

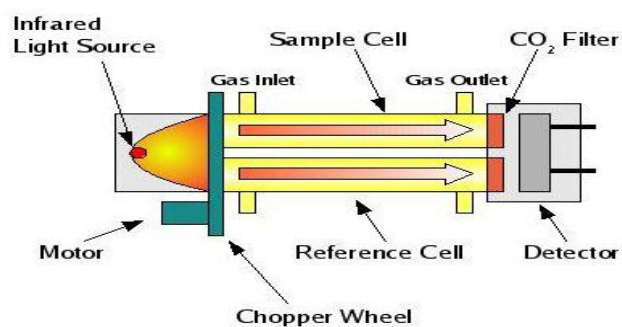
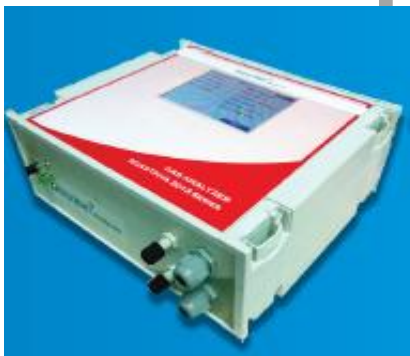
**Tender No.
GERMI/EEERW/2016/007**



**GUJARAT ENERGY RESEARCH & MANAGEMENT
INSTITUTE (GERMI)**

1st Floor, Energy Building,
Pandit Deendayal Petroleum University Campus,
Raisan, Gandhinagar, Gujarat - 382 007, INDIA
Phone: +91 79 2327 5361
Fax: +91 79 2327 5380
Web: www.germi.org

**GUJARAT ENERGY RESEARCH AND MANAGEMENT INSTITUTE INVITES BIDS
FROM SUPPLIERS FOR PURCHASE OF INSTRUMENTS FOR ESTABLISHING
ENVIRONMENT RESEARCH LABORATORY (WASTE-TO-ENERGY) UNDER ITS
ENVIRONMENT AND ENERGY EFFICIENCY RESEARCH WING**



Date of Issue: 18 January, 2016

**Last date for submission of
quotations: 28 January, 2016**

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1. INVITATION FOR BIDS

INVITATION TO BIDDERS
GUJARAT ENERGY RESEARCH & MANAGEMENT INSTITUTE
1st Floor, Energy Building, Pandit Deendayal Petroleum University Campus,
Raisan Village, Gandhinagar, Gujarat – 382007, India
Phone No.: +91-79-23275364 Fax No.: +91-79-23275380

REQUEST FOR BIDS

Gentlemen:

GERMI invites sealed techno-commercial bids for supply of instruments for establishing Energy Efficiency Laboratory at its premises under its Environment and Energy Efficiency Research Wing.

Bidders are requested to kindly bid for the scope of supply mentioned in the tender document, satisfying all the terms and conditions. Please read the tender document carefully and bid only if all the terms especially related to payment are acceptable. The EMD for the tender is Rs. 3,000.00 which needs to be submitted along with the technical bid.

Bids should be submitted to **The Director, GERMI** on or before 28th January, 2016. Director, GERMI reserves the right to accept or reject all the bids without giving any reason thereof.

----- Sd -----

Prof. T. Harinarayana
Director

2. INTRODUCTION

2.1 Background of the Work

- 2.1.1 Gujarat Energy Research & Management Institute (hereinafter referred to as “GERMI”), is promoted by Gujarat State Petroleum Corporation Ltd. (GSPC) and is a fully integrated energy company. It is one of the fastest growing state owned companies and has excellent support from Gujarat Govt. as well as from Central Govt.
- 2.1.2 It is a centre of excellence in industry learning and has been set up to develop human resource assets to cater to the petroleum and allied energy sectors, improve knowledge base of policy makers and technologists and provide a competitive edge to leaders to compete in the global arena.
- 2.1.3 GERMI plans to develop an Environment Research Laboratory under its Environment and Energy Efficiency Research Wing with all the high-tech state-of-the-art facilities. The research wing is currently at a very nascent stage and needs a long way to go. To begin this journey, it had already started developing the initial infrastructure for setting up of Laboratories.
- 2.1.4 Sealed bids are invited for procurement of instruments for the Environment and Energy Efficiency Research Wing of GERMI as per the minimum desired specification given in this document.

