



No. AUD/2014-15/10/SDes/

31.03.2014

To,

Sub.: Notice Inviting Tender/Quotation for Supply & Installation of Machinery/Equipments for Design Lab-(B).

Sealed quotations are invited from OEM/Authorized supplier/distributors/Channel Partners for supply and installation of **Supply & Installation of Machinery/Equipments for Design Lab-(B)**. The quotation is required to be submitted in a sealed cover to the Registrar, Bharat Ratna Dr. B.R. Ambedkar University, Lothian Road, Kashmere Gate, Delhi- 110 006 duly superscribing **“Tender/Quotation for Purchase of Machinery tools for Design Lab-(B)”** on top of the cover as per the details given below:

Name of Work/Activity	Supply and installation of Machinery /Equipments for Design Lab in AUD, Delhi
Last date, Time and Venue for submission of tender	Latest by 21 st April,2014 at 03:00 P.M. in the office of the Registrar
Earnest Money Deposit	As indicated against each Machinery /Equipments is to be deposited in the form of crossed demand draft/pay order drawn in favour of Registrar, Ambedkar University, Delhi
Opening of Technical Bids in presence of the authorized representatives of bidders, if any	21 st April,2014 at 5:00 P.M.
Opening of Financial Bids in presence of the authorized representatives of bidders, if any	After evaluation of Technical bid date of opening of Financial bid will be informed the technically qualified bidder

Detailed Technical specifications and quantity are mentioned in annexure ‘A’. Please also refer to attached Terms and Conditions, Document II and Document III for complete details.

The quotation should reach the Office of the Registrar, Bharat Ratna Dr. B.R. Ambedkar University, Lothian Road, Kashmere Gate, Delhi- 6 on or before 03:00 P.M.on 21-04-2014. Tenderers should read the tender document carefully as enclosed and comply strictly while sending their tenders.

**Assistant Registrar
(Admin)**

Copy forwarded to:-

- 1- Office of the Controller of Finance
- 2- Office of the Registrar
- 3- Office of the Dean, School of Design

TERMS & CONDITIONS

1. Sealed Tenders (**Technical and Financial bids separately**) should be clearly superscribed as “**Technical Bid - (B)**” and “**Financial Bid -(B)**” .
2. Late receipt of bids (i.e. after due date and time) will not be considered. Authorized representatives of the tenderers may participate in the tender opening committee meeting, in case they wish to do so.
3. Rates must be quoted in figures & words in INR with all levies and taxes i.e. Sales Tax, VAT, Service Tax, etc as per schedule given in the financial bid. Rates must be quoted for all the items.
4. Each page of the technical bid/ financial bid is to be **signed by the tenderers and duly stamped**.
5. **Special discount/rebate admissible to Educational Institution/University may be specifically indicated in the quotation.**
6. **As the machinery/equipment is to be used by students for education and training, the items quoted for must be compliant with high standards of operational safety, quality and ease of performance. This will be an important criteria for technical bids.**
7. The Bidder has to write the name of the Machinery /Equipments at the top of each document, in case quoted as part tender. No need in case quoted for all Machinery /Equipments.
8. The Bidder has to submit OEM/Authorized supplier/distributors/Channel Partners Certificate or other related certificate specific for each Machinery /Equipments separately, in case the bidder is quoting for more than one Machinery /Equipments.
9. The above specification is indicative. University (AUD) may augment/ Diminish it with their specific requirements and equivalent / higher configuration may also be procured.
10. The bid would be valid for 90 days from the date of opening of the tender. In the case of successful tenderer, rates quoted shall be valid till the supplies are completed unless there is downward revision, in such case the benefit shall be *suo moto* transferred to this University.
11. All the materials make and model should comply with all technical compliance as per the detailed Technical Specifications mentioned in the Technical Bid.
12. Technical details, literature, catalogue etc. must be attached along with the quotation.
13. The financial bid of those bidders will be opened who technically qualified in the technical bid. The date and time for financial bid opening will be intimated to the successful bidders subsequently.
14. The Earnest Money of one quotation case shall not be off-seted transferred /adjustable towards any other quotation.
15. In each Item, the Bidder with lowest price will be considered to be L1 in that item and will be awarded the contract in that item.

