



**CSIR-CENTRAL BUILDING RESEARCH INSTITUTE**  
**रुड़की-247667 (उत्तराखंड)**  
**ROORKEE-247 667 (Uttarakhand)**



**ई-निविदा के लिए आमंत्रण / INVITATION TO E-TENDER**

<b>Tender No.</b>	<b>CBRI/PB-3(17)/19</b>	<b>Date:</b>	<b>6.11.2019</b>
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निदेशक, सीएसआईआर-केंद्रीय भवन अनुसंधान संस्थान, रुड़की -247 667 उत्तराखंड , भारत ; निम्नलिखित सामग्रियों की खरीद के लिए निर्माता, उनके वितरक और विदेशी प्रधानाचार्यों के भारतीय एजेंट, यदि कोई हो, से ऑनलाइन बोली आमंत्रित की है। कृपया यहां जाएं: (URL: <https://etenders.gov.in/eprocure/app>)

The Director, CSIR-Central Building Research Institute, Roorkee- 247667, Uttarakhand, India invites **online bids** from manufacturers, their distributors and Indian agent of foreign principals, if any, for purchase of the below mentioned material. Kindly visit at:

(URL: <https://etenders.gov.in/eprocure/app>). & (URL: <https://cbri.res.in>)

**अनुसूची एवं तिथि तालिका /SCHEDULE CUM CRITICAL DATE SHEET**

1	संगठन का नाम/ Name of Organization	सीएसआईआर-केंद्रीय भवन अनुसंधान संस्थान, रुड़की -247 667 CSIR-Central Building Research Institute, Roorkee – 247 667
2	निविदा संदर्भ सं. Tender Reference No	<b>CBRI/PB-3(17)/19</b>
3	निविदा का प्रकार Tender Type (Open/Limited/EOI/Auction/Single)	Open
4	संविदा का प्रकार Type/Form of Contract (Work/Supply/ Auction/Service/Buy/Empanelment/ Sell)	Supply
5	कवरों की सं./ No of Covers(One/ Two/ Three/Four)	Single
6	निविदा श्रेणी/Tender Category (Services/Goods/Works)	Goods
7	ऑफ लाइन प्रस्तुत करने की अनुमति / Allow Offline Submission	No
8	संविदा का प्रकार Type/Form of Contract (Work/Supply/ Auction/Service/Buy/Empanelment/ Sell)	Supply
9	कार्य का नाम/ Work Item Title	<b>Supply and Installation Acoustic Impedance Tube</b>

10	कार्य का विवरण/ Work Description	<b>As per Scope of Work</b>	
11	उत्पाद की श्रेणी/Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)	R & D Equipment	
12	क्या बहु मुद्रा की अनुमति है?/ Is Multi Currency Allowed	NO	
	<b>g) बिड प्रस्तुत करने हेतु समाप्ति की तारीख Bid Submission End Date - -</b>	2/12/2019	14.00 Hrs
	<b>h) बिड के खोलने की तारीख व समय Bid Opening Date - -</b>	3/12/2019	15.30 Hrs
13	<b>Performance Bank Guarantee</b>	Not Applicable	
14	<b>ईएमडी शुल्क EMD Fee</b>	<b>Bid Declaration Form enclosed in the Tender Document must be signed. Failing which bid shall be rejected.</b>	
15	बिड वैधता की अवधि Bid Validity Days	90 Days (form the last date of opening of tender)	
16	पत्र व्यवहार का पता Address for communication	Stores and Purchase Officer CSIR-CBRI, , Roorkee,(Uttarakhand) India PIN 247667 01332-283257	
17	निविदा आमंत्रित कर्ता अधिकारी/ Inviting Officer	Director, CSIR-CBRI	
18	ईमेल का पता/ Email Address	<a href="mailto:spo@cbri.res.in">spo@cbri.res.in</a>	

क्रम सं./ SI. No.	सामग्री का विवरण <b>Description of the material(s)</b>	मात्रा Qty.
1.	<b>Supply and Installation Acoustic Impedance Tube</b>	<b>1 No.</b>

## नियम और शर्तें/TERMS AND CONDITIONS

1. बोलीदाताओं को मान्य डिजिटल हस्ताक्षर प्रमाण पत्र का उपयोग करते हुए सीपीपीपी पोर्टल पर इलेक्ट्रॉनिक रूप से उनकी बोलियों की सॉफ्ट प्रतियां जमा करना आवश्यक है। सीपीपीपी पोर्टल पर पंजीकरण करने के लिए निविदाकर्ताओं की सहायता करने के लिए नीचे दी गई निर्देशों का मतलब है, सीपीपीपी पोर्टल पर आवश्यकताओं के अनुसार अपनी बोलियां तैयार करें और अपनी बोलियां ऑनलाइन जमा करें।

The bidders are required to submit soft copies of their bids electronically on the CPPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPPP Portal.

2. आपका प्रस्ताव कोटेशन खोलने की तारीख से नब्बे दिनों के लिए वैध होगा। उद्धरण खोलने के बाद मूल्य में कोई संशोधन नहीं किया जाएगा।  
Your offer shall be valid for ninety days from the date of opening of the quotations. No revision in price will be allowed after opening the quotation.
3. उद्धरण की स्वीकृति केंद्रीय भवन अनुसंधान संस्थान, रुड़की के सक्षम प्राधिकारी के अधीन होगी जो खुद को न्यूनतम कोटेशन स्वीकार करने के लिए बाध्य नहीं करती है और खुद को अस्वीकार करने का अधिकार सुरक्षित रखती है, या बिना किसी कारणों के बिना प्राप्त किसी भी या सभी कोटेशन को अस्वीकार /अंशतः स्वीकार करता है।

The acceptance of the quotation will rest with the competent authority of CBRI, Roorkee who does not bind himself to accept the lowest quotation and reserves the right to himself to reject, or partially accept any or all the quotations received without assigning any reasons.

