

**Office of the Director General Of Civil Aviation
AED, Opp. Safdarjung Airport, New Delhi-3**

No. 13-1/2007-RD

Dated :-10/10/2008

TENDER NOTICE

Subject :-Purchase of one unit of UV-Visible Spectrophotometer

(TERMS & CONDITIONS)

1. **GENERAL:**

Quotations in closed cover are invited on behalf of DGCA, New Delhi from the reputed Indian and foreign manufacturer. **The offer / quotation must be strictly as per required specifications and the tender terms & conditions.**

2. **SUBMISSION OF OFFERS**

- a. Quotation should be submitted directly by the original manufacturer/ supplier or its sole authorized distributor/ dealer.
- b. The quotation should be sent in a sealed cover addressed to Shri R. CHINNADURAI, Director, R & D, Director General of Civil Aviation,
Opp :- Safdarjung Airport New Delhi-110003.
- c. Each offer/ quotation should be kept in separate envelope against each item of the tender notice.
- d. Quotation/ offer should be submitted in one envelope containing Techno-Commercial bid as well as Price bid in separate envelopes.
- e. **The outer cover containing the offer/ quote should be super-scribed with our tender No., due date and date of opening of tender.**
- f. **The Techno-Commercial offers must contain the Technical Leaflets /literature and complete specifications of the quoted model(s) of the item along with commercial terms & conditions and EMD as stated in Sr.No.7**

3. **DUE & OPENING DATES :**

The Offer / Quotations must reach at the office of DGCA on or before **10/11/08 up to 6.00 P.M. The Quotations will be opened at 11.00 A.M on 11/11/08** in the presence of bidders, who wish to present themselves at the time of opening of tender. **The price bids of two bid tender system shall be opened** after technical evaluation of technical bids. The date of opening of price bids shall be informed to the bidders found suitable in technical evaluation.

4. **PRICES** :

- a. The prices should be quoted **F.O.R at destination in Indian Rupees** only inclusive of packing, forwarding, handling, insurance, documentation, installation, commissioning charges & custom clearance charges. The tenderer should clearly indicate the break-up of prices viz. Net F.O.B/F.A.S. value, insurance, freight, supported by manufacture's / supplier's Performa invoice and clearing/handling charges at the Indian Port, Profit margin and charges for dispatch up to destination. The cost arrived after adding these items would be considered for evaluating the lowest tender.
- b. Custom Duty, Vat & other applicable taxes, if any, should be shown separately and will be paid in actual.
- c. Custom clearance and all necessary procedures have to be done by vendors.

5. **REASONABILITY OF PRICES** :

- a) Please quote best minimum prices applicable for a Research Institution leaving no scope for any further negotiations on prices.
- b) The quoting party should give a certificate to the effect that the quoted prices are the minimum and they have not quoted the same item on lesser rates than those being offered to DGCA to any other customer nor they will do so till the validity of offer or execution of the purchase order, whichever is later.

6. **Other Terms & Conditions:-**

- a) Validity of quotation in Indian Rupees should be valid upto 31st March,2009.
- b) Variation in Foreign Exchange Rate, if any, will not be considered upto 31st March,2009 or any other date mutually agreed upon.
- c) Custom Duty, Vat & other applicable taxes will not be taken into account while evaluating lowest quotation.

7. **Earnest Money Deposit (EMD)** :

The bidders must pay the EMD of Rs.12000/- (Rupees twelve thousand) only through Demand Draft duly drawn on any Nationalised Bank in favour of “ PAO, DGCA,MCA,New Delhi” payable at New Delhi valid for at least six months or till the expiry of the validity period of the bid/ offer

whichever is later, failing which their Bid(s) will not be accepted by the purchaser. The EMD must be submitted along with the techno-commercial quotation and photocopy of the same with the price bid, otherwise quotation will not be considered. If a bidder withdraws or amends or derogates from the tender in any respect within the period of validity of his tender, EMD will be forfeited.

8. **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. **The equipment should be from original equipment manufacturer (OEM).**

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.

9. **ANNUAL MAINTENANCE** : It should be mentioned from the Principal manufacturer of the equipment the availability of Annual Maintenance Contract (AMC) for the equipment preferably around New Delhi for at least five years after the expiry of warranty period.

10. **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 in the statement. Technical literature/ leaflet showing the compliance of the specification may 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.

- 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

Sl.no	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

11. PERIOD OF DELIVERY:

The delivery period is the essence of supply, hence it must be indicated specifically in the quotation.

12. PAYMENT CONDITION:

The payment will be made on Bill basis only after satisfactory installation, commissioning and performance of the equipment at “R & D” Dte, DGCA, New Delhi and after certification by our technical expert. No advance payment will be made in any circumstances.

13. COMMENCEMENT OF WARRANTY PERIOD :

The warranty period of an item shall commence from the date of receipt of the item in good working condition and satisfactory installation/ commissioning/demonstration at the lab site in DGCA, New Delhi. The warranty period shall be extended for the period of delay in satisfactory installation and delay in warranty services.

14. NO ADVANCE PAYMENT :

No advance payment will be made to any supplier.

15. INSTALLATION:

The equipment should be installed/ commissioned and demonstrated, by the supplier at the lab immediately but in any case within one month after receipt of the item in the lab and the same will be put under operation to the satisfaction of our technical expert who will test the performance of the equipment. No separate charges for installation

etc.will be paid to the party beyond the quoted prices.

16. GUARANTEE :

- a) The instrument must be guaranteed/warranted for a period of at least one year from the date of its satisfactory installation against all manufacturing defects. If the equipment is found defective during this period the whole equipment or part thereof will have to be replaced/ repaired 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.
- b) Guarantee that they will supply the spare parts, if and when required on agreed basis for an agreed price. The agreed basis could be and including but without limitation an agreed discount on the catalogue price or an agreed percentage of profit on landed cost.
- c) Warranty to the effect that before going out of production for the spare parts they will give adequate advance notice to the purchaser of the equipment so that the later may undertake the balance of lifetime requirements.
- d) Warranty to the effect that they will make available the blue print of drawing of spares if and when required in connection with the main equipment

17. SPARE PARTS :

Availability of spare parts of the equipment/instrument must be guaranteed for period of at least seven years from the date of supply.

18. **After Sales Services:** It should be clearly mentioned in the quotation whether the after sales services during and after the completion of warranty shall be provided directly by the supplier or their authorized agent/representative. Terms of the after sales services, if any, may be mentioned in the offer. However, in both the cases the original supplier shall be responsible for poor performance/services.

19. **Inspection:** The inspection of the system will be done by our technical expert in the presence of firm representative.

20. **Users List :** The list of users specifically for the same model/make of

the quoted item (not the list of general users) along with the complete name,address & contract numbers of the user organizations/persons may be submitted with the quotation along with the performance certificates from all/some of them.

21. **Training:** Our Scientist/Technical persons should be trained by the supplier at the lab site free of cost.

22. **VALIDITY OF OFFER :** Your quotation shall remain open for acceptance for three months for indigenous supplies & six months for imports with effect 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.

23. **Late / Delayed / Unsolicited Quotation:**

Late or delayed/ unsolicited quotations/ offers shall not be considered at all. Post tender revision / corrections shall not be considered.

24. **Acceptance or Rejection of offer:**

This office reserves the right to accept or reject any quotation/ tender in part or full without assigning any reasons thereof.

25. **Page numbering & signatures:**

Your offer should be a page numbered and signed by an authorized signatory giving his / her name below the signature.

26. **Interim Enquiries:**

No interim enquires will be attended.

27. The following particulars should also be furnished by the tenderers, the Indian Agents or the foreign firms:

(i) Any payment which the Agent receives in India or abroad from the manufacturer/ Principal whether as a commission for the contract or as general retainer fee;

(ii) Indian Agent's Income-Tax Permanent Account Number (PAN);

N.B Tenderers which do not comply with the above stipulations are liable to be ignored.

(R.CHINNADURAI)
Director (R&D), DGCA

FORMAT / QUESTIONER FOR COMPLIANCE OF TERMS & CONDITIONS

Tender No. _____

Due Date: _____

NOTE:

1. Quotation may 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).

.No	Terms & condition of Tender document	Relevant Clause No. of the tender terms & conditions of the tender	Whether acceptable (say 'Yes' or 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
1	2	3	4	5
1	a) Whether quotation is direct from Principal supplier / manufacturer or their own office in India(Please specify)	Clause 2(a)		
	b) Whether quotation is being submitted by Indian Agent	Clause 2(a)		
2	a) Whether the Techno-commercial and price bids have been kept in separate envelopes duly marked with "Techno-commercial Bid" and "Price Bids" respectively.	Clause 2(d)		
	b) Whether the tender No., Due date & Opening dates have been written outside all the envelopes.	Clause 2(e)		
3.	Whether techno-commercial Bid contains technical literature/leaflets, detailed	Clause 2(f)		

	specifications & commercial terms & conditions and EMD			
4.	a)Whether prices are quoted on F.O.R up to Lab in Indian Rupees.	Clause 4(a)		
	b) Whether specific amounts or percentage of expenses like packing, forwarding, handling, insurance, documentation, installation, commissioning charges, Custom duty etc.have been mentioned in quotation separately in clear terms.	Clause 4(a) & (b)		
5.	a)Whether the Price reasonability Certificate is submitted with quotation	Clause 5(b)		
7.	Have you gone through the specification Clause & complied with the same	Clause 7		
8.	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	Clause 7		
9.	Whether the equipment is from OEM	Clause 7		
10.	Whether compliance statement of specifications has been attached with the quotation	Clause 9		
11.	Whether the delivery period for supply of the items has been mentioned	Clause 10		
12	Do you agree about the date of commencement of warranty period & its extension if necessary.	Clause 12		
13	a) Who will install/commission and demonstrate the equipment at lab. FREE OF COST	Clause 14		
	b) Will you able to do it within a month	Clause 14		

14.	Have you mentioned the guarantee period in your quotation and do you agree with guaranty clause?	Clause 15		
15.	Spare parts	Clause 16		
16.	After Sales services	Clause 17		
17.	Whether training to our scientist/technical person will be given free of cost. If yes, have you specified in quotation whether it will be in our lab?	Clause 20		
18.	Have you mentioned the validity period of the quotation as per our requirements	Clause 21		
19.	a) Whether all the pages have been page numbered?	Clause 24		
	b) Whether quotation has been signed and designation & name of signatory mentioned.	Clause 24		
21.	Please confirm that you have read all the instructions carefully and have complied with the instructions accordingly			

Signature of the authorized signatory _____

Name of the signatory _____

Designation _____

Name & Seal of the quoting party _____

Dated _____

The description of goods are as follows :-

Technical Specification For UV-Visible Spectrophotometer

The equipment should be fully computer controlled having true double beam optics. The system should comply ISO 9001 quality standard & must be supplied with operational manual, dust cover and ready to use.

1. Wavelength : 190nm – 900nm or better
2. Spectral bandwidth : 0.5, 1.0, 2.0 nm or better(variable)
3. Wavelength Repeatability : +/- 0.1nm or better
4. Wavelength Accuracy : +/- 0.5 nm or better
5. Photometric Range : up to 3Abs or better
6. Photometric Accuracy : +/- 0.005 Abs
7. Optical system : Monochromator based with concave holographic grating and quartz coated optics
8. Detector : Photomultiplier Tube
9. Light source : Pre adjusted, voltage stabilized Tungsten-Halogen lamp for visible region and Deuterium lamp for UV region with automatic source change.
10. Stray light : <0.02% Transmittance
11. Photometric reproducibility : 0.001Abs or better
12. Scan Speed : 900 nm/minute or better
13. Data Station : **a) Hardware:** Pentium IV Branded,

IBM equivalent, processor 3 GHz
or above, 256 MB DDR, SD RAM
(Upgradeable to 1 or more GB),
HDD 80 GB Ultra DMA or higher,
FDD –1.44 MB, Monitor
17"SVGA
Flat screen colour monitor (Digital),
52xCD ROM, DVD/
CDRW, Ports 2 Front
USB port, 6 Rear USB port,
Graphics- Internet ready with
integrated graphics, Audio-
Integrated sound card with inbuilt
stereo speaker, Mouse-
optical with pad and driver
software,
Key board, Printer- HP Inkjet
alongwith UPS, all software as
required, should be
supplied.

b) Software: Software for control
data acquisition graphical display,
result presentation, prints, data
exchange between other window
applications, spectrum addition,
subtraction, super imposition,
spectral smoothing, normalization,
derivative spectra, peak search.

14. Accessories : (1) Matched pair of Quartz cuvettes,
1 cm path length etc, Three
numbers.
(2) One halogen and one deuterium
lamp

15. 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 original catalog with specification that should be enclosed with guaranteed specifications.

16. Spare Parts : Availability of spare parts of the equipment/instrument must be guaranteed for a period of at least eight years from the date of supply.

17. After Sales Services: It should be clearly mentioned in the quotation whether the after sales services during and after the completion of warranty shall be provided directly by the supplier or their authorized agent/representative. Terms of the after sales services, if any, may be mentioned in the offer. However, in both the cases the original supplier shall be responsible for poor performance/services.

18. Annual Maintenance : It should be mentioned from the Principal manufacturer of the equipment the availability of Annual Maintenance Contract (AMC) for the equipment preferably around New Delhi for atleast five years after the expiry of warranty period.

19. **Warranty** : The instrument must be warranted for a period of at least one year from the date of its satisfactory installation against all manufacturing defects.

20. Inspection: The inspection of the system will be done by our technical expert in the presence of firm representative.

21. **Users List** : The list of users specifically for the same model/make of the quoted item (not the list of general users) along with the complete name, address & contract numbers of the user

Organizations/persons may be submitted with the quotation along with the performance certificates from all/some of them.

22. **Training**: Our Scientist/Technical persons should be trained by the supplier at the project site free of cost, till our satisfaction.