



भारतीयमानकब्यूरो
BUREAU OF INDIAN STANDARDS

सतह खुरदरापन परीक्षक की एक संख्या की आपूर्ति, स्थापना और कमीशन के लिए ई-निविदा
दस्तावेज

**(e-tender Document for Supply, Installation and Commissioning of One No
of Surface Roughness Tester)**

(सन्दर्भ संख्या: EROL/MECH/111)
(Tender Reference No. –EROL/MECH/111)

द्वारा आमंत्रित

भारतीयमानकब्यूरो
वैग्यानिक- अफ अबंग प्रमुख, पूर्वी क्षेत्रीय कार्यालय प्रयोगशाला (ई आर ओ एल)
पी -230, सी आई टी स्कीम VIIएम, ब्लॉकडब्ल्यू, कंकुरगाछी,
कोलकाता -700054, वेस्ट बंगाल
ईमेल: erolm@bis.gov.in

INVITED BY

BUREAU OF INDIAN STANDARDS (BIS)
Scientist F &Head, Eastern Regional Office Laboratory (EROL)
P-230, C.I.T. Scheme VII M,Block-W, Kankurgachi,
Kolkata – 700054, West Bengal
Email: erolm@bis.gov.in

INDEX

	CONTENT	PAGE No.
	Tender Notice	3
	Tender Document	5
PART-I	Technical Bid	5
A	Pre-Qualification Criteria	5
B	Instructions to bidders	9
C	Other standard forms to be utilized by the bureau and the bidders (to be submitted along with the Technical Bid)	15
Annexure-1	Details to be furnished by Bidders	16
Annexure-2	Statement regarding the deviations from the clauses of the tender document	17
Annexure-3	Technical Specification	19
Annexure-4	Technical Compliance Statement by the bidder	20
PART-II	Financial Bid (to be submitted in the prescribed format)	22
Part-III	Conditions of Contract	23
Annexure-5	Form of Bank Guarantee Bond	31
Annexure-6	Agreement	33
Annexure-7	Integrity Pact	34
Annexure -8	Tender Acceptance letter	35
Annexure-9	Relevant Orders for bidders	36

E-TENDERNOTICE

Bid Opens on 30.04.2021 at 11:00 h

Bid closes on 15.06.2021 at 17:00 h

Bureau of Indian Standards (EROL Kolkata) invites online bids, under **two bid system (Technical bid and Financial bid)** from eligible Manufacturers OR Suppliers OR Dealers OR Agencies for the job defined in this tender, as per details given below:

DESCRIPTION	Supply, Installation And Commissioning of One No. SURFACE ROUGHNESS TESTER (Please refer Annex-3 for Technical Specifications of the equipment)
Type of Tender	OPEN
EMD Amount (in INR)	Please see point 2 & 3 Below
1. The bidder can bid for one or more than one equipment. 2. A Bid Security Declaration for each equipment, as detailed in Annex 3 shall be submitted by the bidder in the format prescribed in the bid document. Bidder shall quote only those products in the bid which are not obsolete in the market i.e. the offered product shall not be declared end-of-life by the OEM the bidder has to bid for each equipment separately. 3. The Bid Security Declaration shall remain valid for a period of forty-five days beyond the final bid validity period. 4. Registered Micro and Small enterprises (MSE) OEMs as defined in MSE procurement policy 2012 issued by Department of MSME or bidders registered with the Central Purchase organisation or the concerned Ministry or Department or Start-ups as recognised by the Department for Promotion of Industry & Internal Trade (DPIIT), Government of India are exempted from submission of Bid Security Declaration subject to production of valid document confirming such registration. 5. Compliance of Rule 144 (xi) of General Financial Rules and Orders issued and as amended from time to time thereunder: Any bidders from such countries which share land border with India will be eligible to bid only if the bidder is registered with the Competent Authority as specified by the Government of India. 6. Purchase Preference: Subject to meeting Terms and Conditions stated in the tender document including but not limiting to prequalification criteria, purchase preference to MSE OEM bidders and Class I Local Suppliers shall be admissible in accordance with and as per the procedure thereof laid down in the Public Procurement Policy for MSE Order policy 2012 and Public Procurement (Preference to Make in India) Order 2017 (latest being Order dated 16.09.2020)	
PERFORMANCE SECURITY DEPOSIT	
1. The successful bidder will have to submit a Performance Security equivalent to 3% of the total value of the order in the form of online payment or instrument fixed deposit in an acceptable form; in favour of Bureau of Indian Standards, KOLKATA . Performance security may be furnished in the form of an Account Payee Demand Draft, Fixed Deposit Receipt from a Commercial Bank, Bank Guarantee from a Commercial bank (or online payment in an acceptable form safeguarding the purchaser's interest in all respects. Performance Security should remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. For the purpose of online payment of Performance	

Security, the bank details of the Bureau are as follows: • Punjab National Bank, ManicKtala Branch • IFSC Code:PUNB0095600 • Account No.: 0956002100004375 • GSTIN: 19AAATB0431G2Z7 2. The successful bidder has to renew the performance security on the same terms and conditions for the period up to 60 days beyond the contract period including extension thereof, if any. 3. Performance Guarantee would be returned only after successful completion of job assigned to them after adjusting OR recovering any dues recoverable OR payable from OR by the Supplier on any account under the contract.	
Address of the issuing Authority	Scientist F&Head (EROL), BUREAU OF INDIAN STANDARDS Eastern Regional Office Laboratory (EROL) P-230, C.I.T Scheme VIIM , Block W, KankurgachiKolkata 700054 Mail id : erolm@bis.gov.in
Download Start Date & Time	30.04.2021 at 11:00 h
Pre-Bid Meeting Date & Time	07.05.2021 at 11:00 h (Only through VC). Interested party to intimate their willingness to participate in the pre-bid meeting to this office via email id: erolm@bis.gov.in by 05.05.2021 13:00 h.
Bid Submission Start Date & Time	20.05.2021 at 10:00 h
Download End & Bid Submission End Date & Time	15.06.2021 at 17:00 h
Technical Bid opening date & Time	18.06.2021 at 12:00 h

1. Bureau of Indian Standards reserves the right to amend or withdraw any terms and conditions contained in the tender document or to reject any or all bids without giving any notice or assigning any reason. The decision of issuing authority in this regard shall be final.
2. The bidder can submit his technical and financial bid for one or more number of equipment separately. The evaluation of technical and financial bid for each equipment will be carried out separately and L1 bidder will be determined for each equipment separately. The selection process for one equipment will not have any effect on other equipment. The Bureau reserves the right to proceed with one or more equipment as mentioned in the tender document while cancelling the purchase of one or more number of equipment.
3. Performance security deposit for each equipment will have to be submitted separately by the selected bidder in the manner as detailed above.

-Sd-
Sc. F &Head (EROL)

TENDER DOCUMENT

PART-I: TECHNICAL BID

A: PRE-QUALIFICATION CRITERIA (PQC)

1. The bidder shall be PSU OR autonomous OR public OR private limited OR Partnership OR Proprietorship OR any other firm OR Agency having been in business in India for the last three financial years (i.e. 2017-18,.....) for supply of the same OR similar equipment. The documents authenticating the establishment of the firm shall be submitted.
2. The bidder shall have supplied, installed and commissioned at least three such same OR similar equipment in India and one of them should be in the last three years (i.e. 2017-18, 2018-19,). Additionally, the list of customers shall also be enclosed.
3. The bidder shall enclose copies of letters of satisfactory installation from buyers as a proof of supply of same OR similar equipment to Govt. or private customers with the minimum value of order.
4. The bidder shall submit copies of audited financial statements containing P & L account & Balance Sheets of last three years (i.e. 2017-18, 2018-19.....), GST registration certificate, PAN and copy of last ITR filed (i.e. filed in the year 2020).
5. Undertaking with respect to the following:
 - a. Bid Security Declaration

We,(name and address of the bidder) accept that if we withdraw or modify our bids during the period of validity, or if we are awarded the contract and if I or we fail to pay the Performance Security or fails to sign the agreement in the prescribed time limit, Earnest Money Deposited by me or us will be forfeited by the Bureau, we will be suspended for the period of two years from being eligible to submit Bids OR Proposals for contracts with the Bureau.

