Sub: Procurement of 2D mini LDV (Laser Doppler Velocimetry) including Traverse system for HWRE laboratory of the Department of Civil Engineering, IIT Kharagpur

Indian Institute of Technology Kharagpur, an Institute of National Importance, invites sealed bids from reputed manufacturers or their authorized Distributors / Dealers for server as per enclosed specification (Annexure-I).

Interested vendors are requested to send their sealed bids as per specification (Annexure-I) and General Terms & Conditions (Annexure-IV) along with details in the Technical Bid Format (Annexure-II) and signed Declaration (Annexure-III) under a Two-Cover System. Kindly refer the Institute website www.iitkgp.ac.in (Link: Tenders) for full tender details.

The final quotation for consideration is to be sent in a sealed packet, containing two separate sealed envelopes (one each for Technical Bid and Price Bid) along with prescribed tender fee and Earnest Money Deposit (EMD) duly superscribed with Reference Number (Tender Notice No. 07/2014-15 and date 23.02.2015) to the Office of the Head, Department of Civil Engineering, IIT Kharagpur, P.O. Kharagpur Technology, PIN: 721302 on or before March 24th, 2015 by 03.30 p.m.

*The vendors who have submitted their offers against tender no. IIT/CE/ENQ/WRE/LDV/14-15/531 dated 29.12.2014 may not apply fresh. However, if they wish, they may send their modified quotation.

For any query pertaining to this bid document, communication be address to the Head, Department of Civil Engineering, Indian Institute of Technology, Kharagpur-721302 [Ph.: 913222-282253]

The technical bid will be evaluated first and price bids will be opened only in respect of those vendors, who are found technically qualified after evaluation of their technical bids.

The Technical bids will be opened on March 24th, 2015 by 03.40 p.m. in the Office of Head, Department of Civil Engineering, Indian Institute of Technology Kharagpur.

HOD, Department of Civil Engineering

Copy

to:

1. Prof. In-Charge, Information Cell
2. Notice Board
## Technical Specifications of LDV

<table>
<thead>
<tr>
<th>Description</th>
<th>Specification</th>
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<tbody>
<tr>
<td><strong>Features:</strong></td>
<td>To be able to measure two components of velocity in a given flow fluid</td>
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<tr>
<td></td>
<td>Integrated and Permanently aligned</td>
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<td></td>
<td>Frequency shifting for both components between -2 MHz to 2 MHz controllable</td>
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<tr>
<td></td>
<td>by software</td>
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<td></td>
<td>Sealed and factory calibration</td>
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<td></td>
<td>12 volt Battery operated option</td>
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<tr>
<td><strong>Velocity Range:</strong></td>
<td>-5 m/sec to +5 m/sec</td>
</tr>
<tr>
<td><strong>Accuracy:</strong></td>
<td>99% or better</td>
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<tr>
<td><strong>Repeatability:</strong></td>
<td>99.9% or better</td>
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<tr>
<td><strong>Stand-off distance:</strong></td>
<td>500 mm in air</td>
</tr>
<tr>
<td><strong>Probe dimensions</strong></td>
<td>Less or equal to 100 mm diameter, 400 mm in length</td>
</tr>
<tr>
<td><strong>Probe volume diameter</strong></td>
<td>Less or equal to 250 microns</td>
</tr>
<tr>
<td><strong>Probe volume length</strong></td>
<td>Less or equal to 1.5 mm</td>
</tr>
<tr>
<td><strong>Laser Wavelength</strong></td>
<td>650 - 670 nm and 770 - 790 nm</td>
</tr>
<tr>
<td><strong>Laser power &amp; Type</strong></td>
<td>100-140 mW, Class IIIb</td>
</tr>
<tr>
<td><strong>Detector</strong></td>
<td>Avalanche Photo Detector</td>
</tr>
<tr>
<td><strong>Probe cable length</strong></td>
<td>3 meter or longer cable</td>
</tr>
<tr>
<td><strong>Probe weight</strong></td>
<td>Less than 1.5 Kg.</td>
</tr>
<tr>
<td><strong>Power Supply</strong></td>
<td>12VDC universal and battery operated option</td>
</tr>
<tr>
<td><strong>Operating Temperature – 0 to 50 Deg C</strong></td>
<td>0 to 50 Deg C</td>
</tr>
<tr>
<td><strong>Acquisition software</strong></td>
<td>The user-friendly windows compatible software to interface and configure the system parameters.</td>
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<td></td>
<td>Single point acquisition and Automated Profile acquisition</td>
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<tr>
<td><strong>Traverse Stage</strong></td>
<td>Computer controlled Two axis traverse stage compatible with LDV acquisition software.</td>
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<tr>
<td></td>
<td>500mm or more travel distance in horizontal and vertical directions.</td>
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<td></td>
<td>Position repeatability: 6 micrometer or better</td>
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<tr>
<td></td>
<td>Power: 100 - 240 Volts AC</td>
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<tr>
<td><strong>Warranty – 1 year</strong></td>
<td>1 Year standard warranty</td>
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</table>
TECHNICAL BID DOCUMENT

