



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान भोपाल
Indian Institute of Science Education and Research Bhopal

NOTICE INVITING e-TENDER

Tender Enquiry No. IISERB/ SP /2016-17/57

Dated: 04/01/2017

Indian Institute of Science Education and Research (IISER), Bhopal, is an autonomous Institute established under Ministry of HRD, Government of India. Institute would like to procure **Single Crystal Substrates** for e-Tenders are invited from the reputed & bonafide Manufacturers and Authorised Dealers/Distributors. The potential bidders are required to visit the website www.tenderwizard.com/IISERB for submission of tender.

1. Brief Details of item(s)/ material

S.No	Item Description	Quantity	Remark, If any
1	Single Crystal Substrates	Please see Annexure - I for detailed information about quantity and technical specifications of Single Crystal Substrates	

The Detailed Technical Specifications of the material to be procured under this tender are given separately in [Annexure – I](#) Supplier has to fill up the compliance of specifications. Supplier may visit to IISER Bhopal for seeing the available samples/photos before submission of the bid.

2. The Bidders are requested to submit single bid tender.

- Provide complete information in [Annexure-II](#). This part of the tender shall contain company profile and commercial terms & conditions of contract for the supplies to be made and services to be rendered.
- No brochures/leaflets etc. should be submitted in loose form. Please indicate page nos. on your quotation.
- The Price Bid shall contain rates of the items. The price should be FOR Destination / FOB International Airport (in case of foreign manufacturer) and be quoted indicating the basic price, discount on basic price, taxes and duties as applicable.
- In case of any discrepancy in the rates indicated in the Price bid either in figures or words, the rates in words will be considered for evaluation.
- Format of price bid is enclosed with document and annexed as [Annexure-III](#)

4. Contact for information:

- a) For any Technical Details: **Dr. Amit Kumar Khare,**
DST INSPIRE Faculty,
E-mail: amitkhare@iiserb.ac.in
Tele:+91-755-6691203,

b) For any commercial terms and condition:

Stores and Purchase Office, (IISER), Bhopal
Tel: +91-0755-6692311 / 312

5. Submission of Bids:

- Bid must be submitted only through e-tendering mode on www.tenderwizard.com/IISERB
 - Bid submission through any other mode will not be accepted
- Time and Date of Submission: On or before 3.00 PM on 19.01.2017.**

- **Time and Date of opening Techno-Commercial Bid: At 3.00 PM on 20.01.2017.**
- **Opening of part-II (Price) will be intimated later to technically qualified tenderers after scrutiny of Techno-Commercial part.**

6. Instructions to Bidders:

- If the bid is submitted by authorized dealer/ distributor for branded makes, a authorization letter from principals clearly indicating that the vendor is the authorized to sell and provide services for the items mentioned in the scope of supply given in tender documents shall be produced.
- Purchase Orders if any, for identical equipments supplied to other IISERs/IITs/Central Universities etc. for the preceding three years should be given together with the prices eventually or finally paid.
- Copy of CST/VAT/TIN No. and PAN No. allotted by the concerned authorities should be enclosed.
- In case of foreign quote, the address of Principal's / Manufacturer's and their Banker's details should be furnished along with certificate.
- All pages of the tender document shall be invariably signed by the authorized Personnel and Company's rubber stamp affixed. Photocopies of all certificates shall be self-attested by the authorized personnel. There shall be no corrections or overwriting in the tender document. Corrections, if any, should be made clearly and countersigned.
- The makes/brand and name and address of the manufacturer, Country of Origin, and currency in which rates are quoted are to be clearly mentioned.
- Bidder should submit Physical /actual EMD on or before the closing time and date of closing date of online tender and upload the copies of thereof on the website. IISER Bhopal will not be responsible for any postal delay or delivery at wrong address. The tenders of bidders whose physical EMD is not received in time, are liable to be rejected as per desire of the institute.