Signature

Name & Address of authorized signatory

Stamp

- b. The bidder should not have been blacklisted. A declaration regarding the same is to be submitted by the bidder in the format supplied at Annexure-4 A.
 - c. Declaration that the bidder should not have earlier withdrawn from any tendering process of the Bureau.
 - d. The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.
 - e. Net worth of the OEM should be positive as per the last audited financial statement.
 - f. The bidder shall submit the following declaration that Bidder has quoted only those products in the bid which are not obsolete in the market i.e. the offered product shall not be declared end-of-life by the OEM.
 - g. Declaration that no criminal case is registered or pending against the firm OR company or its owner OR partners OR directors OR proprietor anywhere in India.
6. Certificate to the effect confirming compliance of Rule 144 (xi) of General Financial Rules as amended from time to time on the letter head in the following format:

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered."

A gist of the relevant clauses of the said Rule and orders as amended from time to time are given in Annex 9 which may be referred to. However, the bidders must check the Rule 144 (xi) of GFR and Orders issued and as amended from time to time thereunder to be sure about their eligibility. In case the bidder is from such country, the evidence of valid registration must be submitted alongwith the above certificate.

7. Certificate as per para 9 (a) of Public Procurement (Preference to Make in India) Order 2017 (latest being dated 16.09.2020).
8. Valid document confirming status as MSE or Startup to avail benefits available to them as contained in this tender.
9. The bidders other than OEM (i.e. dealers OR distributors etc) have to enclose the manufacturer's authorization certificate on a tender-specific basis for this tender and also manufacturer's confirmation of extending the required warranty for that product.
10. All bidders have to enclose a signed copy of the integrity pact, given at annexure-7.

Note: The bidder shall enclose all requisite documents self-attested as specified in the **checklist**. The bidder must fill the checklist enclosed with relevant details.

Checklist for Pre-Qualification Criteria (PQC)

Bidders must fill this check list with a **tick (√)** in the boxes in the right hand column. Relevant document, as per the checklist, shall also be enclosed with the technical bid.

S No.	Requirement	Document submitted	Check box
1.	Bidder is	1. Original Equipment Manufacturer 2. Dealer/ agency/ supplier	1. ☐ 2. ☐
2.	Bidder is based in	1. India 2. Abroad	1. ☐ 2. ☐
3.	The bidder is a public undertaking/ autonomous body/ public limited / private limited / Proprietorship Company / firm	1. PSU/Autonomous 2. Limited/ Private Limited 3. Proprietary / Partnership firm/LLP 4. Others (specify)	1. ☐ 2. ☐ 3. ☐ 4. ☐
4.	Enclose applicable documents of establishment of firm - Certificate of Incorporation - Authorization letter from Principals - Partnership Deed/LLP - Proprietary Details - Others (specify)	1. Yes, details enclosed 2. No, details not enclosed	1. ☐ 2. ☐
5.	Enclose applicable documents of Tax Registration: - GST - PAN - Last ITR - Others (specify)	1. Yes, details enclosed 2. No, details not enclosed	1. ☐ 2. ☐
6	Enclosed Undertakings as per Sl no. 5(a, d, e, f & g) of Pre-Qualification Criteria (PQC)	1. Yes, Undertakings enclosed 2. No, Undertakings not enclosed	1. ☐ 2. ☐
7.	Enclose copies of audited financial statements containing P & L account Balance Sheet for last three years	1. Yes, details enclosed 2. No, details not enclosed	1. ☐ 2. ☐
8.	List of customers attached & atleast 3 POs of same / similar equipment supplied and one of them should be in last 3 years.	1. Yes, details enclosed 2. No, details not enclosed	1. ☐ 2. ☐
9.	Enclosed letter of satisfaction from buyers or purchase orders or any other document from customers whom same / similar equipment was supplied.	1. Yes, details enclosed 2. No, details not enclosed	1. ☐ 2. ☐
10	Whether Bidder is willing to provide after sales support through a combination of warranty and comprehensive annual maintenance contract for a period of 6 years as per mutually worked out terms and conditions	1. Yes, willing to provide 2. No, not willing to provide	1. ☐ 2. ☐
11	Whether withdrawn from tendering process of BIS on an earlier occasion	1. Yes 2. No	1. ☐ 2. ☐
12	Whether blacklisted (submit declaration in annexure -4 A)	1. Yes 2. No	1. ☐ 2. ☐
13	Certificate as per Sl. no 6 of Pre-Qualification Criteria (PQC)	1. Yes 2. No	1. ☐ 2. ☐
14	Certificate as per Sl. no 7 of Pre-Qualification Criteria (PQC)	1. Yes 2. No	1. ☐ 2. ☐

15	Document as per Sl. no 8 of Pre-Qualification Criteria (PQC)	1. Yes 2. No	1. ☐ 2. ☐
16	Certificate as per Sl. no 9 of Pre-Qualification Criteria (PQC)	1. Yes 2. No	1. ☐ 2. ☐
17	Signed copy of Integrity Pact as per Sl. no 10 of Pre-Qualification Criteria (PQC)	1. Yes 2. No	1. ☐ 2. ☐
18.##	Had earlier supplied equipment/ service to BIS	1. Yes 2. No	1. ☐ 2. ☐

- This is an additional information.

For information of Bidders:

1 Pre-bid Meeting

A Pre-bid meeting for interested Bidders will be held at the scheduled date and time indicated in the tender document. Any change in venue or timing of pre-bid meeting will be hosted on the Bureau website (www.bis.gov.in) and the Central Public Procurement (CPP) Portal of Government of India (<https://eprocure.gov.in/cppp>).

Interested Bidders will be allowed to seek clarification and get their doubts cleared during pre-bid meeting.

Any change that would be made in the Tender Document by the Competent Authority after issue of the Tender OR Pre-bid meeting will be hosted on the Bureau website (www.bis.gov.in) and on CPP Portal of Government of India in the form of Corrigendum OR Addendum for incorporating the same in the Bid before submission

The minutes of pre-bid meeting shall be intimated to all bidders present in the pre-bid meeting and shall also be exhibited on the Bureau website and on the CPP portal.

2 Availability of Tender Document:

The Tender document may be downloaded by the bidder, if required for reference purpose, from the website of the Bureau (www.bis.gov.in) or CPP Portal.

The bidder shall bear all costs associated with the preparation and submission of its bid. The Bureau shall, in no case, be responsible or liable for these costs, regardless of the conduct or the outcome of the Bidding process.

3 Language of Bid OR Contract:

The language of the Bid shall be in English OR Hindi and all correspondences etc. shall conform to English OR Hindi language.

4 Last Date for Submission

Bids have to be submitted online on CPP Portal (<https://eprocure.gov.in/eprocure/app>). It shall be the responsibility of the bidder to ensure that bid is submitted on before the deadline of submission prescribed.

Submission of Bids shall be closed on CPP Portal mentioned earlier at the date & time of submission prescribed after which no bidder shall be able to submit the bid.

It shall be the responsibility of the bidder to ensure that his bid is submitted online on the CPP Portal (<https://eprocure.gov.in/eprocure/app>) before the deadline of submission. The Bureau will not be responsible for non-receipt of bid documents due to any delay or loss etc.

5 Manner of Submission of Bid

Bids shall be submitted online only at CPP Portal.