FORMAT TO BE FILLED BY THE MANUFACTURERS / INDIAN AGENTS (ON BEHALF OF THEIR FOREIGN PRINCIPLES) OR THEIR AUTHORIZED COUNTRY DISTRIBUTORS/ REPRESENTING DEALERS/ REGIONAL AGENCIES, SUBMITTING TENDER FOR Procurement of 2D mini LDV (Laser Doppler Velocimetry) including Traverse system for the Department of Civil Engineering, IIT Kharagpur

1. Name of the Tenderer :

2. Status of the Tenderer :
   (attach documents, if registered company/partnership/proprietorship)

3. Whether OEM/representing foreign principle :
   (attach copy of certificate/authorization)

4. Details of key top official/authorized official :
   (attach details)

5. Details of tie-ups for supply/services, if any :
   (Attach details, agreements, escalation matrix)

6. Income Tax and Service Tax returns of previous three assessment year (copy) :

7. Financial status of bidder and/or his associates including Annual Report & Balance Sheet/Statement of Account of past three years with Registration of Companies (ROC) receipts duly authenticated by Chartered Accountant :

8. Current list/address of clients where similar material has been supplied and successfully working :

9. Name of the vendor's three largest clients, to whom similar products and services were extended & amount of transaction/annual bills to such clients :

10. Name and address of Vendor's bankers and attach a Solvency Certificate from the Bank for a minimum amount of Rs. 20.00 Lakh. :

11. Income Tax Permanent A/c No. (attach copy) :

12. Details of EMD/Bank Draft No., issuing branch and date:

Certified that all above information are correct to the best of my/our information, knowledge and belief.

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Dated signature & seal of the Authorized person of OEM/Vendor

NOTE: This is to be submitted in a separate sealed envelope super scribing "TECHNICAL BID", Notice inviting Tender No. 07/2014-15 and date 23.02.2015 and name of the bidder. All technical documents like literature, catalogues etc., are to be put in the same envelope. Price bid of that company/firm only will be opened which do technically qualify, for further consideration. Attach all relevant documents in the same serial order as above, properly indexed, duly signed and sealed.
DECLARATION

1. I, _____________________________________________Son /Daughter of Shri __________________________
   ___________________________ Proprietor/Partner/CEO/MD/Director/
   Authorized Signature of M/s.______________________________ am
   competent to sign this declaration and execute this tender document.

2. I have carefully read and understood all the terms and conditions of the
   tender and hereby convey my acceptance of the same.

3. The information/ documents furnished along with the above application are
   true and authentic to the best of my knowledge and belief.

4. I/ we/ am are well aware of the fact that furnishing of any false
   information/ fabricated document would lead to rejection of my tender at
   any stage besides liabilities towards prosecution under appropriate law.

5. Each page of the tender document and papers submitted by my
   Company is authenticated, sealed and signed, and I take full
   responsibility for the entire documents submitted.

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Signature of the Authorized Person

Date: -------------------------- Full Name : --------------------------

Place: -------------------------- Company Seal : --------------------------
GENERAL TERMS AND CONDITIONS

1. Important Dates: Last Date of Submission of Sealed Bids: March 24th, 2015 by 03.30 p.m. The Technical bids will be opened on March 24th, 2015 by 03.40 p.m. in the Office of the Head, Department of Civil Engineering, I.I.T., Kharagpur.

2. Payment Terms & Performance Guarantee:
   i) (For foreign purchase) 90% payment will be made against shipping documents and balance 10% will be given after successful installation and commissioning duly certified by the concerned Head of the Department/Centre/School/Unit and Performance Bank Guarantee 05 (Five years warranty period plus sixty days) drawn on any commercial bank by “Wire Transfer”. No advance/mobilization support, is payable against supply of stores. In the event of failure to deliver the stores beyond the specified date, liquidated damages @ 1% per month or part thereof in respect of the value of stores will be deducted, subject to a maximum of 5%; alternately the order will be cancelled and the undelivered stores purchased from elsewhere at the risk and expense of the vendor.
   
   ii) (For indigenous purchase) Payment will be made after successful installation and commissioning duly certified by the concerned Head of the Department/Centre/School/Unit. No advance/mobilization support, is payable against supply of stores. In the event of failure to deliver the stores beyond the specified date, liquidated damages @ 1% per month or part thereof in respect of the value of stores will be deducted, subject to a maximum of 5%; alternately the order will be cancelled and the undelivered stores purchased from elsewhere at the risk and expense of the vendor.

3. Warranty/Guarantee & On-site skill support: 05 (Five) years onsite comprehensive OEM warranty from the date of successful installation and commissioning. The OEMs/Authorized Distributors and Dealers must attach certificate about their after sales and service facilities, escalation support for on-call service or station engineer etc.

4. Delivery of Stores: The store items be supplied within 90 days from the date of receipt of the Purchase Order.

5. Tender Fee: An amount of 5,000.00 (Rupees five thousand only) as tender fee (non-refundable) is to be paid. The payment shall be made by Demand Draft from any Nationalized Bank /Commercial Bank and paid in favour of “Indian Institute of Technology Kharagpur”, payable at Kharagpur. Bids without Tender Fee will not be accepted. This should be enclosed separately in an envelope and stapled with the Technical Bid document superscribing Tender fee.

6. Earnest Money Deposit (EMD): An amount of 2,00,000.00 (Rupees Two lakhs only) in the form of Demand Draft drawn in favour of “Indian Institute of Technology Kharagpur”, payable at Kharagpur or Fixed Deposit Receipt or Banker’s Cheque or Bank Guarantee as per format at Annexure V. E.M.D. should be enclosed separately in an envelope and stapled with the Technical Bid document superscribing EMD. The validity of the EMD should be 6 (six) months from the date of issue. Any bid without EMD will summarily rejected. No interest is payable on EMD. EMD will be refunded to the unsuccessful bidder, finalization of the tender process. The EMD
of vendor awarded with the contract to be treated as part of security deposit towards Performance Guarantee. No interest is payable on Security Deposit. Security Deposit shall be forfeited if the selected vendor after award of contract, fails to execute the same.

7. **Price:** Price should be quoted only in Indian Rupees on free delivery at site, showing clearly the following break up:
   (a) Ex-works Price
   (b) Packing & Forwarding
   (c) Freight & Insurance
   (d) Incidentals
   (e) Taxes payable by the Institute.

   Excise Duty Exemption Certificate and Inter-state transit Way Bill will be issued only to the Selected Bidder as may be mentioned in the Purchase Order.

8. **Bid:** Technical Bid and Price Bid should be submitted in two separate sealed envelope quoting reference number on the top of the envelope. Tender Fee and EMD should be enclosed with the Technical Bid documents, in separate sealed envelopes, stapled with the packet containing Technical Bid documents. The OEMs may either bid directly or authorize their Country/Regional/State Distributors /Dealers/Vendors, to quote with valid authorization certificate, capability to sale and service of the products.

9. **Acceptance of Tender:** The Authority of IIT Kharagpur does not bind itself to accept the lowest priced bid and reserves the right to reject any or the entire tender bids received without assigning any reason thereof.

10. **Extra Features:** If the bidder provides any other extra features on the Hardware or Software which are not mentioned in the tender product specifications, then that shall be highlighted in clear terms, with documentary evidence/literature.

11. **Compliance List:** The proposal be properly indexed and a compliance list against the technical specifications should be provided.

12. **Service:** Response to ensure quality of services, the deputed Engineer from the OEM/Vendor shall have a minimum of 3 years of experience in the relevant field and must be in the payroll of the OEM/Vendor.

13. **Installation and Commissioning:** Free of cost at IIT, Kharagpur. The OEM must ensure timely installation of HPC System with necessary support to the indenters, as per details and lists to be made available by the Stores & Purchase Section or the indenting Departments/Centers/Schools.

14. **Validity of licenses:** Software’s licensing price or policy (if any) shall be clearly mentioned. (a) All licenses should be perpetual. (b) All the accessories shall be from the same OEM.

15. The OEM should be an ISO-9000 and ISO-14001 certified company with due credits to energy conservation and green earth compliance.

