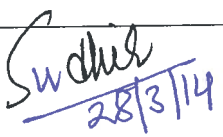



**OPEN TENDER ENQUIRY FOR THE SUPPLY & INSTALLATION OF DEEP FREEZER
AT RGIPT, RAE BARELI (IN TWO PART BID SYSTEM)**

Sealed Tenders from reputed Original Equipment Manufacturers/ Authorized Dealers/ Bidders for **PROCUREMENT OF 02 No. DEEP FREEZER** are invited by the Rajiv Gandhi Institute of Petroleum Technology, Rae Bareli.

Opening of Tender	17.04.2014 (Thursday) at 04.30 pm
Place of Opening of Tender	Conference Room, 1st Floor Rajiv Gandhi Institute of Petroleum Technology
Tender No.	RGIPT/RBL/DeepFreezer/2013-14/01
Tender Date	28.03.2014 (Friday)
Item Description	02 No. Deep Freezer
Last date of submission of tender	17.04.2014 (Thursday) upto 03.30 pm
Place of Submission	PA to Director, Director's Office, Room No.103 Rajiv Gandhi Institute of Petroleum Technology Ratapur Chowk, Rae Bareli - 229316, Uttar Pradesh
Tender Type	Two Bid System: Tender should be submitted as per the above schedule and returned with your covering letter in the enclosed form duly signed. Your quotation must be submitted in two envelopes (i) Techno-Commercial Bid and (ii) Financial Bid subscribing on both the envelopes the tender no. and the due date and both these sealed covers are to be put in a bigger cover which should also be sealed and duly subscribed with our Tender No. & Due Date. <u>The Financial bid will be opened only of those firms who will be found technically qualified after evaluation of their technical bids.</u>
Technical Clarification	Name: Dr. Debashis Panda Mess Co-ordinator Email: dpanda@rgipt.ac.in Contact: 0535-2704228
Any other Clarification	Stores & Purchase Officer Email: sarora@rgipt.ac.in Contact: 0535-2704202
Other Conditions (apart from General Terms & Conditions)	EMD of Rs.3500.00 (Rupees Three thousand five hundred only) must be enclosed in a separate sealed envelope. Tenders not accompanied with prescribed earnest money deposit (EMD) will be rejected.
Date: 28/3/2014	<p align="center">  Swadesh 28/3/14 Stores & Purchase Officer </p> <p align="right">  Anil Kumar Indenter </p>

RAJIV GANDHI INSTITUTE OF TECHNOLOGY, RAE BARELI

NOTICE INVITING TENDER

Tender Enquiry No.: RGIPT/RBL/DeepFreezer/2013-14/01

Dated: 28.03.2014

Rajiv Gandhi Institute of Petroleum Technology, Rae Bareli being set up by the Ministry of Petroleum and Natural Gas (MOP&NG), Government of India, as an apex level Educational Institute of National Importance in line with IIT's under an Act of Parliament. The Institute is empowered to award degrees in its own right. RGIPT is co-promoted as an energy domain by six leading Oil Public Sector Units (ONGC, IOCL, OIL, GAIL, BPCL and HPCL) in association with the Oil Industry Development Board (OIDB). The Institute is associating with leading International Universities/Institutions specializing in the domain of Petroleum Technology. Institute would like to procure the **02 No. Deep Freezer** for which sealed Offers/Tenders are invited from the **Original Equipment Manufacturers/ Authorized Dealers/ Bidders**.

1. Brief Details of item(s)/ material

02 No. Deep Freezer

The Detailed Technical Specifications of the material to be procured under this tender are given separately in [Annexure - I](#).

2. The Bidders are requested to give detailed tender in two Parts i.e.

Part - I: Techno-Commercial

Bid. Part - II: Price Bid.