Bidders are advised to follow the instructions provided in the 'Instructions to the Bidder for the e-submission of the bids online through the Central Public Procurement Portal. A set of instructions for online bid submission are enclosed.

Bid documents may be scanned with minimum 100 dpi with black and white option which helps in reducing size of the scanned document.

Bidder who has downloaded the tender from the Bureau website and the Central Public Procurement Portal shall not tamper OR modify the bid form including downloaded price bid template in any manner. In case if the same is found to be tampered OR modified in any manner, bid will be completely rejected and the bid security declaration shall be invoked.

E-mail or fax submission shall not be considered.

6 Contents of the bid document

The bidders shall submit their bids in two parts, one part of the bid shall be **Technical Bid** and second part **Financial Bid**.

7 BID Format

a) Price Schedule(s) as per the BOQ format filled up with all the relevant information to be uploaded in the form of BOQ_PriceBid.xls.

The price bid format is provided as BOQ_PriceBid.xls along with this Tender Enquiry Document at <https://eprocure.gov.in/eprocure/app>. Bidders are advised to download this BoQ_Surface roughness tester.xls as it is and quote their offer OR rates in the permitted column and upload the same in the commercial bid. **Bidder shall not tamper OR modify downloaded price bid template in any manner.** In case if the same is found to be tampered OR modified in any manner, bid will be completely rejected and bidder is liable to be banned from doing business with the Bureau.

b) The authorized signatory of the bidder must digitally sign the bid. Bid sent by fax OR email shall not be considered.

B: INSTRUCTIONS TO BIDDERS (FOR STRICT COMPLIANCE)

1 DISCLAIMER

The information contained in the Tender Document, provided by the Bureau, is for information of the Bidders to assist them in formulation of their bids. Each Bidder can conduct their own investigation and analysis before submission of the bid. The Bureau shall not incur any liability, whatsoever, with regard to the completeness of the information contained in the Tender Document that the Bidder may require for submission of the bid. The Bureau reserves the right to amend any condition of the Tender Document through publication of a Corrigendum, besides rejection of any or all the bids received, if the Competent Authority of the Bureau decides so.

2 ONLINE BID SUBMISSION

The bidder can bid for one or more than one equipment. The bidder has to bid for each equipment separately.

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

Bidder should be responsible for registering his company at Central Public Procurement Portal and seeking all necessary approvals required to upload the bid.

The Bureau reserves the right to amend the document, tentative schedule and critical dates. It is the sole responsibility of prospective bidders to go through Central Public Procurement Portal OR the Bureau Website from time to time for any updated information.

3 REGISTRATION ON CPP PORTAL

- i. Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrolment" on the CPP Portal which is free of charge.
- ii. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- iii. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- iv. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify OR nCode OR eMudhra etc.), with their profile.
- v. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- vi. Bidder then logs in to the site through the secured log-in by entering their user ID OR password and the password of the DSC OR e-Token.

4 SEARCHING THE TENDER DOCUMENT

- i. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value,

etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.

- ii. Once the bidders have selected the tenders they are interested in, they may download the required documents OR tender Annexes. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS OR e-mail in case there is any corrigendum issued to the tender document.
- iii. The bidder should make a note of the unique Tender ID assigned to each tender; in case they want to obtain any clarification OR help from the Helpdesk.

5 PREPARATION OF BIDS

- i. Bidder should consider any corrigendum published on the tender document before submitting their bids.
- ii. Bidder should go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- iii. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document OR Annex and generally, they can be in PDF OR XLS OR RAR OR DWF OR JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- iv. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. GST OR PAN, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

6 SUBMISSION OF BIDS

- i. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- ii. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- iii. Invocation of Bid Security Declaration: The Bid Security Declaration shall be liable to be invoked if the bidder withdraws or amends or impairs or derogates the offer in any respect within the period of validity of the tender or fails to comply with any other condition stipulated in the document or if the successful Bidder does not pay the Performance Security in the prescribed time limit or fails to sign the Agreement after the award of Contract.
- iv. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it, enable Macro in the excel sheet and complete the coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- v. The server time which is displayed on the bidders' dashboard will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- vi. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time

of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using bid openers public keys. Overall, the uploaded bid documents become readable only after the bid opening by the authorized bid openers.

- vii. The uploaded bid documents become readable only after the bid opening by the authorized bid openers.
- viii. Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- ix. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

7 ASSISTANCE TO BIDDERS

- i. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Bid Inviting Authority for a tender or the relevant contact person indicated in the tender.
- ii. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk Nos. 0120-4200462, 0120-4001002

8 TERMS & CONDITION

- i. The Bid is to be uploaded on two bids basis i.e. Technical Bid and Financial Bid. The bidder can bid for one or more than one equipment. The bidder has to bid for each equipment separately.
- ii. It is the responsibility of the Bidder to ensure that the bids are up loaded on time within the deadline through www.eprocure.gov.in All bids shall remain valid for 180 days from the last date of submission of bids.
- iii. The Bureau reserves the right to solicit additional information from Bidders.
- iv. The Bureau reserves the right to cancel the tender at any stage as per the decision of competent authority without assigning any reasons.
- v. The Bureau reserves the right not to accept bid(s) from agencies resorting to unethical practices or on
- vi. The successful bidder will whom investigation OR enquiry proceedings have been initiated by Government investigating Agencies OR Vigilance Cell.
- vii. All information contained in this tender OR bid, or provided in subsequent discussions or disclosures, is proprietary and confidential.
- viii. submit the supply plan to the Bureau.
- ix. The **Financial bid will be opened** on a date, to be fixed later, for the successful bidders in the technical bid. Authorized representative of the bidder with an authority letter may remain present on the scheduled date and time.
- x. The bid along-with all requisite documents must **be signed and stamped by the authorized person**, failing which the bid shall be liable for rejection.
- xi. The Bureau reserves the right to accept or reject any bid or all the bids without assigning any reason thereof.
- xii. **Process to be confidential:**
Information relating to the examination, evaluation and comparison of Bids and the award of a Contract shall not be disclosed to Bidders or any other person not officially concerned with such process until the award to the successful Bidder has been announced.
- xiii. Any kind of canvassing in regard to the offered equipment after submitting bid shall be treated as disqualification.

Part-II: Financial Bid

Cost of the items should be mentioned clearly in the **Part-II: Financial Bid** only. The following details need to be included:

- i. Price break-up of main equipment, accessories. Consumables, spares, fixtures (whichever is applicable) to be supplied by the bidder.
- ii. Rates quoted should be excluding GST OR other taxes-duties.
- iii. Please quote your rates in the format prescribed in Part II.
- iv. The equipment is required to be supported for performance for six years, i.e., three years of warranty plus three years of **CAMC** (Comprehensive Annual Maintenance Contract). If the warranty offered by the bidder is less than three years, the bidder shall quote the CAMC charges, year wise, for the remaining period of warranty, plus for fourth, fifth and sixth years. Please refer (B) of Part II.

Financial bid shall be evaluated on the total price quoted, which is a combination of unit price of the equipment and CAMC charges upto six years of operation of equipment. The payment will be made for unit price of the equipment which will cover the warranty period also.

The CAMC charges as quoted in the financial bid at (B) of Part II shall be paid on quarterly basis as per the terms and conditions of tender after completion of each quarter subject to performance to the satisfaction of the Bureau. The payment is subject to TDS applicable as per the Income Tax Act, 1961.

v. Prices shall be quoted in Indian Rupees.

vi. The rates quoted shall be **valid for a period of 180 days from the date of opening of the financial bid of the tender.**

vii. The successful bidder is responsible for Packing, Forwarding, Freight & Insurance, Delivery at site and Installation, Commissioning and Training of the Bureau personnel (at least 2 personnel per instrument) in a satisfactory manner.