4. उद्धरण के दौरान निर्माता के नाम और पते के साथ पूर्ण विनिर्देश दिया जाना चाहिए। जहां भी लागू हो वहां साहित्य / पुस्तिकाएं भी संलग्न होनी चाहिए।  
Complete specification with manufacture's name and address should be given while quoting

literature/Pamphlets should also be enclosed wherever applicable.

### **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. बीओक्यू के अनुसार टेंडर में बताई गई इकाइयों में मूल्यों को उद्धृत करना आवश्यक है।  
Prices are required to be quoted in units indicated in the enquiry as per the BOQ.

### **7.1 बोली मूल्य / Bid Prices**

7.1.1 बोलीदाता उचित मूल्य निर्धारण फॉर्म, यूनिट की कीमतों और अनुबंध के तहत आपूर्ति करने वाले सामानों की कुल बोली मूल्यों पर संकेत करेगा।

The Bidder shall indicate on the appropriate price schedule form, the unit prices and total bid prices of the goods it proposes to supply under the contract.

- 7.2 जीएसटी और अन्य कर, यदि कोई सामान माल पर देय होगा, यदि अधिसूचना संख्या 45/2017-केंद्रीय कर (दर) दिनांक 14/11/2017 और अधिसूचना संख्या 47/2017-एकीकृत कर (दर) दिनांक 14/11/2017 भारत सरकार, वित्त मंत्रालय (राजस्व विभाग) द्वारा जारी किए

गए लागू होंगे।

GST and other taxes, if any which will be payable on the goods if the contract is awarded as per the Notification No 45/2017-Central Tax(rate) dated 14/11/2017 and Notification No 47/2017-Integrated Tax (Rate) dated 14/11/2017 issued by Government of India, Ministry of Finance( Department of Revenue) .

नोट: सीएसआईआर-सीबीआरआई रुड़की एक सार्वजनिक राष्ट्रीय अनुसंधान प्रयोगशाला है जो वैज्ञानिक और औद्योगिक अनुसंधान परिषद (सीएसआईआर), विज्ञान और प्रौद्योगिकी मंत्रालय, भारत सरकार के अधीन, वित्त पोषित है, वैज्ञानिक अनुसंधान में काम करता है और किसी भी व्यावसायिक गतिविधि में व्यस्त नहीं है।

**Note: CSIR-CBRI is a public funded national research laboratory under the aegis of Council of Scientific and Industrial Research (CSIR), Ministry of Science and Technology, Government of India, works for the cause of science and not engaged in any commercial activity.**

(iii) अंतर्देशीय परिवहन, बीमा और अन्य स्थानीय सेवाओं के लिए शुल्कों को वांछित गंतव्य पर सामान वितरित करने के लिए आवश्यक है, जैसा कि मूल्य निर्धारण फॉर्म में निर्दिष्ट है।

The charges for inland transportation, insurance and other local services required for delivering the goods at the desired destination as specified in the price schedule form.

(iv) जहाँ भी लागू हो, अधिष्ठापन, कमीशनिंग, पुर्जों, वैकल्पिक वस्तुओं, विस्तारित वारंटी, एएमसी / सीएमसी, साइट की तैयारी और किसी भी प्रासंगिक सेवाओं सहित प्रशिक्षण की लागत, यदि कोई हो, की लागत।

Wherever applicable, the cost towards the installation, commissioning, spares, optional items, extended warranty, AMC/CMC, site preparation and training including any incidental services, if any.

**(b) विदेशों में निर्मित माल के लिए /For Goods manufactured abroad**

(i) मूल्य अनुसूची के रूप में विनिर्दिष्ट अनुसार एफओबी (शिपमेंट नामित बंदरगाह) पर उद्धृत माल की कीमत।

The price of the goods, quoted on FOB (named port of shipment), as specified in the price schedule form.

(ii) एयर / सागर द्वारा दोनों पोर्ट / गंतव्य के लिए माल की बीमा और परिवहन के लिए शुल्क।

The charges for insurance and transportation of the goods to the port / place of destination both by Air/Sea.

(iii) एजेंसी कमीशन प्रभार, यदि कोई हो।

The agency commission charges, if any.

(iv) जहाँ भी लागू हो, स्थापना की दिशा में लागत, कमीशनिंग,

पुर्जों, वैकल्पिक वस्तुओं, विस्तारित वारंटी, एएमसी / सीएमसी, साइट की तैयारी और किसी भी प्रासंगिक सेवाओं सहित प्रशिक्षण, यदि कोई हो।

Wherever applicable, the cost towards the installation, commissioning, spares, optional items, extended warranty, AMC/CMC, site preparation and training including any incidental services, if any.

7.3 एफओबी, एफसीए, सीआईएफ, सीआईपी आदि के नियमों को मौजूदा इंटरनेशनल चैंबर्स ऑफ कॉमर्स, पेरिस द्वारा प्रकाशित इंकॉटमों के वर्तमान संस्करण में निर्धारित नियमों के अनुसार नियंत्रित किया जाएगा।

The terms FOB, FCA, CIF, CIP etc. shall be governed by the rules prescribed in the current edition of the Inco terms published by the International Chambers of Commerce, Paris.

7.4 जहाँ पैकिंग, अग्रेषण, भाड़ा, बीमा परिवर्तन, कर आदि का कोई जिक्र नहीं है। ऐसे प्रस्ताव को अधूरे रूप में खारिज कर दिया जाएगा।

Where there is no mention of packing, forwarding, freight, insurance charges, taxes etc. such offer shall be rejected as incomplete.

