

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA, BURLA

(Formerly University College of Engineering, Burla)

Po: Engineering College, Burla, Dist: Sambalpur, Odisha, India, PIN: 768018

Phone: 0663-2430211, FAX: 0663-2430204, Website: www.vssut.ac.in



Quotation document for supply of Different equipments for Geo-technical Engineering Laboratory of Civil Engineering Department of the University

Quotation Call Notice No. VSSUT/ CIVIL/Geo-Tech/ 6971

Date 02.04.2014

Submitted by

Last Date and Time of Submission of : 30.04.2014 by Office Hours

Quotations

Cost of Quotation Documents : Rs.1000.00 (Rupees one thousand only)

The Document is prepared by VSSUT, Burla. It should not be reused or copied or used either in partially or fully in any form. The information provided by the bidders in response to this quotation document will become the property of VSSUT, Burla and will not be returned.

Quotation call notice for supply of Different Equipments for Geo-Tech. Engg. Lab.

Sealed quotations are invited from the intending reputed Original Equipment Manufacturers/ Direct importers/ Registered Authorized Dealers for supply of Different Equipments for Geo-Technical Engineering laboratory of Civil Engg. Department of VSSUT, Burla. Detailed information and the quotation document are available in the University website www.vssut.ac.in.

Sd/-

Comptroller of Finance

Memo No. VSSUT/CIVIL/ 6972 (6)

Dated 02.04.2014.

Copy forwarded to:

1)M/s Display lines, 219, Saheed Nagar, Bhubaneswar-751007 with a request to publish the above advertisement in one issue of the Odisha daily edition (ALL ODISHA EDITION) of THE SAMAJ and the Odisha edition of The Indian Express using minimum space at I & PR approved/lowest rates. The bills may be sent to the Comptroller of Finance, VSSUT, Burla – 768018 in TRIPLICATE along with copies of the paper in which the publication is made, for necessary payment.

2) Prof. In-charge, University website with a request to hoist the Notice in the University website for wide publicity.

3) PA to VC/Registrar/SO Accounts/HOD (Civil Engg.) for information & necessary action.

Comptroller of Finance

GUIDE LINES, TERMS AND CONDITIONS

1. The bidder shall furnish an unconditional acceptance of all the terms and conditions of this quotation call document. The quotations without such certificate shall be liable for rejection. No correspondence will be entertained from the bidder on this subject.
2. The person signing the quotation or other documents shall indicate his full name below his signature and must specify whether he has signed as:
 - a. Sole Proprietor
 - b. Partner, in the case of Partnership firm (Who is empowered to sign such quotations, enter into agreement).
 - c. Director, in the case of a company, incorporated under the Indian Companies Act and duly authorized by the Board of Directors for the purpose.
 - d. Holder of Power of Attorney or authorized signatory.
3. **Eligibility of the Bidder:** The bidder should verify its eligibility criteria as mentioned below before submitting the quotation and enclose the required documents in the sequence listed below, to avoid rejection or disqualification of your quotation. The bidder should meet the following criteria.
 - a. The bidder should be Original Equipment Manufacturer (OEM) or Business partner/registered authorized dealer/direct importer of the Original Equipment Manufacturer. The bidder should provide supporting Manufacturer's Authorization certificate in this regard.
 - b. The bidder should have large support network, with presence across India.
 - c. The bidder shall have sufficient experience as on bid calling date in supply of the equipments in corporate/Govt./other Academic Institution or Public Sector in India.
 - d. The Bidder's key technical engineers should have OEM certifications to demonstrate and maintain the instrument quoted by the Bidder. The qualification and experience of key personnel should be provided who will look after this project.
 - e. The bidder shall provide evidence of access to lines of credit, and availability of other financial resources.
 - f. The bidder shall have sufficient experience to execute such services/contract preferably in a university or an educational organization. The Bidder must submit

satisfactory evidence of their capability and adequacy of resources to carry out this contract effectively.

- g. The bidder should be a VAT registered company and profit making for the last three years.
 - h. The bidder should have local registered office with trained and qualified customer support staff with ample experience in the required field at local office. They should impart necessary training to our personnel for operation of the equipment supplied.
4. **Cost of quotation documents:** The cost of quotation documents is Rs.1000.00 (Rupees one thousand only) (Non-refundable). The quotation documents can be downloaded from the University website www.vssut.ac.in. A bank draft towards the cost of quotation documents drawn in favor of **“The Comptroller of Finance, Veer Surendra Sai University of Technology, Burla” payable at SBI, Burla** must be submitted along with quotation.
5. **Ernest Money Deposit (EMD):** A bank draft towards EMD for the amount of Rs.20,000.00 (Rupees Twenty Thousands Only) drawn in favor of **“The Comptroller of Finance, Veer Surendra Sai University of Technology, Burla” payable at SBI, Burla** must be submitted. The EMD will not carry any interest.

Submission of quotation and Documents Required

- 6. This quotation documents must be filled in completely and signed by the authorized signatory of the bidder on all the pages as acceptance of all the guidelines, terms and conditions laid in this quotation document. (This document should be printed on both sides of the A4 size paper sheet).
- 7. The completed document must reach to “The Comptroller of Finance, Veer Surendra Sai University of Technology, Burla, PO. Burla, Dist. Sambalpur-768018 (Odisha)” by the last date of submission i.e. 30th April 2014 by Office Hours under a sealed cover by **REGISTERED/SPEED POST** only. The quotations received after the due date & time is liable to be rejected. Quotation by FAX/ e-mail or any other media will not be entertained.
- 8. The envelope containing the quotation must be super-scribed as **“QUOTATION CALL NOTICE FOR SUPPLY OF EQUIPMENTS FOR GEO-TECHNICAL ENGINEERING LABORATORY”** with due date & time of submission.



9. The University is not responsible for delay, loss or non receipt of quotation documents sent by the post.
10. The quotation should contain the following documents.
 - a. This quotation document signed on each page by the authorized signatory of the bidder.
 - b. Detail Name & address with Phone no./FAX No., e-mail ID of the contact person.
 - c. Bank draft towards EMD.
 - d. Bank draft (Non-refundable) towards the cost of quotation documents.
 - e. Self attested copies of Certificates of registration for VAT, sales tax & service tax and incorporation etc., issued by appropriate government authority for the required services with seal of the quotationer.
 - f. Self attested copies of VAT clearance certificate/ITCC/service tax clearance certificate.
 - g. One affidavit from a notary that the firm has never been black listed.
 - h. Documentary evidences/ technical literature for the quoted model.
 - i. List of Clients in India and documents related to experience of the bidder.
 - j. Other documents in support of the eligibility of the bidder as mentioned above.
11. Any additional information may be attached separately.
12. The quotation document is not transferable. The quotations submitted by the bidder in their own proforma shall not be accepted. While filling up the forms / offering any other information, it shall be done using ink/ball-point pen only or by typewriting.
13. It may be noted that one agency cannot represent or quote on behalf of more than one dealer in the particular quotation. Such quotations if received will not be considered.

Price and its Validity

14. The quotation shall contain the firm and final rates in clear and unambiguous terms in Indian Rupees.
15. The quoted price must be inclusive of freight, packing, forwarding, transit insurance etc. for delivery at site. The installation, commissioning and demonstration shall be at the supplier cost.
16. The bidder shall also indicate the applicable prevailing VAT.
17. The quotation and the quoted prices shall be valid for 90 (Ninety) days from the date of opening the quotation specified in the quotation call document.

Evaluation and Award of Contract

18. The University will evaluate the technical & financial aspects of the quotations. The University shall consider placement of orders for commercial supplies only on those eligible bidder whose offers are found to be technically, commercially and financially acceptable and who have accepted the terms and conditions as stipulated in this quotation document.
19. On all the matters relating to this quotation call document, the decision of the University shall be final and binding and the same cannot be referred to the court of law. The University reserves the right to reject any or all of the quotations without assigning any reason what so ever.
20. The University reserves the right to call the bidders and to conduct negotiations, if necessary and has the right to select more than one bidder for one or more items at its discretion.
21. Any deviation in technical specifications shall not be entertained ordinarily. The University reserves the right to modify the specifications during the execution stage of the purchase process. Wherever the technical specifications of items are changed either at the University request or at Bidder's request, revised price will be fixed, if necessary, by negotiations and as agreed upon by both parties.
22. The University reserves the right to order all or part or none of the items and/or services given in this document.
23. The quantities in the schedule may be increased or decreased to any extent depending upon the actual requirement.
24. The supplier shall quote for the latest model of their equipments only.
25. Unless otherwise specified in the order, the order price shall remain firm and will not be subject to escalation of any description during the pendency of the order, notwithstanding the change in the cost of materials, labour and/or variations in the taxes, duties and other levies on raw materials and components may take place while the order is under execution even if the execution of the order is delayed beyond the completion date specified in the order for any reason whatsoever.
26. The University may reject the bid even if it is accepted but the successful bidder fails to execute any of the guidelines, terms and conditions mentioned in this quotation document.

27. The supplier shall not assign or makeover the contract, the benefit or burden thereof to any other person or persons or body corporate. The supplier shall not underlet or sublet to any person(s) or body corporate for the execution of the contract or any part thereof.
28. Manufacturer should have comprehensive production facility, after sales service facility & infrastructure, R & D Centre duly recognized by National Council of Science and Technology, Accredited Calibration and Quality Control Test Laboratory. Manufacturing Capacity and capabilities of the supplier and workmanship of the equipment shall be accessed by concerned official before finalizing the order.
29. Manufacturer will ensure the trace ability (source of calibration) of the calibration unit to NCCBM/ NPL.
30. Preference will be given to ISO 9001-2008 Certified Company who can ensure the manufacturing of the equipment as per required testing standard/ tender specification within the specified tolerance limits.
31. Every equipment should be highly qualitative and as per I.S. Standard/ I.S. marked wherever required.
32. User Certificates from different Govt. customers, Engineering Institute and PSU in Eastern part of India will be preferred.
33. Indian Agent of Overseas Manufacturer should have well backup facility with proper Authorization certificate.
34. The Bidder/Tenderer must provide the information on the similar equipments supplied and installed in last 3 years. The Bidder/Tenderer must submit satisfactory documentary proof from end-user.
35. A list giving full particulars, including available sources and current prices of spare parts, special tools etc., necessary for the proper and continuing function of the goods by the purchaser in the priced-bid.

Delivery Period

36. All the equipments are to be door-delivered to the University within 90 days of the issue of the purchase order. In case the supplier fails to deliver the goods within the due period, the University reserves the right to cancel the purchase order and to place orders with other firms without assigning any reason thereof.
37. The supplier must supply all ordered items at a time. Part supplies are not acceptable and will not be entertained on any account. Any loss or damage during transit will be replaced at the cost of supplier.

38. Form 'D' will be supplied wherever required to avail tax concession for Educational Institutions.

Installation and Demonstration

39. The supplier shall be liable to complete all installation and demonstration of the equipments at the site within 30 days from the date of receipt. All packing must be opened at the site and be handed over to the consignee, at the supplier's cost.
40. If the supplier does not complete the supply, installation and successful demonstration of the all the equipments within the stipulated date, it shall be open to the University to cancel the purchase order.

Warranty

41. The equipments supplied will be under warranty for a period of 3 years from the date of installation and demonstration. Free replacement of faulty parts including free technical support/version up-gradation shall be provided during the warranty period. Warranty Certificate shall be submitted at the time of delivery.
42. The software products if any, shall be warranted against any defects those may be responsible for any hardware breakdown/system crash/and any other reasons attributed to total hardware failure which is otherwise warranted and certified to run the software.

Services

43. The supplier shall have a service support base and shall submit full detail address with phone no., fax no. and e-mail ID of the contact person for after sale service. The manufacturer or their Indian representative will ensure proper after sales service, against the guarantee/warranty clause as per terms and conditions agreed under negotiations, would be provided to our University without fail. Any negligence on this account shall be the sole responsibility of the vendor/their agent and the liability for compensation will be fixed up by the Comptroller of Finance, VSSUT, Burla.
44. The supplier is required to take care of change in technology and supply the higher version of the equipments available at the time of delivery at the same total cost as per the order. The operating manuals must be supplied at the time of delivery of the equipments.

Billing and Payment

45. The supplier shall submit all bills in triplicate on printed forms to the University. The billing must be done with Odisha State VAT billing.

46. The supplier must submit valid and up-to-date VATCC and ITCC along with the bill before release of payment.
47. The University will make payments through account payee cheque drawn on SBI Burla, in Indian Rupees. No interest on any deferred claim arising out of this purchase shall be payable in any case whatsoever. No payment will be made for equipments rejected at site during demonstration.
48. The prices charged by the supplier for equipments delivered and services performed under the contract shall not be higher from the prices quoted by the supplier in this quotation.
49. The 90% of the billed amount will be released only if the equipments have been received in good conditions and successfully demonstrated as per the specifications.
50. The balance 10% will be released after 30 days of the satisfactory on site performance from the final date of demonstration of all the equipments against performance security valid till the date of the warranty period. All payments will be released based on separate invoices submitted to the university by the supplier. The supplier shall submit the bills in triplicate on printed forms only for the release of the balance 10% amount to the University.

Performance Security

51. The supplier shall submit a performance security for 10% of the purchase order value in the form of bank guarantee to cover the entire period of warranty. Performance security will be released only after successful completion of the warranty. The performance Security will not bear any interest.

Other terms and conditions

52. The University reserves the right to cancel the purchase order if the equipments supplied fail to meet the specification mentioned within the terms and conditions of this quotation call document. The University shall not be held responsible for any loss or damage suffered by the bidder as a result of the cancellation of the purchase order.
53. The University reserves the right to cancel an item as ordered or cancel the whole order, if the University does not agree to a change of specification suggested by the bidder or if the bidder is not able to supply an item as per changed specifications required by the University or if there is no agreement on the revision to price.
54. The University may cancel the order if it is found that the agency is black listed on previous occasions by any of the departments/ institutions/ local bodies etc.

Veer Surendra Sai University of Technology, Odisha, Burla

55. The University may at any time terminate the contract by giving written notice to the supplier, without compensation to supplier, if the supplier becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will prejudice or affect any right or action or remedy which has accrued or will accrue thereafter to the University.
56. Any dispute arising out of the deal shall be subjected to the jurisdiction of the court at Sambalpur within the State of Odisha.
57. **The University reserves the right to add/delete/change any of the terms and conditions stipulated in this quotation document.**

DELIVERY AS WELL AS BILLING ADDRESS

THE COMPTROLLER OF FINANCE,

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA

BURLA-768018

DIST. SAMBALPUR (ODISHA)

Table-1 INFORMATION SHEET OF BIDDER

S/L	Description	To be filled in by the supplier
1	Name of the Supplier:- Dealer/ OEM/Agency	
2	Address with Phone No./FAX/ e-Mail	
3	Contact Person(s) Phone No. /Mobile No.	
4	Name of the OEM(Brand)	
5	Quoted Model No.	
6	Certificate w.r.t. Authorized dealer	
7	Details of Bank Draft towards the cost of quotation documents	
8	Details of Bank Draft towards EMD	
9	VAT registration details	
10	Experience Details	

DECLARATION: We hereby certify that the information furnished above is full and correct to the best of our knowledge. We understand that in case any deviation is found in the above statement at any stage, the quotation is liable to be rejected.

UNDERTAKING BY THE BIDDER

To
The Comptroller of Finance,
Veer Surendra Sai University of Technology,
Burla-768018.
Dist Sambalpur, Odisha

Subject: Quotation for "Supply of Equipments for Geotechnical Lab of Civil Engineering Department".

Dear Sir,

1. We have studied the full contents of the quotation call document and agree to quote by the guidelines, terms and conditions laid in this quotation document.
2. We enclose all the sheets of this quotation call document duly signed by us on every page, as a token of accepting all the guidelines, terms and conditions laid in this quotation document.
3. In case of non- observance of any of the guidelines, terms and conditions mentioned in this quotation document by us, we understand that our quotation/purchase order (as the case may be) may be cancelled.
4. We warrant that the equipments supplied under this contract are new, unused, of the most recent or current models, and they incorporate all recent improvements in design and materials and all the services configured shall render trouble free function.
5. We hereby agree to supply the equipments as per the terms and conditions of this quotation call document if we are offered to execute the contract.

