



TENDER DOCUMENT FOR

Supply& Installation of Constant Thickness Polymer Film Making Unit at CSIR-NEIST, Jorhat, Assam India

Tender/NIT No. 3(POQ)/86/19-20/PUR

Bid Submission End Date & Time: 28.12.2019 At 11:00 AM

Bid Opening Date& Time: 30.12.2019 At 11:00 AM

STORES & PURCHASE OFFICER

CSIR – NEIST,

JORHAT – 785 006

ASSAM, INDIA

INSTRUCTIONS FOR ONLINE BID SUBMISSION

- 1. The tender form/bid documents may be downloaded from the web site: https://etenders.gov.in/eprocure/app
- 2. Bids must be mandatorily submitted Online through Central Public Procurement Portal https://etenders.gov.in/eprocure/app
- 3. Manual/Offline bids shall not be accepted under any circumstances.
- 4. Tenderers/bidders are requested to regularly visit the website: https://etenders.gov.in/eprocure/app. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
- 5. In case, the day of bid opening is declared a holiday by the government, the tenders will be opened on the next working day at the same time. No separate intimation shall be sent to the bidders in this regard.
- 6. Since, it is an online application/process, the tender opening or any other process may be delayed due to any technical/server issue. And if any such issue arises, this will not be tantamount to process delay and CSIR-NEIST will not be responsible for the same.
- 7. On opening of quotations online, accepting the bid will not mean that the firm is technically or financially qualified. The same exercise will be done at CSIR-NEIST and be uploaded accordingly.
- 8. The Director, CSIR-NEIST, Jorhat reserves the right to accept or reject any or all the tenders.
- 9. The Firms are also required to upload copies of the following documents: -
 - A. GST Certificate/Scanned copy of GST No of the Firm.
 - B. Scanned copy of RTGS/Bank details of the firm or it may be given in technical bid also.
 - C. The bidders are requested to furnish the current (say for latest 2-3 years) user list including recent customer, if any.
- 10. Uploading of Irrelevant papers/documents may be avoided. Documents should be related with claim and currency like leaflets, brochures, cliental list, organization certificate etc.
- 11. Please attach Covering Letter with your Technical/Techno Commercial Bid.
- 12. In Case of Two-Bid System, please include payment and other terms & conditions (except the prices) with Technical Bid along with Covering Letter.





CSIR - NORTH-EAST INSTITUTE OF SCIENCE AND TECHNOLOGY

(Council of Scientific & Industrial Research)
(Ministry of Science & Technology, Govt. of India)

जोरहाट: JORHAT:असम: ASSAM

Tel: 0376 - 2372710, E-mail: spo@neist.res.in

NIT No. 3(POQ)/86/19-20/PUR

Date:06.12.2019

Note: Please send your quotation in **ONLINE** as per the time schedule given in online tender notice.

To,

Prospective Bidders

Dear Sirs,

Kindly arrange to send your offer ONLINE in TWO BID System with EMD of Rs. 30,000.00 and PERFORMANCE SECURITY @10% of the order value valid up to 2 months beyond warranty period quoting this office file / NIT reference on the uploaded offer within due-date and time as per the terms & conditions given in this NIT:

Item: Supply & Installation of Constant Thickness Polymer Film Making Unit

Place of delivery& installation: CSIR-NEIST, Jorhat, Assam, India

A: Detail Specifications

Supply& Installation of Constant Thickness Polymer Film Making Unit Please see Schedule of Requirement for details.