16. **Performance Security Deposit:** The successful bidder shall be required to deposit a sum equivalent to 10% (Ten per cent) of the total cost of the supply order before commencement of supply in the form of Bank Guarantee/demand draft drawn in favour of Registrar , Ambedkar University, Delhi payable at New Delhi. No interest shall accrue on this amount. The validity of the Performance Security Deposit shall continue for a period of three months even after termination of the contract.
17. In case the successful bidder fails to deliver the items within the stipulated period, a sum equal to 0.5% of the contract value of the indented items shall be deducted per week till the actual delivery, subject to maximum of 10% of the value of the supply order.
18. The payment will be released only after successful completion of entire installation. No advance payment will be released. The delivery will be made as per the supply order and deviation, if any, may attract penalty. In addition to that, the EMD & Performance Security Deposit shall also be forfeited.
19. The vendor/supplier should be a registered firm with Trade & Taxes / Sales Tax /Service Tax Department etc. and should possess PAN, TIN (VAT)/Sales tax and service tax as applicable, copies of which may be enclosed.
20. **The bidders should provide details of bulk supply /installations that have been carried out in the last three years,** with detail of the Organization, Concerned Person and Contact Number, preferably a Government order.
21. Installation and satisfactory operation of the Machinery /Equipments will be the responsibility of the supplier.
22. On-site installation to be provided for the first time , In case of subsequent troubleshoot, which is un-resolvable over phone, the vendor should provide on-site support at free of cost.
23. Penalty shall be levied in case the complaints if any, not rectified within a week of reporting.
24. The warranty/guarantee period shall commence from the date of satisfactory installation of items at the project site of Bharat Ratna, Dr. B.R. Ambedkar University, Lothian Road, Kashmere Gate, Delhi-110 006.
25. All disputes arising out of this contract shall be referred to the sole arbitration of the Vice Chancellor, Bharat Ratna Dr. B.R. Ambedkar University, Lothian Road, Kashmere Gate, Delhi-110006; The venue of arbitration shall be NEW DELHI (INDIA).
26. AUD reserves the right to reject any or all tender(s) without assigning any reason. The decision of AUD in this regard shall be final. No enquiries in this regard shall be entertained. Correspondence during tendering process may invite disqualification.

TECHNICAL BIDS

The technical bid shall contain following information in a sealed cover super scribed “**Technical Bid-(B)**” only which shall also contain the EMD.

Technical Specifications

S.No	Name of Equipment	EMD/ Unit (Amount in INR)	No. of Units	Detailed Technical Specifications
1.	Side loading Kiln SLK	2400	01	As per Annexure ‘A’
2.	Top Loading Kiln TLK	2400	01	
3.	Sand Blaster	1100	01	
4.	Thermo forming machine, Manual	1250	01	

1. OEM/Authorized supplier/distributors/channel partners are requested to enclose the letter/certificate of their manufacturer appointing them as authorized for marketing their product.
2. Name, address, setup and status of the organization, authorized contact person with telephone number should also be mentioned.
3. **The Bidder can quote for one or more Machinery/Equipments.**
4. Given different make and specification of the items, L1 (lowest bidder) will be item based.
5. **Earnest Money Deposit (EMD)** in the form of crossed demand draft/pay order drawn in favour of Registrar, Ambedkar University, Delhi shall be enclosed with the technical bid of the tender document. The EMD of unsuccessful tenderer will be returned after completion of the tender process on request. Technical bid received without EMD shall summarily be rejected.
6. TIN /CST/VAT Number must be clearly mentioned in the bid document. Copies of the same should also be enclosed.

I/We have read and understood the terms and conditions of the tender and hereby unequivocally accept the same.

(Authorized Signature)
Name of the Authorized person: _____
Name of the Company: _____
Address of the company: _____
Contact No. : _____
Email Id: _____
Seal of the company:

FINANCIAL BIDS

The financial bid should be enclosed in a separate sealed cover super scribed “**Financial Bid-(B)**”. No escalation of prices would be permitted on any ground. The price may be quoted with analysis. Firms must clearly indicate in their offers the different taxes and duties which they propose to charge extra mentioning clearly the present rate(s) thereof. Vague offers like “**duties as applicable**” shall not be considered .

S. No.	Items Description	Warranty/ Guaranty (in years)	Qty Req.	Rate	Amt.	Taxes	Total
			(a)	Per qty. (In Rs.)	X=(a)x(b) (In Rs.)	(In Rs.)	(c+d) (In Rs.)
				(b)	(c)	(d)	
1	Side loading Kiln SLK						
2	Top Loading Kiln TLK						
3	Sand Blaster						
4	Thermo forming machine, Manual						
Discount if any							
Grand Total							

(Authorized Signature)

Name of the Authorized person: _____

Name of the Company: _____

Address of the company: _____

Contact No. : _____

Email Id: _____

Seal of the company:

ANNEXURE 'A'

1.0 Side Loading Kiln

S. No.	Specification Requirement	Compliance with Specifications (Yes/ No)
1	Size of the machine – 18"x18"x18"	
2	Temperature – 1100 Deg C	
3	With digital meter and thermostat control, Heavy duty machine	
4	Weight -approx 250kg	

2.0 Top Loading Kiln

S. No.	Specification Requirement	Compliance with Specifications (Yes/ No)
1	Size of the machine – 18"x18"x18"	
2	Temperature – 1100 Deg C	
3	With digital meter and thermostat control, Heavy duty machine	
4	Weight – approx 250kg	

3.0 Sand Blaster

S. No.	Specification Requirement	Compliance with Specifications (Yes/ No)
1	Size of Machine-12"x12"x16" Depth.	
2	V-220, S/N-22070, mode R,	
3	with Air pressure Gauge controller	

4.0 Thermo forming Machine

S. No.	Specification Requirement	Compliance with Specifications (Yes/ No)
1	Size of machine – 29"x23"x7"	
2	Height from floor to table –30	
3	Watts - 5000 Power required – 3phase	
4	Temperature up to 800 Degree C with thermo state control system	