

# केन्द्रीय खनन एवं ईंधन अनुसंधान संस्थान



CENTRAL INSTITUTE OF MINING & FUEL RESEARCH

(वैज्ञानिक एवं औद्योगिक अनुसंधान परिषद्)

(Council of Scientific & Industrial Research)

(बरवा रोड परिसर, धनबाद—८२६०१५, झारखण्ड, भारत)

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☎ : 0326-2296030

## निविदा आमंत्रित सूचना / NOTICE INVITING TENDER

निरीक्षण सं० / Enquiry No. CIMFR/PUR-5(8)2017/ /

दिनांक / Date: 17/07/2017

सेवा में / To,

M/s .....

Last date of submission : 09.08.2017 upto 1.00 PM

Date of opening : 09.08.2017 at 3.00 PM

प्रिय महोदय / Dear Sirs,

### विषय / Sub.: Request for Quotation/offer for List as per Annexure-I.

You are requested to quote for the following items, sealed in double cover superscribing the outer cover with quotation for **List as per Annexure-I** against **Enquiry No. CIMFR/PUR-5(8)2017 dated:17/07/2017** Offer with complete details on the following should reach this office on or before **09/08/2017 at 1 PM** and Bid will be opened on **09/08/2017 at 3 PM**.

क्र०सं० / Sl. No.	मद / Item	मात्रा / Qty.
1.	<b>List as per Annexure-I.</b>	

You are requested to kindly go through the detailed terms & conditions / instructions mentioned below and overleaf and submit your most competitive offer by the last date and time of submission cited above. Tender after due date & time will be rejected. Any financial offer/ escalation after opening of the bid are not acceptable. **The offer must enclosed formats for (i) Specification and allied Tech Detail Form (ii) Price Schedule (iii) Service Support Detail Form (iv) Deviation Statement (v) Statement of Financial Deviation comprise of the following failing which it will be treated as non responsible hence rejected:**

#### **Terms & Conditions:**

- The Bids submitted by Indian Agents, who are not enlisted with DGS &D are Summarily Rejected.**
- Recent Past Purchase Orders of similar equipments, client list with contact details & Performance Certificate.
- Taxes: Excise Duty Exempted and Concessional Custom Duty against DSIR Registration Certificate. GST No. 20AAATC2716R1ZT on indigenous item. Sales Tax Registration / TIN Registration Certificate, Registration of the firm in company act may be provided, if Custom Duty Exemption is availed then Sales Tax will not be paid.
- Payment Terms :For Imported Items** : 100% through LC comprise of 80% against shipment and 20% against commissioning & finance acceptance.  
**For Indigenous Items:** 100% against installation & commissioning.
- Make and Model, Series, All specific codes, Leaflet, Catalogue & Authorization of Principal/ Manufacturer. Pre-requisite, requirement for site preparation and utility materials must be listed. Warranty should be as specified in specifications.
- The exact figure in %age for discount, if any.
- The period of validity of each bid must be 180 days / more than 180 days from the date of opening.
- Packing, Forwarding, Transporting, Postage/Courier, Octroi, Freight, Insurance, Any Certificate(s), Extra Warranty, Installation, Commissioning any, Any levy, Any other charge(s) must be mentioned clearly.
- Copy of last audited balance sheet, Income tax registration/ PAN Card, Latest Income Tax clearance certificate, Proof of Manufacturer's Authorization for this offer, Agreement of Service Provider and Warranty Support Service, Local Service Centre Details with contact Nos., DGS&D Registration No. of Indian Agent, if applicable. Bill must be prepared as per the format required for GST provisions compliance.
- Currency Conversion Rate for evaluation will be considered from [www.xe.com](http://www.xe.com) / [www.rbi.org](http://www.rbi.org) of the opening date of the price bid.
- The quotations must be neatly typed or computer printed. **Hand written offer will be rejected.** Quotations must carry the numbers of sales tax / GST invariably on the top. Incomplete/conditional/tender received after due date and time will be summarily rejected.
- CLEARANCE OF CONSIGNMENT AT AIRPORT:** The day the Cargo is handed over to our forwarding agent for shipment, the same should immediately be intimated to us along with copies of Invoice & Packing List (box wise), Certificate of Origin, Air Way Bill, Cargo Arrival Notice to enable us its clearance at Kolkata Airport without any demurrage/port charges.
- Agency Commission:** If any, must be explicitly indicated with base value.

