



तेजपुर विश्वविद्यालय / TEZPUR UNIVERSITY

(केंद्रीय विश्वविद्यालय / A Central University)

- कुलाध्यक्ष का सर्वोत्तम विश्वविद्यालय पुरस्कार, 2016 और एनआईआरएफ भारत रैंकिंग 2016: नं. 05
- Visitor's Best University Award, 2016 and NIRF India Ranking 2016: No. 05

कुल सचिव का कार्यालय / OFFICE OF THE REGISTRAR

तेजपुर-784028 :: असम / TEZPUR-784028 :: ASSAM

SHORT QUOTATION NOTICE

TU/11-24/Pur/Qtn/2016-17/4330-A.dated:- 23.01.2017

Sealed tenders are invited from the bonafied, resourceful and experienced BIS approved manufacturers of FPC based Solar Water Heating Systems / channel partners accredited by the Ministry of New and Renewable Energy (MNRE) for **“Supply, Installation and Commissioning, Testing and Free Maintenance of 14000 LPD (liter per day) Solar Water Heating Systems in different multistoried hostels at Tezpur University, Napaam, Tezpur, Sonitpur (Assam)”** as per MNRE / BIS specifications at specified locations on turn key basis.

The tenders should be addressed to The Registrar, Tezpur University, Napaam, Sonitpur (Assam), Pin 784028 and should reach his office on or before **19-02-2017 up to 17:00 hours** as per the specifications and terms & conditions given in the **tender document annexed below.**

A non refundable application (Tender) fee of ₹.5000.00 (Rupees Five Thousand) only have to be paid only by Demand Draft drawn in favour of Registrar, Tezpur University payable at Tezpur.

Encl: Tender Document.

Sd/- Joint Registrar
Tezpur University

TENDER DOCUMENT

for

***Supply, Installation & Commissioning,
Testing and Free Maintenance
of
14000 LPD Solar Water Heating Systems***

NIT NO: TU/11-24/Pur/Qtn/2016-17/4330-A dated: 23.01.2017

DUE ON:19.02.2017

at



Tezpur University
Napaam, Tezpur, Sonitpur (Assam)

A. GENERAL INFORMATION

Sealed tenders are invited from the bonafied, resourceful and experienced BIS approved manufacturers of FPC based Solar Water Heating Systems / channel partners accredited by the Ministry of New and Renewable Energy (MNRE) for ***“Supply, Installation and Commissioning, Testing and Free Maintenance of 14000 LPD (liter per day) Solar Water Heating Systems in different multistoried hostels at Tezpur University, Napaam, Tezpur, Sonitpur (Assam)”*** as per MNRE / BIS specifications at specified locations on turn key basis.

The tenders should be addressed to The Registrar, Tezpur University, Napaam, Sonitpur (Assam), Pin 784028 and should reach his office on or before **19.02.2017 up to 17:00 hours** as per the specifications and terms & conditions given in the tender document.

SOLAR WATER HEATING SYSTEMS

B. TECHNICAL DETAILS:

1. Supply, installation and commissioning, testing and free maintenance for five years of 14000 LPD Solar Water Heating System with 2 square meter aperture collector area per 100 LPD
2. Solar water heating system comprising of solar flat plate collector, collectors stand assembly, stainless steel insulated hot water storage tank and various other components.
Solar flat plate collector component shall have:
 - a) Solar flat plate collector cover plate made of toughened glass
 - b) Absorber made of copper sheet with copper tube.

In addition to above Cold Storage Tank with suitable pedestal stand, Glycol and G.I pipe up to delivery points in the Hostels and as per site requirement along with insulation shall be included with the system.

3. Solar Flat Plate Collector Specifications:

Solar flat plate collector shall be as per latest standard of BIS specification and various components shall be as under:

- a) Cover plate: Cover plate shall be toughened glass and thickness of 4.0 mm (min.) conforming to section-1 of IS: 12933(pt-2)/2003. The solar transmittance of the cover plate shall be minimum 82 percent at near normal incidence.
- b) Collector Box: Collector box shall be made of Aluminium/ CRCA sections only. Type, grade, size, workmanship and finish of the material used shall be as per section-2 of IS:12933 (pt-2)/2003. The minimum thickness of Aluminium shall be as under:
 - i. Channel section for sides 1.4 mm
 - ii. Sheet for bottom 0.45 mm
 - iii. Support for glass retaining 1.2 mm
 - iv. Sheet for entire body 1.0 mm

Min thickness of CRCA sheet shall be 0.91mm for collector Box.

c) Absorber: Absorber shall consist of riser, header and sheet for absorber. The Diameter of header shall be 25.4 +/-0.5mm and thickness 0.71mm. The diameter of riser shall be 12.7 +/-0.5mm and thickness 0.56mm and made of copper only. The distance between the risers from center to center shall be 120mm. Type grade, size, workmanship and finish of the material used shall be as per section-3 of IS:12933 (pt-2)/2003. Riser and header assembly designed for working pressure up to 24.5 K Pa (2.5kg/cm square) shall be tested for leakage at a minimum hydraulic pressure of 490 k Pa (5 Kg/cm square).

