

# **INTER-UNIVERSITY ACCELERATOR CENTRE**

(An Autonomous Centre of UGC)

Aruna Asaf Ali Marg, New Delhi-110 067

## **NOTICE INVITING E-TENDER**

**TENDER NO: IUAC/NIT/16/RVH/2020-21**

**Dated:19/01/2021**

Inter - University Accelerator Centre (IUAC) invites online bids on behalf of the Director IUAC, New Delhi through e-procurement Portal under two bid system, viz., and Technical and Financial bids, from eligible / experienced parties for the supply of **“Log Amplifiers for HCI Development.”**

Tender Documents may be downloaded from Central Public Procurement (CPP) Portal free of cost <https://eprocure.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement portal should enroll / register before participating through the website <https://eprocure.gov.in/eprocure/app>. Bids should be submitted online only at website: <https://eprocure.gov.in/eprocure/app>. Tenderers / Contractors / Bidders are advised to follow the instructions provided in the e-procurement portal. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned documents.

Only bids received through e-procurement portal will be considered for opening. Bids not covering full scope of work/supply of the products/goods will be rejected and only complete bids will be considered. IUAC reserves the right to accept / reject any / all tenders in part / full without assigning any reasons whatsoever, and the decision of IUAC in this regard will be binding on all the bidders.

**As per notification no. F/9/4/2020-PPD dated 12.11.2020 issued by Ministry of Finance, Department of Expenditure, Govt. of India, bidders have to submit “Bid Security Declaration” accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents”.** Tenderers registered with MSME/NSIC (the unit being registered for the item/work tendered) are required to upload copy of valid registration certificate in the website <https://eprocure.gov.in/eprocure/app> along with technical bid.

Bidders are advised 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 .XLS BOQ Format with the tender document, then the same is to be downloaded and to be filled and submitted online without modifying the format. **If the BOQ file is found to be modified by the bidder, the bid will be rejected.**

Any Corrigendum / Amendments in respect of above tender shall be issued on website <https://eprocure.gov.in> and [www.iuac.res.in](http://www.iuac.res.in) only. Bidders should take into account any corrigendum published on the tender document before submitting their bids. The Director, IUAC reserves the right to accept/reject any/all tenders in part/full without assigning any reasons thereof.

**BID SECURITY DECLARATION (on Letter head)**

As per notification no.**F/9/4/2020-PPD dated 12.11.2020** issued by Ministry of Finance, Department of Expenditure, Govt. of India, I/We hereby accepting that if the bids related to \_\_\_\_\_ are withdrawn or modified by me/us during the period of validity etc., IUAC has right to suspend the bid for the time specified in the tender documents.

**Signature of the Tenderer**  
**Stamp**

<b><u>E-TENDER DOCUMENT</u></b>	
Name of Work	<b>Supply of Log Amplifiers for HCI Development</b>
Tender No.	IUAC/NIT/16/RVH/2020-21
Tender Value (Estimate only)	Rs. 9,99,600/- (Nine Lakh Ninety Nine Thousand and Six Hundred only)
Bid Submission End Date	09/02/2021 at 3.00 pm
Technical Bid Opening Date (Part - A)	10/02/2021 at 3.30 pm
Price Bid Opening Date (Part - B)	To be intimated.
Contact Persons	<b>Administrative Officer (S&amp;P)</b> <b>e-mail:iuacstores@gmail.com</b> <b>Phone: 011-24126018 &amp; 24126022</b>

**GENERAL Terms & Conditions:**

**1. Submission of Bid:** Tenders should be uploaded on CPP Portal in two parts, i.e., Technical Bid (Part - A) and Price Bid / BOQ (Part - B).

**2. Technical Bid (Part-A):**

In this bid, the bidder should upload the following documents required for technical qualifications. No deviations in respect of NIT conditions are acceptable.

- a) Catalogues or data sheet and other technical specifications of the products indicating its ability to meet the technical specifications as per Annexure-A.
- b) Tender Acceptance Letter on Letter head duly signed and stamped.
- c) A promising letter/undertaking on company letter head dully signed & stamped to be provided by the vendor that it is genuine new product.
- d) Copies of purchase orders and completion certificates of similar items/electronic equipments executed successfully in Govt., Public sector, Autonomous body or reputed Public Ltd. Company, with at least one order of value not less than Rs.5 lakh or two similar works, each of value not less than Rs.2.5 lakh or three similar works, each of value not less than Rs.2 lakh.