7.5 उद्धृत मूल्य अनुबंध अवधि के दौरान तय किया जाएगा और भिन्न नहीं होगा।

The price quoted shall remain fixed during the contract period and shall not vary.

7.6 सभी लॉट और आइटम सूचीबद्ध होना चाहिए और मूल्य अनुसूची में अलग से निर्धारित होना चाहिए। अगर कोई मूल्य अनुसूची उन वस्तुओं को सूचीबद्ध करता है लेकिन कीमतों की कीमत नहीं दिखाती है, तो उनकी कीमतें अन्य मदों की कीमतों में शामिल करने के लिए मानी जाएंगी। मूल्य अनुसूची में सूचीबद्ध नहीं होने वाले आइटम या बोली को बोली में शामिल नहीं किया जाएगा।

All lots and items must be listed and priced separately in the Price Schedules. If a Price Schedule shows items listed but not priced, their prices shall be assumed to be included in the prices of other items. Lots or items not listed in the Price Schedule shall be assumed to be not included in the bid.

7.7 अधिसूचना नं। 51/96 सीमा शुल्क के अनुसार इस संस्थान को सीमा शुल्क छूटी के भुगतान से छूट दी गई है। हालांकि 1 मार्च 2002 से भारत सरकार ने अधिसूचना संख्या 51/96 के तहत कवर किए गए सभी आयात पर अधिसूचना 24/2002-सीमा के अनुसार 5% तक एक विज्ञापन-मूल्य सीमा शुल्क छूटी लगाई है।

This Institute is exempted from payment of Customs Duty as per notification No.51/96 Customs. However from 1st March 2002 the Government of India has imposed an ad-valorem Customs Duty up to 5% vide Notification 24/2002-Customs on all imports covered under Notification No.51/96.

## 7.8 बोली की मुद्राएं/Bid Currencies

7.8.1 विदेशी देशों से आपूर्ति के लिए प्राप्त प्रस्तावों के मामले में भारत के भीतर आपूर्ति के लिए प्राप्त प्रस्तावों के लिए कीमतों और भारत में विशिष्ट परिवर्तनीय विदेशी मुद्रा (केवल बीओयूसी में उपलब्ध) के लिए मूल्यों को उद्धृत किया जाएगा।

Prices shall be quoted in Indian Rupees for offers received for supply within India and in specified convertible foreign currency only (as available in BOQ) in case of offers received for supply from foreign countries.

8. सामान्य कार्रवाई में कोई भी कीमत वार्तालाप नहीं किया जाएगा।

No price negotiation will be entertained in normal course of action.

9. कृपया अपने संतोषजनक प्रदर्शन प्रमाण पत्रों के साथ, यदि कोई हो, भारतीय खरीददारों की एक सूची प्रस्तुत करें।

Please furnish a list of Indian Purchasers with their satisfactory performance certificates, if any.

10. कृपया बताएं कि क्या आपके पास भारत में कोई एजेंट है, उनका पता, उनके द्वारा दी गई सेवा का विवरण और उन्हें देय कमीशन का प्रतिशत। भारतीय एजेंट को देय एजेंसी कमीशन स्पष्ट रूप से संकेत दिया जाना चाहिए। एजेंसी कमीशन केवल भारतीय रुपयों में देय होगा भारत सरकार के वर्तमान एक्जिम नीति की प्रतिबंधित सूची में आने वाली वस्तुओं के लिए भारतीय एजेंट डीजीएस एंड डी के साथ पंजीकृत होना चाहिए।

Please indicate if you have any agents in India, their Address, the details of service rendered by them & the percentage of commission payable to them. Agency commission payable to the Indian Agent should be clearly indicated. The Agency commission would be payable only in Indian Rupees. The Indian agent should be registered with DGS &D for the items appearing in the restricted list of the current EXIM policy of the Government of India.

11. मदों के प्रेषण का तरीका स्पष्ट रूप से बोली में उल्लेख किया जाना चाहिए।

The mode of dispatch of the items must be mentioned clearly in the Bid.

12. नमूने मांगे जाने पर, निः शुल्क और बिना दायित्व के आधार के लिए जमा किए जाएंगे।

Samples, if called for, shall be submitted free of charge and on no obligation basis.

13. अगर क्रय आदेश दिया जाए तो आपूर्ति की अवधि का सख्ती से पालन जाना चाहिए।

The offered delivery period shall have to be strictly adhered to incase an order is placed.

14. देरी के लिए एलडी खंड: लागू दर 0.5% प्रति सप्ताह और अधिकतम कटौती अनुबंध की कीमत का 10% है।

LD Clause for delays in supply and Installations: The applicable rate is 0.5% per week & maximum deduction is 10% of the contract price.

15. ईएसआई, आईटी को निर्माण / सर्विसिंग / रखरखाव कार्य / स्थापना प्रभार इत्यादि के मामले में नियमों के अनुसार वसूल किया जाएगा।

ESI, IT would be recovered as per rules in case of Fabrication/Serviceing/Maintenance jobs/Installation charges etc.

16. हमारे रिकॉर्ड के लिए कृपया अपने पैन और जीएसटीएन नंबर प्रस्तुत करें

Kindly furnish your PAN and GSTN Number in your Bid for our records.

17. एनईएफटी / आरटीजीएस के माध्यम से आपूर्तिकर्ताओं को भुगतान किया जाएगा, कृपया एनईएफटी / आरटीजीएस भुगतान के लिए अपने बैंक के विवरण को सूचित करें।

Payment will be made to the suppliers by through NEFT/RTGS, please inform your Bank details for NEFT/RTGS Payment.