d) Sheet for absorber: Sheet for absorber shall be made of copper only. Type, grade, size, workmanship and finis of the material used shall be as per section-3 of IS:12933 (pt-2)/2003.

e) Collector box insulation: Insulation shall be provided at back and sides. Thermal Resistance (R) of insulation material shall be minimum 0.96 m square degree C/W for back insulation and minimum 0.48 m square degree C/W for side insulation. This shall be derived after determining thermal conductivity (K) value at 100 degree C mean temperature in accordance with IS:3346. Collector box insulation shall conform to sec.4 of IS: 12933(pt-2)/2003

f) Gaskets and Grommets: Gaskets and Grommets shall conform to sec.5 of IS: 12933 (pt-2)/2003.

Insulated hot water storage tank: The thickness of the water storage tank shall be uniform.

a) Material: Insulated hot water storage tank shall be non-pressure type and made of stainless steel grade (X04Cr19Ni9 or X07Cr18Ni9 of IS: 1570(part 5) /1985) (Reaffirmed 2004), TIG/MIG welded.

b) Insulation: Solar water heating system (SWHS) shall be insulated with 40mm thermal grade PUF insulation of 32 Kg/ meter cube or higher density. PUF insulation could be pre extruded type fitted with FRP exterior cladding or alternatively injection moulded in a twin walled steel tank and PPE end cap. Other systems shall be insulated with 100mm thick Rock wool of 48Kg/m³ density with 22swg Aluminum cladding. Systems may also alternatively be installed with 100 mm thick Rock wool of same specifications with aluminium or G.I. powder coated cladding.

c) Tank stand assembly shall be made of MS angle of size (min) 38x38x4 mm duly pretreated and stove enameled with black Colour paint. Alternatively tubular structure with Powder coating could also be provided.

Heat exchanger shall be cage type and made of copper/stainless steel tubes of grade X04Cr19Ni9 or X07Cr18Ni9 of IS: 1570(part 5)/1985(Reaffirmed 2004). Heat exchangers shall have a minimum of 0.24 sq. meters heat transfer area per 100 LPD capacity.

System inter connecting piping: ISI marked G.I. pipes, medium class of IS: 1239 duly insulated with 50mm thick rock wool of 48 Kg/m³ density and 26swg Al cladding. EPDM hose pipes can also be used for systems up to and including 500LPD.

Collector stand assembly shall be made of MS angle of size 38x38x4 mm duly pretreated and stove enameled with black Colour paint. Alternatively tubular structure with Powder coating could also be provided.

The capacity of make up tank shall be 5 liters.

Suppliers shall furnish **2 valves of superior quality**, one for inlet and one for outlet.

Suppliers shall supply two sets of instruction manual to the consignee without any extra cost.

Instruction manual shall contain the following details:

- a) Schematic diagram of the solar collector and a domestic hot water system.
- b) Instructions for installation (including mounting details) and use and safety precautions.
- c) Instructions for repair and maintenance including causes for common failures, such as dust ingress on glass cover, peeling of paint, scaling, damaged sealant, gasket and grommets and their remedies and
- d) List of service outlets.

C. ELIGIBILITY CONDITIONS:

1. **Work Experience:** The tender of only such tenderers will be entertained who have an experience of Supply, installation & commissioning and testing of solar water heating systems and shall have experience of installation of at least 20000 LPD capacity SWHs w.e.f. 01-04-2012 till 28-02-2016 and the details of the same shall be given separately as per the following format, supported with documentary evidence.

S.No	*Capacity of SWHs installed	Name of the Purchaser	Supply order No / date	Date of installation & commissioning	Location at SWHs installed

2. Only those tenderers who are authorized manufacturers/ suppliers of Solar Water Heating Systems and are empanelled with Ministry of New and Renewable Energy (MNRE) shall be eligible to quote. It is to be supported with documentary evidence in case not given in the MNRE website.
3. **Financial Criteria:** Total financial turnover in the past two years (2014-15& 2015-16) should not be less than Rs 01 crores (One crore).

D. INSTRUCTIONS TO THE TENDERERS:-
SUBMISSION OF BIDS:

1. Bidders are advised to submit their bids strictly based on the specification, terms and conditions contained in the bid document and subsequent revisions/amendments, if any.
2. The bid shall be prepared and submitted by typing or printing in English with indelible black ink on white paper in consecutively numbered pages duly signed by the authorized signatory with company seal affixed on each page. **Any part of the bid which is not specifically signed by the authorized signatory and not affixed with company seal, shall not be considered for the purpose of evaluation.**

3. Original copy of bid document, amendments/revisions to bid document, issued by Tezpur University, if any, shall be signed and submitted along with the bid.
4. All the Proforma must be on the bidder's official letterhead. Any change in wording of the Proforma will lead to rejection of the bid application.
5. The offer shall contain no erasures or overwriting except as necessary to correct errors made by bidder. Such corrections, if any, shall be initialed by the person signing the offer.
6. The bid should be in two parts viz part I & part II as described in the clause 7 below and each part should be in a separate sealed envelope duly superscribed as part I and part II with name of the bidder, NIT No. and due date. Sealed envelopes containing part I and part II should then be placed in one cover which should be duly sealed and superscribed giving NIT No., due date and name of the bidder.
7. The offer/bid should be submitted in two parts as under:-
 - I. Part I of the bid should be superscribed "Part I" Techno-commercial bid for NIT No. _____ Due on _____ and shall contain / indicate:-
Guaranteed techno-commercial particulars.
 - (a) *Makes of various parts/components used*
 - (b) *Supply orders of at least 14000 lpd capacity SWHs .*
 - (c) *All the relevant certificates/ test reports as applicable.*
 - (d) *Catalogues and drawings.*
 - (e) *Proof of Registration with DGS&D/NSIC/Department of Industries of any state Govt, whatever applicable.*
 - (f) *Proof of earnest money.*
 - (g) *Total Capital turnover of the bidder for the last two years shall be given separately.*
 - (h) *Confirmation that the prices quoted are inclusive of all central/state/local taxes, duties etc as applicable and also freight, insurance, carriage etc. FOR sites of Supply, installation & commissioning, warranty and free maintenance (including preventive maintenance) for 5 years and are quoted in Indian currency alone.*
 - II. The part II of the bid shall be superscribed "Part II" price bid for NIT No. _____ Due on _____ and shall contain price bid as per the specifications. **The prices quoted should be inclusive of all central/state/local taxes, duties etc as applicable and also freight, insurance, carriage etc FOR sites including installation & Commissioning, warranty and free maintenance (preventive maintenance for 5 years) etc. The price shall be quoted as per Proforma 4.**

NOTE:- The offer of the firms which do not quote prices as advised at (I) and (II) above shall not be entertained and the certificates shall be Self Certified got attested by Gazetted officers/ notary. The Agency can also be asked for the original certificates in case of any clarification.

8. In case of any contradictions between the prices mentioned in figures and words, the prices mentioned in words shall be considered final. Also, in case of any arithmetical error in regard to the total amount and individual rates, the individual rates shall be taken as final and the total amount shall be adjusted accordingly.

The offer/bid should be addressed to The Registrar, Tezpur University, Napaam, Tezpur, Sonitpur (Assam) , India both inner and outer cover duly sealed and superscribed with NIT No., Part No., Due Date and name of bidder etc. and sent either under registered cover or cast in the bid box kept in the office of Registrar, Tezpur University.

The bidder shall furnish the check list as per the ***Proforma -5***.

9. The bidder shall ensure timely receipt of bid in the office of the Registrar, Tezpur University prescribed above. The bids received by hand or by post after due date of receipt of bid shall not be entertained even if the bid has been posted/dispatched before the due date of receipt.
10. The bid must be complete in all respects, all the terms and conditions of bid including technical specifications should be carefully studied for the sake of submitting complete and comprehensive quotation. Failure to comply with any of the terms and conditions or instructions of the offer with insufficient particulars which is likely to render fair comparison of bid as a whole impossible may lead to rejection even if otherwise it is a competitive offer/bid.
11. Bank charges, if any shall be debited to the account of the bidder.
12. No bidder unless otherwise specified in these specifications, terms and conditions shall be exempted from depositing earnest money.
13. **Tezpur University reserve absolute rights to distribute the total number of SWHSs required to be supplied under the NIT amongst any number of bidders, in the way it deems fit.**
14. No claim shall be raised against the department either in respect of interest or depreciation in value for the amount of security deposit and / or earnest money. In the case of bank deposits the university shall not be responsible for any loss on account of failure of the bank.

OPENING OF BIDS:

On the date of opening of bids only the techno-commercial (*Part I of the bid*) shall be opened first in presence of the bidders who may be present. The price bid (*Part II*) shall be opened only in case of such bidders who on scrutiny of part I of their offers are found to have qualified for opening of price bid on a later day at Tezpur University. In case the due date of opening of bids falls on holiday or the holiday being declared subsequently, the bids will be opened on the next working day following such holiday or any other date convenient to the Registrar, Tezpur University.

15. The authorized representative will be allowed to attend the price bid opening on production of authorization letter as per the given ***proforma-6***. The representative who does not produce such authorization will not be allowed to attend the bid opening meeting.