Detailed procedure for submission of bids/offers is given in [Annexure - II](#)

I - Techno-Commercial Bid

- a) **Submission of compliance sheet as per [Annexure-III](#)** is essential part of Techno-Commercial Bid. If there is any deviation in specifications of material/ items, record with complete details. Attach separate sheets wherever required. The Institute reserves the right to decide on such deviation/s.
- b) Provide complete information in [Annexure-IV](#). 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.
- c) Provide the Declaration on company's letter head as suggested in the [Annexure-IV - A](#).
- c) No brochures/leaflets etc. should be submitted in loose form. Please indicate page nos. on your quotation.
- d) Bidder shall provide duly signed certificate (**Non-Blacklisting Declaration - Duly notarized on Rs. 100.00 Non-Judicial Stamp Paper**) as enclosed at [Annexure-V](#) with Techno-Commercial Bid.

d) The technical offer should not contain any price information.

II - Financial Bid

- a) The Price Bid shall contain rates of the items. **The price should be FOR Destination** and be quoted indicating the basic price, discount on basic price, taxes and duties as applicable.
- b) 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.**
- c) Format of price bid is enclosed with document and annexed as [Annexure-VI](#)

3. Contact for information:

a) For any Technical Details:

Dr. Debashis Panda
Mess Coordinator
Rajiv Gandhi Institute of Petroleum
Technology, Ratapur Chowk
Rae bareli – 229316
Uttar Pradesh, India
Email: dpanda@rgipt.ac.in
Tel: 0535-2704228

b) For any commercial terms and condition:

Stores and Purchase Officer, RGIPT, Rae bareli
Tel: 0535-2704202
Email: sarora@rgipt.ac.in

4. Submission of Bids:

Bids shall be submitted to:

Stores & Purchase Officer
Rajiv Gandhi Institute of Petroleum Technology,
Ratapur Chowk
Rae bareli – 229316
Uttar Pradesh, India

Time and Date of Submission: On or before 03.30 PM on 17.04.2014.

- **Time and Date of opening Techno-Commercial Bid: 17.04.2014 At 04.30 PM on**
- **Opening of part-II (Price Bid) will be intimated later to technically qualified tenderers after scrutiny of Techno-Commercial part.**

RGIPT, Rae bareli will not be responsible, for submission / delivery of quotation at wrong places.

5. 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 two 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.
- 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.
- Period of delivery, Period of Warranty should be mentioned specifically.

6. Other Terms and Conditions

1. RGIPT, Rae bareli 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.

2. **Period of validity of bids:** Bids shall be valid for a minimum period of **120 days** from the date of opening of the Techno-Commercial Bid.
3. **Delivery Period:** The required quantity of material has to be delivered and installed within **4 weeks** from the date of issue of the Purchase Order.
4. In case your quote is Ex-works basis estimated insurance coverage charges may please be indicated.
5. In case of INR bids the price quoted should be on F.O.R., RGIPT, Rae bareli. 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 RGIPT, Rae bareli is exempted from payment of Central Excise duty vide Govt. Notification No.10/97- Central Excise dated 1st March, 1997.**
6. **Being an Educational and Research Institute RGIPT, Rae bareli is exempted from payment of Custom Duty vide Govt. Notification No.51/96-Customs dated 23rd July, 1996.**
7. **EMD (Earnest Money Deposit):** The Techno-commercial Bids must accompany a crossed Demand Draft of **Rs. 3500.00 (Rupees Three thousand five hundred only)** drawn on any Nationalized bank in favor of **“Rajiv Gandhi Institute of Petroleum Technology”** payable at Rae bareli for earnest money. No interest shall be paid on earnest money deposited.
8. The EMD of the unsuccessful bidders will be returned after finally award of the Job to a successful bidder/ acceptance of the tender and within reasonable time not exceeding six months from the date of opening of Tender. The EMD will carry no interest.
9. **The EMD will be forfeited if the bidder withdraws his offer before finalization of the tender.**

10. Penalty for delayed supply and installation

Time is the essence of the contract. If the successful bidder, on receipt of the supply order, fails to execute the order within the stipulated period, in full or part, RGIPT will recover liquidated damage from the firm at the rate of 0.5% percent of the value of undelivered goods per day or part thereof, subject to a maximum of 5% of the value of undelivered goods. In case of non-delivery RGIPT will have the option to arrange procurement of the required goods from any other source at the risk and expenses of the bidder.

