



RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY
 [Institute of National Importance established under the Act of Parliament]
 Mubarakpur, Mukhtia, Bahadurpur Post: Harbanshganj, Jais, Amethi Pin Code- 229 304

Website: www.rgpt.ac.in

OPEN TENDER (OFFLINE MODE) DIGITAL BALANCE

Type of Tender	OPEN TENDER
Tender No.& Date	RGIPT/JAIS/CEES/OFF-OPN/LAB/2020-21/07 Dated: 10.06.2020
Item Description	Procurement of DIGITAL BALANCE
Tender Type (OFFLINE MODE)	Two Bid System: Tender should be submitted on the schedule to tender. (i) Techno-Commercial Bid and (ii) Financial Bid The Financial bid will be opened only of those firms, who will be found technically qualified after evaluation of their technical bids.
Earnest Money Deposit (EMD)	Rs.4000/- (Rupees Four thousand only)
Mode of Submission	Offline
Tender Date	10.06.2020 (Wednesday)
Last date of submission of Tender	06.07.2020 (Monday) before 3:00PM
Date & Time of Opening of Techno- Commercial bid	06.07.2020 (Monday) at 4pm
Date & Time of Opening of Financial Bid	Will be announced later
Place of Opening of Tender	Conference Room, AB2, 5th Floor, Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi, UP
Bid Address to the	The Director Rajiv Gandhi Institute of Petroleum Technology, Mubarakpur, Mukhtia, Bahadurpur, POST: Harbanshganj, Jais, Amethi – 229304
Chairman Purchase Committee	Name: Dr. Amit Ranjan Associate Professor, Chemical Engineering Email: aranjan@rgipt.ac.in Mobile No. 9473672998, +91 535 270 4503
Technical Specification	Name: Dr. Gunjan kumar Agrahari Assistant Professor, Chemical Engineering Email: gagrahari@rgipt.ac.in Mobile No. 9775885136, +91 535 270 4514

Sealed Tenders are invited from reputed Original Equipment Manufacturers/ Authorized Dealers for procurement of **DIGITAL BALANCE** by the Rajiv Gandhi Institute of Petroleum Technology, Amethi-229 304 in **Two-Part Bid System** as per specifications mentioned below:

ITEM PARTICULARS

Item Description: **DIGITAL BALANCE**

Technical Specifications of DIGITAL BALANCE

Sl. No.	Specification of Digital Balance	
1.	Fully automated time- and temperature-controlled internal adjustment for reliable results	
2.	High-performance weighing cell for consistently accurate and reliable measurements	
3.	Body construction protects against dust and splashing water, Easy Cleaning display	
4.	Maximum Capacity	220.0 g
5.	Readability	0.1 mg
6.	Minimum Sample Wt. as per USP	100-160.0 mg
7.	Repeatability	0.08 mg or better
8.	Weighing Pan Diameter	90.0±5 mm
9.	Interfaces	RS232 or equivalent
10.	Display	Intuitive LCD Graphical Display, Easy to read and control Process
11.	Calibration	Perfect internal calibration
12.	Linearity	0.2 mg or better
13.	Resolution	0.1 mg
14.	Response Time	1-3 sec
15.	Housing	Die-cast aluminum, plastic ABS
16.	Housing Dimension (Depth ×Width×Height)	340±5 mm × 212±5 mm × 340±5 mm

17.	Units Of Measure	G,mg, oz,ct, dwt, Gn
18.	Tare Range	Full
19.	Operating Temperature	5°C to 40°C
20.	Power Supply	AC Adapter 230V, 50-60Hz
21.	Light Weight & Compact	Approx. 10 kg
22.	Gwp Weight 2 Value	10.0 g
23.	Gwp Weight 1 Value	200.0 g
24.	Warranty	Two years comprehensive

Note: A marking system will be used to evaluate the bids. The bid that receives more than the threshold mark fixed by the Purchase Committee will be considered for opening of Price Bid.