***Special Note:***

- 1. All documents uploaded by the bidder should be self-attested along with stamp.***
- 2. Technical bids which are not confirming to the technical specifications will be disqualified.***

### **3. Price Bid / BOQ (Part-B):**

In this bid the bidder is required to quote his item rates/prices for the items mentioned in the Annexure- I (separately for the main item and optional item), i.e. the rates/prices should be inclusive of all material cost, packing and forwarding charges, freight charges & insurance charges up to IUAC. The quoted prices should be excluding GST. IUAC is exempted from GST and necessary exemption certificate will be provided.

**4. Validity of Tender:** Tender shall be valid for our acceptance without any change in rates and NIT conditions for a period of 90 days from the date of opening of price bid. However the validity of the tender can be extended up to 180 with mutual consent of both the parties.

**5. Escalation:** No escalation over and above items rates quoted by the bidder shall be paid during the execution of contract.

**6. Completion time:** The time shall be the essence of this contract and all items mentioned in annexure1 is to be completed in all respects within a period **of three (3) months** from the date of issue of LOI / Purchase order by the center whichever is later. Any delay in delivery of items for reasons attributable to the Contractor is liable to deductions on account of **Liquidated damages @ 1%** of the contract value per week will be deducted subject to a maximum of 10% of the total works.

**7. Force Majeure:** Under the force-majeure conditions or delay due to reasons beyond control of the contractor, IUAC may grant suitable time extension for which the contractor has to request along with the justification/ reasons well in advance to the Director, IUAC for approval without any prejudice to price escalation. No time extension request shall be considered after the expiry of completion period/contract. The decision of the IUAC, Director will be final and binding on the bidder/contractor.

**8. Scope of Work:** Detailed scope of work, Special terms and conditions, Technical specifications / Makes of materials etc. are enclosed with this NIT as per Annexure – I.

### **9. Guarantee/Defect liability period**

The supplied material should guarantee for the manufacturing / engineering defect and bad material/workmanship for a minimum period of 1 (one) year from the date of acceptance of the goods by IUAC. During this period if any replacement of item, repairs/rectification etc. is needed, the supplier shall do the same free of cost to IUAC.

**10. Deviations:** No deviation from the stipulated terms and conditions will be allowed. Tenders should be unconditional.

**11. Terms of Payment:** 90% Payment will be released after successful testing and installation at IUAC. All payments shall be made after deduction of income tax at source and work contract tax applicable from time to time. Balance 10% will be released after submitting **Performance Security @ 3%** of the value of the contract in the form of fixed deposit or Bank Guarantee from a Commercial Bank within 10 days from the issue of LOI/Purchase Order. 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.

**12.** If a tenderer whose tender is accepted fails to undertake the work as per the terms of the contract within 10 days to be reckoned from the date of issue of LOI/Purchase order, the earnest money deposited will be forfeited.

**13.** This notice inviting tender will form part of the contract agreement to be executed by the successful tenderer with the IUAC. The successful tenderer shall have to sign the contract agreement within 10 days of the allotment of work.

#### **14. Tender Liabale to rejection**

- a. The Director, IUAC reserves the right to accept/reject any/all tenders in part/full without assigning any reason whatsoever and the decision of the IUAC in this regard will be binding on all the bidders.
- b. Bids received by means other than e -procurement portal will be rejected.
- c. Bids not covering full scope of supply of the products will be rejected and only complete bids will be considered.
- d. If BOQ file is found to be modified by the bidder, the bid will be rejected.
- e. Tenders not complying with any of the terms and condition stated in this tender document are liable to be rejected.

**Director, IUAC reserves the right to accept or reject any tender without assigning any reason and does not bind himself to accept the lowest tender.**

**15. Termination of Contract:-** The Director, IUAC reserve the right to terminate the order on account of poor workman-ship, non-compliance of set norms/ specifications for the works, delay in progress of work, violation of any tender conditions by the vendor/bidder.

**16. Correspondence:** All the correspondence in respect of tender/ contractual obligation shall be made to **A.O. (S&P), Inter-University Accelerator Centre, Post Box-10502, Aruna Asaf Ali Marg, New Delhi-110067. E-mail:iuacstores@gmail.com, Telephone: +91-11-24126018, 24126022.**

18. Any dispute arising out of this contract will be subjected to jurisdiction of New Delhi/Delhi.

**Accepted**

(Seal and signature of bidder with date)

## **INSTRUCTION TO BIDDERS FOR ONLINE BID SUBMISSION**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal. 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>.

