manufacturer or (ii) an authorized agent for which the bid is submitted.
- f) 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 **15th October 2017.**
 - d. The details regarding the service centers, stocking of spares etc.
- g) **Descriptive leaflet/brochure/detail drawing giving the technical details of the equipment.**

16.0 Details of Commercial contains

- a) Total cost of the equipment (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) Validity of the tender

17.0 Rates quoted by the bidder shall be valid till **15th October 2017** 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.

18.0 Opening of tender

The tender shall be opened by a Purchase Committee constituted by the competent authority of ATIRA, at Ahmedabad, at the time, date and venue as given in the “Tender Notice”.

19.0 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.

20.0 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 **15th October 2017** 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.

Before submission of the tender, the prospective bidders are expected to examine technical specifications of the equipments/instrument 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/instruments 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 of main equipment 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/software 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.

In special cases, ATIRA may consider part advance payment against bank guarantee.

4. The suppliers of the equipment should provide adequate training for at least 2 technical personnel of the department including trouble shooting etc., and making them confident of operating the machine 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.
9. Operation manuals, troubleshooting manuals, calibration procedures and other instruction manuals should be provided along with each of the equipment.
10. The Test Control Systems like computer and printer, compatible to the main instrument/machine ,if required, are to be supplied indigenously with latest configuration.
11. If the equipment/item is not manufactured by the bidder, authorization of the manufacturer to the bidder for marketing and servicing the equipments/instruments 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. In case some part/accessories of equipment is supplied by bidder's group company, bidder should give comfort letter mentioning technical compatibility of such supply and it will not effect warranty of main supply in any which way.

12. In case of short supply or wrong supply of equipment/instrument, 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.
13. The specifications given in this document are the minimum requirement. The bidders are free to offer equipment/instruments 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.
14. 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.
15. Any non-fulfillment of the stipulation given above will make the bid invalid.
16. The full payment will be released to the bidders only after completion of satisfactory Performance check of the instrument/equipment.
17. The bids shall first be evaluated for their “technical responsiveness” which shall inter-alia include,
Proof that the bidder is (i) either manufacturer or (ii) an authorized agent for the equipment/item for which the bid is submitted,
18. Compliance to technical specifications of the Equipment for which the bid is submitted:
 - i. Adherence to the warranty period.
 - ii. Details regarding the service centers, stocking of spares technical support & etc.
 - iii. Confirmation about the supply of Certified Reference Materials/Samples for checking the performance of the items, wherever applicable.
 - iv. Compliance to all other relevant and critical terms and conditions of the tender.
 - v. Validity of the tender up to 15th October 2017.
 - vi. If any of the above mentioned parameters are not fulfilled, the bid may be considered as technically non-responsive.
19. The commercial details of those bidders who are technically responsive only shall be evaluated based on the following criterion:
 - i) Total price of the indigenous items should include delivery charges up to the location ATIRA.

Annexure I

List of equipments to be procured & EMD Value

Sr. No	Name of equipment	EMD, to be paid (Amount in INR Lakhs/Equivalent USD)
1	Weather-O-meters with UV system	2.75
2	UV Protection Factor measurement equipment	0.20
3	Durability of Geosynthetic material under Chemical Effect (Oxidation and Hydrolysis)	0.20
4	Silent Diesel Generating Set (DG Set)	0.20

1. Weather-O-meters with UV system

Weather-O-meters with UV system	Comply / Not Comply*	Description (Deviation, if any)
<p>Xenon Arc Apparatus with day light filters confirming to ASTM G 151 and ASTM G 155. It should able to perform test method ASTM D 4355, ISO 105 B02, AATCC 16E. PV 3930, ISO 4892-2 (Preferably Rotating Rack Sample mounting system)</p> <ul style="list-style-type: none"> - with irradiance control system (340nm, 420nm, TUV) - With appropriate filter sets - with spray - Precision Temperature Control - Versatile Specimen Mounting - Relative Humidity Control - Black Panel - with Integrated water reunification system - with flat specimens mounting holders - Extra lamp set- 2 nos. <p>UV Accelerated Weathering Apparatus It should able to perform test method ASTM G 154, ISO 4892-3, SAE J2020</p> <ul style="list-style-type: none"> - With appropriate filter sets - with condensation - with irradiance control system - with spray - with flat specimens mounting holders 		
Basic Spare Parts Kit		
Installation and commissioning of the machine to be included free of cost		