18. जहां भी लागू हो, ईएमडी / पीबीजी / अग्रिम भुगतान आदि के लिए बैंक गारंटी, किसी भी राष्ट्रीयकृत / अनुसूचित बैंक से जमा की जाएगी। विदेशी बैंक द्वारा ऐसी गारंटियों के जारी होने के मामले में, भारत में स्थित किसी भी राष्ट्रीयकृत या अनुसूचित बैंक द्वारा उसी की पुष्टि होनी चाहिए। बैंक गारंटी के प्रारूप के लिए जरूरी है यदि कोई हो, अनुरोध पर प्राप्त किया जा सकता है। गारंटीकर्ता जारी करने वाले बैंकों को निवेदक द्वारा अनुरोध किया जाना चाहिए कि वे सीधे सत्यापन के लिए एक पंजीकृत पत्र (ए.डि.) की गारंटी के एक अप्रतिबंधित डुप्लिकेट प्रतिलिपि खरीदार को सीधे एक कवर पत्र के साथ भेज दें, ताकि इसकी सत्यापन सुनिश्चित हो सके।

1.1 Bank Guarantees for EMD/PBG/Advance Payment etc., in the Director CBRI Payable at Roorkee wherever applicable, shall be submitted from any nationalized/scheduled bank. In case of issue of such guarantees by a foreign bank, then the same should be confirmed by any Nationalized or scheduled bank located in India. The formats of bank guarantee required if any, may be obtained on request. The banks issuing the guarantees must be requested by the bidder to immediately send a unstamped duplicate copy of the guarantee by registered post (A.D) directly to the purchaser with a covering letter, to facilitate its verification.PBG shall be submitted Within 21 days of the receipt of notification of award/purchase order from the Purchaser, the successful Bidder shall furnish the performance security of 10% of order value, in the Performance Security Form provided in the Bid Document.

1.2 Failure of the successful bidder to accept the order shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security and call for new bids.

19. उत्पन्न होने वाले सभी विवादों को महानिदेशक, वैज्ञानिक और औद्योगिक अनुसंधान परिषद, नई दिल्ली द्वारा नियुक्त एकमात्र मध्यस्थ को भेजा जाएगा। सभी सूट **रुडकी** के न्यायक्षेत्र की अदालतों में ही होंगे।

All disputes arising out of this shall be referred to the sole arbitrator appointed by Director General, Council of Scientific & Industrial Research, and New Delhi. All suits shall be in the courts of Roorkee Jurisdiction only.

20. निविदा शर्तों (पीछे मुद्रित), यदि कोई हो, या अन्यथा निविदा के साथ भेजी तो हम पर बाध्यकारी नहीं होंगे।

Tender conditions (printed on the reverse), if any, or otherwise sent along with the tender shall not be binding on us.

21. उपरोक्त सभी निर्देश और हमारे मानक नियम और शर्तों का अनुपालन किया जाना चाहिए अन्यथा आपके अस्वीकृति के लिए उत्तरदायी हो सकता है।

All the above instructions and our standard terms and conditions must be complied failing which your offer may be liable for rejection.

22. नोट: कृपया अनुवर्ती नोट करें और तदनुसार अपनी बोली सबमिट करें।

NOTE: Kindly note the followings and submit your bid accordingly.

22.1 अगर उद्धृत वस्तुएं की प्रकृति नाशवान हैं, तो कृपया केवल एफओबी गेट वे इंटरनेशनल एयरपोर्ट / पूर्व वर्क्स आधार पर बोली दें, क्योंकि सीबीआरआई मेसर्स क्लिक इम्पोर्ट नामित फ्रेट फॉरवर्डर की सेवाओं का उपयोग करना चाहता है। भारत में प्रकाश फ्रेट मूवर्स लिमिटेड, ताकि आपके द्वारा कार्गो, मेसर्स की तत्परता को सुनकर क्लिक इम्पोर्ट को आपके क्षेत्र में परिचालित अपने नामित फ्रेट फॉरवर्डर के माध्यम से आवश्यक होने के लिए सलाह दी जाएगी।

In case the items being quoted are perishable in nature, please quote only on FOB Gate Way International Airport / Ex-Works basis, since CBRI intends to utilize the services of the nominated Freight Forwarder of M/s. CWICK IMORT in India so that on hearing from you the readiness of the Cargo, M/s. CWICK Import would be advised for doing the needful through their nominated freight forwarder operating in your region.

22.2 अगर, उद्धरण कम मात्रा या कम वजन का है, कृपया केवल एक्स-वर्क्स आधार पर उद्धृत करें, ताकि हम शिपमेंट के लिए फेडेक्स / डीएचएल / ब्ल्यूडर्ट की सेवाओं को संलग्न कर सकें। जैसे ही शिपमेंट तैयार हो, आप को पूर्ण विवरण, ईमेल, टेलीफोन और फ़ैक्स नंबर के साथ शिपमेंट विवरण के साथ संपर्क विवरण प्रदान करने की आवश्यकता होती है, जिससे कि तुरंत उठाएं और समन्वित किया जा सके।

In case, the quote is of low volume or low weight, please quote on Ex-Works basis only, so that we could engage the services of FEDEX / DHL/BLUE DART for shipment. As soon as the shipment is ready, you need to provide us the contact details with full address, email, telephone and fax numbers along with the shipment details so that pick up could be arranged immediately and coordinated.

22.3 नाशवंत वस्तुओं के लिए सीआईएफ के आधार पर उद्धृत करने की आवश्यकता की स्थिति में, आपको एयरवेज के साथ प्रत्यक्ष रूप से कार्गो बुक करने की आवश्यकता है ताकि वे स्पष्ट रूप से ए.डब्ल्यू.बी. में हैंडलिंग सूचना को निर्दिष्ट कर सकें और ए.डब्ल्यू.बी. संख्या को सीबीआरआई और मेसर्स क्लिक इम्पोर्ट को उनके सूचित कर सकें, ताकि हम माल की निष्कासन की लिए व्यवस्था कर सकें।

On the event of necessity to quote on CIF basis for perishable items, then you need to book the cargo directly with the Airlines requesting them to clearly specify the handling information in the AWB and inform the AWB Number to CBRI and M/s. CWICK Import., so that we could arrange for clearance of the consignment.

#### पात्रता मापदंड/Eligibility Criteria:

22.4 बोलीदाता वह देश है जो संयुक्त राष्ट्र / देश द्वारा प्रतिबंधित नहीं है जो कानून द्वारा निषिद्ध है।

The bidder is not from a country under sanction by United Nation/country which is prohibited by law.

22.5 बोलीदाता ईमानदारी समझौते के लिए सहमत हैं - उसी के लिए कहा जाता है।

Bidder agrees for Integrity pact- if same is asked for.

22.6 बोलीदाता किसी भी अन्य कंपनी के साथ किसी भी प्रकार के अपराधों में शामिल नहीं है, जो भ्रष्टाचार विरोधी सिद्धांत पर असर डाल सकता है। (इस संबंध में बोलीदाता को खुद के द्वारा खुलासा किया जाना है)।

Bidder is not involved in any transgressions with any other company that may impinge on the anti-corruption principle. (a disclosure is to be made by the bidder in this respect).

22.7 बोली की वैधता मांगी गयी अवधि के अनुसार होनी है।

The Bid validity is as per the asked period.

22.8 बोलीदार को अयोग्य घोषित न किया हो।

The bidder is not debarred.

22.9 बोलीदाता ने निर्माता प्राधिकरण फॉर्म आवश्यक प्रदान किया है।

The bidder has provided the necessary manufacturer authorization form.

## योग्यता पूर्ति / Qualification Requirements

23. निविदाकर्ता यह प्रदर्शित करने के लिए दस्तावेजी प्रमाण प्रस्तुत करेगा कि बोलीदाता निम्नलिखित बोलीदाताओं की पात्रता मानदंड और पूर्व-योग्यता की आवश्यकता को पूरा करता है।

**The bidder shall furnish documentary evidence to demonstrate that the bidder satisfies the following bidders' eligibility criteria and Pre-Qualification Requirement.**

26.1 बोलीदाता निर्माता या डीलर / एजेंट / प्रतिनिधि विशेष रूप से निर्माता द्वारा प्राधिकृत होने चाहिए, इस निविदा के लिए निर्माता प्राधिकरण प्रपत्र और विदेशी प्रधानाचार्यों के भारतीय एजेंटों के अनुसार उनकी ओर से उद्धृत करने के लिए, यदि कोई है जिसे डिजाइन, निर्मित, परीक्षण और आपूर्ति की हो "तकनीकी विशिष्टता" में निर्दिष्ट प्रकार के समान उपकरण (ओं) एमएएफ तकनीकी बोली से जुड़ा होना चाहिए। इस तरह के उपकरणों को हालिया श्रृंखला / मॉडल में होना चाहिए जिसमें डिजाइन में नवीनतम सुधार शामिल होंगे। बोली खोलने की तारीख के अनुसार कम से कम एक साल के लिए मॉडल सफल संचालन में होना चाहिए।

The Bidder should be a manufacturer or a dealer/agent/representative specifically authorized by the manufacturer to quote on their behalf for this tender as per manufacturer authorization form and Indian agents of foreign principals, if any who must have designed, manufactured, tested and supplied the equipment(s) similar to the type specified in the "Technical Specification". The MAF must be enclosed with the technical bid. Such equipments must be of the most recent series/models incorporating the latest improvements in design. The models should be in successful operation for at least one year as on date of Bid Opening.

26.2 सेवा समर्थन सुविधाओं का विवरण जो कि सेवा समर्थन विवरण फॉर्म में वारंटी अवधि के बाद प्रस्तुत किया जाना चाहिए। बोलीदाता के पास एक समर्थन सेवा सुविधा होनी चाहिए और सेवा के लिए कॉल करने के 48 घंटों के भीतर सिस्टम में उपस्थित होने की स्थिति में होना चाहिए।

Details of service support facilities that would be provided after the warranty period should be submitted in the **Service Support Details Form**. The bidder must have one support service facility at **NCR/Dehradun/Roorkee** and should be in a position to attend to the system within 48 hours of lodging a call for service.

26.3 बोलीदाता भारत में कारोबार नहीं करने पर, बोलीदाता / भारत में एक एजेंट द्वारा प्रतिनिधित्व किया जाएगा ( सफल होनेपर), जो आपूर्तिकर्ता की ओर से अनुबंध /क्रय आदेश के शर्तों के अनुसार, रखरखाव, मरम्मत और स्पेयर पार्ट्स को पूरा करने में सक्षम होंगे।

In the case of a Bidder not doing business in India, the Bidder is/or will be (if successful) represented by an Agent in India who shall be equipped and able to carry out the Supplier's maintenance, repairs and spare parts, stocking obligations prescribed by the conditions of the contract/purchase order.

26.4 बोलीदाता, वारंटी अवधि के दौरान उपकरण, अनुप्रयोग सॉफ्टवेयर, यदि कोई हो, रखरखाव की गलती रहित कार्य के लिए पूर्ण जिम्मेदारी ग्रहण करेगा और वारंटी अवधि के बाद आवश्यक रखरखाव सेवाएं प्रदान करेगा यदि आवश्यक हो।

The Bidder will assume total responsibility for the fault-free operation of equipment, application software, if any, and maintenance during the warranty period and provide necessary maintenance services after warranty period if required.

26.5 बोलीकर्ता जो उपरोक्त मानदंडों को पूरा करते हैं, उन्हें अयोग्य घोषित कर दिया जाता है, यदि वे योग्यता की आवश्यकता के प्रमाण में प्रस्तुत फार्मों, बयान और संलग्नक में गलत या झूठी प्रतिवेदन बनाते हैं या खराब प्रदर्शन का रिकॉर्ड रखते हैं, तो अनुबंध को ठीक से पूरा नहीं किया जा सकता है पूरा होने में देरी या वित्तीय विफलता आदि।

Bidders who meet the criteria given above are subject to be disqualified, if they have made untrue or false representation in the forms, statements and attachments submitted in proof of the qualification requirements or have a record of poor performance, not properly completing the contract, inordinate delays in completion or financial failure, etc.



**26.6** बोलीदाता को जीएसटीएन के वैध दस्तावेजी प्रमाण और आईकर पंजीकरण (पैन) का ब्योरा प्रस्तुत करना चाहिए।

Bidder should submit valid documentary proof of GSTN and the details of income tax registration (PAN).

**26.7** खरीदार द्वारा पंजीकृत आपूर्तिकर्ताओं की सूची से अस्थायी रूप से निलंबित या हटा दिया गया बोलीकर्ता या मंत्रालय / देश व्यापक खरीद से प्रतिबंधित पर बोली लगाने की प्रक्रिया में भागीदारी के लिए अयोग्य होगा।

The bidders who have been temporarily suspended or removed from the list of registered suppliers by the purchaser or banned from Ministry/country wide procurement shall be ineligible for participation in the bidding process.

**26.8** बोलीदाता को बीआईएफआर (औद्योगिक और वित्तीय पुनर्रचना बोर्ड) या किसी वैधानिक संस्था द्वारा दिवालिया घोषित नहीं किया हो।

The Bidder should not have been referred to BIFR (Board for Industrial & Financial Reconstruction) or declared bankrupt by any statutory body.

**26.9** या तो विदेशी प्रधानाध्यापक या विदेशी प्रमुख की ओर से भारतीय एजेंट सीधे एक निविदा में बोली लगा सकते हैं, लेकिन दोनों नहीं। हालांकि, भारतीय एजेंट की पेशकश को उनके प्राचार्य से प्राधिकरण पत्र के साथ भी होना चाहिए। इसके अलावा, निविदा प्रणाली की पवित्रता बनाए रखने के लिए एक भारतीय एजेंट एक निविदा में दो अलग-अलग विदेशी प्रिंसिपलों का प्रतिनिधित्व नहीं कर सकता। बोलीदाता को खरीदारों की शर्तों और शर्तों से सहमत होना चाहिए।

Either the Indian Agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. However, the offer of the Indian Agent should also accompany the authorization letter from their principal. Further, to maintain sanctity of tendering system one Indian agent cannot represent two different foreign principals in one tender. The bidder should agree to the terms and condition of the buyers.

**26.10** .विदेशी बोलीदाताओं को अपने विदेशी प्राचार्य या सहयोगियों को खुलासा करने के लिए भारत और भारतीय बोलीदाता के एजेंट और प्रतिनिधि का नाम और पता का खुलासा करना।

Foreign bidders to disclose the name and address of agent and representative in India and Indian bidder to disclose their foreign principal or associates.

**26.11** संयुक्त उपक्रम, कंसोर्टियम या संघों से बोलियां, जब तक वे बोली प्रस्तुत करने की तिथि से पहले बनाई और पंजीकृत हों।

Bids from Joint Ventures, Consortium or Associations so long as they are formed and registered prior to the bid submission date.

**26.12** विक्रेता को उपरोक्त पूर्व-योग्यता शर्तों को पूरा करना होगा। पूर्व-योग्यता शर्तों को पूरा करने वाले विक्रेताओं की तकनीकी बोली का मूल्यांकन केवल विधिवत गठित तकनीकी मूल्यांकन समिति द्वारा किया जाएगा। पात्रता को पूरा नहीं करने वाले विक्रेताओं की बोली - ऊपर दी गई मापदंड और पूर्व योग्यता आवश्यकताओं को संक्षिप्त रूप से खारिज कर दिया जाएगा। किसी भी परिस्थिति में उपरोक्त दस्तावेजों में से किसी भी प्रस्तुत करने के लिए अभ्यावेदन पर विचार नहीं किया जाएगा।

The vendor must fulfil the above pre-qualification conditions. Technical bid of vendors fulfilling the pre-qualification conditions will only be evaluated by the duly constituted technical evaluation committee. Bid of vendors not fulfilling the Eligibility- Criteria and Pre Qualification requirements given above will be summarily rejected. Undertaking for subsequent submission of any of the above documents will not be entertained under any circumstances.

**26.12** **WARRANTY:** The equipment/instrument must be warrantee for a period of at least one year, if not specifically mentioned otherwise in the specifications sheet, from the date of its satisfactory installation/commissioning against all manufacturing defects. If the equipment is found defective during this period the whole equipment or part thereof will have to be replaced/repared by the supplier free of cost at the lab. or at site of the supplier for which 'to and fro' expenses will be borne by the supplier. However, if the items are warranted for a period of more than one year, it may be specifically mentioned in the quotation.