	B- For Information
Bid Pricing	The Quotations must be quoted on <u>FOR Destination basis</u> . (Means like "freight at actual" will not be acceptable. Machine unloading and complete installation is the necessary responsibility of suppliers. However, in foreign currency, firm have to quote on <u>DDP/DAP basis</u> .
Technical & Financial Term	Each technical & financial terms/parameters has been clearly mentioned. Please do not put any financial terms which complicate to decide the lowest quote like "freight at actual", "Installation on NEIST part", "Boarding & Lodging of Installation Engineers to Borne by NEIST" etc. Your bid may be rejected considering this as Incomplete Bid. Any cost cannot be added after receiving of tender. Any clarification, if required, may be taken / before submission of bid.
Alternate Offers	The best offer may be quoted as per our requirement and avoid two or more alternate offers.
CSIR-NEIST GST No.	CSIR – NEIST, Jorhat GST No. 18AAATC2716R4ZB
DSIR Registration for Concessional GST & Custom Duty	CSIR – NEIST is entitled for concession in GST & Custom Duty as per Notifications mentioned under heading of "CUSTOMS & GST" under "Terms & Conditions". The firms have to abide by this in the applicable items, otherwise the bid may be rejected.
After Sales Service	If the quotation is being submitted by dealer, the after sales service will be responsibility of that dealer only. We will not directly co – ordinate with the manufacturer.
Price Preference for MSEs and Make in India	Purchase preference shall be given to all local suppliers in all procurements with the estimated cost from 5 lakhs to less than 50 lakhs undertaken by the purchaser in the following manner:
	(a) If the tendered items are divisible:
	(i) Among all qualified bids, the lowest bid will be termed as L1. If L1 is from a local supplier, the contract for full quantity will be awarded to L1.
	(ii) If L1 bid is not from a local supplier, 50% of the order quantity shall be awarded to L1. Thereafter, the lowest bidder among the local suppliers will be invited to match the L1 price for the remaining 50% quantity, subject to the local supplier's quoted price which should fall within the margin of purchase preference of 20%. The contract for that quantity shall be awarded to such local supplier, who matches the L1 price. In case such lowest eligible local supplier fails to match the L1 price or accepts less than the offered quantity, the next higher local supplier within the margin of purchase preference shall be invited to

match the L1 price for the remaining quantity and so on. The contract shall be awarded accordingly. In case some quantity is still left uncovered on the part of local suppliers, the balance quantity may also be ordered to the L1 bidder.

- **(b)** If the tendered item is not divisible, the following procedure of evaluation shall be followed:
- Among all qualified bids, the lowest bid will be termed as L1. If L1 is from a local supplier, the contract will be awarded to L1.
- ii. If L1 is not from a local supplier, the lowest bidder among the local suppliers will be invited to match the L1 price, subject to local supplier's quoted price falling within the margin of purchase preference of 20%. Accordingly, the contract shall be awarded to the local supplier matching the L1 price.
- iii. In case such lowest eligible local supplier fails to match the L1 price, the local supplier with the next higher bid within the margin of purchase preference shall be invited to match the L1 price. This may be repeated until all the local suppliers are given an opportunity to match the L1 price. The contract shall be awarded accordingly. In case none of the local suppliers within the margin of purchase preference match the L1 price, the contract may be awarded to the L1 bidder.

Further, in tender, where the items are divisible, the participating Micro and Small Enterprises (MSE) quoting price within price band of L1+15 (fifteen) per cent shall also be allowed to supply a portion of requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than a MSE and such MSE shall be allowed to supply up to 25 (twenty five) per cent of total tendered value. The 25 (twenty five) per cent quantity is to be distributed proportionately among these bidders, in case there are more than one MSE within such price band.

Within this 25% (Twenty five Percent) quantity, a purchase preference of 25 (twenty five) per cent out of 25 (twenty five) per cent) is reserved for MSEs owned by Scheduled Caste (SC)/Scheduled Tribe (ST) entrepreneurs (if they participate in the tender process and match the L1 price). Further, out of the total annual procurement from the MSEs, (3%) three percent from within the 25% target shall be earmarked for procurement from MSEs owned by women. Provided that, in the event of failure of such SC/ST MSE to participate in tender process or meet tender requirements and L1 price, four per cent sub-target shall be met from other MSE.

In case the items are not divisible, then the MSE quoting price within price band L1 + 15% may be awarded for full/complete supply of total tendered quantity to MSE, considering the spirit of the policy for enhancing the Government procurement from MSEs.