Due consideration will be given to waive levy of penalty for the reasons absolutely beyond suppliers control for which documentary evidence will have to be provided. The request for extension in delivery giving reasons and supporting documents shall have to be made available within one month on completion of the supply, and no request to waive levy of penalty will be entertained / reviewed during the execution of order.

11. Payment Term-

90% payment shall be made against satisfactory delivery and balance 10% after successful installation & commissioning of the equipment as certified by the Indenter.

12. REPLACEMENTS OF GOODS BROKEN, DAMAGED OR SHORT:

If whole or part of the goods/ equipment supplied against the order is found defective/ non-functional or without specification the supplier will have to replace the defective goods/equipment to make equipment operational within a reasonable time (not exceeding two months from the date of intimation to the supplier or the Indian Agent), failure to which the supplier will have to refund the full cost of the equipment including freight, Insurance etc.

13. STATUTORY VARIATION:

Any statutory increase or decrease in the taxes and duties subsequent to the offer under this tender if it takes place within the original contractual delivery date will be to RGIPT account subject to the claim being supported by documentary evidence. No increase due to such variation shall be allowed for the portion of the delivery after the original

contractual delivery date. However, if any decrease takes place after the contractual delivery date, the advantage will have to be passed on to RGIPT.

14. RGIPT does not accept the printed conditions of any Tenderer. It will be ignored without any reference; hence tenderers should withdraw such printed conditions if they have any. **RGIPT shall accept only unconditional tender.**

15. In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Director, RGIPT, Rae Bareilly shall be final.

16. The bid document/resultant contract will be interpreted under Indian Laws.

17. Jurisdiction

The disputes, legal matters, court matters, if any, shall be subject to Rae Bareilly Jurisdiction only.

Stores and Purchase Officer

Technical specifications for Deep Freezer

- Operating Temperature Range: 4°C to -10°C with 0.1°C increment
- Capacity: 450-500 liters
- Horizontal model, microprocessor temperature controlled
- With inbuilt digital temperature display indicator (LED/LCD)
- Refrigeration System: High Efficiency Compressor, CFC/HCFC Free Refrigeration, HDI insulation for good insulating performance
- Minimum Noise level
- Broad Voltage Range : 190 to 242 Volts at 50 Hz
- Freezing holdover time (without power) up to 24 hrs
- Robust & Corrosion resistant design.
- Hard top freezer with two numbers of lids
- Lockable lid
- Racks for sample storage
- Defrost water outlet
- Suitable voltage stabilizer for the above freezer
- Heavy duty wheel facility for easy handling
- Lamps for all indications
- Fast Freezing function
- Separate compartments to preserve materials of different type
- Able to perform at an ambient temperature 40°C
- Should be CE & ISO 9001 marked/certified
- Warrantee minimum 2 years and five years comprehensive compressor warranty

SPECIAL INSTRUCTIONS FOR TWO PART TENDER

1.1 MANNER AND METHOD FOR SUBMISSION OF TENDERS

1.1.1 All tenders in response to this invitation shall be submitted in Two Parts as under in the separate sealed envelopes. On top of the envelopes containing respective part, it will be clearly indicated in bold letters:-

- (i) Part I (Techno-Commercial)
- (ii) Part II (Price)

1.1.2 A. PART-I (TECHNO-COMMERCIAL) This part of the tender shall include/contain all technical details, technical specifications, drawings and also the commercial terms and conditions of contract for the supplies to be made and the services to be rendered **EXCLUDING ANY PRICE DETAILS THEREOF.**

B. PART-II (PRICE) This part should contain only the prices of the stores offered for supply and the charges for the services to be rendered.

1.1.3 Part-I (Techno-Commercial) should contain/include only technical specifications, technical details, literature, reference to earlier supplies of similar equipment without enclosing the purchase order copies, drawings, quantity, time required for submission and approval of drawings, manufacturing and delivery schedule, inspection/testing procedure itemized list of spares and quantity (without price) recommended by the tenderer for purchase term of price mode and terms of payment, mode of dispatch, the quantum/percentage of statutory levies payable by the Purchaser as extra and all related commercial terms and conditions for the supplies and for the services like erection and commissioning to be rendered by the tenderers. The tenderer shall take special care **NOT TO MIX UP** the price of the stores in this part of the tender.