7. Other Terms and Conditions

- IISER, BHOPAL reserves the right to accept or reject any bid in part or full without assigning any reason whatsoever. The Institute will not hold any responsibility for postal loss or delay of any bid.
- Period of validity of bids:** Bids shall be valid for a minimum period of **90 days** from the date of opening of the Techno-Commercial Bid.
- Delivery Period:** The required quantities of material have to be delivered and installed within 12 weeks from receipt of the Purchase Order by Supplier/date of LC acknowledgement.
- In case your quote is Ex-works basis estimated insurance coverage charges may please be indicated.
- In case of Foreign Quote, the mode of dispatch should be by Air / Post Parcel. The approximate dimensions of the packages and weight of consignment are to be indicated.
- In case of INR bids the price quoted should be on F.O.R., IISER Bhopal. Govt. Levies like excise duty, sales tax, octroi, WCT etc., if any, shall be paid at actual rates applicable on the date of delivery. Rates should be quoted accordingly giving the basic price, Excise Duty, VAT/ Central Sales Tax etc. Please note that IISER Bhopal is exempted from payment of Central Excise duty vide Govt. Notification No.10/97-Central Excise dated 1st March, 1997.
- Being an Educational and Research Institute IISER, BHOPAL is exempted from payment of Custom Duty vide Govt. Notification No.51/96-Customs dated 23rd July, 1996.
- For imported items the agency commission payable to Indian Agent may be indicated. Agency commission will be paid in INR after satisfactory commissioning and acceptance of the item.
- Bidder shall provide duly signed certificate as enclosed at [Annexure-IV](#) with Techno-Commercial Bid.
- EMD:** The Techno-commercial Bids must accompany details of EMD of Rs.6, 000/- (Rupees Six Thousand only). EMD should be in the form of bank transfer (I-Collect) / challan at the campus branch of SBI, IISERB only. Bidders may visit if any assistance required:- <http://iiserb.ac.in/admin/files/forms/Payment%20through%20SBI%20I-Collect.pdf>. No interest shall be paid on earnest money deposited. Bidders having valid registration with

NSIC for tendered item and value will be considered for exemption from EMD amount as per extant rules.

12. **Penalty for delayed supply**

Time is the essence of the contract and the supplier shall pay or allow the Institute to realize the sum equivalent to 01(One) per cent of the total order value per week, subject to a maximum limit of 10% of the order value, as agreed compensation for delay for the period during which the supply and installation shall remain incomplete beyond the offered time of completion/execution or beyond the time duly extended in writing by the Institute. The Institute may deduct such damages from any money due to the supplier.

For Indigenous items : 100% payment shall be made against satisfactory delivery, and acceptance

7.2. For imported items : (a) 100% payment shall be made by wire /telegraphic transfer after delivery and acceptance.

OR

(b) 100% payment shall be made by Irrevocable Letter of Credit. Out of which 90% will be paid against submission of following documents:

1. Air way Bills – 2 copies
2. Packing List – 2 copies
3. Invoice for shipping – 4 copies

Balance 10 % will be paid on receipt.

Note. I. All bank charges outside India shall be borne by the supplier.

II. LC will be opened on receipt of unconditional acceptance of purchase order.

III. Accepted term of payment shall be clearly indicated in Tender / Offer document

13. **Jurisdictions** The disputes, legal matters, court matters, if any, shall be subject to Bhopal Jurisdiction only.

Stores and Purchase Officer

Technical Specifications of Single Crystal Substrates

Sr. No.	Substrate	Orientation	Dimensions (mm)	Polishing	Quantity
1	SrTiO ₃ breakable substrates	100	15X15X0.5 (9 Segments breakable)	One Sided Polished	10 Nos.
2	SrTiO ₃ breakable substrates	111	15X15X0.5 (9 Segments breakable)	One Sided Polished	02 Nos.
3	SrTiO ₃ breakable substrates	110	15X15X0.5 (9 Segments breakable)	One Sided Polished	02 Nos.
4	Nb: SrTiO ₃ breakable substrates	100	15X15X0.5 (9 Segments breakable)	One Sided Polished	02 Nos.
5	Nb:SrTiO ₃ breakable substrates	111	15X15X0.5 (9 Segments breakable)	One Sided Polished	02 Nos.
6	LSAT breakable substrates	100	15X15X0.5 (9 Segments breakable)	One Sided Polished	05 Nos.
7	LAO breakable substrates	100	15X15X0.5 (9 Segments breakable)	One Sided Polished	02 Nos.