आपकोधन्यवाद, / Thanking you,

भवदीय, / Sincerely,

Stores & Purchase Officer

[Contd. Page2]

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TERMS & CONDITIONS

Date: 06.12.2019

1. INVITATION OF BID& EMD

Director, CSIR – NEIST, Jorhat invites digitally signed for each item(s) in TWO BID System with EMD of ₹30,000.00 for in form of DD/BG (Format as per Annexure-C)/TDR/FD/Bankers Cheque/Online E Transfer is required to be submitted. The documents should be valid at least for 45 days beyond the validity of the bid. Since the BID is to be submitted on-line, the Original Bid Security should be sent by post/hand to reach CSIR-NEIST, Jorhat Assam-785006 and scanned copy of EMD in the form of DD/FDR/TDR/BG on or before bid opening time. Also, a copy of the same may be attached with technical bid. BUT without receipt of BID Security in original given time, the tender will not be accepted. CSIR-NEIST will not be responsible for any postal delay. For E Transfer the account detail is as under:

However, in case of E-transfer, it must be done on or before bid submission end time.

Account No. 00000030266871392, Account Name: Director, NEIST Bank: State Bank of India, Branch RRL Jorhat, Assam, IFSC Code: SBIN0005604 MICR Code: 785002007

EMD exemption will be allowed to only MSEs (Micro and Small Enterprises and to Medium Enterprises means for NSIC (manufacturing) or for the category A,B (for Micro and Small only) under Udyog Aadhar (manufacturing) only) against valid NSIC or Udyog Aadhar certificate and it will be applicable only for the bidders who have quoted items of their own manufacturing and not as distributor or dealers of others.

2) SPECIFICATIONS

The offer must be strictly as per our technical specifications and may be wherever available; to be supported with scanned copy of printed technical leaflet / literature of the quoted model of the item by the bidder / manufacturer.

3) PRICES

- a) In case of domestic, the offer should contain the basic price and taxes separately or tax rate should be mentioned
- b) In case of import / price quoted in foreign currency, Indian Agent may also quote on DDP/DAP/FOR CSIR NEIST price including inland transportation, insurance, clearance charges, etc...CSIR - NEIST will provide all necessary documents for customs clearance of consignment including Customs Duty Exemption Certificate, etc..
- c) Price preference will be given as per Govt. policy for MSE's & Make in India on submission of valid documents.

N.B: All terms used in the Bid / Supply order/contract will have the meaning as described in the "INCORTERMS-2000 / 2010 or latest".

4) CUSTOMS AND GST

Our Institution is eligible from payment of concessional custom duty and GST vide Government notification No: Custom Duty exemption in terms of Notfn. No. 51/96-Customs dt. 23rd July 1996, Notfn. No. 47/2017-Integrated Tax (Rate) dt. 14th November 2017 and Notfn. No. 45/2017-Central Tax (Rate) dt. 14th November 201, Notfn. No. 45/2017-Union Territory Tax (Rate) dt. 14th November 2017&Assam Gazette (Extraordinary) Notification No. 757, Dated 18th December 2017, as amended from time to time. CSIR - NEIST (Formerly RRL, Jorhat) is exempted from Custom and GST as per DSIR Regd. No. TU/V/RG-CDE (423)/2016 dated 20th February 2018. If the items quoted comes under the above notification please charge the GST accordingly. The documents will be provided accordingly

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5) AMC (Annual Maintenance Contract) (if required in the main specification/parameters & note):

The firm may give AMC (Preventive and / or Compressive) rate also. However unless it is specified in the main specification / parameters / note, this will not be included in cost comparison. The rates may be submitted bellow terms:

- The period of AMC may be for a period of 5 (five) year. However the rates may be quoted on yearly basis.
- Visits: 2 (two) preventive visits and 1 (one) emergency visit if required.

Payment will be on bill basis.

Transport Fare of Service Engineer to and fro and fooding, lodging etc. will be borne by the firm.