16. Tezpur University, if required, may at its discretion obtain clarifications on offers by requesting clarifications from any or all the bidders at any time prior to Part – 2 (Price Bid) opening. Such request for clarification and the response shall be in writing.
17. Tezpur University shall examine whether the bid is complete in all respects and conforms to the stipulated requirement of the technical specifications and tests reports. The bid having material deviation shall be rejected as being non-responsive.
18. The Part – 2 (Price Bid) of only those bidders, whose Part – I (Techno-commercial Bid) is found acceptable after evaluation, will be opened and evaluated. In case of change in the date and time of opening of the Part – 2 (Price Bid) from what is given, the date & time for opening of the Part – 2 (Price Bid) will be uploaded in Tezpur University website. Bidders are requested to visit the website (www.tezu.ernet.in) regularly and keep themselves informed.
19. The Part – 2 (Price Bid) will be opened in the office of The Registrar, Tezpur University in the presence of eligible bidders or their authorized representative. The authorized representative will be allowed to attend the price bid opening on production of authorization letter.
20. Tezpur University, if required, may at its discretion extend the scheduled date of opening of Part –2 (Price Bid).

EARNEST MONEY:

21. The bid of local industrial units if any, registered with Dept. of Industries, Government of Assam, shall be accompanied with the earnest money in the form and value as per the directives of the State Govt. as applicable at the time of submission of bids.
22. Bids other than those indicated at clause 21 above shall be accompanied with earnest money equal to 2.00 lakhs (*Rupees two lakhs only*) in the form of **CDR/FDR/TDR/ TDA** pledged to the Registrar, Tezpur University. **No Bank Guarantee shall be entertained.**
23. Bids not accompanied with required amount of earnest money will be rejected and their price bid shall not be opened.
24. The earnest money of the bidders shall be forfeited if they withdraw their bid or raise the price of their offer within the validity period. The earnest money shall also be forfeited in case the bidders fails to furnish his acceptance of the order within fifteen days of placement of LOI by Tezpur University or fails to successfully complete the work within the stipulated time frame. Delay in completion due to extreme and unavoidable situation will have to be got approved by the Registrar, Tezpur University. This approval will also have a cut-off date by which the entire work will have to be completed.
25. Earnest money deposited shall be released in favour of the unsuccessful bidder(s) within one month from the date of placement of the supply orders to the successful bidder (s).
26. The request for adjustment of earlier dues in place of earnest money will not be entertained.

INCOME TAX

27. Without prejudice to the obligation of the supplier under law, any Income Tax, which Tezpur University may be required to deduct by law/ statute, shall be deducted at source and shall be paid to the Income Tax authorities on account of the supplier. Tezpur University shall provide the Supplier a certificate for such deduction of Tax.

PRICE

28. The total price & rates of SWHS and five years free maintenance (warranty) in full and complete set including cold water tank with suitable pedestal stand, Glycol & Extra pipes as per site requirement etc. should be quoted as per the **Proforma 4**.
29. The price shall be for the total scope as defined in this document for supply of items in full & good condition at FOR Site/Stores to various consignees across the State of Assam, including transit insurance. The Price also includes all charges towards packing & forwarding, inspection, insurance, freight charges all central/ state/ local taxes & duties etc. as applicable for the supplies.
30. The price & unit rates includes and covers the cost of all royalty & fees for all articles & processes, protected by letters, patent or otherwise incorporated in or used in connection with the work, also all royalties, rents and other payments in connection with obtaining all the materials for the work and the Bidder shall indemnify and keep indemnified Tezpur University, which indemnity, the Bidder hereby gives against all actions, proceedings, claims, damages, costs and expenses arising from the incorporation in or use of work of any such articles, processes or supplies. All applicable charges for taking statutory clearances, wherever necessary, are included in the contract price.
31. During the period of the contract, Tezpur University may order addition/deletion in quantities which the Bidder shall comply. The adjustment in Contract Price shall be made at the same unit rate as per Price Schedule.

SECURITY DEPOSIT

32. The successful bidders(s) shall furnish security deposit equivalent to 10% (*Ten percent*) of the value of the contract in the form of CDR/FDR/Bank Guarantee from Nationalized/ Scheduled Bank pledged to The Registrar, Tezpur University for a period of five (*05*) years from the date of completion of installation. Such security deposit shall be furnished within one month from the date of acceptance of Lol. Failure to do so within the stipulated period will make the contract liable for cancellation together with forfeiture of the E.M.D at the discretion of The Registrar, Tezpur University.
33. The security deposit will be released within one month from the date of completion of 5years free maintenance of the equipment after installation & commissioning and no interest will be paid on it.

PLACE OF MANUFACTURE AND INSPECTION

34. The bidder shall state in his bid the place of manufacture and inspection of the equipment offered in the bid. The purchaser or his duly authorized representative/Agency (*preferably DGS&D, GoI*) shall have access to the supplier's work

place at any time during working hours for the purpose of inspecting the manufacture of the equipment and the supplier shall provide all necessary facilities for such inspection. **No supplies shall be dispatched without prior inspection and approval by the purchaser and the charges on account of inspection shall be borne by the supplier. Whenever the Agency feels it necessary a few systems shall be drawn for testing at the MNRE approved test labs for which the charges are to be borne by the supplier.**

WARRANTY

35. The Bidder must provide guarantee which include servicing & replacement guarantee for parts and components of SWHSs for 5 (five) years from the date of commissioning of the system at site & demonstration of performance to the consignee/ Tezpur University.
36. The bidders can also provide additional information about the system and condition of guarantee as necessary.
37. Bidder shall without prejudice to any other clauses of the order repair/replace the defective parts and restore the system to satisfactory working/performance within 7 days of intimation of fault without any additional cost to Tezpur University within the period of warranty.
38. The agreement will be valid for five years from the date of installation & commissioning of the supplies.
39. In case the supplier fails to rectify / replace the defective / damage equipment including transit damages, shortage within 7 days from the date of intimation of such shortage / damages, they shall have to pay penalty to Tezpur University/ beneficiary as per clause 42 below.
40. The maintenance service provided shall ensure proper functioning of the system as a whole. All preventive/routine maintenance and breakdown/corrective maintenance required for ensuring maximum uptime shall have to be provided by the Bidder. Accordingly, this shall have two distinct components as described below.

Preventive/Routine Maintenance

41. This shall be done by the company at least once in every three months and shall include activities such as, cleaning and checking the health of the system, cleaning of collector surface, tightening of all connections and any other activity that may be required for proper functioning of the system as a whole.

Breakdown/Corrective Maintenance

42. Whenever a complaint is lodged by the user, the bidder shall attend to the same within a reasonable period of time (7 days) and in any case the breakdown shall be corrected within a period not exceeding ten days from the date of complaint. If more than 10 days are taken after registering of complaint, then Bidder has to pay Rs. 100/- for each system for each day till the problem is rectified subject to a maximum of the cost of the System. This money shall be deposited to the account of Tezpur University.

43. For carrying out the maintenance effectively, before placing the firm supply order, the Bidder shall have to establish at least one Office cum Service Centre in the name of the firm in the state wherein at least one local employee is appointed by the firm. In case of Public sector undertakings necessary arrangements are to be put in place for providing proper service network.
44. The successful bidder shall ensure availability of after sales services during entire life time of the SWHS (Solar Water Heating Systems)
45. The records maintained at the Service Centre shall be available for scrutiny of authorized representatives of the Tezpur University.
46. The date of maintenance period shall begin on the date of actual commissioning of the Solar Water Heating System.
47. Bidder shall furnish details of infrastructure that are presently available for establishing of Service Centres.

TRAINING PROGRAM, AFTER SALES SERVICE AND AVAILABILITY OF SPARE PARTS

48. One training program for operation of SWHSs to be organised by the successful bidder after successful commissioning of the system.
49. At the end of the maintenance contract a training session to be organised for maintenance of the system.

ASSIGNMENT/SUB LETTING/PRE BIDDING TIE UP

50. The Bidder shall supply equipment as quoted in the bid and shall not assign or sub-let, manufacture/assembly, shop testing, packing & forwarding, transportation, transit insurance, supply, in whole or part, its obligations to any third party to perform under the order/contract without the approval from The Registrar, Tezpur University.
51. In the event the Bidder contravenes this condition, Tezpur University reserves the right to reject the equipment/work sub-contracted and procure the same from elsewhere at Bidder's risk and cost. The Bidder shall be solely liable for any loss or damage which Tezpur University may sustain in consequence or arising out of such replacing of the contract work.
52. In case, the installation & commissioning and warranty is planned to be carried out in collaboration with other party, the bidder has to sign MoU with the party on a Non-judicial stamp paper of value not less than Rs. 80/- and submit a copy of the MoU after finalization of the bid. The MoU shall clearly indicate division of scope of work between the prime bidder and his sub-vendor. However, the total responsibility of work will remain with the prime bidder. This arrangement could be made only after setting up of at least one company's office in the state.

LIQUIDATED DAMAGES FOR DELAY IN COMPLETION

53. The completion period for the assignment has been worked out and all resource & work planning is to be done accordingly with flexibility for adjustments.

54. If the Bidder fails in the due performance of the contract to deliver and commission any part of the equipment or complete the work within the scheduled date for any reason other than due to Force Majeure conditions or any extension thereof granted to him by Tezpur University, he shall be liable to pay to Tezpur University as pre-agreed liquidated damages on account of delayed successful commissioning, a sum equal to .05% of total contract value per week of such delay, or part thereof, subject to maximum of 5% of the Total Contract Value.
55. The liquidated damages for delayed completion shall be recovered from the Bidder's Bill/Bank Guarantee.
56. Deductions/payment of liquidated damages shall in no way relieve the Bidder from his contractual responsibility to complete the works.