2.2 List of instruments or materials to be supplied along with specification (“Scope of Supply”)

- 2.2.1 Bids are invited from original instrument manufacturers or their authorized distributors or agents in India for the following instruments:

Sr. No.	Instrument	Specifications
1.	Hydrogen and Carbon monoxide Analyzer	<p><u>Following gases should be measurable:</u></p> <ol style="list-style-type: none">1. Hydrogen (Range: 0-60%) (Preferable mode of detection: Thermal Conductivity Sensor)2. Carbon monoxide (Range: 0-60%) (Preferable mode of detection: Non-Dispersive Infra-Red (NDIR) detector) <p><u>Features:</u></p> <ol style="list-style-type: none">1. Resolution: 0.1%2. Accuracy and repeatability: ± 1 to 2%3. Drift: <2%4. Response Time: upto 60 seconds to 90% step change5. Temperature: 30-100 °C6. Communication: USB (preferable) <p><u>Sample conditioning unit with following features is preferable:</u></p> <ol style="list-style-type: none">1. Mist filter for dust removal2. Drain module3. Pump for sample suction4. Flow-meter to regulate and monitor the flow of sample gas

3. ELIGIBILITY OF BIDDERS

3.1 Eligible Suppliers

- 3.1.1 The Bidder should be an original instrument manufacturer or should be a selling agent/authorized distributor/authorized dealer/authorized supply house.
- 3.1.2 The Bidder should submit back-up authority letter from the concerned manufacturers who authorized it to market their product, provided further such an authority letter is valid atleast till the 60 days from the date of submitting the Bids.
- 3.1.3 Offers without back-up authority from the manufacturers will not be considered.

3.2 Experience

- 3.2.1 The Bidder should have experience in supplying similar instruments in Gujarat or any other state of India in last 2 years and should provide copy of atleast three purchase orders in its technical bid.
- 3.2.2 The quotations submitted by any Supplier failing to meet the requirements specified in clause 3.1 and 3.2 above can be rejected by GERMI at its own discretion.

4. SUBMISSION AND EVALUATION OF BIDS

4.1 Preparation of bids

- 4.1.1 The bid should be in two different parts i.e. technical and financial bid.
- 4.1.2 The technical bid should comprise of the details regarding the specifications of the instrument, its brochures, other documents required such as manufacturer's authority letter, copy of previous purchase orders etc.
- 4.1.3 This tender document signed and stamped by authorized signatory should also be submitted in the technical bid.
- 4.1.4 The financial bid should consist of the quotation for the scope of supply.
- 4.1.5 Both the technical and financial bids should be submitted separately in two different envelopes, mentioning on top of each – Technical Bid / Financial Bid.
- 4.1.6 Both the envelopes should then be properly sealed and put in a separate bigger envelop together and that sealed envelope should be submitted to GERMI, clearly mentioning on the top of it **"Bids for procurement of instruments for Energy Efficiency Lab" for tender no. GERMI/EEERW/2016/007.**

4.2 Earnest Money Deposit

- 4.2.1 Bidder shall be required to submit Earnest Money Deposit (EMD) of Rs. 3000.00 (Rupees here Thousand only) in the form of a Demand Draft in favour of Gujarat Energy Research and Management Institute payable at Gandhinagar, valid for a period of ninety (90) days from the last date of submission of bid.
- 4.2.2 The EMD shall be from any Nationalised bank in India.
- 4.2.3 GERMI shall not be liable to pay any interest on the Earnest Deposit Money made and the same shall be interest free.
- 4.2.4 The EMD of all the Bidders shall be returned once the Successful Evaluated Bidder accepts the purchase order issued.
- 4.2.5 The EMD of Successful Evaluated Bidder can be forfeited if it delays to accept the purchase order within the stipulated period, and the contract shall be allotted to next best/lowest quoted Bidder.

4.3 Submission of bids

- 4.3.1 Last date for submission of bids is 28 January, 2016 by 1530 hrs. Director, GERMI reserves the right to reject any/all offers without assigning any reasons thereof.
- 4.3.2 Bids should be submitted to:

The Director

Gujarat Energy Research and Management Institute,

1st Floor, Energy Building, Pandit Deendayal Petroleum University Campus,
Raisan Village, Gandhinagar, Gujarat – 382007, India

Any queries related to the tender may be addressed to the following person:

Ms. Madhu Choudhary,

Dy. Manager (Commercial)

Email: madhu.c@germi.org

Ph.: +91 79 23275364

Prof. Dr. N. S. Varandani

PRS, E&EERW

Email: varandani@germi.res.in

4.4 Opening of Bids

- 4.4.1 All the bidders are invited for opening of the bids. If there is any extension in the deadline of submission of the bids, then the date of opening of bids shall also be extended by that date.
- 4.4.2 Technical bids will be opened on 28 January 2016 at 1600 Hrs in the presence of the bidders and financial bid of qualified bidders shall be opened on the same day at 1700 Hrs.
- 4.4.3 Meanwhile our Committee shall evaluate the technical bids for the eligibility of bidders just after opening the technical bids.
- 4.4.4 Financial bid of those bidders shall be opened who qualify the eligibility and minimum experience criteria.

4.5 Evaluation of Bids

- 4.5.1 The Bidder shall clearly indicate separately all unit costs of its supply and installation, taxes, freight and shipping, excise and duties, etc.
- 4.5.2 The Technically and Financially qualified Bidder with the lowest overall cost shall be selected as the Successful Contractor.