1.1.4 Part-II(Price) shall include/contain only price, price break-up, freight/safe delivery charges, charges for training of the Purchaser's engineers wherever applicable, lumpsum charges for erection and commissioning work as is envisaged in the Purchaser's tender document, testing charges, third party inspection charges etc. This part of the tender i.e. Part-II (Price) shall be enclosed separately in the sealed envelope.

1.2 TECHNICAL CLARIFICATIONS

1.2.1 After opening the Part-I (Techno-Commercial) of the tender, if it becomes necessary for the technical authorities/user department to seek clarification from the tenderers, the same will be sought for from the tenderers by the Technical authorities/user department, in such an event, the tenderer shall-

- (i) Furnish all technical information/clarification to the concerned technical authority directly in the sealed envelope to reach on or before the due date, and time fixed by the technical authorities in an ordinary envelope indicating the Purchaser's tender reference. If the technical clarification/details sought for by the technical authorities from the tenderers do not reach them on or before the due date and time fixed for its receipt, such tenders will be liable for rejection at the discretion of purchaser.

- (ii) Have an option to modify the price based on the technical clarifications or discussion the tenderers had with the user department. In case they wish to make any revision in the price, they should communicate such a revision in price in sealed cover within due date.

1.3 **OPENING OF TENDERS**

1.3.1 Part-I (Techno-Commercial) of the tender will be opened at the first stage on the due date and time indicated for opening in the tender notice. While the Part-II (Price) will be opened at the second stage on the date and time as intimated after scrutiny of Part-I (Techno- Commercial).

1.3.2 While all the tenderers who submit tenders within the due date and time specified for its receipt will be permitted to participate in the opening of Part-I (Techno-Commercial) of the tender on the due date and time indicated in the tender inquiry, the opening of the Part-II (Price) of the tender can be attended to only by such of those tenderers whose tenders are found to be technically suitable/acceptable to the Purchaser and to whom intimation thereof is given by the Purchaser by email, etc.

1.3.3 The tenders whose Techno-Commercial Part (Part-I) are found suitable/acceptable to the Purchaser, will be given advance intimation by the Purchaser to enable such tenderers to depute their representative to participate in the opening of the Part-II (Price) of the tender. The technically unqualified tenderers will neither be given any intimation about the due date and time for opening Part-II (Price) of the tender nor will they be permitted to participate in the opening of the same. **Part-II (Price) of the technically disqualified tenderers will not be opened.**

Note:-

1. Part-I (Techno-Commercial) and Part-II (Price) should be submitted in separate sealed covers, super scribed with the Purchasers tender number and the Part number say Part-I (Techno-Commercial) or Part-II (Price).
2. **Both the Part envelops will be sealed in a cover envelope super scribed with the tender number and date and time of submission and opening of tender.**

Tenders not submitted in the manner specified above will be summarily rejected.

Check-List for Techno-Commercial Bid

1. Submission of Technical Compliance sheet as per **Annexure-III**
2. Provide complete information in **Annexure-IV**. 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.
3. Provide the Declaration on company's letter head as suggested in the **Annexure-IV - A**.
4. **Non-Blacklisting Declaration** - Bidder shall provide duly signed certificate (Non-Blacklisting Declaration) as enclosed at **Annexure-V** with Techno-Commercial Bid on Rs. 100.00 Non-Judicial Stamp Paper (**Duly Notorized**).
5. **Authorization Letter** - 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.
6. **Copy of Purchase Orders or User's List** - Purchase Orders or User's List with details if any, for identical equipments supplied to the Government Organizations for the preceding two years.
7. **Copy of CST/VAT/TIN No. and PAN No.** allotted by the concerned authorities should be enclosed.
8. All pages of the tender document shall be invariably signed by the authorized Personnel and Company's rubber stamp affixed.
9. 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.
10. 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.
11. **Period of delivery, Period of Warranty** should be mentioned specifically.

