

**NOTICE INVITING TENDER (E-PROCUREMENT MODE)**

**I-HUB QUANTUM TECHNOLOGY FOUNDATION, IISER, PUNE**

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Tender Ref. No: **I-HUBQTF/PUR/24-25/082**

Date: **10/10/2024**

I-HUB Quantum Technology Foundation, IISER Pune invites **online bids (e-tender) in single bid system**, from Original Equipment Manufacturers, Foreign Principals and Indian Agents of Foreign Principals, Authorized Distributors of Original Equipment Manufacturer for procurement and installation for the following:

**Brief Details of Tender:**

<b>Item Description</b>	<b>Estimate Cost of Tender in Rs.</b>
Optics and Optomechanics	4.88 Lakhs

(Kindly refer [Chapter 4](#) for detailed technical specifications.)

**Category of Suppliers invited for this Tender**

Class I local Supplier – has local content equal to more than 50%

Class II local Supplier – has local content more than 20% but less than 50%

Non-Local Supplier – has local content less than or equal to 20%

The Tender Document can be downloaded from Central Public Procurement (CPP) Portal <https://eprocure.gov.in/eprocure/app> or website [www.quantech.org.in](http://www.quantech.org.in) and bid is to be submitted **online only** through the E-procurement portal up to the last date and time of submission of tender.

**Critical Dates of Tender:**

<b>Sr.No</b>	<b>Particulars</b>	<b>Date</b>	<b>Time</b>
1	Date of Online Publication/Download of Tender	10/10/2024	18:00
2	Bid Submission Start Date	10/10/2024	18:30
3	Bid Submission Close Date	11/11/2024	15:00
4	Opening of Techno-commercial Bids	13/11/2024	15:30

No manual bids will be accepted. All quotation (both Technical and Financial should be submitted in the e-Procurement portal). 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 Helpdesk. The contact number for the helpdesk is 0120-4200462, 0120-4001002, 91-8826246593.

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**INSTRUCTIONS FOR ONLINE BID SUBMISSION**

This tender document has been published on the Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) and Company website [www.quantech.org.in](http://www.quantech.org.in). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. 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>.

### **1. Registration**

- i. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
- ii. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- iii. 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.
- iv. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- v. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- vi. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.
- vii. The CPP Portal also has user manual with detailed guidelines on enrollment and participation in the online bidding process. Any queries related to process of online bids or queries related to CPP Portal may be directed to the 24x7 CPP Portal Helpdesk.
- viii. I-HUB QTF will not be responsible for any type of technical issue regarding uploading of Tender on website.

### **2. Searching For Tender Documents**

- i. 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.
- ii. 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.
- iii. 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 Helpdesk.

### **3. Preparation of Bids**

- i. Bidder should take into account any corrigendum published on the tender document before submitting their bids.

- ii. 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.
- iii. 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 formats. Bid documents may be scanned with 100 dpi with black and white option.
- iv. 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" 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.

#### **4. Submission of Bids**

- i. Bidder should log into the site well in advance for bid submission so that he/she 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.
- ii. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- iii. Financial Bids can be submitted in PDF format ([As per Chapter 5](#)). The bidder may add rows to include the prices of all components & warranties, installation etc. whichever applicable.
- iv. 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.
- v. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- vi. Upon the successful and timely submission of bids, 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.
- vii. Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

#### **5. Assistance to Bidders**

- i. 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.
- ii. 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 Helpdesk. The contact number for the helpdesk is **0120-4200462, 0120-4001002, 91-8826246593**.

CHAPTER 1: INVITATION FOR TENDER OFFERS

I-HUB Quantum Technology Foundation, IISER Pune invites e-Tender for:  
Optics and Optomechanics.

**1. Time Schedule**

As per mentioned above in the [Critical Dates of Tender](#) under Notice Inviting Tender (NIT).

Note: Supply means: "Supply, Installation, Commissioning and satisfactory demonstration of the whole system and training". If any charges extra are payable for Installation, Commissioning and training, the same should be specified in the commercial offer.

**2. Availability of Tender**

The tender document can be downloaded from <http://eprocure.gov.in/eprocure/app> and be submitted only through the same website.

**3. Techno-Commercial Bid**

The BIDDERS are requested to give detailed tender in their Techno-Commercial Bid as per below:

- i. Compliance statement/questionnaire of tender terms and conditions as per **Annexure-‘A’**
- ii. Compliance statement of specifications as per **Annexure- ‘B’**
- iii. Scanned Copies of payment of EMD & Tender Fee OR Bid Security Form as **Annexure- ‘C’ (Not applicable for this tender).**
- iv. Manufacturer Authorization Form as per **Annexure –‘D’**.
- v. Previous Supply Order List Format as per **Annexure –‘E’** alongwith at least three previous P.O.
- vi. Bidder Information Form as per **Annexure –‘F’**.
- vii. Blacklist Certificate as per **Annexure –‘G’**.
- viii. Certificate By Bidder- DPIIT Registration As Per **Annexure - ‘I’**
- ix. Local Content Declaration (with detailed item-wise breakup) by the bidder as per **Annexure –‘J’** that the items offered meet the local/non local content requirement in pursuance of public procurement preference to make in India, order 2017 (please tick appropriate option)
- x. Bid Security Declaration as per **Annexure –‘K’ (Not applicable for this tender).**
- xi. Fall Clause Statement as per **Annexure –‘L’**
- xii. Copy of GST/ PAN No. and TIN No. allotted by the concerned authorities. If registered with the National Small Industries Corporation, the registration number, purpose of registration and the validity period of registration and a copy of NISC/MSME registration wherever it is applicable should also be provided in Technical Bid.
- xiii. Techno-commercial bid with item details, terms & conditons, warranty, delivery period, etc.
- xiv. Technical Complainece Sheet as per [Chapter – 4](#)
- xv. Technical literature/leaflets and complete specifications of quoted model(s) along with commercial terms and conditions.
- xvi. Tender Terms & Conditions Acceptance signed with official seal.

**Note: I-HUB QTF, IISER Pune is requesting only Single Bid (Technical Specification and Price together), the Bidders must be extremely careful about the requirement mentioned in the tender and submit their quotes accordingly. Any shortfalls found during the tender evaluation such bids will be rejected without seeking any further clarifications from the bidders. Since it is a single bid any further clarification will cause/draw objections from other bidders.**

#### **4. The Specifications**

Specifications are basic essence of the product. It must be ensured that the offers must be strictly as per our specifications. At the same time it must be kept in mind that merely copying our specifications in the quotation shall not make the parties eligible for consideration of the quotation. A quotation has to be supported with the printed technical leaflet/literature of the quoted model of the item by the quoting party/manufacturer and the specifications mentioned in the quotation must be reflected /supported by the printed technical leaflet/literature. Therefore the model quoted invariably be highlighted in the leaflet/literature enclosed with the quotation. Non-compliance of the above shall be treated as incomplete/ambiguous and the offer can be ignored without giving an opportunity for clarification/negotiation etc. to the quoting party.

#### **5. Compliance Statements**

- i. Bidders must furnish a Compliance Statement of each and every required Specification of our tender in the format at **Annexure–‘B’**. The deviations, if any, from the tendered specifications should be clearly brought out in the statement. Technical literature/leaflet showing the compliance of the specification may also be attached with the bid.
- ii. Similarly, the Compliance Statement/questionnaire for Terms & Conditions of the tender may be furnished, as per the enclosed format at **Annexure –‘A’**, along with bid.
- iii. The firms are advised to submit both the compliance statements essentially along with their techno-commercial bid failing which their offer may not be considered.

#### **6. The Commercial part in the bid shall contain:**

- i. Cost of all the items should be mentioned clearly and individually in the Commercial Offer.
- ii. The BIDDERS are requested to quote for Educational Institutional Price for Equipment and software, since we are eligible for the same.
- iii. Prices should be shown against each item for the purpose of insurance claims/replacements if any.
- iv. List of deliverables / Bill of materials and services.
- v. In case of foreign quote, the address of Principal's / Manufacturer's and their Banker's details should be furnished.
- vi. Annual Maintenance Certificate as per **Annexure –‘H’**.

**Note:**

- a. No request for extension of due date will be considered under any circumstances.
- b. No sub-contracting is allowed with regard to installation, commissioning, training, warranty maintenance and after sales service. This is the sole responsibility of the Principals'/their authorized agents.
- c. I-HUB QTF, IISER PUNE may issue corrigendum to tender documents before due date of Submission of bid. The bidder is required to read the tender documents in conjunction with the corrigendum, if any, issued by I-HUB QTF, IISER PUNE. The bidder is not supposed to incorporate the amendment in the body of the tender document.

#### **7. Opening of the Bid**

The Techno-commercial Bids will be opened as per mentioned in [Brief Details of Tender](#).

#### **8. Terms of the Purchase Committee**

- (i) A committee duly constituted by the Project Director, I-HUB QTF will go through the bids and



recommend firms that are meeting all the specifications of the Tender. The recommendation/decision of the purchase committee is the final and binding on all the parties.

(ii) Purchase Committee will proceed through Bids as defined in Chapter 4 (Schedule of requirements, specifications and allied technical details), in order to determine whether they are substantially responsive to the requirements set forth in the tender. In order to reach such a determination, I-HUB QTF will examine the information supplied by the Bidders, and shall evaluate the same as per the specifications mentioned in this tender.

(iii) The purchase committee may formulate evaluation criteria in addition to the specifications and requirements indicated in the tender, in the interest of I-HUB QTF, IISER Pune.

## **9. Bid Evaluation**

Based on results of the Technical evaluation I-HUB QTF, IISER PUNE will evaluate the Commercial Bid of those Bidders who qualify in the Technical evaluation.

- i. I-HUB QTF, IISER PUNE shall correct arithmetical errors on the following basis:
  - a. If there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected.
  - b. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
  - c. If there is a discrepancy between words & figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.
- ii. Selling exchange rate/equivalent to Indian currency will be as on the date of bid opening in the case of single bidding and the rate on the date of opening of the priced bids in the case of two-part bidding.
- iii. The bids shall be evaluated on the basis of final landing cost as per format given in Price Schedule in case of import / indigenous items.
- iv. The comparison between the indigenous and the foreign offers shall be made on FOR destination basis and CIF/CIP basis respectively. However the CIF/CIP prices quoted by any foreign bidders shall be loaded further as under :
  - Towards customs duty and other statutory levies-as per applicable rates.
  - Towards custom clearance, inland transportation etc. 2% of the CIF/CIP value.
- v. Where the price quoted on FOB/FCA and CIF/CIP basis are the same, the Contract would be made on CIF/CIP basis only.
- vi. The Vague terms like “packing, forwarding, transportation etc. extra” without mentioning the specific amount/percentage of these charges will not be accepted. Such offers shall be treated as incomplete and rejected.
- vii. After opening the bids, the responsive offers will be tabulated with reference to the specification.
- viii. After arriving at final pricing of individual offers of all the short listed firms, the lowest firm will be awarded with Contract/Purchase Order subject to availability of funds.
- ix. The Project Director, I-HUB QTF, IISER PUNE reserves the right to accept the offer/tender in full or in parts or reject summarily or partly.

## CHAPTER 2: INSTRUCTIONS TO BIDDERS

### 1. Preparation and Submission of Offers

- i. Quotation should be submitted directly by the original manufacturer/supplier or its sole authorized distributor/dealer/Indian Agent. In case of bid by authorized dealer/distributor/Indian Agent, the manufacturer authorization should be attached with the technical bid as per Annexure-'D'.
- ii. One Indian Agent can participate in a tender on behalf of one manufacturer only. No offer will be entertained if the same Indian Agent is representing another manufacturer for the same item.
- iii. In case a bidder is not doing business within India, it shall furnish the certificate to the effect that the bidder is or will be represented by an agent in India equipped and able to carry out the supply, maintenance, repair obligations etc. during the warranty and post-warranty period or ensure a mechanism at place for carrying out the supply, maintenance, repair obligations etc. during the warranty and post-warranty period.
- iv. The bidder shall bear all costs associated with the preparation and submission of its bid irrespective of the conduct or outcome of the bidding process.
- v. The bidder should not indulge in any corrupt, fraudulent, collusive, coercive practices during the entire process of procurement and execution of contract/order.
- vi. Before the deadline for submission of the bid, I-HUB QTF, IISER PUNE reserves the right to modify the bidding document and to extend or not to extend the date of submission. Such amendment or modification will be hosted on e-Procurement portal (<https://eprocure.gov.in/eprocure/app>) or on I-HUB QTF, IISER PUNE website.
- vii. Conditional tenders will be summarily rejected.

### 2. Delivery Period / Timelines

The deliveries & installation must be completed within **90 days** after placement of purchase order or after opening of LC. The time is the essence of the contract. It is mandatory for the BIDDERS who respond to this bid to meet these expectations, as are tightly linked to I-HUB QTF, IISER PUNE's plans of completing the project within the time frame.

### 3. Amalgamation/Acquisition

In the event the Manufacturer/Supplier proposes for amalgamation, acquisition or sale of its business to any firm during the contract period, the BUYER/Successor of the Principal Company are liable for execution of the contract and also fulfillment of contractual obligations i.e. supply, installation, commissioning, warranty, maintenance/replacement of spares accessories etc. while submitting your bid, you may confirm this condition.

### 4. Bid Validity Period

- i. The prices must be valid at least for a period of **180 days** from the date of opening of the Tender. No changes in prices will be acceptable in any condition after opening of tender till the validity of the offer or execution of the order whichever is later.
- ii. I-HUB QTF, IISER PUNE may ask for the BIDDER's consent to extend the period of validity. Such request and the response shall be made in writing only. The BIDDER is free not to accept such request without forfeiting the EMD. A BIDDER agreeing to the request for extension will not be permitted to modify his bid.
- iii. Bid evaluation will be based on the bid prices without taking into consideration the above corrections.

## **5. Eligible Bidders**

- i. IISER, PUNE reserves the right to award / reject the order to any particular bidder without assigning any reason thereof.
- ii. Bidders should not be under a declaration of ineligibility for corrupt and fraudulent practices.
- iii. Bidders should QUOTE strictly in accordance with the requirements.
- iv. Bidders shall adhere to the procedure and processes laid down in this document and shall follow fair and ethical practices of trade.
- v. Based on the list of installations provided by the bidder, IISER, PUNE will have its option to obtain details of the installations, their performance, after sales services etc. for evaluation of the tender, directly from the concerned organizations.
- vi. Firms which have already supplied to IISER, PUNE and have not completed required installation/after sales service/warranty replacements etc. such firms offers will not be considered for further evaluation and no enquiries thereafter will be entertained.
- vii. Conditional Offers will not be considered.
- viii. I-HUB QTF, IISER PUNE will not provide any accommodation/transportation for the engineers/representatives for attending installation. It is the absolute responsibility of the supplier to make their own arrangements.
- ix. The authorized person who signs the tender is required to indicate his e-mail ID, mobile No. and also general e-mail ID for easy and faster communication.

## **6. Award Criteria**

- i. I-HUB QTF, IISER PUNE shall award the contract to the technically qualified eligible BIDDER whose bid has been determined as the lowest evaluated commercial bid.
- ii. If more than one BIDDER happens to quote the same lowest price, I-HUB QTF, IISER PUNE reserves the right to award the contract to more than one BIDDER or any BIDDER.

## **7. I-HUB QTF, IISER PUNE's Right to vary Quantities at the Time of Award**

- i. I-HUB QTF, IISER PUNE reserves the right at the time of Contract award to increase or decrease the quantity of goods and services originally specified in the tender document without any change in unit price or other terms and conditions. Further, at the discretion of the I-HUB QTF, IISER PUNE, the quantities in the contract may be enhanced by 25% within the delivery period.
- ii. Firms which have already supplied similar equipment to I-HUB QTF, IISER PUNE and have not completed required installation/commissioning/after sales service/warranty replacements etc. such firms offers will not be considered for further evaluation and no enquiries thereafter will be entertained.

## **8. Cargo Consolidation and Customs Clearance**

I-HUB QTF, IISER PUNE has appointed its own Freight Forwarder and Custom House Agent for all its imports. Please note that all the consignments have to be routed through their associates only. The address and contact details will be provided at the time of placing the Purchase Order. While submitting your bid, you may confirm this condition.

## 9. Fraud and Corruption

I-HUB QTF, IISER PUNE requires that bidders, suppliers, contractors and consultants, if any, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy,

- i. The terms set forth below are defined as follows:
  - a. **“Corrupt practice”** means the offering, giving, receiving, or soliciting, directly or in directly, of anything of value to influence the action of a public official in the procurement process or in contract execution;
  - b. **“Fraudulent practice”** means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;
  - c. **“Collusive practice”** means a scheme or arrangement between two or more bidders, designed to establish bid prices at artificial, noncompetitive levels; and
  - d. **Coercive practice”** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract;
- ii. I-HUB QTF, IISER PUNE will reject a proposal for award if it determines that Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent collusive or coercive practices in competing for the Contract in question.

## 10. Interpretation of the clauses in the Tender Document / Contract Document

In case of any ambiguity / dispute in the interpretation of any of the clauses in this Tender Document, The Project Director of I-HUB Quantum Technology Foundation’s interpretation of the clauses shall be final and binding on all parties.

CHAPTER 3 : CONDITIONS OF CONTRACT

**1. Prices**

Bid prices should be filled in the appropriate format as mentioned in Price Schedule.

**All the bidders should quote prices for each and every item separately along with the consolidated prices applicable for both indigenous and imported items.**

**2. For Goods manufactured in India and Bidders Quoting in Indian Rupees (INR)**

- i. The price of the goods must be as per the BoQ.
- ii. **The price criteria should be on F.O.R., I-HUB QTF IISER PUNE. Govt. Levies like GST. if any, shall be paid at actual rates applicable on the date of delivery. Rates should be quoted accordingly giving the basic price, GST, if any**
- iii. The price mentioned in BoQ must be inclusive of transportation, insurance, loading and unloading and any other local service required for delivering the goods for the desired destination as decided by I-HUB QTF, IISER PUNE. Loading and unloading is strictly in vendor scope. I-HUB QTF, IISER PUNE will not provide any manpower support towards the same.
- iv. The installation, commissioning and training charges (If any) must be mentioned as per the BoQ (if requested separately in BoQ) else the price quoted will be taken as inclusive of installation, commissioning and training.
- v. The company will not be responsible in case of the bidders failing to include any of the above mentioned prices in their bid. The price mentioned in the BoQ will be final and the bidder has to comply with that, if awarded the tender
- vi. Unloading of the goods at I-HUB QTF, IISER PUNE is strictly in the scope of the bidder, no manpower will be provided by I-HUB QTF, IISER PUNE.
- vii. **We are exempted from payment of Customs Duty under notification No.51/96 dated 23.07.1996. The applicable Customs Duty, if any, should be shown separately. No other charges than those mentioned clearly in the quotation will be paid.**

**3. For Goods manufactured Abroad - Bidders Quoting in Foreign Currency**

- i. Mode of shipment must be clearly mention in the BoQ viz Ex-works, FCA, FOB, CIP, DDP etc.
- ii. Courier mode of shipments will not be acceptable. The Shipments must be dispatched under Cargo Mode only.
- iii. Any financial implication leading to change of mode of shipment or any deviation from the bid submitted shall be borne by the bidder.
- iv. The charges towards insurance and transportation of the goods and agency commission must be clearly mentioned.
- v. The installation, commissioning and training charges (If any) must be mentioned as per the BoQ (if requested separately in BoQ) else the price quoted will be taken as inclusive of installation, commissioning and training.
- vi. The company will not be responsible in case of the bidders failing to include any of the above mentioned prices in their bid. The price mentioned in the BoQ will be final and the bidder has to comply with that, if awarded the tender.
- vii. Bidders may also bid for High Sea sales. However, entire documentation process will have to be handled by the Bidder. Any penalties/fine/demurrage levied by the Customs due to delay in paper work will be in the scope of the bidder.

#### **4. Bank Charges**

**All Bank charges inside India, including opening of LC, to I-HUB Quantum Technology Foundation Account and outside India to Beneficiary's Account only.** In case the BIDDER seeks confirmation of LC such confirmation charges are to the Beneficiary's account. This may please be noted and confirmed.

#### **5. Agency Commission & Services**

- i. The Agency commission payable in Indian currency only after the receipt of consignment in good condition at our Stores and satisfactory installation and commissioning of the ordered equipment.
- ii. In case of foreign quote, the Principal supplier should clearly indicate the address of the Indian Agent and percentage (%) of Agency Commission and taxes if any payable to him. Such amounts will be paid in Indian Currency to the Indian Agent.
- iii. Details of services rendered by you as well as after-sales services offered by you are to be made clear in the tender.

#### **6. Performance Benchmarks**

The technical evaluation committee needs to be provided with an evaluation system to carry out performance benchmarks.

#### **7. Pre-installation**

The BIDDER has to state in detail the Electrical Power/UPS requirements, floor Space, head room, foundation needed and also to state whether Air-conditioned environment is needed to house the system and to run the tests. i.e. pre-installation facilities required for installation may please be intimated in the technical bid. Subsequently, before the consignment lands in I-HUB QTF, IISER PUNE, the BIDDER shall confirm that the pre-installation requirements are sufficient for installation of the equipment. In other words the BIDDER should continuously monitor the pre-installation requirements and see that everything is ready before the consignment is taken to the site for installation.

#### **8. Installation**

- i. BIDDER shall be responsible for installation / demonstration wherever applicable and for after sales service during the warranty and thereafter.
- ii. Installation demonstration to be arranged by the supplier free of cost and the same is to be done within 15 days of the arrival of the equipment at site.
- iii. After successful installation what will be the minimum down time of equipment/instrument in case of breakdown. If the identified firm or person fails to put the system into working condition what is the further alternative course of action suggested by you to adhere to minimum down time.

#### **9. Inspection**

- i. The inspection of the system will be done by our technical expert /Scientist in the presence of firm's representative.
- ii. In case of receipt of the material in short supply or damaged condition the supplier will have to arrange the supplies/ replacement of goods free of cost pending the settlement of the insurance case wherever applicable on FOR at the I-HUB QTF, IISER PUNE Or CIF basis till satisfactory installation of the system.
- iii. The supplier should arrange for physical Inspection of the items directly or through their authorized representative within seven days of arrival of the consignment failing which they will be responsible for

the losses. After the shipment is effected, the supplier/its representative/Indian agents must remain in touch with the lab/instt. to ascertain the date of arrival of consignment.

## **10. Training**

Wherever needed, Our Scientist/Technical persons should be trained by the supplier at the project site free of cost. In case the person is to be trained at supplier's site abroad or in India it should be mentioned in the quotation clearly. The supplier should bear all the expenses for such training including 'to & fro' fares and lodging & boarding charges.

## **11. Warranty / Support**

- i. The items covered by the schedule of requirement shall carry minimum **90 days of warranty** from the date of acceptance of the equipment by I-HUB QTF, IISER PUNE. Warranty shall include free maintenance of the whole equipment supplied including free replacement of parts. The defects, if any, shall be attended to on immediate basis but in no case any defect should prolong for more than 24 hours. The comprehensive warranty includes onsite warranty with parts.
- ii. The defects, if any, during the guarantee/warranty period are to be rectified free of charge by arranging free replacement wherever necessary. This includes cost, insurance, freight, custom duty, octroi, local taxes if any should be borne by the beneficiary or his agent. A clear confirmation should be given for this item.
- iii. The warranty on the associated software should cover providing of upgraded version/s, if any, released during the warranty period free of cost.
- iv. The BIDDER shall assure the supply of spare parts after warranty is over for maintenance of the equipment supplied if and when required for a period of 10 years from the date of supply of equipment on payment on approved price list basis.
- v. The equipment must be supported by a Service Centre in India manned by the principal vendor's technical support engineers. The support through this Centre must be available 24 hours in a day, seven days a week and 365 days a year. Also it should be possible to contact the Principal's vendor support Centre on a toll free number/web/mail.
- vi. An undertaking from the manufacturer is required in this regard stating that they would facilitate the BIDDER on regular basis with technology / product updates & extend support for the warranty as well.
- vii. The vendor will have to arrange for all the testing equipment & tools required for installation, testing & maintenance etc.
- viii. The principal vendor must have a local logistics support by maintaining a local spares depot in the country of deployment of the equipment. This is to ensure immediate delivery of spares parts from Principal Vendor of equipment to its channel partner/system integrator.
- ix. Details of onsite warranty, agency who shall maintain during warranty and undertake Annual Maintenance Contract/Comprehensive Service Maintenance Contract beyond warranty shall be given in the offer. In case of foreign quote, the Indian Agent who shall maintain during warranty and AMC beyond warranty shall be given in the Technical Offer.

## **12. Commencement of Warranty Period**

The warranty period of an item shall commence after receipt of the items in good working condition and from the date of its satisfactory installation/commissioning/demonstration at the project site in I-HUB QTF, IISER PUNE. The warranty period and validity of Performance Guarantee shall be extended for the period of delay in satisfactory installation and delay in warranty services.

### **13. Reasonability of Prices**

- i. Please quote best minimum prices applicable for a premiere Educational and Research Institution.
- ii. Party must give details of identical or similar equipment, if any, supplied to any IITS/IISERS/CSIR lab/Education Research Institute during last three years along with the final price paid and Performance certificate from them.

### **14. Annual Maintenance Contract**

- i. The party must mention in the quotation, the rate/amount of annual maintenance charges, if we opt for maintenance contract after expiry of the warranty period. This is mandatory to mention, wherever applicable.
- ii. No sub-contracting will be allowed for installation or maintaining system/ equipment / instrument during or after warranty period.

### **15. Indemnity**

The vendor shall indemnify, protect and save I-HUB QTF, IISER PUNE against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc. or such other statutory infringements in respect of all the equipments supplied by him.

### **16. Freight & Insurance**

- i. **Imports:** In case of imports the freight & insurance will be paid by I-HUB QTF, IISER PUNE as the consignments are shipped through its own nominated freight forwarder (applicable only cases of FCA/FOB shipments).
- ii. **Indigenous :** The equipment to be supplied will be insured by the vendor against all risks of loss or damage from the date of shipment till such time it is delivered at I-HUB QTF, IISER PUNE site in case of Rupee transaction.

### **17. Payment**

**No advance payments are allowed under any circumstances.**

- i. Indigenous

Payment will be made within 30 days by I-HUB QTF Finance Department directly to the suppliers by RTGS/NEFT/ANY OTHER DIGITAL MODES after receipt of the goods, tested /inspected and found satisfactory with regard to quality, quantity, and specifications ordered for and after satisfying that the terms and conditions of the P.O. and tender have been fulfilled.

OR

Inland Letter of Credit will be established for 100% order value, 90% payment shall be made by a, against the presentation of original Shipping documents. Balance 10% will be released after completion of satisfactory installation, commissioning, demonstration of the whole system.



ii. Import

Letter of Credit will be established for 100% order value excluding the Agency Commission due to the Indian Agents, 90% payment shall be made by a, against the presentation of original Shipping documents. Balance 10% will be released after completion of satisfactory installation, commissioning, demonstration of the whole system.

OR

By Wire Transfer for 100% of the Purchase Order value on receipt of goods and completion of satisfactory installation, commissioning, demonstration of the whole system.

The payment of local currency portion shall be payable in Indian Rupees, within 30 days after the receipt of the equipment in good condition and after satisfactory installation and commissioning and demonstration.

The Agency Commission to the Indian Agent will be paid in INR only after successful installation, commissioning and satisfactory demonstration and acceptance of the items ordered for by the end user.

**18. Penalty for delayed Services / LD**

- i. As time is the essence of the contract, Delivery period mentioned in the Purchase Order should be strictly adhered to. Otherwise I-HUB QTF, IISER PUNE will forfeit EMD/ SD and also LD clause will be applicable /enforced.
- ii. **If the supplier fails to Supply, Install and Commission the system as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 0.5% of order value per every week of delay subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.**
- iii. I-HUB QTF, IISER PUNE reserves the right to cancel the order in case the delay is more than 10 weeks. Penalties, if any, will be deducted from the Security Deposit, if any.

**19. Jurisdiction**

The disputes, legal matters, court matters, if any, shall be subject to Pune Jurisdiction only.

**20. Comparison of Bids**

Purchaser shall compare all substantially responsive bids to determine the lowest evaluated bid.

**Public Procurement (Preference to Make in India), Order 2017: This Company is following and abiding with the Public Procurement (Preference to Make in India), Order 2017, DIPP, MoCI Order No. P-45021/2/2017-B.E.II dated 15th June 2017 and 4<sup>th</sup> June, 2020 and subsequent amendments to the order. Accordingly, preference will be given to the Make in India products while evaluating the bids, however, it is the sole responsibility of the bidder(s) to specify the product quoted by them is of Make in India product along with respective documentary evidence as stipulated in the aforesaid order in the technical bid itself.**

- i. I-HUB QTF, IISER PUNE shall compare all substantially responsive bids to determine the lowest evaluated bid. This Institute is following and abide with the Public Procurement (Preference to Make in India), Order 2017, DIPP, MoCI Order No. P-45021/2/2017-B.E.II dated 15th June 2017 and its subsequent amendments. Accordingly preference will be given to the Make in India products while

evaluating the bids, however, it is the sole responsibility of the bidder(s) to specify the product quoted by them is of Make in India product along with respective documentary evidence as stipulated in the aforesaid order in the technical bid itself.

- ii. As per the above order and its subsequent amendments "Local Content" means the amount of value added in India which shall be value of the item procured (excluding net domestic indirect taxes) minus the value of the imported content in the item (including all the custom duties) as a proportion of the total value, in percent. Accordingly the suppliers will be classified in following categories.
  - a. Class I local Supplier – has local content equal to more than 50%
  - b. Class II local Supplier – has local content more than 20% but less than 50%
  - c. Non-Local Supplier – has local content less than or equal to 20%

## 21. Verification of Local Content

The Class I Local Supplier / Class II Local Supplier / Non-Local Supplier at the time of bidding shall be required to indicate the percentage of local content and provide self-certification that the items offered meet the local content requirement. The details of location(s), with item-wise breakup, at which the local value addition is made also needs to be specified. In case of procurement in excess of Rs.10 crores, the suppliers shall be required to provide the certificate from the statutory auditor or cost auditor of the company giving the percentage of local content. **The bidders can be debarred for a period up to two years as, per Rule 151(iii) of GFR 2017, in case of false declaration.**

## 22. Requirement of Registration: Vide Ministry of Finance OM No. 6/18/2019-PPD dated 23 July 2020:

- i. Any bidder from a country sharing a land border with India will be eligible to bid in this tender only if the bidder is registered with the Department for Promotion of Industry and Internal Trade (DPIIT).
- ii. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- iii. "Bidder from a country which shares a land border with India" for the purpose of this Order means:
  - a. An entity incorporated, established or registered in such a country; or
  - b. A subsidiary of an entity incorporated, established or registered in such a country; or
  - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
  - d. An entity whose beneficial owner is situated in such a country; or
  - e. An Indian (or other) agent of such an entity; or
  - f. A natural person who is a citizen of such a country; or
  - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.
- iv. For details about registration procedures please visit the above mentioned OM. Mandatory documentary evidence regarding the bidder's registration with DPIIT is to be submitted along with the tender, failing which the tender shall be liable for rejection. Bidders are also requested to submit the Model Certificates as per Annexure-'I' for this tender as mentioned in the Ministry of Finance OM No. 6/18/2019-PPD dated 23rd July 2020.

## 23. Force Majeure

The Supplier shall not be liable for forfeiture of its performance bank guarantee, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its

obligations under the Contract is the result of an event of Force Majeure. For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the I-HUB QTF, IISER PUNE either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. If a Force Majeure situation arises, the Supplier shall promptly notify I-HUB QTF, IISER PUNE in writing of such conditions and the cause thereof. Unless otherwise directed by I-HUB QTF, IISER PUNE in writing, the Supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

#### **24. Fall clause**

The commercial offer shall in no way exceed the lowest price at which the contractor sells the stores of identical description to any other person/organization during the currency of the contract. Also, the Fall Clause Format as per **Annexure 'L'** should be submitted.

#### **25. Dispute Settlement**

I-HUB QTF, IISER PUNE and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract. If, after twenty-one (21) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either I-HUB QTF, IISER PUNE or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract.

The dispute settlement mechanism/arbitration proceedings shall be concluded as under:

- (a) In case of Dispute or difference arising between I-HUB QTF, IISER PUNE and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Project Director, I-HUB QTF, IISER PUNE, if he is unable/ unwilling to act, to the sole arbitration of some other person appointed by his willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.
- (b) In the case of a dispute between the Purchase and a Foreign supplier, the dispute shall be settled by arbitration in accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules. The venue of the arbitration shall be the place from where the purchase order or contract is issued.

**CHAPTER 4: SCHEDULE OF REQUIREMENTS, SPECIFICATIONS & ALLIED TECHNICAL DETAILS**

Make: Thorlabs.Inc, USA

Sr. No.	Part Number	Item description	Qty
1	PAF2A-11A	FiberPort FC/APC f=11.0 mm 350 - 700 nm Ø1.80 mm Waist	1
2	HCA3-SM1	FiberBench Wall Plate FiberPort Compatible Internally SM1-Threaded	4
3	SM1D12D	SM1 Ring-Actuated Iris Diaphragm (Ø0.8 - Ø12.0 mm)	2
4	FT-SM05	FiberBench Mounting Base for Ø1/2" Optics Internal SM05 Threading	2
5	AP1.5	Ø1.8 mm Alignment Tool	2
6	FBSM	FiberBench Mount for Slim Photodiode Sensors	2
7	FBTP	Kinematic FiberBench Tip/Tilt Rotation Mount for 12.7 mm × 1 mm (W × T) Plate Optics	1
8	FT-100X100	Multi-Axis FiberBench 4" x 4" (101.6 mm x 101.6 mm) 8 Ports 24 Positions	1
9	RS100P4/M	Ø25.0 mm Pillar Post M4 Taps L = 100 mm	4
10	FELH0650	Ø25.0 mm Longpass Filter Cut-On Wavelength: 650 nm	1
11	ACL25416U-B	Aspheric Condenser Lens Ø1" f=16 mm NA=0.79 ARC: 650-1050 nm	2
12	PDA100A2	Si Switchable Gain Detector 320 - 1100 nm 11 MHz BW 75.4 mm <sup>2</sup> Universal 8-32 / M4 Taps	1
13	P150/M	Ø1.5" Mounting Post M6 Taps L = 150 mm	1
14	PB4	Ø1.85" Studded Pedestal Base Adapter 1/4"- 20 Thread	1
15	BHM4	12" (305 mm) Magnetic Beam Height Ruler	1
16	P3-405B-FC-1	Single Mode Patch Cable with Pure Silica Core Fiber 405 - 532 nm FC/APC Ø3 mm Jacket 1 m Long	3
17	R2/M-P5	Slip-On Post Collar for Ø1/2" Posts M6 Thumbscrew 5 Pack	2
18	BB1-E02-10	Ø1" Broadband Dielectric Mirror 400 - 750 nm 10 Pack	1
19	RS75/M	Ø25.0 mm Pillar Post M6 Taps L = 75 mm	8
20	RS25/M	Ø25.0 mm Pillar Post M6 Taps L = 25 mm	8
21	DMLP550L	Ø2" Longpass Dichroic Mirror 550 nm Cut-On	1
22	KS2D	Ø2" Kinematic Mirror Mount 2 Differential Adjusters 1 1/4"-80 Adjuster	1

CHAPTER 5: PRICE SCHEDULE

ALL THE BIDDERS SHOULD QUOTE THEIR OFFER IN FOLLOWING FORMAT FOR UNIFORMITY

The Bill of materials must be included in technical offer as well as commercial offer. **However the Technical offer should not contain any price information.**

PRICE SCHEDULE FOR GOODS – INR

Name of the Bidder \_\_\_\_\_

Tender No. \_\_\_\_\_

1	2	3	4	5	6	7	8	9	10	11	12
Sr. No.	Item Description	Country of Origin	Qty	Unit	Ex-Works. Ex-Warehouse, Ex-show room off the shelf price (inclusive of tax already paid)	Total price	GST payable, if contract is awarded	Packing & forwarding up to station of dispatch, if any	Charges of inland transportation, insurance up to Company	Installation, Commissioning & training charges, If any.	Gross Total(FOR)
						Ex-Works. Ex-Warehouse, Ex-show room off the shelf price (inclusive of tax already paid) 4x6					
1											
2											
3											

Total Bid price in \_\_\_\_\_ in words.

Signature of Bidder:  
Name:

**Note:**

The cost of optional items shall be indicated separately.  
The bidder may add rows to include the prices of all components & warranties, installation etc. whichever applicable.

(a)Cost of spares \_\_\_\_\_

(b)Warranty if being charged include in BoQ

**NOTICE INVITING TENDER (E-Procurement mode)**  
**I-HUB QUANTUM TECHNOLOGY FOUNDATION, IISER PUNE**

**ALL THE BIDDERS SHOULD QUOTE THEIR OFFER IN FOLLOWING FORMAT FOR UNIFORMITY**

The Bill of materials must be included in the technical offer as well as commercial offer. **However, the Technical offer should not contain any price information.**

**PRICE SCHEDULE FOR GOODS - FOREIGN CURRENCY**

Name of the Bidder \_\_\_\_\_

Tender No. \_\_\_\_\_

1	2	3	4	5	6		7		8		9
SI No	Item Description	HSN Code	Unit	Qty	Unit Price		Total price		Charges for Insurance & transportation to port/ place of destination		Total Price
					FOB (named port of shipment)	FCA (named place of delivery)	FOB (named port of shipment)	FCA (named place of delivery)	Ocean	Air	
1											
2											
3											

Total Bid price in foreign Currency \_\_\_\_\_ in words.

**Signature of Bidder** :  
**Name** :  
**Business Address** :

**Note:**

The Bidder may add rows as per requirement to include the prices of all Components/Parts, Warranties, Installation etc. whichever applicable.

- (a) Indian agents name & address \_\_\_\_\_
- (b) Installation, commissioning & training charges, if any \_\_\_\_\_
- (c) Cost of Spares \_\_\_\_\_
- (d) The Indian agent's commission shall paid in Indian Rupees only based on the Exchange Rate prevailing on the date of negotiation of documents.
- (e) The cost of optional items shall be indicated separately.

**ANNEXURES**

**Annexure-'A'**

**A: FORMAT/QUESTIONNAIRE FOR COMPLIANCE OF TERMS AND CONDITIONS**

Tender No.: \_\_\_\_\_

Due Date \_\_\_\_\_

**NOTE:**

1. Quotation will not be considered without submission of this format.
2. If a particular question is not at all applicable please write NA in compliance part in Col. No. 4 below.
3. Kindly see the relevant terms & conditions of the tender document in each question before replying to the questions mentioned in Col. 2 below).

SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
1	2	3	4
1	a.) Whether quotation is direct from Principal supplier/manufacturer or their own office in India (Please specify)		
	b) Whether quotation is being submitted by Indian Agent/authorized distributor/ dealer		
	c) Whether the agent is registered with NSIC/MSME		

SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
2	Whether techno-commercial Bid contains EMD, technical literature/leaflets, detailed specifications & commercial terms & conditions etc. as applicable.		
3	a) Whether the required Scanned copy of Tender Fee & EMD is being submitted with the quotation		
	b) Please specify the form of EMD whether in the form of DD/bank guarantee or TDR/FDR (Please mention No., date & amount of EMD documents.) or Bid Security Format at Annexure –'C'		
4	a. If the prices are on Ex-Works basis or FOB (names port of shipment ) or FCA (named place of delivery abroad)		
	b. Whether specific amounts or percentage of expenses like packing, forwarding, handling, freight, insurance, documentation etc. have been mentioned in quotation separately in clear terms.		



SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
5	a) Whether prevailing rates of GST and other govt. levies (for indigenous supplies) have been given in quotation		
6	Have you mentioned the validity period of the quotation as per our requirements		
7	a) Whether the Price reasonability Certificate is submitted with quotation		
	b) Whether copies of last two supply orders of the same item from other customers have been attached with the quotation		
8	Whether rates/amount of AMC after the warranty period is over has been mentioned		
9	Have you gone through the specification Clause & complied with the same		

SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
10	Whether the Make/Brand, Model number and name of manufacturer has been mentioned in the quotation and Printed technical literature/ leaflets of quoted items have been submitted		
11	Whether compliance statement of specifications has been attached with the quotation.		
12	a) Whether the delivery period for supply of the items has been mentioned		
	b) Whether mode of delivery & tentative size & weight of the consignment has also been indicated		
13	Do you agree to the submission of Performance Bank Guarantee and have you mentioned in your quotation about this.		
14	a) Do you agree with the payment terms for indigenous supplies?		No deviation permitted
	b) Do you agree with the payment terms for imports supplies?		
15	Do you agree about the date of commencement of warranty period & its extension is necessary.		

SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
16	a) Who will install/commission and demonstrate the equipment <b>at I-HUB QTF, IISER PUNE, FREE OF COST.</b>		
	b) Will you be able to do it within a month?		
17	Have you mentioned the guarantee/warranty period in your quotation and do you agree with guarantee clause?		
18	Spare parts		
19	After Sales service		
20	a) Do you agree that on receipt of material in damaged condition or short supply you will replace the same on CIF basis, free of cost pending the settlement of the insurance claim?		
	b) Do you agree with the clause of physical inspection?		
21	Whether list of specific user's for the same item & model as quoted along-with performance certificates from the users is submitted with offer		
22	Whether you agree to the penalty clause for late delivery & installation?		

SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No'))	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
23	Whether training to our scientist/technical person <b>will be given free of cost</b> . If yes, have you specified in quotation whether it will be in our lab? Or at supplier's site in India or abroad.		
24	a) Whether all the pages have been page numbered?		
	b) Whether quotation has been signed and designation & name of signatory mentioned.		

**B: FORMAT OF COMPLIANCE STATEMENT OF SPECIFICATIONS**

S. N.	Name of specifications/ part / Accessories of tender enquiry	Specifications of quoted Model/ Item	Compliance Whether "YES" Or "NO"	Deviation, if any, to be indicated in unambiguous terms	Whether the compliance / deviation is clearly mentioned in technical leaflet/ literature
1	2	3	4	5	6

**C: BID SECURITY FORM**

Whereas ..... (Hereinafter called “the tenderer”) has submitted their offer dated .....for the supply of ..... (Hereinafter called “the tender”) against the purchaser’s tender enquiry No. \_\_\_\_\_

KNOW ALL MEN by these presents that WE ..... (Name of bank) of ..... (Name of country), having our registered office at ..... (Address of bank) (Hereinafter called the “Bank”), are bound unto ... (Name of purchaser) (Hereinafter called “the purchaser”) in the sum of ..... for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this ..... day of..... 20.....

THE CONDITIONS OF THESE OBLIGATIONS ARE:

- 1. If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- 2. If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity.
- 3. If the tenderer fails to furnish the Performance Security for the due Performance of the contract.
- 4. Fails or refuses to accept/execute the contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchase will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

The guarantee shall remain in force up to and including forty five (45) days after the period of the bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

.....  
**(Signature of the authorized officer of the Bank)**  
**Name and Designation of the Officer**  
Seal, Name & Address of the Bank and  
address of the branch

**D: MANUFACTURER'S AUTHORIZATION FORM**

[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that re binding on the Manufacturer]

Date: [Insert date (as Day, month and year) of Bid submission]

Tender No.: [Insert number from Invitation for Bids]

To: [Insert complete name and address of Purchaser]

WHEREAS

We [insert completer name of Manufacturer], who are official manufacturers of [Insert type of goods manufactured] having factories at [insert full address of Manufacturer's factories], do hereby authorize [insert complete name of Bidder] to submit a bid the purpose of which is to provide the following goods, manufactured by us [insert name and or brief description of the goods], and to subsequently negotiate and sign the contract.

We hereby extend our full guarantee and warranty in accordance with the Terms and Conditions of Contract with respect to the Goods offered by the above firm.

Signed: [insert signature(s) of authorized representative(s) of the Manufacturer]

Name: [insert complete name(s) of authorized representative(s) of the Manufacturer]

Title: [insert title]

Duly authorized to sign this Authorization on behalf of: [insert complete name of Bidder]

Dated on \_\_\_\_\_ day of \_\_\_\_\_ [insert date of signing]

**E: PREVIOUS SUPPLY ORDERS FORMAT**

Name of the Firm \_\_\_\_\_

Order placed by {Full address of Purchaser}	Order No. and Date	Description and quantity of ordered equipment	Value of order	Date of completion of delivery as per contract	Date of actual completion of delivery	Remarks indicating reasons for late delivery, if any and justification for price difference of their supply order & those quoted to us.	Has the equipment been installed satisfactorily?	Contact Person along with Telephone no., Fax no. and e- mail address.

**Note: Purchase orders (preferably from the Govt. organizations) for whom similar supply has been made by the bidder in last three years.**

Signature and Seal of the Manufacturer/ bidder .....

Place:

Date:



**F: BIDDER INFORMATION FORM**

Company Name : \_\_\_\_\_  
Registration Number : \_\_\_\_\_  
Registered Address : \_\_\_\_\_  
\_\_\_\_\_

Name of Partners /Director : \_\_\_\_\_  
\_\_\_\_\_

City : \_\_\_\_\_  
Postal Code : \_\_\_\_\_  
Company's Establishment Year : \_\_\_\_\_  
Company's Nature of Business : \_\_\_\_\_

Company's Legal Status (tick on appropriate option )

- 1) Limited Company
- 2) Undertaking
- 3) Joint Venture
- 4) Partnership
- 5) Others

Company Category

- 1) Micro Unit as per MSME
- 2) Small Unit as per MSME
- 3) Medium Unit as per MSME
- 4) Ancillary Unit
- 5) SSI
- 6) Others

**CONTACT DETAILS**

Contact Name : \_\_\_\_\_  
Email Id : \_\_\_\_\_  
Designation : \_\_\_\_\_  
Phone No : ( \_\_\_\_\_ ) \_\_\_\_\_  
Mobile No : \_\_\_\_\_

**BANK DETAILS**

Name of Beneficiary : \_\_\_\_\_  
A/c. No. CC/CD/SB/OD: \_\_\_\_\_  
Name of Bank : \_\_\_\_\_  
IFSC NO. (Bank) : \_\_\_\_\_

**Enclose scan copy of cancelled Cheque.**

Branch Address and Branch Code: \_\_\_\_\_  
\_\_\_\_\_

**Other Details**

Vendor's PAN No. \_\_\_\_\_

Vendor's GST No: \_\_\_\_\_ x

**G: CERTIFICATE - Blacklisted**  
**(to be provided on letter head of the firm)**

I hereby certify that the above firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

**Date:**

**Authorized Signatory**

**Name:**

**Place:**

**Designation:**

**Contact No.:**

**H: ANNUAL MAINTENANCE CONTRACT**

We hereby certify that the Annual Maintenance Contract for the equipment, after expiry of warranty period will be charged as follows:

**For Comprehensive AMC**

- 1) 1<sup>st</sup> year \_\_\_\_ % of the equipment value
- 2) 2<sup>nd</sup> year \_\_\_\_% of the equipment value
- 3) 3<sup>rd</sup> year \_\_\_\_% of the equipment value.

**For Non - Comprehensive AMC**

- 1) 1<sup>st</sup> year \_\_\_\_ % of the equipment value
- 2) 2<sup>nd</sup> year \_\_\_\_% of the equipment value
- 3) 3<sup>rd</sup> year \_\_\_\_% of the equipment value.