4.6 Negotiations with Bidders

- 4.6.1 We may also keep a negotiation meeting if he price offered is much more that our approved expected price.
- 4.6.2 The selection of Bidders for negotiations could be held up to L2 bidders. In cases where the L1 bidder refuses to further reduce his offered price and the L2 bidder come forward to offer a price which is better than the price offered by L1 bidder, then that bidder will be considered as L1 bidder. However, in such a situation, the original L1 bidder shall be given one more opportunity to match the discovered price. In case of acceptance, it would be treated as the L1 bidder.
- 4.6.3 The Bidder is not allowed to revise the price, before opening of the Financial bid, once it is submitted to GERMI.
- 4.6.4 The work as a whole will be allotted in a single part to the Bidder who is finally evaluated as L1, however, the decision of Director GERMI shall be final in this regard.

4.7 Award of Contract

- 4.7.1 GERMI shall award the contract to the Successful Evaluated Bidder whose Bid has been found to be responsive and who is eligible and qualified to perform the Scope of Supply satisfactorily as per the terms and conditions incorporated in the Tender.
- 4.7.2 GERMI shall intimate Successful Evaluated Bidder for commencement of work through a Purchase Order.

5. General Terms and Conditions

5.1 General Instructions:

- 5.1.1 GERMI reserves the right to reject any or all bids without assigning any reason thereof.
- 5.1.2 Completeness of the instrument shall be the responsibility of the Supplier. Any instrument, fittings and accessories, which may not be specifically mentioned in the specification or drawing(s) but which are usual or necessary for the satisfactory functioning of the instruments (successful operation and functioning of the instrument being Supplier's responsibility), should be quoted by the Supplier.
- 5.1.3 The instrument should be manufactured in accordance with sound engineering and good industry standards and also the Supplier shall in all respect design, engineer, manufacture and supply the same within delivery period to the entire satisfaction of GERMI.
- 5.1.4 The supply shall be carried out strictly in accordance with the specifications or as directed by GERMI.
- 5.1.5 The time allowed for delivery of material at GERMI office shall be **45 (Forty Five) days or less**, which shall be reckoned from the date of issue of Purchase Order.
- 5.1.6 The bid submitted by Bidder should remain valid for **at least 45 days.**
- 5.1.7 Income tax and other statutory dues, if any shall be deducted from the Supplier's bill as per Govt. of India rules.
- 5.1.8 No escalation in any form either of materials or labor shall be payable by GERMI.

5.2 Warranty/Guarantee for Instruments only

- 5.2.1 The Supplier of instrument should transfer the original warranty received from the manufacturer to GERMI with a minimum warranty period of 1 year.
- 5.2.2 The Supplier must ensure that the goods supplied under the contract are new, unused and of most recent or current models and incorporate all recent improvements in design and materials unless provided otherwise in the contract.

5.3 Terms of Payment

- 5.3.1 100% of the payable amount shall be paid within 30 days time after receipt of the invoice and acceptance of the materials in good condition and its satisfactory installation and operation at GERMI.
- 5.3.2 Subject to any deduction which GERMI may be authorized to make, the Supplier shall be entitled to payment as follows:
 - a) All payments shall be made in Indian Rupees.
 - b) The Supplier shall submit the bill / invoice for the work executed showing separately VAT, Service Taxes and any other statutory levies in the bill / invoice.
- 5.3.3 The terms of payment shall also be as stipulated in main body of the purchase order.
- 5.3.4 The quotation shall specify separately the F.O.B. price/ C.I.F. price and the customs duty payable. They will also indicate correctly the rate of customs duty applicable along with Indian customs tariff number. In case of Indian Supplier, total deliverable cost including breakup of the applicable taxes, levies etc. shall be provided as part of the bid.
- 5.3.5 In case where all the Bidders have bid only for imported stores against forwarded delivery, the quotes will be evaluated on prices exclusive of customs duty. In such case the amount of

customs duty as legally liable calculated by reference to the tariff value of the stores declared by the Supplier.

5.4 Other general terms for instrument supplier

- 5.4.1 The manufacturer or/and its authorized agents/ dealers representatives are requested to bid for all possible variants and models along with optional components and attachments. The sample preparation components as required for a specific model should also be quoted.
- 5.4.2 The complete instrument and all accessories shall be guaranteed for satisfactory performance.
- 5.4.3 The place of delivery for all instruments is GERMI Gandhinagar at PDPU Campus.
- 5.4.4 All the instruments should be quoted with price distribution for all essential and optional attachments, spare parts, maintenance kit (tool set), operational consumables, standards whichever is applicable.
- 5.4.5 If there is anything which is to be imported, Supplier shall carry out the custom clearance of the same at its own cost. If required, GERMI can provide necessary documents along with the custom exemption certificate to the Supplier.