1. The bidder should try to quote for all items and preference will be given to such suppliers.
2. In case no vendor has quoted for all items than comparison chart of price will be prepared on basis of price of common items grouped together quoted by most of the bidders.
3. In case of both of the above (1 and 2) is not applicable than price comparison will be made of individually items.
4. Packing and Forwarding Charges, Shipping Charges, Bank Charges, Discount etc. will be taken care of while preparing comparison chart of prices in every situation.
5. Final quantity of items may be increased or decreased or any particular item may be removed from the order, if required.

Date:

Signature of Authorized Signatory

Place:

Stamp

TECHNO-COMMERCIAL BID
For supply of Substrates to IISER, Bhopal

1.	Name of Tendering Company with Registration No. & Date issued by appropriate authorities (Please enclose copy of certificate of registration)													
2.	Do you possess trade license issued by Competent Authorities in India? If so, please enclose a copy.													
3.	Name of Proprietor / Director													
4.	Furnish following particulars of the Registered Office													
	a. Complete Postal Address													
	b. Telephone No.													
	c. Fax. No.													
	d. E-Mail Address													
5.	Furnish following particulars of the Local Branch Office. (if any)													
	a. Complete Postal Address													
	b. Telephone No.													
	c. Fax. No.													
	d. E-Mail Address													
6.	PAN No. (Attach Attested Copy)													
7.	TIN No. (Attach Attested Copy)													
8.	If Manufacturer – Pl. attach the certificate of Registration If Authorised Dealer / Distributer – Pl. attach relevant certificate.													
9.	Financial turnover for the three financial Years.(Please attach copy of certificate by Chartered Accountant in original)													
	<table border="1"> <thead> <tr> <th>Financial Year</th> <th>Amount (` In Lakhs)</th> <th>Remarks, if any</th> </tr> </thead> <tbody> <tr> <td>2012 - 2013</td> <td></td> <td></td> </tr> <tr> <td>2013 - 2014</td> <td></td> <td></td> </tr> <tr> <td>2014 - 2015</td> <td></td> <td></td> </tr> </tbody> </table>	Financial Year	Amount (` In Lakhs)	Remarks, if any	2012 - 2013			2013 - 2014			2014 - 2015			
Financial Year	Amount (` In Lakhs)	Remarks, if any												
2012 - 2013														
2013 - 2014														
2014 - 2015														
	(Attach separate sheet if space provided is insufficient)													

10.	Give details of the major clients – Educational Institutes/Universities, Government Departments, Research Organisations, to whom item/material of same type have been supplied by the bidder during the last five years in the following format.				
	<i>Sl. No</i>	Name & address of the client with details - Name of the contact person, telephone no., Fax no., e-mail id	Name & quantity of the items sold	Purchase Order/Indent No. & Date	Amount
	<i>1</i>				
	<i>2</i>				
	<i>3</i>				
	<i>4</i>				
	<i>5</i>				
(If the space provided is insufficient, a separate sheet may be attached)					
11.	The agency should not have been black listed or banned by any Govt. Department, Government Organization, PSU, University, Autonomous Institute etc. A notarized certificate to this fact should be enclosed with techno-commercial bid as per Annex. IV				
12.	Are you an ISO certified manufacturer? If so, please attach a copy of the certificate.				
13.	Please specify the minimum time required to supply the item / material from the date of receipt of the Purchase Order				
14.	Additional information, if any (Attach separate sheet, if required)				

(The Annexure II must be submitted in the given format on the website only)

Date:

Signature of Authorized Signatory

Place:

Stamp

Annexure – III

PRICE BID

Sl. No	Description of Material				Qty	Currency	Rate Quoted per Unit (Ex-Work)	Total Amount
	Substrate	Orientation	Dimension (mm)	Polish				
1	SrTiO ₃ breakable substrates	100	15X15X0.5 (9 Segments breakable)	One Sided Polished	10			
2	SrTiO ₃ breakable substrates	111	15X15X0.5 (9 Segments breakable)	One Sided Polished	2			
3	SrTiO ₃ breakable substrates	110	15X15X0.5 (9 Segments breakable)	One Sided Polished	2			
4	Nb: SrTiO ₃ breakable substrates	100	15X15X0.5 (9 Segments breakable)	One Sided Polished	2			
5	Nb:SrTiO ₃ breakable substrates	111	15X15X0.5 (9 Segments breakable)	One Sided Polished	2			
6	LSAT breakable substrates	100	15X15X0.5 (9 Segments breakable)	One Sided Polished	5			
7	LAO breakable substrates	100	15X15X0.5 (9 Segments breakable)	One Sided Polished	2			
Total Ex Work Price								
Discount Offered								
Discounted Price								
FCA _____ (Please mention NAME of Airport)								
Net Price Offered (in Fig.)								
Net Price Offered (in Words)								
Remarks:								
Name of the Authorised Signatory:								
Name of the Company:								
Date:								
<i>Note</i>	1. The basic price should be FOR, Institute. / FOB International Airport (in case of foreign supply) Please indicate basic price, discount offered, Taxes, Duties, separately.							
	2. Price of Optional items and accessories shall be quoted separately.							

(The price bid needs to be submitted as given format on –tendering website)

Date

Signature of the Tenderer

Place

Stamp

CERTIFICATE & DECLARATION

It has been certified that all information provided in tender form is true and correct to the best of my knowledge and belief. No forged / tampered document(s) are produced with tender form for gaining unlawful advantage. We understand that IISER, Bhopal is authorized to make enquiry to establish the facts claimed and obtain confidential reports from clients.

In case it is established that any information provided by us is false / misleading or in the circumstances where it is found that we have made any wrong claims, we are liable for forfeiture of EMD/SD and or any penal action and other damages including withdrawal of all work / purchase orders being executed by us. Further IISER, Bhopal is also authorized to blacklist our firm/company/agency and debar us in participating in any tender/bid in future.

I / We assure the Institute that neither I / We nor any of my / our workers will do any act/s which are improper / illegal during the execution in case the tender is awarded to us.

Neither I / We nor anybody on my / our behalf will indulge in any corrupt activities / practices in my / our dealing with the Institute.

Our Firm/ Company/ Agency is not been blacklisted or banned by any Govt. Department, PSU, University, Autonomous Institute or Any other Govt. Organization.

Date

Signature of the Tenderer

Place

Stamp

Note: This certificate should be executed on duly notarised ` 100/- NJ Stamp Paper.

INSTRUCTION TO SUPPLIERS/BIDDERS:

The tender shall be accepted **only through online e-tendering process** and all details pertaining to the tender and guidelines for e-tendering are available on the website www.tenderwizard.com/IISERB.

Intending contractors needs to register themselves on the e-tendering website www.tenderwizard.com/IISERB to get the USER ID and PASSWORD by paying required registration fee (Annual & Non-Refundable) through e-payment only and completing the steps specified on above referred website.

Special Note: The price bid and other documents has to be Submitted separately online at www.tenderwizard.com/IISERB. The date of Submission of online Technical and Financial will be as per tender notice.

Requirement for Vendors:-

P.C. Connected with internet

Registration with portal www.tenderwizard.com/IISERB

Class-III Digital signature certificate in the name of the company of the vendor is mandatory (in the name of the company who will be submitting the EMD & general information).this may be obtained by calling our helpdesk (09981783170 and 011-49424365).Bids will not be recorded without Digital signature Certificate.

Bidders will have to pay Tender Processing fee **Rs. 862/- including service tax (Non-Refundable)** through e-payment in favour of M/S ITI Ltd.

Note: Please check the Digital Signature Certificate. For more details bidders may visit e-tendering portal and download the help manuals uploaded in the website.

Contact Person:-

Mr. Ranjit Kumar Ranjan Mob: 09981783170

Email: twhelpdesk674@gmail.com

Mr.Nikhil Sanal Mob: 09650544776

Email: twhelpdesk673@gmail.com

Help Desk No: 011-49424365