



## Tender document

No: 6-15/2012-13/ST

Date: 07.01.2013

The Director, Directorate of Sorghum Research, Rajendranagar, Hyderabad – 500 030 invites sealed bids from eligible bidders say manufacturers / authorized dealers / stockiest for the purchase of the following equipments. Detailed Specifications at Annexure –I.

S. No.	Brief description of goods	Quantity
1	Digital hand refractometer	1 No.
2	Fibre analysis apparatus	1 No.
3	Oven	1 No.
4	Weighing balance	1 No.

1. The last date for submission of quotation on or before **12:30 PM** of **07-02-2013** opening of Tender will be at **1:30 PM** on **07.02.2013**.
  2. **EMD @2%** on the quoted price should be enclosed with the quotation.
  3. **Rs.200/-** for each item / equipment separately as tender fees
  4. Demand drafts drawn in favour of **ICAR Unit – DSR Account**, payable at Hyderabad.
  5. The validity of your quotation must be valid for a period of 90 days.
- i) Guiding specification and other technical details :  
As enclosed in Annexure – 1
- ii) Terms of delivery : delivery at site, viz. Director,  
Directorate of Sorghum Research,  
Rajendranagar, Hyderabad – 500 030.
- iii) Delivery period for goods : Within **6 to 7** weeks from the date of the purchasers signing the contract.
- iv) Erection / installation and commissioning (if required, depending on the goods ordered) are to be completed within **7 - 10** days of delivery of the goods at site.

- v) Terms of Inspection by the purchaser's representative at **D.S.R. Rajendranagar, Hyderabad – 500 030.**
- vi) Training of purchaser's operator(s) for operating the goods ordered, as and if necessary **2** operator(s) is / are to be trained for a period of One week at purchaser's premises / supplier's premises for successfully operating the goods purchased. The training shall be completed by **One week.** Or depending on the operation of the equipment.
- vii) Price structure :
- a) The tenderer shall quote for the complete requirement of goods & services and for the full quantity as shown against a serial number in the list of requirements in Annexure – 1. Unless otherwise specified in Annexure – 1, the tenderers are, however, free not to quote against all the serial numbers mentioned in the list of requirements ( in case there are more than one serial number in the list of requirements).
  - b) The rates and prices quoted shall be in Indian Rupees or in foreign currency for imported equipments (FOB value).
  - c) All duties, taxes and levies payable by the supplier under the contract shall be included in the quoted price. The purchaser will not pay any such duties, taxes and levies separately. “However, sales Tax, as legally and contractually, leviable will be quoted separately by indicating the nature and the current rate of sales Tax, as applicable at the time of quoting. The Sales Tax will be paid extra at actual at the time of supply, provided the transaction of sale is legally liable to sales Tax and the amount of the sales Tax is contractually payable. If the supplier in its quotation does not ask for sales Tax extra, the same shall not be paid even if it asks for the same at a later date.
  - d) The rates and prices quoted by the supplier shall remain firm and fixed during the currency of the contract and shall not be subject to variation on any account, whatsoever, including statutory variations, if any. “However, sales Tax will be paid extra as per provision under Clause viii ( C ) above”
- ix) Receipt of goods & Terms of payment:
- a) Payment term for supply of goods, including erection / installation and commissioning (as and if applicable).  
Immediately on receiving the goods at site, the purchaser will verify the quantities of the items supplied as specified in the delivery challan of the supplier and also check for any superficial damage etc., in the goods so supplied and issue a provisional receipt accordingly. If the goods supplied do not require erection / installation and commissioning at site, the purchaser, within three working days of issue of the provisional receipt, will issue acceptance certificate (of the goods) to the supplier, provided the goods supplied are acceptable in terms of the contract. However, if the goods supplied also need erection / installation and commissioning, the purchaser will issue acceptance certificate within two working days, after successful erection / installation and commissioning. The supplier will then send its invoice along with the purchase's acceptance certificates and other accompanying documents to the paying authority for payment.

The paying authority will realize the full payment to the supplier as due in terms of the contract, within seven working days of receipt of supplier's invoice, purchaser's receipt certificate and other accompanying documents, provided the same are in order.