Place:

Date:
Bidder

Signature and seal of the Manufacturer/

Technical Specifications Compliance Statement of “DIGITAL BALANCE” should be submitted as per format given in Annexure – I (On the Company’s Letter Head)

Terms & Conditions

1. Tender filling up and submission

- a. Tender offer must refer Tender Enquiry No.RGIPT/JAIS/CEES/OFF-OPN/LAB/2020-21/07 Dated: 10.06.2020 The Tender should be in sealed envelope super-scribed “**DIGITAL BALANCE to Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi.**”
- b. Tender must be submitted either by Speed/Registered post or dropped in the **tender box provided at 1st Floor, Administrative Building, Dispatch Section, Mubarakpur Mukhetia, Bahadurpur Post: Harbanshganj, Jais, Amethi- 229 304.**
- c. All prices must be quoted in Indian Rupees, both in figures and in words and the same will be considered for price comparison. Where there is a difference between the two, the rates given in words will be taken as authentic. Should there be any discrepancy between unit rate and amount, the unit rate will be considered as the correct one.
- d. The rates quoted **should include freight charges upto Jais, Amethi** clearly mentioning the percentage/rate of **GST** and the rates quoted should be valid for at-least 60 days from the date of opening of the Tender. The **rates must be quoted both in figures and words** and over writing should be avoided. However all cuttings/corrections must be duly authenticated.
- e. The Tender submitted must not contain any ambiguity. Any such ambiguity in the quote submitted shall make it liable for rejection.
- f. Every page to Tender should be numbered and signed with seal by the bidder.
- g. The Tender document is not transferable.
- h. No amendment to the Tender in any form by the bidder will be permitted after opening of the Tender. No conditional offers shall be accepted.
- i. Submission of Tender will bind the bidder to the acceptance of all conditions specified in the Tender document.
- j. Canvassing in any form is for bidden and will be a criterion for disqualification.

2. Earnest Money Deposit (EMD): The Bid must accompany a crossed Demand Draft of Rs.4000/- (Rupees Four thousand only) drawn on any Scheduled bank and payable at BOB Jais,Campus branch in favor of “Rajiv Gandhi Institute of Petroleum Technology” for earnest money. No interest shall be paid on earnest money deposited.

- a) The EMD of the 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.
- b) The EMD will be forfeited if the bidder withdraws his offer before finalization of the tender.
- c) In the case of foreign Bidders/Tenderers, the EMD shall be submitted either by the principal or by the Indian agent and in the case of indigenous Bidders/Tenderers; the EMD shall be submitted by the manufacturer or their specifically authorized Dealer/Bidder/Tenderer.
- d) The EMD shall be in Indian Rupees. The bid security shall be in one of the forms at the Bidder/Tenderers' option: i) A Banker's cheque or demand draft in favour of the Rajiv Gandhi Institute of Petroleum Technology payable at Raebareli. ii) FDR in favour of the Rajiv Gandhi Institute of Petroleum Technology, Raebareli.
- e) The EMD should be submitted in its original form. Copies shall not be accepted.
- f) The firms registered with DGS&D & NSIC, if any, are exempted from payment of EMD provided such registration includes the item they are offering which are manufactured by them and not for selling products manufactured by other companies. (Latest Copy must be enclosed for claiming exemption).

3. Performance Security: The successful bidder will provide “Performance Security” for an amount of 10% of the contract value in the form of valid Account payee Demand Draft/ FDR from a scheduled bank favouring “Rajiv Gandhi Institute of Petroleum Technology” payable at RGIPT, Jais, Amethi Campus Branch. Performance security should remain valid at least for a period of 180 days beyond the date of completion of all contractual obligations of supplier (Total Period of FDR/Demand Draft – Warranty Period plus 180 days). Thereafter the security will be returned, provided there is no defect in the equipment supplied.

