



**NATIONAL INSTITUTE OF TECHNOLOGY  
ROURKELA – 769 008, ORISSA**

(Form to be used for purchases above Rs.1.0 lakh; to be sent to at least six firms)

**Advertised/Limited Tender Enquiry**

**Department: Ceramic Engineering**

**Enquiry No: NITR/PW/CR/2017/L/1718**

**Date: 06.12.2017**

**Important Dates**

To

<b>Event</b>	<b>Date</b>	<b>Time</b>
Pre-bid Conference		
Last Date of submission of quotation	01-01-2018	3:30 PM
Quotation Opening date	01-01-2018	4:00 PM

Dear Sir,

We intend to purchase the commodities specified below and invite quotations in accordance with the terms and conditions detailed in the bid document. If you are interested, kindly send your offer with prices and complete terms within the time mentioned above.

Please send your quotation to:

Dr. Sumit Kumar Pal  
Department of Ceramic Engineering  
NATIONAL INSTITUTE OF TECHNOLOGY  
ROURKELA – 769 008, ORISSA

Yours sincerely,

Name Sumit Kumar Pal  
In-charge, Glass  
Laboratory

Encl:

- (1)
- (2)

Schedule of requirement, specifications, dates etc.  
Bid document containing detail terms and conditions.

**1. Schedule of requirements**

Sl. No.	Description of Goods/Service	Quantity
1	30 Ton Bench Top Auto Press	1

**2. Specifications and allied Technical Details**

For detailed specification See Annexure 1  
\*Preference will be given for the closest matching current at the either ends  
\* Submit list of users along with the quotation.

**3. Format of Quotation** (tick appropriate box)

It is a single bid; please give all technical specifications and price bid in one envelope.

OR

~~It is a two part bid with separate techno-commercial and price bids. Please see item 1.12 of instructions for method of bidding.~~

**4.** The bid envelope should be super-scribed with

Bid for **30 Ton Bench Top Auto Press** vide Enquiry No. NITR/PW/CR/2017/L/1718 Dated 06.12.2017 due on 01/01/2018.

**5.** Quotations should be valid for a period of **60 days** from the closing date of the bid.

**6. Some important dates:**

- i. Pre-bid Conference:      Date: NA      Time: NA
- ii. Last date for receipt of quotation:      Date: 01.01.2018      Time: 3:30PM
- iii. Opening of techno-commercial and financial bid:      Date: 01.01.2018      Time: 4:00 PM

**7. Warranty** of minimum 1 year must be provided.

- 8(a)** If the price quoted in foreign value, the prize should be CIF up to Calcutta airport.
- 8(b) GST: GST should be charge according to applicable rates (if applicable).**
- 9. Bid Security:** Not Applicable.
- 10. Performance Security:** Not Applicable.
- 11.** Please go through the enclosed "bid document" carefully for other bidding instructions.
- 12(a)** Please send your quotations by Registered/Speed Post or Courier Service to:

Head, Ceramic Department Attention: Dr. Sumit Kumar Pal National Institute of Technology, Rourkela – 769 008
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OR (b) drop the quotation in the Tender Box kept in the office of the Department during the normal working hours of the Institute. Please do not hand over the quotation to any person by hand.

- 13.** For technical details, you may contact

Prof. Sumit Kumar Pal Department of Ceramic Engineering National Institute of Technology, Rourkela – 769 008 Phone: 0661 – 2462210 (M) 9438211301 Fax: 0661 – 2462999 E-mail: skpal@nitrkl.ac.in
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## **NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA – 769 008, ORISSA**

### **BID DOCUMENT**

#### **1. Instructions to the bidders**

- 1.1 Sealed bids are invited on behalf of the Director, National Institute of Technology (NIT), Rourkela – 769 008, Orissa, from the intending bidders for supply of the goods/stores/equipments for the Institute as detailed in the enquiry letter.
- 1.2 The bidders should quote their offer/rates in clear terms without ambiguity.
- 1.3 The rates should be quoted both in figures and words and legibly written without any over-writings. In case of any correction, the same must be attested by the bidder with full signature. However, no over-writing is permissible. Manufacturer's price-list, where applicable, should be submitted along with the bid.
- 1.4 In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.
- 1.5 The last date for receipt of the bid is marked in the enquiry. In case the above date is declared a holiday for NIT, Rourkela, and the bids will be received up to the appointed time on the next working day.
- 1.6 The bids may be sent by registered or speed post or by courier service, so as to reach the concerned department before the last date of receipt, or alternatively, be dropped in the tender box kept at the Department office. The name of the Department is mentioned in the Enquiry.
- 1.7 The bidder may modify his bids before the last date appointed for receipt of the bids by sending an amendment to the bid. No bid shall be modified after the deadline for receipt of the bids.
- 1.8 If a prospective bidder requires any clarification in regard to the bidding documents, he may make a request the concerned officer or faculty member at least 15 days before the deadline for receipt of bids.
- 1.9 Bids received after the deadline of receipt indicated in para 1.5 above, shall not be taken in to consideration.