Signature
Name
Capacity in which assigned
Name and Address of the of the firm

Date:

Signature of Bidder with seal.

Authorisation Form from Manufacturer

(In case, if the bidder is a Business Partner of OEM)

To
The Comptroller of Finance,
Veer Surendra Sai University of Technology,
Burla-768018.
Dist Sambalpur, Odisha

Subject: Quotation for "Supply of Equipments for Geotechnical Lab of Civil Engineering Department".

Dear Sir,

1. We _____ (OEM Name), who are established and reputable manufacturers of _____ having factories at _____ (factory address) do hereby authorize _____ (Bidders address and name) to submit a bid, and subsequently negotiate and execute the contract with you for the instruments manufactured by us against this quotation call notice.
2. We hereby extend our full guarantee and warranty as per warranty clause of this quotation call notice for the _____ (name of the equipments) and services offered for supply by this bidder against this quotation call notice.

Signature
Name
Capacity in which assigned
Name and Address of the of the firm

Date:
Signature of Bidder with seal.

Price Bid for Supply of Equipments

Name of the OEM/Business Partner of OEM:

Sl. No	Item Description with Make/ Model/ Specification	Quantity	Unit Rate* (Rs)	VAT/CST (Rs)	Total amount in Rs including all taxes in	
					Figure	Words
1.	Large Size Direct Shear Apparatus (Square box), Motorised, 50 kN complete in all respects. <i>Ref. Standard IS: 2720 (Part – 39, Sec-1).</i>	01 set				
2.	Unconfined Compression Tester with load measurement arrangement complete in all respects. <i>Ref. Standard IS: 2720 (Part – X).</i>	01 set				
3.	Sieve Shaker, Motorised with built-in Digital timer (200mm dia. Sieves).	02 nos				
4.	ST – 74, Jodhpur Permeameter (<i>model – III</i>) mould (capacity 300 ml) made of Brass, complete in all respects	01 set				
5.	Laboratory Vacuum Pump with Pressure gauge, (Max. capacity – 760 mm Hg.), Reputed brand.	01 no				
6.	Relative Density Apparatus, complete in all respects. <i>Ref. Standard IS: 2720 (Part – XIV)</i>	01 set				
7.	Sedimentation Analysis (Plummet Balance) with stirrer, complete in all respect. <i>Ref. Standard IS: 2720 (Part – 4),</i>	01 set				
8.	Liquid Limit (Automatic Cone Penetrometer) complete in all respects. <i>Ref. Standard IS: 2720 (Part – V)</i>	01 set				

9.	Standard Compaction Test Apparatus. <i>Ref. Standard IS: 2720 (Part – X)</i> a) Mould (100mm dia., 127.3mm height & 1000ml volume with base plate and collar, made of MS. b) Rammer (2.6 kg. weight & 310mm drop) c) Rammer (4.89 kg. weight & 450mm drop) d) Straight edge (300mm long)	05nos 03nos 02nos. 02nos.				
10.	Digital Weighing machine with battery backup system (Least count -0.01gms & Capacity – 600gms.),	01 nos.				
11.	ISS Sieves, Brass frame, 20cm. diameter. 4.75 mm, 425 Micron & 75 Micron (Each)	04 nos.				
12.	ASTM Sieves, Brass frame, 5 ¼” diameter. Mesh No. 30, Mesh No. 40 & Mesh No. 200 (Each)	03 nos.				
13.	Core cutter (Capacity - 1000 ml) with Dolly & Rammer, made of MS. <i>Ref. Standard IS: 2720 (Part – XXIX)</i>	02 sets				
14.	Laboratory CBR test Apparatus, Motorised, complete in all respects. <i>Ref. Standard IS: 2720 (Part – XVI),</i>	01 set.				

*Unit Rate in **Rs.** Includes Package, Forwarding, Installation, Inland transport, Insurance, Incidental cost, Incidental to delivery & incidental services.

Note: Taxes like VAT, Freight and or other taxes/ Charges, if any applicable must be explicitly mentioned in this price schedule. Any type of correction/ addition in price schedule shall not permissible.