4. Bid Validity: The bid must be valid for 180 days from the date of opening of Technical Bid.

5. **Certificate:** Copy of GST No. & PAN No. must be enclosed along with Tender.
6. **Payment terms:** 100% payment will be released after successful supply and installation of **DIGITAL BALANCE** at site, i.e. Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi-229 304 and subject to submission of your original GST Bill/ Invoice as certified by the Indenter.
7. **Price Validity:** The price quoted by the bidder shall remain valid till the supply is completed. During the tenure of the supply period, no price increase will be considered, except for change in statutory levies imposed by Central Govt. /state Govt. or Local authorities.
8. **Printed Conditions of the Company – Not Acceptable to the Institute:** 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.
9. **Warranty:** As specified in the technical specification.
10. **Delivery:** The timely delivery is the essence of contract. The supply should be completed with the specified delivery. **Delivery shall be completed within 60 days from the placement of Purchase Order.**
11. **Evaluation Criteria:** The order will be awarded to the vendor, who fulfills all the technical specifications & conditions mentioned in the Tender enquiry document for Technical Bid and whose rate is L1 in Grand total in Price Bid including (**Bidder must submit the technical bid & price bid separately**).
12. **Tender Acceptance and Rejection**
 - a. RGIPT reserves the right to reject the Tender without assigning any reason what so ever.
 - b. RGIPT does not bind itself to accept the lowest or any tender and reserves the right to reject any or all without assigning any reason.
13. **Late Receipt of Tenders:** The Tender received after the due date and time due to postal delay or any other reasons whatsoever will not be considered and no correspondence would be entertained in this regard. Any Tenders received by FAX will not be considered.
14. **Liquidity Damage Clause:** In case of any damages and delay in supply of material, liquidated damages at the rate of 0.5% of the order value per day of delay or part thereof, subject to a maximum of 5% of the order value shall be recovered from the vendor's bill/invoice.
15. **Withdrawal of Tender:** The Institute reserves the right to withdraw the tender at any stage of tendering process with the approval of the Competent Authority.
16. **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.
17. A Tender submitted with false information will not only be rejected but the vendor may also be debarred for participation in future tendering processes.
18. Authorized representative may choose to be present at the time of opening of Tender at their own cost.
19. **Only one PRICE BID should be submitted for the above equipment. A bidder who submits more than one PRICE BID, shall be disqualified and considered non-responsive.**

Chairman Purchase Committee
(CEES, RGIPT, Bahadurpur, Jais, Amethi)

A. Checklist for submission of Tender (For Technical Bid)

Envelope -1

Sr. No.	Description	Enclosed/ Not Enclosed
	The EMD of Rs.4000/-(Rupees Four thousand only) must be attached with the Technical Bid in the form of Demand Draft favouring "Rajiv Gandhi Institute of Petroleum Technology" payable at BOB Jais,Campus.If the EMD is not attached, then the Tender will be automatically rejected.	
1	Copy of GST	
2	Technical Compliance Sheet – Annexure-1 (On the letter head of the Company)	
3	Price Reasonability Certificate – Annexure 2 (On the Letter Head of the Company)	

B. Checklist for submission of Tender (For Price Bid)

Envelope-2

Sr. No.	Description	Enclosed/ Not Enclosed
1.	Price Bid Format - Annexure-3 (On the letter head of the Company)	

**Signature of the Bidder
With stamp**

Date:

Technical Compliance Sheet of DIGITAL BALANCE
(On the Letter Head of the Company)

<i>Sl. No.</i>	<i>Specification of Digital Balance</i>	
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Please mention the brand and model no. & name of the equipment:

Signature of the Bidder with stamp

Date:

Price Reasonability Certificate
(On the Letter Head of the Company)

It is certified that the rates quoted against Tender No. Dated for the items vide our bid No.dated are exclusively for supply to ACADEMIC and RESEARCH Institutions and are not more than as charged to other Govt. /PSU's for similar supplies made in recent past. If they have been approved by the Director, RGIPT and if at any stage it has been found that the quoted rates are higher than the rates applicable to supply to Government then in such condition RGIPT, Amethi will have the right to cancel the approved rates and to take legal action against the bidder.

Yours Faithfully,

(Name of Manufacturers)

(Signature with Date)(Name and designation)

Duly authorized to sign tender for and on behalf of

Price Bid Format for DIGITAL BALANCE
(On the Letter Head of the Company)

Si. No.	Item Description	Quantity Required	Unit Rate (INR)	Total Rate (INR)
1	DIGITAL BALANCE (Technical Specification as per Tender Enquiry)	01		
	Sub Total			
	Add: Taxes (GST)* @5%			
	Add: Freight Charges			
	Add: Any other Charges, If Applicable			
	Grand Total (F.O.R, RGIPT, Jais Price)			

Note: Institute will provide GST exemption certificate.

Signature of the Bidder with stamp

Date: