

# **IDI-CITY CENTRE, ANCHOR INSTITUTE**

## **TENDER FORM**

TENDER NO. : **IDI/Anchor/PD/2013-14/**  
PUBLISHED ON : **23.05.2013**  
DUE DATE : **10.06.2013**  
TENDER FEE : **Rs. 1500/-**  
EMD : **3% of quoted value**  
TYPE OF TENDER : **Technical & Commercial**

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### **DESCRIPTION OF MATERIAL**

True On Line UPS (with Battery, Rack & Cable)  
Qty. 1 No.  
As per our technical specifications

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Tenders (technical & commercial) are invited by Executive Director, IDI for its IDI-City Centre, Anchor Institute project, for the above mentioned item.

Technical specification is annexed.

The tender shall be issued to the agency who satisfy the following requirements:

1. Should have at least 5 years experience in the field.
2. Should be able to extend services after sales for a min. of 3 years.
3. Should have a set up in India to provide after sales service.
4. Should have to submit the technical & as well as commercial bid.

**Last date to receive filled in tenders: 10<sup>th</sup> June, 2013.**

**Proposed date of opening of tenders: 12<sup>th</sup> June, 2013.**

(Tender would be opened in presence of the purchase committee and decision of the committee in regard to award a purchase order shall be binding to all.)

**Lowest price quoted doesn't ensure that the bidder will be awarded with tender.**

Technical specification is annexed.

### **Terms & conditions:**

**1. CUSTOM DUTY:** IDI is recognized as a Scientific and Industrial Research Organization (SIRO) by Ministry of Science & Technology. Being a SIRO recognized institute, IDI is exempted from paying custom

duty under Govt. notification and necessary "Custom Duty Exemption Certificate" can be issued after providing following information.

a) Shipping details i.e. Master Airway Bill No. and House Airway No. (if exists)

b) Forwarder details i.e. Name, Contact No. etc.

Custom Duty Exemption Certificate will be issued to the shipment in the name of the institute and Bills of Entry should be submitted to IDI later on.

**2. BIDDING:** Either the Indian agent on behalf of the Principal/ OEM or Principal/ OEM itself can bid. But both cannot bid simultaneously for the same item/ product in the same tender. If an agent Submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/ OEM in the same tender for the same item/ product.

**4. PRICING:** Commercial bid should be from your parent company mentioning F.O.B. price, P&F, air fare and insurance component separately. Installation, testing & commissioning charges, if any, should be mentioned separately.

**5. TERMS OF PAYMENT:** Wire transfer (50% payment against shipping documents and balance 50% after satisfactory installation) or by Cheque/D.D. (50% payment against shipping documents and balance 50% after satisfactory installation).

**6. VALIDITY OF QUOTATIONS:** Quotations should be valid at least for a period of 30 days.

**7. WARRANTY:** Three years comprehensive warranty be provided and AMC price beyond 3 years should be mentioned separately. AMC charges after warranty period should be clearly specify. To provide an additional warranty, after company's standard policy, cost for providing the same should be mentioned separately.

**8. DEALERSHIP CERTIFICATE:** Letter from manufacturer to be attached for authenticity of dealership/agency. Quotations without authorized dealership certificate will be rejected.

**9. INSTITUTE'S RIGHTS:** IDI reserves the rights of acceptance or rejection of any or all quotations.

**10. REJECTION:** Quotations not conforming to the set procedure as above will be rejected.

**11. DISCOUNT/REBATES:** Special discount/rebate wherever admissible keeping in view that the supplies is being provided for the educational purpose in respect of public institution of national importance may please be indicated.

**12. EMD:** The tender shall submit alongwith the tender EMD of 3% of quoted value in the form of Demand Draft from any Nationalist/Sceduled Banks drwan it favour of IDI-Account-Anchor Institute C/O Indian Diamond Institute.

Any offer not accompanied with the EMD shall be rejected summarily as non responsive, The EMD of the unsuccessfull bidders shall be returned within 15 days of the lend of the bid validity period. The same shall be forfeited it the tenderers withdraw their offer after the tender opening during the bid validity period.

The management of IDI shall not be liable for payment of any interest on EMD or any depreciation thereof.

**13. SUBMISSION OF QUOTATIONS:** Quotations should be sent in a sealed cover marked at the top ITEM NAME AND DUE DATE.

**The technical and financial bids should be sealed in separate envelopes before putting them together in the sealed cover. (Please note that ALL of the above specifications and additional details must be fully met in the technical bid).**

Quotations should be sent to:

**Samir D. Joshi  
Executive Director  
Indian Diamond Institute,  
Katargam, GIDC,  
Surat,  
Gujarat-395008  
India**

The management of IDI-CITY CENTRE reserves the right to access the capability of bidders and in the opinion of the department, if the details are found insufficient or incomplete and bidder is not found mark of qualification, the offer shall be outright rejected without assigning any reason/reasons thereof. The institute also reserves the right to accept/reject the tenders without assigning any reason(s) thereof.

Company representatives will be preferred

Tender form #

A/c. Receipt No.

Tender Fee Rs.