2. UV Protection Factor measurement equipment

UV Protection Factor measurement equipment	Comply / Not Comply*	Description (Deviation, if any)
<p>UPF measurement equipment meeting test methods AS/NZ 4399:19961, EN 13758-1, AATCC TM 183, GB/T18830</p> <ul style="list-style-type: none"> - Automatic calculation of spectral transmission, UPF, Critical Wavelength and UVA:UVB ratio - Wavelength Accuracy to +1nm - Auto flash capability - USB Computer interface - Software supporting to Microsoft Windows XP or latest <p>The optical design should meet the requirements of the Australian/New Zealand standard AS/NZ 4399 and USA standards specific to test methods sun protective clothing.</p>		
Basic Spare Parts Kit		
Installation and commissioning of the machine to be included free of cost		

3. Durability of Geosynthetic material under Chemical Effect (Oxidation and Hydrolysis)

Durability of Geosynthetic material under Chemical Effect (Oxidation and Hydrolysis)	Comply / Not Comply*	Description (Deviation, if any)
<p>A container, e.g. a pneumatic vessel, equipped with:</p> <ul style="list-style-type: none"> - A sealing lid or equivalent device and if necessary a reflux condenser orequivalent device to restrict evaporation of volatile components; - - A stirring or equivalent device to maintain homogeneity of the liquid andthe exchange of matter between the liquid and the specimens; - - Specimen holders to ensure correct placing of the specimens, the free distance between specimens being at least 10 mm; - - At least one closable aperture in the lid for 		

<p>access to control the composition of the liquid.</p> <ul style="list-style-type: none"> - The container shall be large enough for the test liquid which shall be held at constant temperature . - The material of the container and equipment shall be resistant to the test chemicals. Such materials are in stainless steel. - Temperature control of liquid at specified temperature either by placing container in hot water bath or wrapping around the container with heating coil or a hot plate used in conjunction with a thermostat or thermocouple. - It should meet the requirement of ISO 12960/ASTM D 5322 <p>A thermostatically regulated oven without forced air circulation in accordance with ISO 188:1998, is required, with an internal volume of sufficient size, capable of exposing test specimens to a temperature of $(110 \pm 1) ^\circ\text{C}$ or $(100 \pm 1) ^\circ\text{C}$.</p> <p>The oven without forced air circulation shall be provided with a ventilation opening which shall be adjusted such that the set temperature can be maintained in that part of the oven in which the specimens are to be suspended.</p> <p>The specimens shall be suspended from glass or other chemically inert fixtures in the centre of the oven, spaced and not touching; the distance from each wall being at least 100 mm.</p> <p>The temperature around the specimens shall be recorded, for instance, with the aid of suitable calibrated thermocouples and a data logger.</p> <p>It should meet the requirement of ISO 13438 A pressured vessel (autoclave) large enough for the test liquid that shall cover the specimens completely during the test. The free space above the liquid should be at least 20 % of the liquid volume. The material of the vessel and equipment shall be resistant to the test liquid</p>	<p>ISO 13438</p>	
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<p>under the conditions used, e.g., high-grade stainless steels. The autoclave should be able to generate 5000 kPa pressure for a minimum of 16h while stirring the liquid and maintaining a temperature of $(80 \pm 1) ^\circ\text{C}$.</p> <p>The pressure vessels shall be equipped with</p> <p>A pressure transducer, to measure the oxygen pressure above the test liquid, with a precision of ± 50 kPa</p> <p>A temperature sensor, to measure the temperature, with a precision of $\pm 0,5$ $^\circ\text{C}$.</p> <p>Specimen holders, to ensure correct placing of specimens.</p> <p>Stirring device, to maintain the homogeneity of solvent, solutes and temperature, and to allow exchange of matter between specimens and solvent.</p> <p>Valves, for filling the vessel with oxygen and for emptying the vessel.</p> <p>Drain-off valve, to drain the solvent from the vessel after testing.</p> <p>Heating device, to maintain the test liquid at a constant temperature of $(80 \pm 1) ^\circ\text{C}$.</p> <p>Monitoring device, for regular monitoring (at least every 15 min) temperature and pressure Inside the vessel.</p> <p>It should meet the requirement of ISO 13438</p> <p>Pressure release safety equipment</p>		
Basic Spare Parts Kit		
Installation and commissioning of the machine to be included free of cost		