We also certify that the spares for the equipment will be available for the equipment for \_\_\_\_ years.

Date:

Authorized Signatory

Name:

Place:

Designation:

Contact No.:

**I: CERTIFICATE BY BIDDER**  
**(to be provided on letter head of the firm)**

**CERTIFICATE BY BIDDER- DPIIT REGISTRATION**

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, / if from such a country, has been registered with the Competent Authority (copy of the Registration Certificate enclosed) . I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered.

Signature with Date and Stamp  
Of the Bidder

**F: DECLARATION OF LOCAL CONTENT AND AVAILABILITY/COMPLIANCE OF EQUIPMENT**  
 (To be given on company letterhead for equipment value is below Rs. 10 Crores)  
 (To be given by Statutory Auditor/Cost Auditor/Cost Accountant/CA for equipment value is above 10 Crores)

Date: \_\_\_\_\_

To,  
 I-HUB Quantum Technology Foundation,  
 1<sup>st</sup> Floor, Main Building, IISER Campus,  
 Dr. Homi Bhabha Road, Pashan  
 Pune-411008

Sub: Declaration of Local content and availability/compliance of equipment

Item No.	Name of the Item	Currency (must be INR)	Local content %	Country of Origin	Please give details of location(s) at which the local value addition is made (item-wise breakup)	Comply/capable to provide (yes/no)
1	Specify the item(s) or part(s) of equipment which is/are manufactured locally. Also, specify the non-local part(s), if any.					
2	The sum of percentages of these declared items should be 100%. For Example: " 50 % Local Content + 50 % Non-Local Content = 100 % "					
3						
4						
5						

Manufacturing License Number for the local content items declared above: \_\_\_\_\_  
 (Please enclose Manufacturing License Document)

*"Local Content"* means the amount of value added in India which shall, be the total value of the item being offered minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.

*"\*False declaration will be in breach of Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law."*

**Yours faithfully,**  
**(Signature of the Bidder with Official Seal)**

**K: BID SECURITY DECLARATION**  
**(On company letter head)**

To,  
Project Director  
I-HUB QTF, IISER PUNE  
Dr.Homi Bhabha Road, Pashan  
Pune-411008

Subject : Bid Security Declaration

It has been certified that all information provided in tender form is true and correct to the best of our knowledge and belief. No forged / tampered document(s) are produced with tender form for gaining unlawful advantage. We understand that IISER, Pune is authorized to make enquiry to establish the facts claimed and obtain confidential reports from clients.

In case it is established that any information provided by us is false / misleading or in the circumstances where it is found that we have made any wrong claims, we are liable for forfeiture of EMD/SD and or any penal action and other damages including withdrawal of all work / purchase orders being executed by us. Further I-HUB QTF, IISER Pune is also authorized to blacklist our firm/company/agency and debar us in participating in any tender/bid in future.

I / We assure the Company that neither I / We nor any of my / our workers will do any act/s which are improper / illegal during the execution in case the tender is awarded to us.

Neither I / We nor anybody on my / our behalf will indulge in any corrupt activities / practices in my / our dealing with the Company.

Our Firm/ Company/ Agency is not been blacklisted or banned by any Govt. Department, PSU, University, Autonomous Institute or Any other Govt. Organization.

I/We are accepting that if we withdraw or modify our bids during period of validity etc., we will be suspended for the period of six months to participate in any tender issued by I-HUB QTF, IISER PUNE.

**Date:**

**Signature of theTenderer**

**Place:**

**Stamp**

**L: FALL CLAUSE**  
**(On company letter head)**

With this letter, we would like to declare that in case we supply or quote a lower rate to other Government or Public / Private sector organisations for the same products quoted to you, we would reimburse the excess. Negotiations may be called for to get the prices reduced.

**Date:**

**Signature of theTenderer**

**Place:**

**Stamp**

**IMPORTANT NOTICE**

TENDERERS RESPONDING TO THIS ENQUIRY SHALL BE DEEMED TO BE AGREEABLE TO THE TERMS AND CONDITIONS HEREIN CONTAINED. THESE TERMS AND CONDITIONS SHALL BE BINDING ON THE SUCCESSFUL TENDERER. CONDITIONAL TENDERS ARE LIABLE TO BE REJECTED. I-HUB QUANTUM TECHNOLOGY FOUNDATION, IISER PUNE WILL PROCESS THE TENDER AS PER IT'S STANDARD PROCEDURES. THE PROJECT DIRECTOR OF I-HUB QUANTUM TECHNOLOGY FOUNDATION RESERVES THE RIGHT TO REJECT ANY OR ALL OR PART OF TENDER WITHOUT ASSIGNING ANY REASON AND SHALL ALSO NOT BE BOUND TO ACCEPT THE LOWEST TENDER. I-HUB QUANTUM TECHNOLOGY FOUNDATION, IISER PUNE WOULD NOT BE UNDER ANY OBLIGATION TO GIVE ANY CLARIFICATIONS TO THE AGENCIES WHO'S BIDS ARE REJECTED.

**I agree to all terms and conditions mentioned in the tender document of the Company.**

**Signature of the Tenderer**



**CHECKLIST FOR BIDDERS**

BIDDERS to indicate whether following are enclosed/mentioned by striking out the non-relevant option.

Sr. No.	Content	Document Attached	Please Fill page no's for respective document
1	Format/Questionnaire for compliance as per Annexure-'A'	( Yes /No )	
2	Format of compliance statement of specification as per Annexure-'B'	( Yes /No )	
3	Scanned Copies of payment of EMD & Tender Fee or Bid Security Form as per Annexure-'C'. --- <i>Not Applicable for this tender.</i>	( Yes /No )	
4	Manufacturer's Authorization Form as per Annexure-'D'	( Yes /No )	
5	Previous Supply Order Format as per Annexure-'E' with at least three previous P.O.	( Yes /No )	
6	Bidder Information form as per Annexure-'F'	( Yes /No )	
7	Blacklist certificate as per Annexure-'G'	( Yes /No )	
8	Certificate By Bidder- DPIIT Registration as per Annexure-'I'	( Yes /No )	
9	Local Content Declaration as per Annexure-'J'	<b>Class-I</b> <b>Class-II</b> <b>Non Local</b>	
10	BID Security declaration as per Annexure-'K'	( Yes /No )	
11	Fall Clause Statement as per Annexure-'L	( Yes /No )	
12	Copy of GST/ PAN No. and TIN No. allotted by the concerned authorities	( Yes /No )	
13	Techno-commercial bid with item details, terms & conditons, warranty, delivery period, etc.	( Yes /No )	
14	Technical Complainece Sheet as per Chapter - 4	( Yes /No )	
15	Technical literature/leaflets and complete specifications of quoted model(s) along with commercial terms and conditions.	( Yes /No )	
16	Tender Terms & Conditions Acceptance signed with official seal is attached	( Yes /No )	
17	Price bid should be submitted in PDF and excel Format	( Yes /No )	
18	Annual Maintenance Contract Annexure 'H'	( Yes /No )	