16. **Relevant documents of the OEM shall be enclosed, along with the Technical Bid. Any explanation on this account shall be supported with documentary evidence from the principals.**

17. **Conditional Offer** will not be accepted.
18. **Period of Validity**: Bids shall remain valid for acceptance for a period of 120 days from the date of opening of the price bid.

19. The benefit of any downward price revision (revision on account of budget/financial policy, tax revision, EPZ etc.) is to be given to IIT Kharagpur by the selected OEM/vendor.

20. **Name and address of past satisfactory supplies by the bidder to minimum three clients in India in the past five years to whom such items/store(s) of similar or higher volume have been supplied** should be mentioned in the technical bid along with documentary evidence (Client certificate/PO copy).

21. **The Institute does not bind** itself to offer any explanation to those bidders whose technical bids have not been found acceptable by the Technical Evaluation Committee of the Institute.

22. **Bidders should enclose the following documents:**
   (i) Certificate of Registration / Trade License
   (ii) Enlistment form (R1), complete in all respect
   (iii) Attested copy of PAN card, Service Tax, CST/VAT registration papers
   (iv) Banker’s Solvency Certificate.
   (v) Audited statement of accounts and IT returns for the last three years
   (vi) Authorized Distributors/Vendors must submit appropriate authorization certificate and letter from their OEMs, for participation in the said tender.
   (vii) Name and address of past satisfactory supplies or minimum three clients in the past five years to whom such items/store(s) have been supplied should be mentioned in the technical bid.
   (viii) Copy of mandatory test reports, national testing/reliability and endurance test reports etc., certified or conducted at the manufacturing site, granted by the bureaus/quality control departments/national testing laboratories.
   (ix) Copy of product literature, for which the prices have been quoted.
   (x) A write up on service and maintenance capability, mitigation of risks or breakdown and replacement capability, with the escalation support matrix suggested for the Institute. Vendors must indicate their sales and support service centre in India and their plan to address issues about services, maintaining minimum service inventory etc.
   (xi) Signed copy of the tender document, with company seal, agreeing to the terms & conditions and declaration.

23. **All tenders are to be dropped** in the office of the Head, Department of Civil Engineering, IIT Kharagpur. The bids (technical and price bids) once submitted shall be the property of the Institute and shall not be returned to the vendor in future.

24. **The person/officer signing** the tender/bid documents should be delegated with an appropriate Power of Attorney (duly endorsed by a Notary Public) by the Chief Executive Office/Managing Director of the Company to sign such documents.

25. **Opening of Price Bids**: The Price Bid(s) of only those vendor(s) who are found technically qualified will be opened and the same will be opened before the technically qualified vendor(s). **The date for opening of price bids will be notified separately.**

26. Tenderer or his/her authorized representative (with proper authorization letter for attending opening of technical bids and also for opening of price bids) may choose to be present at the time of opening of Technical Bids/Price Bids.
27. **Other terms:**

   a. Payment terms: (This is in addition of the existing clauses) Letter of credit/ Wire Transfer after receipt of stores/ Demand Draft after receipt of stores (copy of the DD will be sent to the vendor before shipment)/ Sight Draft.
   
   b. The shipping term as FCA price (in case of AIR shipping)/ FOB (in case of Sea shipment).
   
   c. Name of country of port of shipment and Country of origin needs to be given by the bidder.
   
   d. DGS&D enlistment certificate needs to be attached (applicable only for Indian agents).

28. **IMPORTANT**

1. Director may accept or reject any or all the bids in part or in full without assigning any reason and does not bind himself to accept the lowest bid. The Institute at its discretion may change the quantity/upgrade the criteria/drop any item or part thereof at any time before placing the Purchase Order.
2. A bid submitted with false information will not only be rejected but also the OEM/vendor will be debarred from participation in future tendering process.
3. The OEMs/Vendors need to submit a certificate during opening of technical bids that they are not currently debarred or blacklisted in IIT Kharagpur for any supplies, products or services, or at present in any national organization or educational institute/university.
4. In case of any dispute, the decision of the Director of this Institute shall be final and binding on the bidders.
5. For any query pertaining to this bid document, correspondence be addressed to:

   The Head, Department of Civil Engineering,
   Indian Institute of Technology, Kharagpur-721 302 India
   [Ph.: 03222-282253; Fax: 03222-282254]

6. In case the due date for opening tender happens to be a holiday, the same will be opened on the next working day. The timings will however remain unchanged. Please Note that the Institute remains closed on Saturday & Sunday.