**26.13 Payment:** (A) **For Indigenous Suppliers:** Payment shall be made by the Purchaser against delivery, inspection, successful installation, Commissioning and acceptance of the equipment at CBRI in good condition and to the entire satisfaction of the Purchaser

(B) **For Foreign Suppliers :** Payment shall be made by a Letter of Credit/FDD/Telegraphic Transfer.

(C) In case of payment through L/C, bank charges outside India shall be borne by supplier & inside India the same shall be borne by purchaser.

**Note: For any ambiguity in interpretation then English Version shall hold good.**

### **PREPARATION OF BIDS**

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

2) 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.

3) 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 / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4) 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" or "Other Important Documents" 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.

**Note:** *My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.*

**Two Bid System** : Under Two-Bid system, the techno-commercial un-priced bid (technical bid) will be opened first and will be evaluated by the Technical Sub-committee (TSC) of the Technical & Purchase Committee (T&PC) with respect to the qualification criteria and the technical specifications as spelt out in the tender. The committee doing the evaluation will also draw a Technical Comparative Chart. The techno commercial bid shall include – EMD, Detailed Specifications, International Standards (BIS / INTERNATIONAL), Catalogues, List of users & Technical Details, Technical Compliance Sheet, Operating Parameters, Pre-Installation Requirements,

payment terms, warranty etc. The tender meeting the qualification criteria and technical specifications will be short listed for financial evaluation. Then, the Price Bid of the short listed parties will be opened and evaluated for lowest responsive offer. Cost break up indicating the applicable prices for each component of the equipment like price of the goods, costs for installation and commissioning, training should be mentioned in the Price Bid.

## **SUBMISSION OF BIDS**

1) Bidder should log into the site well in advance for bid submission so that they can 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.

2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.

4) **Bidder should prepare the EMD/Bid Security as per the instructions specified in the tender document and attach a scanned copy of the same in the technical bid of the tender document. The original instrument should be posted/couriered/handed over to the tender issuing authority. In case the original instrument is not received before the date of opening of the bid, the uploaded bid shall be rejected.**

5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

6) 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.

7) Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

## **ASSISTANCE TO BIDDERS**

1) 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.

2) Any queries relating to the process of online bid submission or queries relating to CPPP Portal in general may be directed to the 24x7 CPPP Portal Helpdesk.

3) Tenderer is advised to follow the instructions provided in the 'Instructions to the Tenderer for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://etenders.gov.in/eprocure/app>.

**FORMS TO BE FILLED AND SUBMITTED WITH THE BIDS**

**COMPLIANCE STATEMENTS:**

- a. **Bidders must furnish a Compliance Statement of each and every required Specification of our tender in the format given below.** 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 quotation.
- b. Similarly, **the Compliance Statement/questionnaire for Terms & Conditions of the tender may be furnished, as per the enclosed format,** along with quotation (with techno-commercial bid in case of two bid tender system).
- c. **The firms are advised to submit both the compliance statements essentially along with their quotation failing which their offer may not be considered.**

**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" If yes indicate the page no of the Technical Literature.	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

**FORMAT/QUESTIONNAIR FOR COMPLIANCE OF TERMS & 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 as mentioned in Col. No. 3 in each question before replying to the questions mentioned in Col. 2 below).

Quotation Ref. No.		Date	
01	Name of the Item (Equipment / System etc.)		
02	Main Item Model NUMBER		
03	Delivery Time (Weeks/Months)		
04	Warranty (Months/Years)		
05	Validity of Quotation (Days/Months)		
06	<b>Product Import Code</b> * ( ITC HS Code of the item / main item) (Please consult any Export / Import / Customs Agent or ITC Handbook)		
07	Country of Origin (product)		
08	Port(s) of Shipment		

<b>CHECKLIST</b>		<b>CHECKLIST</b>		<b>CHECKLIST</b>	
<b>01</b>	Following Things Are Mentioned On The Main (Outer) Envelope •Item Name •CBRI Reference No. •Last Date For Submission Of Tender •Date Of Opening Of Tender •Firm's Name & Address				
<b>02</b>	EMD is <b>Enclosed</b> (with Technical Bid Envelope In Case Of Two Bid)				
<b>03</b>	Only <b>Relevant</b> Documents (Technical Brochures/Leaflets Etc.) Required In Support Of The Quoted Item Have Been Enclosed. <b>No</b> Irrelevant Papers like ITCC, User Recommendations, and Order Copies etc. Have Been Enclosed Unless Specifically Asked For				
<b>04</b>	Quotation Have Been Duly Signed And Stamped By the <b>Authorized &amp; Competent</b> Person. All Cuttings/Over Writings Have Been Duly Checked, Initialled And Stamped. (If Applicable)				
<b>05</b>	In Case of Two Bid, Single Combined Quote Has Not Been Submitted <b>OR</b> 'Price Bid' Has Not Been Enclosed In The Envelope Marked 'Technical Bid'				
<b>06</b>	In Case of Two Bid Tender <b>This Page</b> Will Be Enclosed With The <b>Price Bid</b>				

*We have read and understood the tender terms and conditions. The undersigned is competent to sign the tender document including this page on behalf of the quoting firm.*

Signatures of the authorized signatory \_\_\_\_\_

Name of the signatory \_\_\_\_\_

Designation \_\_\_\_\_

Name & Seal of the quoting party \_\_\_\_\_ Dated: \_\_\_\_\_

\_\_\_\_\_  
<sup>1</sup> Name of Bidder

**Bid Security Declaration Form**  
(On Company Letter Head)

I/We do hereby accept that if I/we withdraw or modify mine/our bids during the period of validity, or if on awarding the contract, I/we fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, I/we shall be suspended for the period of one year from the date of opening of the bid from being eligible to submit Bids for any contract with your esteemed organization i.e CSIR-CBRI, Roorkee.