CANCELLATION OF ORDER

57. Tezpur University will be at liberty to terminate in part or full the awarded contract without prejudicing its rights and affecting the obligations of the Contractor by giving seven (7) days notice in writing in the following events:
 - (a) If the Bidder is found defaulter for delayed supply or failure to deliver satisfactory performance or supply of substandard materials pursuant to NIT conditions.
 - (b) If the Bidder/Vendor fails to comply with the provision (s) of the contract including the responsibilities to fulfil the 5 years warranty as per the provisions mentioned in this bid document.
 - (c) If the Bidder/Vendor is involved in any action of moral turpitude.

AGREEMENT

58. The successful bidders shall be required to execute an agreement on a valid stamped paper for strict compliance of the terms and conditions of the contract, vis-à-vis the NIT and supply order within a period of one month after the placement of order. The supplier shall bear the legal expenses, which shall be incurred on the execution of the agreement and **shall also have to execute a separate agreement with the Agency for operationalising the CMC immediately after the installation & commissioning of the supplied material.**

DELIVERY

59. Delivery and installation & commissioning of the equipment should commence simultaneously from the date of placement of order and supply should be completed within two months and installation & commissioning within three months from the date of placement of firm supply order.
60. In case of failure to deliver in full the required supplies on order, the purchaser shall have the right to make a risk purchase at the cost of supplier or/and cancel the contract and claim reasonable compensation/ damages. The contract of the supply shall be repudiated if the supplies are not made within the prescribed period and to the satisfaction of the purchasing officer.

VALIDITY

61. The bid should be unconditionally valid for a period of one year from the date of approval of rates by the Purchase committee. The rates approved as per the NIT would be valid for further purchase of systems during the validity period. Any bidder revising the offer within the validity period, without prejudice to other remedies available with department, is likely to be black-listed.

PAYMNET SCHEDULE

62. Subject to any deductions which Tezpur University may be authorized to make under the terms of the order, the payment shall be payable as given below:
 - a. **Payment to the extent of 70% shall be released at the time of installation of equipment at the site.**
 - b. **10 % after six months of successful operation.**
 - c. **Remaining 20% during the next five years of successful operation, at 4% per year.**

EVALUATION

63. The qualified bidder who has quoted the lowest on landed price shall be ranked L-1. The other bidders shall be ranked L-2, L-3 ... as per their respective prices. The PC will offer the lowest rates to other bidders and those who accept the lowest rates shall be included in the list of rate contract.

In case Tezpur University feels that the quantum of work is big and targets could be achieved only by distribution of work then 40% of the work order shall be placed on the lowest bidder & balance shall be equally distributed amongst the other bidders who accept the lowest rates. These other bidders will have to submit their samples in Tezpur University and the placement of order in their favour shall be considered based on the quality of the product.

CHANGES

64. No variation or modification, or waiver of any of terms and provisions of these specifications shall be deemed valid unless mutually agreed upon in writing by both the purchaser and supplier.

PACKING

65. All material shall be suitably packed and should conform to the relevant ISS/Railway Rules for transportation direct to destination and the supplier shall be responsible for all the damages/losses due to improper packing. All crates shall be marked with proper signs indicating up and down sides of the packing and also unpacking instructions considered necessary by the suppliers. The quoted price shall be deemed to include the cost of packing.

AUTHORITY OF PERSON SIGNING THE DOCUMENTS

66. Authorization letter as per Proforma with the seal of the company for the person signing the bid document or attending the bid opening meeting should be furnished.
67. A person signing the bid document or any document forming part of the bid document shall be deemed to warrant that he has authority to bind such offer/ document and if on enquiry it appears that the person signing had no authority to do so, Tezpur

University may, without prejudice to other civil and criminal remedies, cancel the bid/contract and hold the signatory liable for all costs and damages.

NO CLAIM OR COMPENSATION FOR SUBMISSION OF BID

68. The bidder whose bid is not accepted shall not be entitled to claim any costs, charges, expenses of and incidental incurred by him through or in connection with his submission of bid, even though Tezpur University may elect to withdraw the notice inviting bid.

THIRD PARTY INSPECTION

69. The third party inspection shall be got conducted by MNRE, State Nodal Agency. In case of default regarding functioning of SWHSs, the provision of clause 42 shall apply. In case during the warranty period of five years it has ever been observed that the service centre set up by the vendor is not functioning properly Tezpur University without issuing any notice could encash the performance bank guarantee of the firm.

E. SPECIAL INSTRUCTIONS

1. Bids not submitted on the lines indicated above are liable to be rejected without correspondence (*Proforma-7*).
2. Request for extension in last date of receipt of bid is likely to be ignored.
3. The purchaser reserves the right to order additional quantity or reduce the quantity of the material advertised at the time of placement of order for which the quoted rates shall be valid.
4. All legal proceeding in connection with the order/bid will be subject to the jurisdiction of local court of Assam State alone.
5. The purchaser reserves the right to divide the target between two or more bidders for 100% achievement.
6. In case of any doubt, dispute or differences arising out of the contract, the same shall be referred to the Arbitrator for arbitration to be appointed under Arbitration & Conciliation Act, 1996 whose decision shall be final.
7. **The purchaser shall not be bound to accept the lowest or any bid and reserves to itself the right of accepting the whole or a portion of any of the bid, as it may deem fit, without assigning any reason thereof.**
8. Any form of canvassing by the bidder to influence the consideration of their bid shall render the bid liable to summary rejection.
9. In order to avoid delay caused by postal correspondence and to expedite the process, the purchaser may require the successful bidder to hold technical & commercial negotiations and convey the decision/acceptance on behalf of the bidder with the purchase committee.
10. The conditions hereinafter deals with system details and supplementary conditions of the contract in addition to those stipulated in foregoing clauses which along with schedules and annexures, shall be deemed to form part of detailed specification for equipment. The bidders are advised to study and familiarize themselves with the terms and conditions of the bid.
11. All materials shall be of the MNRE, GoI approved quality, new and unused and be capable of satisfactory operation when exposed to the local atmospheric conditions.
12. **The bidder is required to submit a statement of facts in details as to their previous experience in performing a similar or comparable work and business and technical**

organization, financial resources and manufacturing facilities available and to be used in performing the contract.

13. If at any time any of the documents/information submitted by the bidder is found to be incorrect, false or untruthful, the bid and/or the resultant order may be summarily rejected/cancelled at the risk of the bidder.
14. All bids will be received in duly sealed cover within the due date and time. Bids received after the due date and time is liable for outright rejection.
15. TEZPUR UNIVERSITY reserves the right to postpone the date of receipt and opening of the bids or cancel the bid without bearing any liability, whatsoever, consequent upon such decision.
16. Bid documents are not transferable.
17. **Force Majeur clause shall apply.**
18. No other conditions except those mentioned above shall be acceptable.

Joint Registrar
Tezpur University

Proforma – 1

Forwarding Letter

NIT No.: _____

Dated: _____

Registrar, Tezpur University
Napaam, Tezpur, Sonitpur (Assam)

Sub: Offer in Response to Notice Inviting Bid No. for Supply, installation & commissioning, testing and free maintenance (for five years) of Solar Water Heating Systems being installed in different multistoried hostels of Tezpur University including 5 Years Comprehensive Maintenance Contract (CMC).

Sir,

With reference to the above we are submitting this offer after having fully read and understood the nature of the work and having carefully noted all the specifications, terms & conditions laid down in the bid document. This offer is hereby submitted in two different envelopes sealed inside a third envelope duly marked and sealed as indicated below:

Part – I (Techno-commercial Proposal)
Part – II (Price Proposal)

We also confirm that:

1. We are an Indian company/firm.
2. The components of SWHS shall be indigenously manufactured.
3. We have never been debarred from executing similar type of work by any Central/ State/Public Sector Undertaking/Department/Nodal Agency.
4. The Bid Document is purchased from Tezpur University office/downloaded from Tezpur University website (strike whichever is not applicable) and necessary document in support is enclosed.
5. We shall execute the offer/work order as per specifications, terms & conditions of the Bid Documents on award of work.
6. Our offer shall remain valid for placement of purchase orders up to one year from the due date of submission of offer.
7. If at any time, any of the declarations submitted by us is found to be false, our offer or order is liable to rejection.

Yours faithfully,

(Signature of Authorized Signatory)

Name:
Designation:
Company Seal:

Proforma – 2

Details of Orders Received and Executed

Details of Orders Received & Executed by the Bidder/Supplier for Supply, installation & commissioning and testing of solar water heating systems during

Sl.No	*Capacity of SWHS installed	Name of the Purchaser	Supply order No / date	Date of installation & commissioning	Location at SWHS installed

Yours faithfully,

(Signature of Authorized Signatory)

Name:

Designation:

Company seal:

Note:

- (a) Attach Photocopies of Purchase Orders
- (b) Separate sheet may be used for giving detailed information in seriatim duly signed. This bid proforma must be submitted duly signed in case separate sheet is submitted

Proforma – 3
Information about the Bidding Firm

S.No	Particulars	
1	Name of the Bidder	
2	Address of Bidder	
3	Telephone No	
4	Fax No.	
5	E-mail Address	
6	Registered Office	
7	Factory Campus	
8	Name & Designation of Authorized Signatory for Correspondence	
9	Nature of Firm (Proprietorship/Partnership /Pvt. Ltd./Public Ltd. Co./Public Sector)	
10	Permanent Account Number (PAN/TAN)	
11	Firm's Registration Number/ ROC	
12	EPF Registration No. (if applicable)	
13	Sales Tax/Value Added Tax Registration Number/TIN	
14	Telephone/ Fax no of the Bank from where EMD is prepared	
15	International Certification Awarded (if any)	
16	Aggregate turnover/ sales in respect of Solar Devices	Year
		2009-10
		2010-11
		(in Rupees)
17	Make of System	
18	Particulars of Earnest Money	
19	Whether bidder is permanently registered as an SSI Unit of ASSAM and/or with NSIC Unit for SPV system	
20	Place where Materials will be Manufactured	
21	Details of any existing service network in ASSAM (Name & address of service centre, year of opening)	
22	Other details and remarks, if any	

Yours faithfully,

(Signature of Authorized Signatory)

Name:

Designation:

Company seal:

(Separate sheet may be used for giving detailed information in seriatim duly signed. This bid proforma must be submitted duly signed in case separate sheet is submitted).