- vii. The bidder is expected to work out his rates keeping in view the technical specifications as per Annexure-3 of Technical bid & conditions mentioned clearly and arrive at the amount to be quoted. The bidder shall be deemed to have satisfied itself before bidding as to the correctness and sufficiency of its bid and of the rates and prices quoted in the attached form for financial bid (Part-II), which rates and prices shall, except as otherwise provided, cover all its obligations under the Tender and all matters and things necessary for proper fulfilling his obligations under the Tender.
- viii. The bidder is expected to work out his rates keeping in view the technical specifications as per Annexure-3 of Technical bid & conditions mentioned clearly and arrive at the amount to be quoted. The bidder shall be deemed to have satisfied itself before bidding as to the correctness and sufficiency of its bid and of the rates and prices quoted in the attached form for financial bid (Part-II), which rates and prices shall, except as otherwise provided, cover all its obligations under the Tender and all matters and things necessary for proper fulfilling his obligations under the Tender.
- ix. **The price quoted by the bidder shall be applicable for the repeat order(s), if repeat orders are placed with the supplier. Repeat orders, if considered by the Bureau, shall be placed within a period of one year from the date of signing of the agreement.** However, the Bureau reserves the right, not to place the repeat order.

9 Execution of Agreement: It shall be incumbent on the successful bidder to execute the Agreement within 21 days of the issue of letter of acceptance as per Annexure 6, on a non-judicial stamp paper of appropriate value to be purchased in Delhi before commencement of the supply of the laboratory equipment and pay stamp duty, legal and statutory charges for the Agreement, if any, as applicable on the date of the execution. Please read carefully, the conditions of contract as given in **Part-III: Conditions of contract**. Non-fulfilment of this condition of executing a contract by the Supplier would constitute sufficient ground for annulment of the award and invoking the Bid Security Declaration.

10 The Bureau reserves the right to proceed with one or more equipment as mentioned in the tender document while cancelling the purchase of one or more number of equipment.

- 11** Country of Origin: All goods and services to be supplied and provided under the contract shall have the origin in India or with the countries so as to conform to the provisions of Public Procurement (Preference to Make in India) Order issued and as amended from time to time under Rule 144 (xi) of General Financial Rules in relation to restrictions on certain countries which share land border with India.

The word “origin” incorporated in this clause means the place from where the goods are mined, cultivated, grown, manufactured, produced or processed or from where the services are arranged.

- 12** The insurance cover shall be obtained by the Supplier in its own name and not in the name of the Bureau.

13 Software and Software Upgrades :

The Supplier shall agree to provide copies of as-built software in executable code that are installed in the system at all levels. It shall also state the Hardware that needs to be in place for implementation ensuring that the Equipment OR Instrument un-availability is minimal. The Supplier shall also comply and guarantee software upgrades for the service life of the Equipment OR Instrument. Taking into account the operational requirements of the Purchaser, there may be a need to customize some portion of the software. Supplier should agree for such customization, which is expected to be limited, at no extra cost. Any software upgrades developed by the Supplier during the warranty and the post warranty period should be made available to the Purchaser at no extra cost and should be delivered and installed in a prompt and efficient manner. The Supplier should install and train the operator with software upgrades.

- 14** Subject to meeting Terms and Conditions stated in the tender document including but not limiting to prequalification criteria, purchase preference shall be admissible to:

- i) **Public Procurement Policy for MSE Order 2012:** MSE OEM suppliers in accordance with and as per the procedure thereof laid down in the Public Procurement Policy for MSE policy 2012 subject to submission of valid document confirming registration as MSE.
- ii) **Public Procurement (Preference to ‘Make in India’) Order:** Class I Local Suppliers in accordance with and as per the procedure thereof laid down in the Public Procurement (Preference to Make in India) Order 2017 (latest being Order dated 16.09.2020). Bidders may note that only Class I & Class II Local Suppliers as defined in the said Order shall be eligible to bid and Non-Local Suppliers shall not be eligible to bid. The bidders must submit a certificate in accordance with para 9 (a) of the said Order to the effect that the equipment(s) offered for supply meets the local content requirements for Class I Local Supplier OR Class II Local Supplier, as the case may be. The certificate shall also contain the details of the location(s) at which the local value addition is made.

Minimum Local Content – The ‘local content’ requirement to categorize a supplier as ‘Class-1 local supplier’ is minimum 50%. For Class-II local supplier’, the ‘local content’ requirement is 20%.

- 15 DISCREPANCIES IN FINANCIAL BID** – The discrepancies in financial bid shall be taken care of in the manner indicated below:

- i) If, in the price structure quoted for the requirement of goods, there is a discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly.
- ii) If there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected.
- iii) If there is a discrepancy between words and figures, the amount in words shall prevail, and
- iv) Such a discrepancy in an offer shall be conveyed to the bidder asking him to respond by a target date

and if the bidder does not agree to the observation, the bid shall be liable to be rejected.

16 DENIAL CLAUSE – Any increase in statutory taxes OR duties due to delay in delivery shall be borne by the supplier during the extended delivery period, if permitted by the Bureau; while the Bureau reserves the right to get any benefit of a downward revisions in statutory taxes OR duties.

17 ESTIMATED COST – Indicated in Schedule 3 for each equipment.

18 OEM OR AUTHORIZED DEALER OR AGENTS OF SUPPLIER

If the manufacturer has submitted the bid, the bids of its authorized dealers etc. shall not be considered.

19 CONFLICT OF INTEREST AMONG BIDDERS OR AGENTS

A bidder shall not have conflict of interest with other bidders which can lead to anti-competitive practices to the detriment of the Bureau. A bidder found to have a conflict of interest shall be disqualified. A bidder may be considered to have a conflict of interest with other bidders in the following circumstances, if:

- i) They have controlling partners in common;
- ii) They receive or have received any direct or indirect subsidy OR financial stake from any of them;
- iii) They have the same legal representative OR agent for purposes of this bid;
- iv) They have relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of the another bidder;
- v) Bidder participates in more than one bid in this bidding process. Participation by a bidder in more than one bid will result in the disqualification of all bids in which the parties are involved. However, this does not limit the inclusion of the components OR sub-assembly OR assemblies from one bidding manufacturer in more than one bid.
- vi) A bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the contract that is the subject of the bid.
- vii) In case of a holding company having more than one independently manufacturing units, or more than one unit having common business ownership OR management, only one unit should quote. Similar restrictions would apply to closely related sister companies. Bidders must proactively declare such sister OR common business OR management units in same OR similar line of business.

FORCE MAJEURE

Force Majeure (FM) means extraordinary events or circumstance beyond human control such as an event described as an act of God (like a natural calamity) or events such as a pandemic, war, Strike, riots, crimes (but not including negligence or wrong-doing, predictable OR Seasonal rain and any other events specifically excluded in the clause). An FM clause in the contract frees both parties from contractual liability or obligation when prevented by such events from fulfilling their obligations under the contract. An FM clause does not excuse a party's non-performance entirely, but only suspends it for the duration of the FM. The supplier has to give notice of FM as soon as it occurs and it cannot be claimed ex-post facto. There may be a FM situation affecting Bureau of Indian Standards only. In such a situation, the Bureau of Indian Standards is to communicate with the supplier along similar lines as above for further necessary action. If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of FM for a period exceeding 90 (Ninety) days, either party may at its option terminate the contract without any financial repercussion on either side. Notwithstanding the punitive provisions contained in the contract for delay or breach of contract, the supplier would not be liable for imposition of any such sanction

so long as the delay or failure of the supplier in fulfilling its obligations under the contract is the result of an event covered in the FM clause.

C: STANDARD FORMS TO BE UTILIZED BY THE BUREAU AND THE BIDDERS.