“While claiming reimbursement for sales Tax, the supplier shall furnish the following certificate duly dated and signed, on its bill”

“Certified that the goods on which sales Tax has been charged have not been exempted under the Central Sales Tax Act or State Sales Tax Act or the rules made there under and the charges on account of sales Tax on these goods are correct under the provisions of that Act or the Rules made there under. Certified further that we are registered as dealers for the purpose of Sales Tax in the State of ..... Under registration number ..... We further confirm that the amount of Sales Tax shown in the bill against this contract is correct in terms of above provisio”

- b) Payment for training of purchaser's operator(s) if a applicable.  
After release of payment to the supplier as per sub-para (a) above and after successful completion of training of the operator(s) in terms of the contract, the purchaser will immediately issue a certificate to this effect to the supplier. The supplier will thereafter send its invoice for training charges, along with the above certificate to the paying authority. The paying authority will release the payment to the supplier in terms of the contract within seven working days of receipt of supplier's invoice provided the invoice and the accompanying documents are in order.
  
- x) Paying Authority :            Director,  
   Directorate of Sorghum Research,  
   Rajendranagar, Hyderabad – 500 030.
  
- xi) Liquidated Damage Clause :  
If any time during the performance of the contract, the supplier encounters conditions hindering timely delivery of the goods, the supplier shall promptly inform the purchaser in writing the fact of the delay and the likely duration of the same. After receipt of supplier's communication, the purchaser shall decide as to whether to cancel the contract for the un-supplied portion after the existing delivery period, or to extend the delivery period suitably by issuing an amendment to the contract. If the supplier fails to deliver the goods and / or perform the services within the contractual delivery period for reasons other than circumstances beyond supplier's control (which will be determined by the purchaser) and the purchaser extends the delivery period, the purchaser will also deducted from the contract price, as liquidated damages, a sum equivalent to 0.5% (half per cent) of the delivered price of the delayed goods or unperformed services for each week of delay or part thereof until actual or performance. The maximum limit of such deduction will, however, be 10% (ten per cent) of the contract price of the delayed goods or services.

In case of non-supply of the items beyond the time – span given for delivery, the liquidated damages will be deducted from the EMD / Security amount, apart from other legal actions.

Further, during such delayed period of supply and or performance, the supplier shall not be entitled to any increase in price and cost, whatsoever, on any ground. However, the purchaser shall be entitled to the benefit of any decrease in price and cost on any ground, whatsoever, of the goods & services, supplied during the period of delay.

The purchaser's letter (to the supplier, with copies endorsed to others concerned) extending the delivery period will be subject to the above condition.

xii) a) Warranty Clause : **One year from date of installation of the equipment / Item.**

b) **Performance Security** :

The successful bidder will have to pay Performance Security within 21 (twenty one) days after the issue of purchase order by the purchaser, the supplier, shall furnish performance security to the purchaser for an amount of 10% (ten per cent) of the contract value, valid up to 60 (sixty) days after the date of completion of the contractual obligations by the supplier, including the warranty obligations. However, EMD will be returned on receipt of security amount.

xiii) Dispute Resolution Mechanism

If any dispute or difference arises between the purchaser and the supplier relating to any matter connected with the contract, the parties shall make every effort to resolve the same amicably by mutual discussions. However, if the parties fail to resolve the dispute or difference by such mutual discussion within 30 days, either the purchaser or the supplier may give notice to the other party of its intend on to refer the same to arbitration. The arbitration shall commence thereafter. The arbitration shall be conducted by a sole arbitrator, who will be appointed by the Secretary, ICAR and the procedure to be followed in this respect will be as per the Indian arbitration and conciliation Act, 1996. The venue, of the arbitration shall be the place from where the contract is issued.