Proforma-4

Format for Submitting the Price Schedule

NIT No.: _____

Dated : _____

Registrar, Tezpur University
Napaam, Tezpur, Sonitpur (Assam)

S.No	Capacity <i>(lpd)</i>	Cost of Supply, Installation & Commissioning, Testing including free Maintenance <i>(CMC)</i> for a period of 5 years <i>(in Rs)</i>
1		
2		
3		

Note:

1. Above quoted price for SWHs are complete in all respect as per Technical Specifications inclusive of all Central/State/Local taxes & duties, packing, forwarding, transit insurance, loading & unloading, transportation & other charges etc. FOR destination at site and inclusive of installation & commissioning, testing and performance testing but exclusive of Service tax/ VAT.
2. Certified that rates quoted are as per specifications, terms & conditions mentioned in the bid document.
3. The above rates are exclusive of Service tax / VAT.
4. The above rates include Cold storage tank, Glycol & Extra G.I pipes etc as per site requirement. The rates shall also be quoted after preliminary survey of the sites.

Yours faithfully,

(Signature of Authorized Signatory)

Name:

Designation:

Company seal:

Proforma-5
Check List

(TO BE COMPLETED / FILLED IN DULY SIGNED BY THE BIDDER AND ENCLOSED WITH THE OFFER)

I. COMMERCIAL

- | | | |
|-------|--|----------|
| 1. | Quantity offered by the bidder | (Nos.) |
| <hr/> | | |
| 2. | Amount of earnest money (Rs.) | <hr/> |
| 3. | CDR/FDR (with No. & Date and name of the bank) | <hr/> |
| 4. | Whether registered with Industries Department ASSAM Govt. as small scale industrial unit for item quoted | Yes / No |
| 5. | Permanent/Provisional registration certificate from Industrial Department, ASSAM Govt./NSIC enclosed. | Yes / No |
| 6. | Turn over as desired at D-3 (enclosed) | Yes / No |
| 7. | Proforma 3, 4, 6 & 7 (enclosed) | Yes / No |

II. TECHNICAL

- | | | |
|----|--|----------|
| 1. | Whether relevant drawings enclosed | Yes / No |
| 2. | Whether the material fully corresponds to the NIT specifications | Yes / No |
| 3. | If no, have the deviations been pointed out | Yes / No |
| 4. | Whether the list and photocopies giving status of past orders received and accomplished in last three years enclosed | Yes / No |
| 5. | Proforma 1, 2, (enclosed) | Yes / No |
| 6. | Test certificate issued by MNRE/IEC/BIS/IS etc. | Yes / No |

Signature of the bidder

Proforma – 6

Authority Letter for Signing Bid Document & Attending Bid Opening Meeting

NIT No.: _____

Dated: _____

Registrar, Tezpur University
Napaam, Tezpur, Sonitpur (Assam)

Sub: Authority Letter for Signing Bid Document & Attending Bid Opening Meeting

I..... hereby authorize (Name & Designation) to sign the Bid Document and attend the Bid Opening Meeting to be held on at Tezpur University on behalf of our company.

He is also authorized to provide clarifications/confirmations, if any, and such clarifications/confirmations shall be binding on the company. The specimen signature of is attested below.

.....
(Specimen Signature)

Name:

Designation:

.....
(Signature of Authorized Signatory)

Name:

Designation:

Company Seal:

Yours faithfully,

(Signature of Authorized Signatory)

Name:

Designation:

Note:

1. To be submitted by bidders on official letter head of the company.
2. Authorization can be for more than one person

Proforma – 7

No Deviation Certificate

NIT No.: _____

Dated: _____

Registrar, Tezpur University
Napaam, Tezpur, Sonitpur (Assam)

Sir,

We understand that any deviation/exception in any form from our bid against the above mentioned reference number may result in rejection of our bid. We, therefore, certify that we have not taken any exceptions/deviations anywhere in the bid and we agree that if any deviation is mentioned or noticed, our bid may be rejected.

Yours faithfully,

(Signature of Authorized Signatory)

Name:

Designation:

Company seal:

Note: This “No Deviation Certificate” should be written on the letter head of the bidder indicating BID No. duly signed and stamped with date by a person competent and having the power of attorney to bind the bidder.

Note: The cost of bid document in the shape of Demand Draft amounting to Rs 2,000/- favouring The Registrar, Tezpur University shall be provided in a separate envelope at the time of depositing of bid in case it is downloaded from the official website of Tezpur University.