- a. **Annexure-1** **Details to be furnished by Bidders**
- b. **Annexure-2** **Statement regarding the deviations from the clauses of the tender document**
- c. **Annexure-3** **Technical Specification (Annexure-3A, 3B....)**
- d. **Annexure-4** **Technical compliance statement by the bidder**
- e. **Annexure-4-A** **Declaration regarding blacklisting or litigation**

Annexure-1

Details to be furnished by the bidders

- i. Name of the bidder:
- ii. Details of Registration with validity date:
- iii. Address for Communication:
- iv. Telephone No.:
Landline: Mobile:
- v. E-mail:
- vi. Manufacturers Name and Address (if different);
- vii. Bank Account Details:
Name of the bank: A/c no.
IFSC code Type of A/c.....
- viii. Name and designation of the person authorized to sign the documents:
- ix. PAN, TIN Number of the bidder:
- x. GST No.:

This is to certify that the above facts are true to the best of my OR our knowledge and belief. I OR We have read and understood the terms and conditions of the Tender document.

I OR We give an undertaking to abide by these terms and conditions of the tender document.

Name and Signature of the bidder

Seal of the Bidder

Date

Annexure-2

**Statement regarding the deviations from the clauses
of the tender document:**

S No.	Tender clause no.	Details of deviation	Justification, if any

Annexure-3

List of equipment

<u>S No.</u>	<u>Equipment</u>	<u>EMD</u>	<u>Estimated Cost</u>	<u>Number of equipment required</u>	<u>The Bureau lab where supply is to be made</u>	<u>Technical Specification</u>
1	Surface Roughness Tester with accessories1. Manual column stand(granite base), Vertical travel 250mm	N/A	Rs.600000/-	1	EROL, Kolkata	Annexure – 3A

Annexure 3A

Technical Specification of Surface Roughness Tester

SL NO.	Feature	Requirements
1.	Measuring range :	X axis 25 mm. Z axis 800micron Machine Capacity
2.	Cut-off lengths (λ_c):	0.08, 0.25, 0.8, 2.5, 8mm
3.	Tilt adjustment range: Height adjustment :	$\pm 1.5^\circ$, 10mm
4.	Resolution:	0.000125 μ m
5.	Roughness Parameters:	Ra, Rq, Rz, Ry, Rp, Rv, Rt, R3z, Rsk, Rku, Rc, RPc, RSm, Rmax*1, Rz1max*2, S, HSC RzJIS*3, Rppi, R Δ a, R Δ q, Rlr, Rmr, Rmr(c), R σ c, Rk, Rpk, Rvk, Mr1, Mr2, A1, A2, Vo, λ_a , λ_q , Lo, Rpm, tp*4 Htp*4, R, Rx, AR, W, AW, Wx, Wte
6.	Accessories.	Manual column stand(granite base), Vertical travel 250mm
7.	Display	Colour LCD, Memory, Printing facility, Data transferring facility to computer.
8.	Power :	210 V ac 50 hz with Indian Standard domestic electrical plug and battery power backup.

Annexure 4
Technical compliance statement by the bidder for Surface Roughness Tester

SL NO.	Technical Specification (Annexure 3)		Quoted details by the bidder	Deviation from col (3), if any	Remarks
	Feature	Requirement			
(1)	(2)	(3)	(4)	(5)	(6)
1	Measuring range :	X axis 25 mm. Z axis 800micron Machine Capacity			
2	Cut-off lengths (λ_c):	0.08, 0.25, 0.8, 2.5, 8mm			
3	Tilt adjustment range: Height adjustment :	$\pm 1.5^\circ$, 10mm			
4	Resolution:	0.000125 μ m			
5	Roughness Parameters:	Ra, Rq, Rz, Ry, Rp, Rv, Rt, R3z, Rsk, Rku, Rc, RPc, RSm, Rmax*1, Rz1max*2, S, HSC RzJIS*3, Rppi, R Δ a, R Δ q, Rlr, Rmr, Rmr(c), R σ c, Rk, Rpk, Rvk, Mr1, Mr2, A1, A2, Vo, λ_a , λ_q , Lo, Rpm, tp*4 Htp*4, R, Rx, AR, W, AW, Wx, Wte			
6	Accessories.	Manual column stand(granite base), Vertical travel 250mm			
7	Display	Colour LCD, Memory, Printing facility, Data transferring facility to computer.			
8	Power :	210 V ac 50 hz with Indian Standard domestic electrical plug and battery power backup.			

Note:

Do not mention “We Comply or Complied with or yes” in your response at col (4) .

Quote the actual specifications of equipment to be supplied in col (4), wherever applicable .

Deviations, if any, from col (3) be quoted in col (5).

Annexure-4 A

Declaration regarding black-listing or litigations

I OR We hereby declare that our firm OR agency is not black-listed by any Ministry or Department of Central Government OR State Government or PSU or other bodies under the Central Government OR State Government. I OR We further declare that no criminal case is registered or pending against the firm OR company or its owner OR partners OR directors anywhere in India.

Dated theday of2020.

Signature of Bidder _____

Name & Address of Bidder _____

Seal of the Firm OR Company” _____

PART-II: FINANCIAL BID

- i) The financial bid will be submitted in the following form which can be downloaded from CPPP website. Bidders are advised to quote their offer OR rates in the relevant column and upload the same in the financial OR commercial bid.
- ii) Financial bid shall be evaluated on the unit price quoted + CAMC charges upto six years of operation of equipment.
- iii) The format for submitting **Financial Bid** is given below:

(A) UNIT PRICE

S No.	Item description and item code	Component As per Technical Specification (Annexure -3)	Unit Price (in INR) Exclusive of all taxes at designated Delivery Point	Price in words	Period of Warranty (1 OR 2 OR 3 years)
(i)	(ii)	(iii)	(iv)	(v)	(vi)
1.					
2					
3					

(B) Comprehensive Annual Maintenance Contract (CAMC) Charges (in INR):

S No.	Component	2 nd year	3 rd year	4 th year	5 th year	6 th year
1	CAMC *					
	Excluding GST					

(C) Total Price of Bid (A+B) (In Words)

.....

.....

Signature of bidder
Name & Address
Date

Note:

CAMC for 2nd and 3rd year to be quoted if the warranty period is for one year

PART-III: CONDITIONS OF CONTRACT

1. Definitions:

- i) **“Bidder”** (including the term ‘tenderer’, ‘consultant’ or ‘service provider’ in certain contexts) means any eligible person or firm or company, including a consortium (that is an association of several persons, or firms or companies), participating in a procurement process with a Procuring Entity;
- ii) **Supplier:**

‘Supplier shall mean the individual or firm or company whether incorporated or not, has qualified in bidding process and undertaking the Contract and shall include legal representatives of such individual or persons composing such firm or unincorporated company or successors of such firm or company as the case may be and permitted assigns of such individual or firm or company.
- iii) **‘Goods’** shall mean the items to be supplied to the Bureau by the Supplier as stated in the Contract and shall include installation and other services that are prescribed in the Tender document.
- iv) **‘Contract’** shall mean and include the Tender Notice, instructions to bidders, terms and conditions of contract, Letter of Acceptance, the Offer, the Agreement and mutually accepted conditions in the authorized correspondence exchanged with the bidder by the Bureau and any other document forming part of the contract.
- v) **‘Contract Amount’** shall mean the sum quoted by the Supplier in his bid and accepted by the Bureau.
- vi) **‘Competent Authority’** shall mean any officer authorized by the Bureau to act on behalf of the Bureau under this contract.
- vii) **‘Government’** shall mean the Central Government.
- viii) **‘Bureau’** shall mean Bureau of Indian Standards established under the Bureau of Indian Standards Act, 2016.
- ix) **‘Director General’** shall mean the Director General of the Bureau, for the time being holding that office and also his successor and shall include any officer authorized by him.
- x) **‘Approved’** shall mean approved in writing including subsequent confirmation of previous verbal approval and **“Approval”** shall mean approval in writing including as aforesaid.
- xi) **‘Specification’** means the specification referred to in the tender. In case where no particular specification is given, the relevant specification of the Bureau, where one exists, shall apply.
- xii) **‘Tender’** means formal invitation by the Bureau to the prospective bidders to offer fixed price for supply of Goods.
- xiii) **‘Bid’** means the Supplier’s priced offer to the Bureau for the supply of the Goods at the specified places and remedying of any defects therein in accordance with the provision of the Contract, the installation and services as accepted by the Letter of Acceptance.
- xiv) **‘Letter of Acceptance’** means the formal acceptance by the Bureau.
- xv) **‘Commencement Date’** means the date upon which the Supplier receives the notice to commence the supply of Goods at specified places.
- xvi) **‘Time for Completion’** means the time for completing the supply and passing the Tests of the Goods or any part thereof as stated in the Contract calculated from the Commencement Date.
- xvii) **‘Annexure’** referred to in these conditions shall means the relevant annexure appended to the Tender Document and the Contract.