6) PAYMENT

a) Import payment

The payment against import of items shall be made with the following options. The quoting party must confirm one of the options in the quotation:

 By Letter of Credit (80% of LC amount shall be released on presentation of complete and clear shipping documents and remaining 20% after satisfactory installation commissioning / demonstration and submission of Performance Security (if required) of 10% of FCA / FOB / CIF / CIP value valid up to (two) months beyond warranty period. Or

By Foreign Demand Draft or Wire Transfer. 100% payment will be made by FDD or wire transfer after receipt
of material in good working condition and satisfactory installation/commissioning / demonstration and
submission of Performance Security (if required)in favour of the Director, CSIR-NEIST, Jorhat of 10% of FCA /
FOB / CIF / CIP value valid up to (two) months beyond warranty period.

N.B: All foreign bank charges shall be borne by the supplier.

b) Indigenous payment

In case of indigenous items, payment will be 100% within 30 days after receipt and acceptance and satisfactory installation / commissioning / training (as applicable) of materials / equipment and submission of Performance Security (if applicable) of 10% of order value valid up to (two) months beyond warranty period.

c) Any other payment terms whether Import or Indigenous shall be on mutual agreed terms.

d) <u>Performance Security (From the successful bidder/ firm to whom contract/order is awarded):</u> Required

Performance Security (PS) for 10% of Contract Price of goods from a Nationalized/Scheduled Bank or International Bank **confirmed in India** by a nationalized/scheduled bank which must be valid for 2 (two) months beyond warranty period from the date of installation.

PS may be submitted either by the principal or by the Indian agent

The Performance security shall be in one of the following forms:

- (a) A Bank guarantee or stand-by Letter of Credit issued by a Nationalized/Scheduled bank located in India or a bank located abroad in the form provided in the bidding documents. Or
- (b) A Banker's cheque or Account Payee demand draft in favour of the purchaser. Or,
- (c) A Fixed Deposit Receipt pledged in favor of the Purchaser.

In the event of any contract amendment, the supplier shall, within 21 days of receipt of such amendment, furnish the amendment to the performance security, rendering the same valid for the duration of the contract, as amended for further period of 60 days thereafter. Format of Bank Guarantee will be provided to successful bidder.

e) Liquidated Damage

Director, North-East Institute of Science & Technology, Jorhat reserves the right not to accept the delivery beyond due date of supply and to claimed liquidated damages @ 0.5% per week subject to the maximum of 10% of the total order value for non-compliance of the order in time unless and until the situation falls under force majeure like wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

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7) SCHEDULES OF REQUIREMENT AS APPLICABLE

PART-A

 The offer should be valid at least 90 days from the date of opening. If not mentioned or given shorter period but accepted/confirmed afterwards, bid will be accepted.

Date: 06.12.2019

- ii. Delivery & Installation period: The standard delivery period is 90 days. However, the supplier should give appropriate delivery period as per their schedule. The Installation, Commissioning and Demonstration of the system should be completed within four weeks from the date of arrival of the items at destination.
- iii. Warranty: 3 (three) years from the date of installation
- iv. Please provide the name and address of Indian Agent along with authorization letter if quoted directly by foreign principal.
- v. Indicate the names of the Indian reputed organizations where the similar equipment has been supplied and may attach the satisfactory performance report of the equipment from users.
- vi. If you have supplied identical or similar equipment to other CSIR / Labs / Instt., the details of such supplies for the preceding three years should be given together with the prices eventually or finally paid.
- vii. Installation, Commissioning and satisfactory demonstration of the whole system and training should be included in case of equipment as per requirement.
- viii. Please indicate the approximate dimensions & weight of the stores/consignment quoted for: tare Weight, Net weight and Volume (LxBxH).
- ix. The acceptance of quotation will rest with the DIRECTOR, CSIR NEIST, Jorhat who does not bind himself to accept the lowest quotation and reserves the right to himself to accept or reject partially the quotations received, without any assigning any reason whatsoever.
- x. All other related terms and conditions from the will be applicable in this tender.

N.B: The Quotation / Proforma Invoice should show the above information with relevant technical literature.