4. Silent Diesel Generating Set (DG Set)

Silent Diesel Generating Set (DG Set)	Comply / Not Comply*	Description (Deviation, if any)
<ul style="list-style-type: none"> - Capacity : 15 KVA - 3 Phase- 415 VAC, 50Hz - Power Factor: Min 0.8 - Auto Change over - Start up by Battery - Silent - Self regulated 		
Basic Spare Parts Kit		
Installation and commissioning of the machine to be included free of cost		

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 imported equipments/instrument

Name of the Instrument:		
S.No.	Cost Details for foreign components	Cost with currency
i	Total CIP / CIF (By Air) Ahmedabad cost (with detailed break-up) all cost included except custom duty, which will be borne by ATIRA-For imported equipment. For any local supply, delivery at destination - Ahmedabad	
ii	AMC details: - AMC rate/per year	1 st Year: 2 nd Year: 3 rd Year:
	Total	
Delivery schedule of the equipment (to be mentioned 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 SUBMITTED IN THE LETTER HEAD OF THE BIDDER

To,

**The Director,
Ahmedabad Textile industry's Research Association (ATIRA),
PO Ambawadi Vistar,
Ahmedabad – 380 015.**

Sub: Supply of machine, instrument and/or accessories to the laboratory of Geotechnical Testing, ATIRA at Ahmedabad 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 at ATIRA site as mentioned in the tender within the specified periods mentioned in **Annexure** from receipt of the order from the 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/Instruments..
- i) We agree for the validity of our tender up to 15th October 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.
- l) 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

Tender Reference No.:

Dated _____

UNDERTAKING / DECLARATION

To,

**The Director,
Ahmedabad Textile Industry's Research Association,(ATIRA),
P.O.AmbawadiVistar, Ahmedabad – 380 015
India**

Dear Sir,

- 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 be carried out as per the Warranty Clause.
- iv. We undertake to provide adequate training (normal operation, trouble shooting) to two technical personnel of the laboratory on the supplied equipment and making them confident of operating the equipment 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 machine / instrument.

Authorized Signatory to tenderer

**Signature dated
Designation / Capacity Name**

Annexure -VI
BANK DETAIL

NAME : **ATIRA-CENTER OF EXCELLENCE IN COMPOSITES**

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 instruments 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 III** of the tender document.
6. Ensure that User certificates from atleast two users, on their letterhead stating that the performance of similar make and model supplied to them is satisfactorily, is enclosed
7. Descriptive leaflet / brochure of the equipment quoted are enclosed along with the technical details.
8. The Technical and commercial details are to be submitted separately superscribing "Cover „A – Technical Bids for -----machine / instrument / accessory or Cover B – Commercial Bids for ----- machine / instrument / accessory. Both the details are to be put together in one envelope and sealed properly, superscribing the name of the machine / instrument / accessories.
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 equipment quoted by them is suitable for testing 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 model of instrument 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.