2. PARTIES TO THE CONTRACT:

The parties to the contract shall be the Supplier (whose offer is accepted by the Bureau) and the Bureau. The person signing the offer or any other document forming the part of Contract on behalf of other persons

of a firm shall be deemed to have due authority to bind such (person OF persons) or the firm as the case may be, in all matters pertaining to the Contract. If it is found that the person concerned has no such authority, the Bureau may, without prejudice to any other Civil OR Criminal remedies, terminate the Contract and hold the signatory or the firm liable for all costs and damages for such termination.

3. PERFORMANCE SECURITY

For Supplier: The successful bidder shall submit, within 15 days of the placement of the order, an unconditional Performance Bank Guarantee from a Nationalized OR scheduled Bank for 3% of the total value of the order, as per format indicated in Annexure-5. Performance Security will remain **valid for a period of sixty days beyond** the date of completion of all contractual obligations of the supplier including warranty obligations.

Any amount due OR recoverable from the Supplier under the terms of this Contract or any other account, may be deducted from the amount of Performance Security. In case, the amount of Performance Security is reduced by reason of any such deduction, the Supplier shall, within fifteen (15) days of receipt of notice of demand from the Bureau, make good the deficit. In case, security is deposited by way of bank guarantee by the Supplier, then any penalty for damages liquidated or un-liquidated or for any breach or failure or determination of Contract, not previously paid to the Bureau, shall immediately on demand be paid by the said bankers to the Bureau under and in terms of the said guarantee.

If during the term of this Contract, the Supplier is in default of the due and faithful performance of its obligations under this Contract, or any other outstanding dues by the way of fines, penalties and recovery of any other amounts due from the Supplier, the Bureau shall, without prejudice to its other rights and remedies hereunder or at the Applicable Law, be entitled to call in, retain and appropriate the Performance Security.

Nothing herein mentioned shall debar the Bureau from recovering from Supplier by a suit or any other means any such losses, damages, costs, charges and expenses as aforesaid, in case the same shall exceed the amount of the Performance Security.

The Performance Security shall be retained until all disputes, if any, between both the parties have been settled to the entire satisfaction of the Bureau. The Performance Security shall be returned to the Supplier by the Bureau within sixty days following the Completion Date or Termination Date of this Contract provided that there are no outstanding claims of the Bureau on the Supplier.

4. CONTRACT DOCUMENTS:

The several Contract documents forming the Contract shall be taken as mutually explained to one party by the other, but in case of ambiguities or discrepancies the same shall be explained and harmonized by the Authorized Officer of the Bureau who shall issue to the Supplier necessary instruction thereon and in such event unless otherwise provided in the Contract the priority of the documents forming the contract shall be as follows:

- i) The Agreement
- ii) The terms and conditions of the Contract
- iii) Tender Notice and Tender Document
- iv) Purchase order or Letter of Acceptance
- v) Any other correspondence exchanged between the parties in connection with the contract.
- vi) The Supplier's Offer
- vii) The Minutes of Pre-bid meetings clarifications
- viii) Corrigendum issued by the Bureau.

5. QUANTITY OF GOODS or PLACE OF SUPPLY or PERSONS WHO CAN PLACE ORDERS

The **Testing Equipment** shall be supplied at various the Bureau labs, as detailed in Annexure 3, at the address(s) given below:

EROL- Eastern Regional Office Laboratory,
P-230, C.I.T. Scheme VII M,
Block-W, Kankurgachi,
Kolkata-700054.

Goods for each laboratory of the Bureau can be ordered by Head of that laboratory of the Bureau only, who is authorized by the Bureau to place orders against this Contract. Goods can be repeat-ordered by Head of other laboratories of the Bureau, who are authorized by the Bureau to place repeat orders against this Contract. However, the Authorized Officer reserves right not to place repeat orders.

Immediately on receipt of the purchase order (least within one week of receipt of the purchase order), the supplier shall intimate the concerned laboratory about the consumables or other additional articles required for correct functioning of the instrument or equipment, so that timely installation and commissioning can be done, and no time is lost in completion of such formalities after receipt of the instrument or equipment.

6 TRANSPORTATION:

The Goods shall be delivered at the destinations specified in Clause 8 below and shall include loading, unloading and transportation. **The Goods damaged during transportation shall have to be replaced at Supplier's cost.**

7. QUALITY OF GOODS:

All Goods to be supplied by the Supplier shall be in conformity with the Technical specifications as laid down in Annexure-3 of this bid.

8 CONSIGNMENT DESTINATION:

For the destination mentioned in the purchase order as mentioned at 5 above.

9 INSTALLATION AND COMMISSIONING: Installation and commissioning of the equipment will be done by the supplier **FREE OF CHARGE** at the premises of the Bureau. The supplier has to arrange for labour and others.

10 WARRANTY

10.1 The equipment along with all critical components or accessories is to be guaranteed for trouble free performance for a **minimum period of three years after installation**. If the warranty period is less than three years, the Comprehensive Annual Maintenance Contract Charges for the remaining period (three years – the actual warranty period quoted) shall be added to the cost of equipment for the purpose of evaluation of the financial bid.

10.2 The defects, if any, during the warranty period shall be rectified free of charge by arranging free replacement at site, wherever necessary. **The last six months of the warranty period shall be free of complaints, failing which the warranty period will get extended by another six months.**

11. FREE TRAINING

Training, free of cost will be provided by the supplier to **at least two officials of the Bureau** for testing, routine maintenance and smooth running of the equipment, after installation and commissioning at the location.

12. INSPECTION OR PRE-DELIVERY INSPECTION

The Bureau reserves the right to carry out pre-delivery inspection or inspection at the time of delivery. The obligation to supply goods conforming to specification and its successful installation and commissioning shall be on the supplier.

The Authorized Officer shall be entitled to inspect and examine goods intended to be supplied to the Bureau either at the factory, godown or at any place(s) where these are lying or from which these are being obtained and the supplier shall provide such facilities as may be required for such inspection and examination. If goods are not found as per specified requirements, purchase order will be revoked and thereafter the Bureau shall be free to purchase the goods from the open market. the Bureau will not make any payment for any such non-conforming goods.

All goods shall be inspected by the Bureau preferably in the presence of supplier or his authorized representative, when the packages are opened in the Bureau Labs on delivery and prior to installation. The decision of the Bureau shall be binding. Rejected items or goods or stores shall be removed by the supplier at his own cost and risk, within 30 days of receipt of notice for the removal of such goods, and no liability, whatsoever, on the Bureau shall be attached for the rejected or disapproved goods or items or stores. In case of default on the part of the supplier in removing the rejected goods, the Authorized Officer of the Bureau shall be at liberty to have them removed by other means. The Authorized Officer shall have full powers to procure other goods through other means for substituting the rejected goods. All costs, which may be incurred upon such removal or substitution, shall be borne by the supplier.