PART-B Detailed specifications and Parameters

SI.No.	Details of Item with specifications	Quantity	
1	Constant Thickness Polymer Film Making Unit:		
	Should be suitable to provide constant thickness polymer film of diameter 25mm or more. This includes the following parts-		
	A. Constant Thickness Film Maker Should be suitable to make polymer film with diameter 25mm or more		
	Accessories for Constant Thickness Film Maker		
et pai	 Spacer rings with thickness: 0.015, 0.025, 0.050, 0.100, 0.250, 0.500 & 1.0mm 		
	Aluminium foil discs with 40mm diameter: 200 No's		
	B. Heated Platens & Digital Temperature Controller Digital temperature controller Temperature stability & accuracy: ± 1 °C or better	1nos.	
	 Operational temperature: 250 °C or better Cooling facility: With water circulation 		
	 Load bearing capacity: 15 Ton or more Pressing surface area: 100mm or more 		
	C. Manual Hydraulic Press Capacity: 15 Ton or more	1nos.	
	Adjustable upper bolster Adjustable pressure control valve		
	 Pressure release valve Graduated pressure gauges (in Ton) for low pressure applications 		
i le englis	such as 1, 2, 3,4, 5 etc.		
lote:	(i) Warranty: 03 years from the of installation		
Note:	(ii) All the electrical equipments should be suitable to operate at 220v-240v		

Note: (iii) Operational & maintenance training should be provided for 2 days

Note: (iv) Supplier should provide polymer sample required during training

Note: (v) The above will be considered as a single setup and comparison will be made on overall basis for technical as well as price comparison.

PART-C

- 1. Please submit first your bid mentioning Technical and other details of items which you are offering to supply
 - · Then the terms & conditions
 - Then supporting documents/brochures/leaflets
 - Then compliance sheet on the basis of your above bid, terms & conditions and documents
- 2. Prices must be quoted on <u>FOR/DAP/DDP Destination</u> basis either in Foreign Currency or Indian Currency otherwise their bid not be evaluated.
- 3. Code of integrity: The bidders/suppliers should sign a declaration about abiding by the Code of Integrity for Public Procurement in bid documents. Please see **Annexure A**.
- 4. Self Certification for Make in India (if want to claim) may be provided as per Annexure B.

8) EVALUATION OF TENDERS

Unless specifically mentioned, the overall lowest bid meeting the technical specifications will be selected for placement of purchase order.

- A. Grounds for summary rejection of bid / offer without any further clarification at preliminary evaluation stage:
 - 1. The bid is not accompanied by Earnest Money Deposit (EMD) or valid exemption certificate if EMD is required
 - 2. The bidder is not eligible
 - 3. Not willing to provide performance security if it is requirement of tender.
- B. Grounds to be considered as material deviation for summary rejection of bid / offer without any further clarification during intensive technical evaluation stage:
 - 1. The good(s) quoted are not meeting major / essential technical specification(s).
 - 2. Conditional bid, which is, not agreeing to some essential condition(s) of the tender.

C. Grounds for seeking further clarification:

- 1. Minor informality or irregularity or non-conformity such as make / model, other documents etc. in the bid.
- 2. Non-conformity between figures and words of the quoted price.
- 3. No authorization letter from the manufacturer and if there is no clear mention of packing, forwarding, freight, transportation and insurance charge in the offer
- 4. Requirement for more brochure or printed literature to get more clarity of certain technical specifications.
- 5. Reasonableness of offer price.
- 6. After sale support: Terms of AMC after warranty.
- **7.** Non-conformity between various parameters / unit of measurement etc. of technical specifications. Availability of spares.