- 1.10 Each bidder shall submit only one bid. A bidder, who submits more than one bid, shall be disqualified and considered non-responsive.
- 1.11 (In respect of high value plant, machinery etc. of a complex and technical nature). The bids may be submitted in two parts, viz., technical bid and financial bid. The above two bids may be sealed by the bidder in separate cover duly super-scribed and both these sealed covers are to be put in a bigger cover which should also be sealed any duly super-scribed. The bidding format is specified in the quotation enquiry.
- 1.12 The cover containing the bid must be sealed and super-scribed "Bid for **30 Ton Bench Top Auto Press** vide No **NITR/PW/CR/2017/L/1718 dated 06.12.2017**" as given under item 4 of the enquiry.
- 1.13 The bids shall be opened in the Departmental office at the date and time given on the top of the document. The bidders may send their authorized representatives to attend the bid opening, if they so desire. In the event of the above bid opening date being declared holiday for the NIT, Rourkela, and the bids will be opened at the appointed time and place on the next working day.
- 1.14 The bidder has to sign in full at all pages of the bidding document.

## **2. Conditions of the bid**

- 2.1 The rates quoted should preferably be net, inclusive of all taxes and duties, packing, forwarding, freight, Insurance and all other incidental charges. In case these charges are quoted extra in addition to the quoted rates, the amount thereof or advolerum rate must be specified. Packing, forwarding, freight etc., when quotes separately are reimbursable at actual. If external agencies are employed, their receipts must be enclosed with the invoice.
- 2.2 Duties and Taxes are to be quoted separately. Advolerum rates thereof should be clearly indicated with reference to the relevant Acts and Rules.

**It may be noted that the Institute is exempt from paying Excise Duty vide Government Notification No. 10/97 dated 01.03.1997 [Registration No.: TU/V/RG-CD (227)/2011, dated 10.10.2011. The Institute is not authorized to issue C or D forms. GST may be charged at applicable rates.**

- 2.3 The goods are required to be delivered at the indenting Department of NIT, Rourkela, and must be dispatched within 30 days from the date of placement of the supply of order under the risk and arrangement of the bidder and offers with delivery beyond the above period shall be treated as unresponsive. In case the delivery time is higher, the same must be mentioned clearly in the quotation.
- 2.4 The bid should remain valid for a period of **60** days from the date of opening. In case your offer has a different validity period that should be clearly mentioned in the quotation.
- 2.5 Conditional discount, if any, offered by the bidder shall not be considered at the time of evaluation.
- 2.6 The goods offered should strictly conform to the specification and technical details mentioned in **Annexure 1**.
- 2.7 The Institute may like to conduct pre-dispatch inspection of goods, where applicable.
- 2.8 Period of guarantee/warranty, where applicable, should be specified in the bid.
- 2.9 If the successful bidder, on receipt of the supply order, fails to execute the order within the stipulated period, in full or part, it will be open to the Director, NIT Rourkela to recover liquidated damage from the firm at the rate of 1 percent of the value of undelivered goods per month or part thereof, subject to a maximum of 5 percent of the value of undelivered goods. Alternatively, it will also be opened to the Director, to arrange procurement of the required goods from any other source at the risk and expenses of the bidder.
- 2.10 The successful bidder may be required to execute a contract, where applicable.
- 2.11 The bidder has to furnish up to date Income Tax Clearance Certificate along with the bid.
- 2.12 Payment (*100 percent*) will be made by Account Payee Cheque/Bank Draft, within 30 days from the date of receipt of the goods in good condition or receipt of the bill, commissioning of the equipment, where applicable, whichever is later/latest.

- 2.13 In case of Advance payment, the payment will be made on either in Foreign Demand Draft or Wire Transfer only. The proforma invoice copy need to be sent for advance payment.
- 2.14 In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Director, NIT, Rourkela shall be final.
- 2.15 The bid document/resultant contract will be interpreted under Indian Laws.

## **Annexure-I**

### **Specification for 30 Ton Hydraulic Press**

- Clamping force 30 tons (minimum 1,000 lbs)
- Daylight opening 1" - 17" Factory Set @ 4 1/2"
- Stroke 6"
- Four (4) fully threaded columns
- Self-contained 1/4 HP hydraulic unit
- 12" x 12" work area
- Programmable control system:
- Full touch screen interface
- 10 recipe storage capability
- 20 Programmable setpoints of clamp force and cure time per recipe
- Programmable in force units of Kg, US Tons, Metric Tons & Pounds
- Automatic bump sequence (can be programmed in any or all segments)
- Two hand "anti-tie-down" close buttons for operator safety
- Adjustable proximity switch for slowdown position
- Interlocked safety enclosure with hinged door
- 230 Volt, 1PH Supply Voltage
- Electrical disconnect (non-fused)
- Preferred Make: CARVER
- Proprietary certificate need to be provided