The Authorized Officer shall have full powers to decide about removal of any or all of the goods supplied which are not in accordance with the contract specifications or which do not conform to the samples, if any, approved by the Bureau.

13. TIME FOR SUPPLY, INSTALLATION AND COMMISSIONING.

- 13.1 The time allowed for delivery, successful installation and commissioning shall be 8 weeks from the date of purchase order (PO).
- 13.2 **Liquidated Damages for Delayed Supply, Installation and Commissioning:** Time and date of **Supply Installation and Commissioning of equipment** as stipulated in the order shall be deemed to be the essence of the contract. In case of delay in execution of the order beyond the date of delivery as stipulated in the order or any extensions sanctioned by the Authorized Officer, the Bureau may at its option either accept delayed delivery at prices reduced by a sum equivalent to one percent (1%) of the value of any goods not delivered for every week of delay or part thereof limited to a maximum of 10% of the total order value or cancel the order in part or full and purchase such cancelled quantities from elsewhere on account and at the risk of the supplier, without prejudice to its rights in respect of goods delivered.

14. RISK PURCHASE

In case the Supplier fails to deliver the quantity as stipulated in the delivery schedule, the Bureau reserves the right to procure the same or similar Goods from alternate sources at the risk, cost and responsibility of the Supplier.

15. IMPOSITION OF FINES or PENALTY

Subsequent to an order being placed against the quotation received in response to this enquiry if it is found that the goods supplied are not of the right quality or not according to specifications required by the Bureau or received in damaged or broken condition or otherwise not satisfactory owing to any reason of which the Bureau shall be the sole judge, the Bureau shall be entitled to reject the goods, cancel the contract and buy its requirements in the open market and recover the loss, if any, from supplier reserving to itself the right to forfeit the performance security or security deposit, if any, furnished by the supplier against the contract. The supplier will make his own arrangements to remove the rejected goods within 30 days of instruction to do so. Thereafter, they will lie entirely at the supplier's risk and responsibilities and storage charges along with any other charges applicable will be recoverable from the supplier.

16. TERMS OF PAYMENT:

100% payment shall be made against delivery, installation, commissioning, training at site and on acceptance as per Purchase Order on receipt of invoice, delivery challan. note, certificate of acceptance by the Bureau and other relevant documents and provided.

Payment will be made to the account of the supplier through NEFT/RTGS by the bureau

17. TAXES

Taxes will be deducted by the Bureau wherever applicable.

18. INDEMNITY:

The Supplier shall indemnify and keep indemnified the Bureau against all losses and claims for injuries or damage to any person or any property whatsoever which may arise out of or in consequence of the Contract and against all claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect of or in relation thereto under the provisions of various labour laws as amended from time to time.

The Supplier shall indemnify, protect and save the Bureau against all claims, losses, costs damages, expenses, action suits and other proceeding, resulting from infringement of any patent, trademarks, copyrights etc. or such other statutory infringements.

19. CORRUPT OR FRAUDULENT PRACTICES

The Bureau requires that the Bidders under this Bid observe the highest standards of ethics during the procurement and execution of such Contracts.

The Bureau will reject a proposal for award if it determines that the Supplier has engaged in corrupt or fraudulent practices before, during or after the period of contract; the Bureau will hold the Supplier ineligible to be awarded a contract, either indefinitely or for a period of 24 months from the date of declaring the Supplier ineligible if it at any time determines that the Supplier has engaged in corrupt and fraudulent practices in competing for, or in executing the Contract.

20. TERMINATION / SUSPENSION OF CONTRACT

The Bureau shall be at liberty at any time to suspend temporarily this Contract on giving 24 hours notice in writing the Contractor for breach of any of the terms and conditions of this Contract for poor quality of the Goods, insufficient service or misconduct of the Contractor as to which the decision of the Bureau shall be final and the Contractor shall not be entitled to any change or compensation by reason thereof.

An event of default on the part of the Contractor, which results from the Contractor being unable to fulfill its Service obligations under the Contract, shall be deemed as a serious default, and is said to have occurred due to any of the following causes:

- i. In the opinion of the Bureau, the Contractor has repudiated the Contract,
- ii. Without reasonable excuse has failed to commence supply of Goods or Services in accordance with this Contract, or failed to complete the supply the Goods or provide Services within the time stipulated for completion;
- iii. Despite previous warning from the Bureau, in writing, or otherwise persistently or flagrantly neglecting to comply with any of its obligations under the Contract;
- iv. Serious discrepancy in the quality of the Goods is noticed during the inspection.
- v. Delays in delivery and installation beyond a period of 30 days from the scheduled date of delivery / Installation.
- vi. If the Contractor is in breach of any law or statute governing the supply of Goods/ Services;
- vii. The Contractor, in the judgment of the Bureau, has engaged in corrupt or fraudulent practices in competing for or in carrying out the Services under the Contract.
- viii. The Contractor enters into voluntary or involuntary bankruptcy, or liquidation; (i) The Contractor becomes insolvent;
- ix. A receiver, administrator, trustee or liquidator is appointed over any substantial part of its assets;
- x. Any act is done or event occurs with respect to the Contractor or its assets, which, under any applicable law has substantially similar effect to any of the foregoing acts or events;
- xi. The Contractor (in case of a consortium) has modified the composition of the consortium and/or the responsibility of each member of the consortium without prior approval of the Bureau.

21. TERMINATION BY THE BUREAU

It shall also be lawful for the Bureau to terminate the Agreement at any time without assigning any reason and without being liable for loss or damage which the Contractor may suffer by reason of such termination, by giving the Contractor 15 days' notice in writing by the Bureau for such termination. Any such termination shall be without prejudice to any other right of the Bureau under the Contract.

22. PUBLICITY

Any publicity by the Supplier in which the name of the Bureau is to be used, should be done only with the explicit written permission of the Bureau.

23. JURISDICTION

No suit or other proceedings relating to performance or breach of Contract shall be filed or taken by the Supplier in any Court of law except the competent Courts having jurisdiction in New Delhi, where headquarter of the Bureau is located.

24. DISPUTE RESOLUTION - In case of any dispute that cannot be resolved amicably, the same shall be referred to the sole Arbitrator appointed by Director General, Bureau of Indian Standards, whose decision shall be final and binding upon both the Bureau as well as the Applicant. The provisions of the Arbitration and Conciliation Act, 1996, as amended from time to time, shall be applicable

25. MODE OF SERVING NOTICE

Communications between Parties which are referred to in the Contract are effective only when in writing. A notice shall be effective only when it is delivered. All notices shall be issued by the authorized officer of the Bureau unless otherwise provided in the Contract. In case, the notice is sent by registered post or speed post to the last known place or abode or business of the Supplier, it shall be deemed to have been served on the date when in the ordinary course of post these would have been served on or delivered to it.

26. GOVERNING LANGUAGE

Governing language for the entire contract and communication thereof shall be English or Hindi only. In case of any dispute, the English version shall prevail.

27. LAW:

The contract shall be governed and interpreted under Indian Laws.

28. STAMP DUTY

The Supplier shall bear and pay any stamp duty and registration charges if any, in respect of the agreement to be signed.

29. AUTHORIZED OFFICER:

The Authorized Officer on behalf of the Bureau shall be the Head(Eastern Regional Office Laboratory),giving the purchase order. In case of repeat orders by any other laboratory of the bureau, the Head of concerned laboratory of the Bureau placing the repeat order shall be deemed to be the Authorized Officer in respect of the said order.

30. STANDARD FORMS TO BE UTILIZED BY THE BUREAU AND THE SUPPLIER:

Annexure-5 BANK GUARANTEE BOND
Annexure-6 AGREEMENT FORM

31. CONFIDENTIALITY

The supplier shall not divulge or disclose proprietary knowledge obtained while delivering Goods and services under this Contract to any person, without the prior written consent of the Bureau.