2. **You are also required to fulfill the following conditions and furnish the details as indicated in subsequent paragraphs.**

- a) At the time of awarding the contract, the purchaser reserves the right to increase or decrease by up to 25%, the quantity of goods & services as specified in the list of requirement, without any change in the unit price or other terms & conditions.
- b) Please furnish a certified copy of your latest ITCC (Income Tax Clearance Certificate).
- c) Please indicate if you are currently registered with any Govt. organization and if registered, furnish all relevant details.
- d) Please state whether business dealings with you presently stand banned by any Government organization and, if so, furnish relevant details.
- e) A supplier shall not submit more than one quotation for the same set of goods.

- f) The supplier shall at all times indemnify the purchaser, at no cost to the purchaser, against all third party claims of infringement of patent, trademark or industrial design rights arising from the use of the goods or any part thereof, with respect to the goods quoted by the supplier in its offer.
  - g) The tender(s) as well as the contract shall be written in English language. All correspondence and other documents pertaining to the quotation(s) and the contract, which the parties exchange, shall also be written in English.  
The tender and all correspondence and documents relating to the tender exchanged between the bidder and the purchaser may also be written in Hindi language provided that the same is accompanied by an English translation, in which case, for the purpose of interpretation of the quotation, the English translation shall govern.
  - h) Please mention your Tax Identification Number ( TIN ) along with a copy certificate of Registration.
  - i) The contract shall be governed by the laws of India and interpreted in accordance with such laws.
  - j) **The Tender / offer shall remain valid for acceptance for a period not less than 90 days after the specified date of opening of the offer.**
3. The envelope shall be addressed to the Director, D.S.R. Rajendranagar, Hyderabad – 500 030. ( Purchaser ) and it should also bear the tender enquiry number & full address of the purchaser. The supplier must ensure that its tender (i.e quotation), duly sealed as above. The supplier may, at its choice, send the tender by Regd. Post or by speed post. Alternatively, the supplier may also hand deliver the tender to the purchaser No receipt will be issued separately.
  4. The tenders, which are received late i.e. **07-02-2013** by the purchaser will be ignored. Further, the purchaser does not accept any liability and responsibility for the tenders in case the same are not properly sealed & marked and / or sent as above.
  5. The purchaser will evaluate and compare the tenders which are substantially responsive i.e which are properly prepared & signed and meet the required terms, conditions, specification etc. The purchaser will award the contract to the supplier whose tender will be determined to be responsive and offering the best evaluated price.
  6. Notwithstanding the above, the purchaser reserves the right to accept or reject any tender or annul the tendering process and reject all tenders at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tender or tenders.

7. Please submit your tender accordingly. You shall sign all the pages of your tender. Your price tender may be furnished in the format enclosed as Annexure 2.

You are also required to return this original tender enquiry (all the pages), as it is, duly signed by you on every page, for our record. You may retain a photocopy of this tender enquiry for your record.

Encl : Annexures 1, & 2.

Yours faithfully,

(Saroj Kumar Singh)  
Administrative officer

**SPECIFICATIONS & OTHER TECHNICAL DETAILS  
OF THE ITEM AND SERVICES**

(If any tenderer is having equipments of higher/latest specifications than our specifications, kindly quote for them also in the tender)

S. No	Name of the Equipment	Specifications	Quantity
01	Digital hand refractometer	Range : 0 -75% Resolution : 0.1% Temp. Range : 10-75C Auto Temperature controller	1 No.
02	Fibre analysis apparatus	Fully Automatic Fiber Analyser for CF / ADF /NDF / lignin with Fiber bags. Twelve sample simultaneous analysis, Programmable and Automatic addition of Reagents (acid / Alkali), sample rinsing and suction. Automatic lift mechanism. Inbuilt carousel level sensor, solvent level sensor, inbuilt cooling water control. Optical and acoustic message, RS485 interface, Programmable start time and date for auto sequential operation. System should be supplied with fiber bags and necessary glassware	1 No.
03	Oven	Drying Oven with Natural air convection <ul style="list-style-type: none"> <li>• Volume : 222 Liters; Working Temperature: 5° C above ambient temperature up to 250° C</li> <li>• Programs : 2-3 adjustable programs; Output: RS232 – interface for printer or PC communication</li> <li>• Delayed heating start and stop function.</li> <li>• Safety               <ul style="list-style-type: none"> <li>- Acoustic and visual alarm in error state, digital safety thermostat, manual control of the air exhaust flap.</li> </ul> </li> <li>• Interior : Stainless steel,               <ul style="list-style-type: none"> <li>- Depth : 540 mm</li> <li>- Height : 760 mm</li> <li>- Width : 540 mm</li> </ul> </li> <li>• Trays with standard equipment : 2 or more pcs               <ul style="list-style-type: none"> <li>- Storage area (w x d) : 520 x 485 mm</li> </ul> </li> <li>• Door : Single</li> <li>• Time required to reach 250° C with closed air flap and voltage 230 V : 99 mins</li> <li>• Heat emission at 250° C : 990W</li> </ul>	1 No.