CODE OF INTEGRITY FORM

Format for declaration by the Bidder for Code of Integrity & conflict of interest

(On the Letter Head of the Bidder)

Ref. No:	Date Transfer of the Control of the
To, which is particularly a distributed by the property of the	A Managarah dan kembahan dan dan dian dan dan kembahan dan dan dan dan dan dan dan dan dan d
(Name & address of the Purchaser)	
Sir,	
With reference to your Tender No	dated
hereby declare that we shall abide by the Co ocurement as mentioned under Para 1.3 of ITB of interest.	
country during the last three years or of being de under:	of the code of integrity with any entity in any barred by any other Procuring Entity are as
a	Edding has been supposed to the state of the
We undertake that we shall be liable for a contravention of this code.	nny punitive action in case of transgression/
Thanking you,	
	Yours sincerely,
	Signature
	(Name of the Authorized Signatory)
	Company Seal

Self Certification for Make in India

		Date://20
1	IS/o, D/o, W/o,	Resident of
ł	hereby solemnly affirm and declare as under:	TO SECURITY WHICH THE PROPERTY OF THE PROPERTY
1	That I will agree to abide by the terms and condition India) Order, 2017 (hereinafter PPP-MII order) of Go 45021/2/2017 -BE-II dated 15/06/2017, its revision modifications/Amendments, if any and	
1	That the information furnished hereinafter is correct undertake to produce relevant records before the pauthority for the purpose of assessing the local con (Enter the name of the Equation	procuring entity/CSIR-NEIST or any other Government stent of goods/services/works supplied by me for
	That the local content for all inputs which constitut me and I am responsible for the correctness of the	te the said goods/services/works has been verified by claims made therein.
	That the goods/services/works supplied by me for Equipment/Item for Project) meets the 'Minimum L	
	That the value addition for the purpose of meeting (Enter the details of the location(s)	the 'Minimum Local Content 'has been made by me at at which value addition is made).
		n Local Content criteria, based on the assessment of othorities for the purpose of assessing the local content,
	I agree to maintain the following information in the make this available for verification to any statutory	e Company's record for a period of 8 years and shall authority.
	i Name and details of the Local Supplier (Registered Office, Manufacturing unit locati ii. Date on which this certificate is issued	on, nature of legal entity)
	iii. Goods/services/works for which the certifica	
	 iv. Procuring entity to whom the certificate is for v. Percentage of local content claimed and who vi. Name and contact details of the unit of the L 	ether it meets the Minimum Local Content prescribed
	vii. Sale Price of the product	
	viii. Ex-Factory Price of the product ix. Freight, insurance and handling	
	x. Total Bill of Materialxi List and total cost value of input used to manufacture	facture the Goods/to provide services/in construction o
	works	
	xii. List and total cost of input which are d suppliers, if the input is not in-house to be at	omestically sourced. Value addition certificates from
	xiii. List and cost of inputs which are imported, d	
	For and on behalf of	

Authorized signatory (To be duly authorized by the Board of Directors) < Insert Name, Designation and Contact No.>

BID SECURITY FORM (if EMD given in the form of BG)

Whereas _	(herein after called the tenderer") has submitted their offer
uateu	for the supply of(hereinafter called the tender")
The second secon	purchaser's tender enquiry No KNOW ALL MEN by these presents that of having our registered office at are bound unto
(Hereinafter	called the "Purchaser") f
For which pa and assigns b	ayment will and truly to be made to the said Purchaser, the Bank binds itself, its successors by these presents. Sealed with the Common Seal of the said Bank thisday of
THE CONDITI	IONS OF THIS OBLIGATION ARE:
1) • If the any re	tenderer withdraws or amends, impairs or derogates from the Tender in espect within the period of validity of this tender.
2) If the during	tenderer having been notified of the acceptance of his tender by the Purchaser g the period of its validity:-
a)	If the tenderer fails to furnish the Performance Security for the due Performance of the contract.
b)	Fails or refuses to accept/execute the contract.
the Pu	ndertake to pay the Purchaser up to the above amount upon receipt of its first written and, without the Purchaser having to substantiate its demand, provided that in its demand urchaser will note that the amount claimed by it is due to it owing to the occurrence of one that the amount claimed by it is due to it owing to the occurrence of one that the two conditions, specifying the occurred condition or conditions.
This grand and ar	uarantee will remain in force upto and including 45 days after the period of tender validity ny demand in respect thereof should reach the Bank not later than the above date.
	(Signature of the authorized officer of the Bank)
	Name and designation of the officer
	Seal, name & address of the Bank and address of the Branc