Technical Compliance Statement for Deep Freezer

<u>Technical Specifications</u>	<u>Comply (or) Not Comply</u>
• <u>Operating Temperature Range:</u> 4°C to -10°C with 0.1°C increment	
• <u>Capacity:</u> 450-500 liters	
• Horizontal model, microprocessor temperature controlled	
• With inbuilt digital temperature display indicator (LED/LCD)	
• <u>Refrigeration System:</u> High Efficiency Compressor, CFC/HCFC Free Refrigeration, HDI insulation for good insulating performance	
• Minimum Noise level	
• <u>Broad Voltage Range</u> : 190 to 242 Volts at 50 Hz	
• Freezing holdover time (without power) up to 24 hrs	
• Robust & Corrosion resistant design.	
• Hard top freezer with two numbers of lids	
• Lockable lid	
• Racks for sample storage	
• Defrost water outlet	
• Suitable voltage stabilizer for the above freezer	
• Heavy duty wheel facility for easy handling	
• Lamps for all indications	
• Fast Freezing function	
• Separate compartments to preserve materials of different type	
• Able to perform at an ambient temperature 40°C	
• Should be CE & ISO 9001 marked/certified	
• Warrantee minimum 2 years and five years comprehensive compressor	

Date**Signature of Tenderer
With Company Seal**

TECHNO-COMMERCIAL BID

(To be submitted in a separate sealed envelope)

For supply of _____ to RGIPT, Raebareli

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 Authorized Dealer / Distributer – Pl. attach relevant certificate.	
9.	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 Annexure VI	
10.	Are you an ISO certified manufacturer? If so, please attach a copy of the certificate.	
11.	Please specify the minimum time required to supply the item / material from the date of receipt of the Purchase Order	
12.	Additional information, if any (Attach separate sheet, if required)	

Note: Annexure-III, Annexure-IV, Annexure-IV-A and Annexure-V must be enclosed with the Techno-Commercial Bid along with the above form.

Date

**Signature of Tenderer
With Company Seal**

DECLARATION
(On Company's Letter Head)

1. I, _____ Son/ Daughter of Shri _____ Proprietor/
Partner/CEO/MD/Director/Authorized Signatory of M/s _____ am
competent to sign this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey
my acceptance of the same.
3. The information/ documents furnished along with the above application are true and authentic to
the best of my knowledge and belief.
4. 4. I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated
document would lead to rejection of my tender at any stage besides liabilities towards prosecution
under appropriate law.
5. Each page of the tender document and papers submitted by my Company is authenticated, sealed
and signed, and I take full responsibility for the entire documents submitted.

Date: -----
Place: -----

Signature of the Authorized Person

Full Name: -----
Company Seal: -----

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 RGIPT, Rae bareli 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 and or any penal action and other damages including withdrawal of all work / purchase orders being executed by us. **Further RGIPT, Rae bareli 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 notarized ₹ 100/- Non Judicial Stamp Paper.

FINANCIAL BID - DEEP FREEZER

(To be submitted in a separate sealed envelope)

Enquiry No. _____

Supply of: _____

Sl. No	Description of Equipment	Quantity	Rate Quoted per Unit	Total Amount
1.		02		
	Sub Total			
	Discount Offered			
	Discounted Price			
	Taxes & Duties +Freight & Cartage (Should be separately defined)			
	Net Price Offered (in Fig. and words) (FOR Rae bareli)			

- Note:**
1. The above price should be FOR, Institute (RGIPT, Rae bareli).
 2. *Please indicate basic price, discount offered, Taxes, Duties, transportation charges etc. separately.*
 3. *Price of Optional items and accessories shall be quoted separately.*
 4. In case the price quoted in Foreign Currency (Other than INR), for the purpose of comparison the Exchange Rate prevailing on the date of opening of Financial Bid will be considered.
 5. The above prices are valid for 120 days after the opening of Financial Bid.

Date

Signature of the Tenderer

Place

Stamp