		<ul style="list-style-type: none"> <li>Electricity – mains 50Hz and Nominal voltage – 230 V.</li> </ul>	
<b>S. No</b>	<b>Name of the Equipment</b>	<b>Specifications</b>	<b>Quantity</b>
04	Weighing balance	<p>Weighing balance with LCD display, accurate and precise measurement. Features – piece counting, density determination, percentage weighing, GLP Compliant and RS232 port for Printer / PC</p> <p>Readability 0.1mg / 1mg</p> <p>Weighing Capacity 220g / 1000g</p> <p>Tare Range – 220g / - 1000g</p> <p>Repeatability 0.1 mg / 1 mg</p> <p>Linearity <math>\pm</math> 0.2 mg / 2 mg</p> <p>Stabilization Time 3s / 2s</p> <p>Calibration Internal automatic Calibration</p> <p>Pan Size 85mm Dia</p>	1 No.



FORMAT OF TENDER PRICE

Serial No.	Description of goods & allied services	Specifications	Accounting unit	Qty	Quoted unit Price in Rs.		Total amount in Rs.
					In Figures	In words	

Grand Total Cost Rs.

We agree to supply the above goods & allied services. We confirm that the same will meet the description, specification and other technical details as required in the tender enquiry.

“ Details of applicable Sales Tax to be paid extra and the current rate of the same:

We confirm, that we agree to all other terms & conditions of your tender enquiry including the terms of delivery, period of delivery and warranty provision.

We have furnished all the information, as required in the tender enquiry and attached the relevant documents.

(In case a tenderer desires to put some additional / modified stipulations, terms & conditions etc. the same may be clearly indicated).

We confirm that our offer will remain valid for acceptance for **90** days after the date of opening of tenders.

.....

(Signature, name and designation of the authorized executive of the tendering firm)

For and on behalf of .....  
(Name and address of the tendering firm)

.....  
(Seal of the tendering firm)

Date :

Place:

**CHECK LIST**

**Minimum requirements to be checked at the time of opening the tender by Committee**

<b>1</b>	<b>Tender Fees</b>	<b>Y/N</b>
<b>2</b>	<b>EMD @ 2% DDNo. Dt:</b>	<b>Y/N</b>
<b>3</b>	<b>Validity of the Quotation : 90 Days</b>	<b>Y/N</b>
<b>4</b>	<b>Delivery Period : 6-7 Weeks</b>	<b>Y/N</b>
<b>5</b>	<b>Errection/Installation: 7 to 10 days</b>	<b>Y/N</b>
<b>6</b>	<b>Warranty : One year</b>	<b>Y/N</b>
<b>7</b>	<b>Latest Income Tax Clearance Certificate</b>	<b>Y/N</b>
<b>8</b>	<b>Registration with Govt. Organization</b>	<b>Y/N</b>
<b>9</b>	<b>One Supplier One Quotation only</b>	<b>Y/N</b>
<b>10</b>	<b>Tax Identification Number copy of Registration Certificate</b>	<b>Y/N</b>
<b>11</b>	<b>Sign of the Firm or all pages</b>	<b>Y/N</b>
<b>12</b>	<b>Price Quote must be in the format enclosed Annex-2</b>	<b>Y/N</b>
<b>13</b>	<b>ORIGINAL-Tender Form must be submitted duly signed and stamped on each page</b>	<b>Y/N</b>