### **REGISTRATION**

- 1) Bidders are required to enroll 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 Enrollment” on the CPP Portal which is free of charge.
- 2) As part of the enrollment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
- 3) 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.
- 4) Bidder then logs in to the site through the secured log-in by entering their user ID / password

### **SEARCHING FOR TENDER DOCUMENTS**

1. 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.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective „My Tenders“ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Help desk.

### **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please 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.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in

the tender document / schedule and generally, they can be in PDF / XLS /JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4) 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. PAN card copy, 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.

## **SUBMISSION OF BIDS**

1. 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.

2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

3. 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 and complete the white 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 file name. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

4. 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.

5. 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 buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

6. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

7. Upon the successful and timely submission of bids (ie 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.

8. The bid summary has to be printed and kept as an acknowledgment of the submission of the bid. This acknowledgment may be used as an entry pass for any bid opening meetings.

## **ASSISTANCE TO BIDDERS**

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) 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 Help desk. The contact number for the help desk is 1800 3070 2232.

**PROFILE OF THE TENDERER (On letterhead)**

1. Name of the Firm / Organization :
2. Address :
3. Telephone No. / Mobile No. & Name of the Contact Person :
4. Fax No. :
5. E-mail ID :
6. Month and Year of establishment :
7. Name of proprietor / partners/director :
8. No. of years of experience in this field, with Reference, Certificates :
9. Annual Turnover during the last three years (Enclose copies of Audited Financial Statement)  
2017-18 :  
2018-19 :  
2019-20 :
10. Whether the firm is an Income Tax Assessee? If so please give the details of PAN No.  
:
11. GST Registration No. :
12. Name of the OEM and address :  
(if applicable)

**Signature of the Tenderer & Seal**

## ANNEXURE – 1

**Scope of work: Supply of six numbers of LOG AMPLIFIERS** for HCI development

**Technical Specification:**

The Log Amplifier is a single channel current to voltage converter which operates over an input current range of 1 nA to 1 mA. The output voltage is logarithmically compressed with a 1 Volt per decade scale factor. The technical specifications of the device are listed in the table.

<b>Item</b>	<b>Qty</b>	<b>Technical Specifications</b>	
Log Amplifiers	6	<b>Input Current Range</b>	1 nA to 1 mA DC
		<b>Input Current Polarity</b>	Positive or negative; strappable.
		<b>Output Voltage</b>	0 to +6 VDC or 0 to +10 VDC; logarithmically compressed, 1 Volt per decade.
		<b>AC Line Voltage</b>	230 VAC, 50-60 Hz
		<b>Fusing</b>	Slo-Blo/Type T, 250 V, Input
		<b>Remote Off/On Status Control</b>	24 VDC
		<b>Remote Off/On Status Read</b>	Contact rated at 10 V-A or 100 VDC or 1/4 ADC, Potential Free
		<b>Size</b>	<b>Length ≤ 7.25 inch</b> <b>Width ≤ 5.0 inch</b> <b>Height ≤ 1.75 inch</b> enclosure (without mating connectors installed)

**Accepted**

**ANNEXURE-II**

**Part B-Price Bid**

(Rate should be quoted in Standard BOQ .XLS format only)

**Name of work: Supply of six numbers of LOG AMPLIFIERS** for HCI development

Note: The price comparison will be done on the basis of the required technical specifications only.

<b>Main Item</b>	
<b>Item Description</b>	<b>Quantity</b>
LOG AMPLIFIER	6 Numbers

Signature & Seal of Bidder

(Signature & Seal of the Bidder with date)

**ANNEXURE-III**  
**TENDER ACCEPTANCE LETTER**

(To be given on Company Letter Head)

Date:

To,  
The Director  
IUAC, New Delhi-67

**Sub: Acceptance of Terms & Conditions of Tender.**

**Tender Reference No: IUAC/NIT/16/RVH/2020-21**

**Name of Tender / Work: -**

Dear Sir,

I/ We have downloaded / read and examined the tender document(s) for the above mentioned Tender /Work from the web site(s) namely:

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

1. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc ..), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
2. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.
3. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
4. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
5. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation 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.

Yours Faithfully,