32. ASSIGNMENT:

The rights, obligations and duties under an agreement can only be transferred subject to the approval of the Bureau.

33. AMENDMENT:

The terms of agreement can only be amended subject to the approval of the Bureau.

34. SEVERABILITY:

If any information provided by the supplier or declarations submitted or agreements made is or becomes illegal, unenforceable, or invalid in any jurisdiction, the contract as a whole will be voided.

ANNEXURE-5
FORM OF BANK GUARANTEE BOND

1. In consideration of Bureau of Indian Standards (hereinafter called 'The Bureau') having agreed to exempt

(hereinafter called "the said Supplier(s)") from the demand under the terms and conditions of an Agreement dated _____ made between _____ and _____ for _____

_____ (hereinafter called "the said Agreement of **Performance Security** for the due fulfilment by the said Supplier (s) of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs. _____ (Rupees _____ - _____ Only)

we, _____ {hereinafter referred to as (indicate the name of the bank)'the bank'} at _____ the _____ request _____ of _____

[(Supplier (s))] do hereby undertake to pay the Bureau an amount not exceeding Rs. _____ against any loss or demand caused to or suffered or would be caused to or suffered by the Bureau by reason of any breach by the said Supplier (s) of any of the terms or conditions contained in the said Agreement.

2. We _____ do hereby indicate the name of the bank)undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Bureau of Indian Standards stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Bureau by reason of breach by the said Supplier (s) of any of the terms or conditions contained in the said Agreement or by reasons of the Supplier (s) failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.
3. We, undertake to pay to the Bureau any money so demanded notwithstanding any dispute or disputes raised by the Supplier (s) in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Supplier (s) shall have no claim against us for making such payment.

4. We, _____ further agree that the Guarantee

(indicate the name of Bank)

herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Bureau under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till the authorized officer of the Bureau (.....Laboratory) certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said

Supplier (s) and accordingly of the said Agreement have been fully and properly carried out by the said Supplier (s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before thewe shall be discharged from all liability under this guarantee thereafter.

5. Wefurther agree with the Bureau that

(indicate the name of Bank)

The Bureau shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time to performance by the said Supplier (s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Bureau against the said Supplier (s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Supplier (s) or for any forbearance, act or commission on the part of the Bureau or any indulgence by the Bureau to the said Supplier (s) or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Supplier (s).

7. We, lastly undertake not to revoke this

(Indicate the name of bank)

guarantee during its currency except with the previous consent of the Bureau in writing.

Dated the day of 20

For

(indicate the name of bank)

Annexure-6

AGREEMENT

THIS AGREEMENT made on this day of between M/s_____ (Name and Address of the Supplier) (hereinafter referred to as the Supplier, which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART and the Bureau of Indian Standards, 9-Bhadurshah Zafar Marg, New Delhi-110002 (hereinafter referred to as the Bureau, which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the OTHER PART.

WHEREAS the Supplier is a manufacturers or mills or authorized distributors or dealers (Details of business)

And WHEREAS the Bureau is a body corporate, enacted by Parliament .The Bureau intends to purchase _____ , therefore, invited bids through Open Tender enquiry dated _____

WHEREAS the Supplier (successful bidder) submitted his bid vide _____ in accordance with the bid document and was selected as 'successful bidder' pursuant to the bidding process and negotiation on contract prices, awarded the 'Letter of Acceptance' (LoA) No. _____ to the Supplier on _____.

BOTH THE PARTIES HERETO agree to abide the terms and conditions as mentioned in:

"Part-III (Conditions of Contract) of Tender Document".

(Signature of Supplier or
Authorized Representative)

Name _____

Designation_____

Address_____

Seal of the Firm or Company

Witness:

(Signature)

Name of Witness_____

Address_____

(Signature of Authorized Officer of the Bureau)

Name _____

Designation_____

Address_____

Seal of the Bureau

Witness:

(Signature)

Name of Witness_____

Address_____

INTEGRITY PACT GUIDELINES

Commitments of the supplier(s)

1. The supplier(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the bid process and during the contract execution.
 - (a) The supplier(s) will not, directly or through any other persons or firm, offer promise or give to any of The Bureau's employees involved in the bid process or the execution of the contract or to any third person any material or other benefit which he or she is not legally entitled to, in order to obtain in exchange any advantage before or during the execution of the contract.
 - (b) The supplier(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
 - (c) The supplier(s) will not commit any offence under the relevant IPC or PC Act; further the supplier(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by The Bureau as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - (d) The supplier(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
2. The supplier(s) (s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 Disqualification from bid process and exclusion from future contracts

1. If the supplier(s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form such as to put his reliability or credibility in question, the Bureau is entitled to disqualify the supplier(s) from the bid process or take action as per the related provisions of this document.

Section 4 Compensation for Damages

1. If the Bureau has disqualified the supplier(s) from the bid process prior to the award according to Section 3, the Bureau is entitled to demand and recover the damages equivalent to Earnest Money Deposit.
2. If the Bureau has terminated the contract according to Section 3, or if the Bureau is entitled to terminate the contract according to Section 3, The Bureau shall be entitled to demand and recover from the supplier damages of the amount equivalent to Performance Bank Guarantee.

Section 5 Previous Transgression

1. The supplier declares that no previous transgressions occurred in the last three years with any Government Organization that could justify his exclusion from the bid process.
2. If the supplier makes incorrect statement on this subject, he can be disqualified from the bid process and action can be taken as per the related provisions of the RFP document.

BIDDER or SUPPLIER

SIGNATURE & SEAL

Annexure 8

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender or Work: -

Dear Sir,

1. I or We have downloaded or obtained the tender document(s) for the above mentioned 'Tender or Work' from the web site(s) namely:

As per your advertisement, given in the above-mentioned website(s).

2. I or We hereby certify that I or we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I or we shall abide hereby by the terms or conditions or clauses contained therein.

3. The corrigendum(s) issued from time to time by your department or organization too have also been taken into consideration, while submitting this acceptance letter.

4. I or We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) or corrigendum(s) in its totality or entirety.

5. I or We do hereby declare that our Firm has not been blacklisted or debarred by any Govt. Department or Public sector undertaking.

6. I or We certify that all information furnished by our Firm is true & correct and, in the event, that the information is found to be incorrect or untrue or found violated, then your department or organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

ANNEX 9

Orders issued by the Government of India restricting procurement from bidders of certain countries which shares a land border with India shall apply to this procurement.

- 1) Any bidder from a country which shares a land border with India (may be seen from the link <https://mea.gov.in/india-and-neighbours.htm>), excluding countries as listed in the website of Ministry of External Affairs, to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects (may be seen from the link <http://meadashboard.gov.in/indicators/92>) – hereinafter called 'Restricted Countries') shall be eligible to bid in this tender only if the bidder is registered with the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT). The bidders shall enclose certificate in this regard in the prescribed format.
- 2) "Bidder" (including the term 'Bidder', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- 3) "Bidder from such Restricted Countries" for the purpose of this clause means: -
 - (a) An entity incorporated, established, or registered in such a country; or
 - (b) A subsidiary of an entity incorporated, established, or registered in such a country; or
 - (c) An entity substantially controlled through entities incorporated, established, or registered in such a country; or
 - (d) An entity whose beneficial owner is situated in such a country; or
 - (e) An Indian (or other) agent of such an entity; or
 - (f) A natural person who is a citizen of such a country; or
 - (g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- 4) The beneficial owner for the purpose of (3) above shall be as under:
- 5) (a) In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s). who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.
 - (b) Explanation-
 - (i) "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent. of shares or capital or profits of the company.
 - (ii) In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership.
 - (iii) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;

(iv) Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official.

(v) In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

(vi) An Agent is a person employed to do any act for another, or to represent another in dealings with third person.