**(Name and Designation of the Signatory with seal thereof.)**

**Date:**

**Place:**

**MANUFACTURERS' AUTHORIZATION FORM**

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

Dated \_\_\_\_\_

**The Director,  
Central Building Research Institute,  
Roorkee – 247667 (U.A.) India**

Dear Sir:

We \_\_\_\_\_ who are established and reputed manufacturers of \_\_\_\_\_ having factories at \_\_\_\_\_ (*address of factory*) do hereby authorize M/s (*Name and address of Agent*) to submit a bid, negotiate and receive the order from you against your tender enquiry and or execute the contract.

No company or firm or individual other than M/s \_\_\_\_\_ is authorized to bid, and conclude the contract in regard to this business.

We hereby extend our full guarantee and warranty as per Clause 15 of the General Conditions of Contract and Clause of the Special Conditions of Contract for the goods and services offered by the above firm.

Yours faithfully,

(Name)

(Name of manufacturers)

**Note:** This letter of authority should be on the **letterhead of the manufacturer** and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included by the Bidder in its techno-commercial unpriced bid.



**PERFORMANCE SECURITY FORM**

**The Director,  
Central Building Research Institute,  
Roorkee – 247667 (U.A.) India**

**WHEREAS** ..... (Name of Supplier)  
Hereinafter called "the Supplier" has undertaken, in pursuance of Contract no..... dated,..... 200... to supply.....(Description of Goods and Services) hereinafter called "the Contract".

**AND WHEREAS** it has been stipulated by you in the said Contract that the Supplier shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the Contract.

**AND WHEREAS** we have agreed to give the Supplier a Guarantee:  
**THEREFORE WE** hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of ..... (Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limit of ..... (Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the .....day of.....19.....

Signature and Seal of Guarantors

(Complete Address/Contact Details with Tel./Fax/email etc)

Date

**PRICE SCHEDULE FOR GOODS BEING OFFERED FROM ABROAD**

(Bidder should quote in this format however, if quoted in different format; all parameters given below should be covered)

Tender Enquiry No. and Date: \_\_\_\_\_

Quotation No: \_\_\_\_\_ Date \_\_\_\_\_ Quotation Valid Up to: \_\_\_\_\_

Country of Origin: \_\_\_\_\_ Currency: \_\_\_\_\_.

S.NO	Description Of Item	Quantity	UNIT	Rate	Amount
1	Item name (Catalogue, Part/Model No. and specifications)				
2	Essential Accessories (if any)				
3	Essential Spares/Consumables (if any)				
4	Installation, Commissioning and Training Charges				
	Total Ex-Works Price				
	(-) LESS: Discount ___% (if any)				
	Total Ex-Works Price after Discount				
	(-) LESS: Agency Commission ___% (if any)				
	Net Ex-Works Price				
	(+) Packing & Forwarding Charges				
	(+) Inland Freight Charges				
	(INCO TERM): FOB / FCA _____ International Airport, _____ Country Price				
	(+) Freight upto New Delhi (India) & Insurance Charges				
	CIF / CIP New Delhi (India) Price				

**Note: Optional Items if any, shall be quoted separately**

	1st Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year
Charges for Annual Maintenance Contract			
Comprehensive			
Non-Comprehensive			

Approximate Weight of the Consignment	
Approximate Dimensions of the Consignment	
Mode of Shipment (BY AIR / SEA)	
Delivery Schedule (Delivery Period shall count from _____)	
Time Frame required for conducting Installation & commissioning of the equipment, Acceptance Test, Training, etc.	
Port of Shipment	
Port of destination	
Final Destination	CSIR-CBRI ROORKEE, India
Warranty	
Payment Term (Please refer to our Payment terms)	

(Signature and Seal Of Authorised Person)

**PRICE SCHEDULE FOR GOODS BEING OFFERED FROM INDIA**

(Bidder should quote in this format however, if quoted in different format; all parameters given below should be covered)

Tender Enquiry No. and Date: \_\_\_\_\_

Quotation No: \_\_\_\_\_ Date \_\_\_\_\_ Quotation Valid Up to: \_\_\_\_\_

S.NO	Description Of Item	Quantity	UNIT	Rate	Amount
1	Item name (Catalogue, Part/Model No. and specifications)				
2	Essential Accessories (if any)				
3	Essential Spares/Consumables (if any)				
4	Installation, Commissioning and Training Charges				
		Total Ex-Works Price			
		(-) LESS: Discount ___% (if any)			
		Total Ex-Works Price after Discount			
		(+ ) Packing & Forwarding Charges			
		(+ ) Transportation Charges			
		FOR, CSIR-CBRI, Roorkee, Price			
		Tax _____%(GST)			
		Grand Total			

**Note: Optional Items if any, shall be quoted separately**

	Ist Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year
Charges for Annual Maintenance Contract			
Comprehensive			
Non-Comprehensive			

Approximate Weight of the Consignment	
Approximate Dimensions of the Consignment	
Mode of Shipment (BY AIR / Rail/Road)	
Delivery Schedule (Delivery Period shall count from_____)	
Time Frame required for conducting Installation & commissioning of the equipment, Acceptance Test, Training, etc.	
Warranty	
Payment Term (Please refer to our Payment terms)	

(Signature and Seal of Authorised Person)

**FOR ANY CLARIFICATIONS PLEASE CONTACT:**

**Ajay Kumar Sharma  
Stores & Purchase Officer  
Central Building Research Institute,  
Roorkee – 247 667 (Uttarakhand) INDIA  
Email:spo@cbri.res.in  
Ph: +91-1332- 283257, 272239**