Yours faithfully,

---Sd---

Section Officer (S&P)  
CSIR-CIMFR

## **निर्देश, नियम एवं शर्तें / INSTRUCTIONS, TERMS & CONDITIONS**

### **निर्देश / INSTRUCTIONS**

1. Each quotation sent by post/courier should be enclosed in double cover. The inner cover must be sealed with wax and must be superscribed with "Tender Enquiry No." & "Date of Opening". The outer cover should bear only the address of the sender and the received without any indication that there is a quotation inside.
2. Tenders/Quotations delivered personally should be put in the Tender box kept at the Receipt Section of CIMFR, Dhanbad. In case of personal delivery, outer cover is not necessary.
3. All tenders/quotations should be sent to the following address : **The Director / SPO, Central Institute of Mining & Fuel Research, H.Q.: Barwa Road Campus, Dhanbad – 826 015 (Jharkhand), India.**
4. For Proprietary :If so requested by us tenders/quotations may be sent through FAX on +91-0326-2296030 or E-mail at [spo.cimri@nic.in](mailto:spo.cimri@nic.in) or [spo.cimfr@rediffmail.com](mailto:spo.cimfr@rediffmail.com) and office is not responsible for the message not legible or not delivered.
5. Tenders/Quotations must be sent sufficiently in advance so that it reaches us on or before the due date and time. Quotation received after the due date & time will not be considered.

### **नियम एवं शर्तें / TERMS & CONDITIONS**

1. **Specification and Make** : Quotation should be given for the exact specification and make as shown in the enquiry against Sl. No. of the item., if in the view of the supplier there is any other alternative item which can serve out purpose, quotation may also be given for the same separately client list along with the order copy of similar equipment supplied to any CSIR Lab / any Govt. Organization including detail of price & all charges must be attached.
2. **Mode of dispatch**: RATE SHOULD BE QUOTED FOR ANY OF THE FOLLOWING MODE OF DELIVERY, **For Import: By Air or Sea on FCA/FOB Basis** (i) for Dispatching Station [to be specified]. (ii) FOR Destination (Dhanbad) by Passenger/Goods Train/Transport.(iii) Free delivery at CIMFR Stores (iv) By Registered Post, However, we prefer (ii) & (iii).
3. **Delivery Period** : Specific mention should be made whether the delivery will be Ex-stock or the item will be supplied after procurement /import. In case of the later the period of delivery must be mentioned clearly and the same has to be strictly adhered to. In case of Ex-stock the rates of transport, F&F, Insurance etc. must be indicated separately.
4. **Taxes** : Rates of all taxes should be indicated clearly, wherever chargeable. This office is not eligible to issue "C" or "D" form. Further, we are also exempted from Excise Duty & Concessional Custom Duty under notification 10 of 1997.
5. **Insurance** : In case of FOB/FCA insurance in CIMFR's A/c and in the case of FOR destination, insurance should also be covered by you. The goods should be insured in your favour against all risks from ware house to ware house basis. The insurance charges, if any, should be shown separately in the rates quoted.
6. **Packing & Forwarding** : To be suitably packed in Special Export Packing to withstand Air Transmissions enroute to Dhanbad, Jharkhand, India
7. **Validity Period** : The validity period of the offer should be clearly specified. It should be at least for **180 days** from the last date of submission of quotations.
8. **Banker's Charge**: Indigenous Banker's charge will be borne by Importer and Foreign Banker's charge will be borne by supplier.
9. **Opening of Quotations**: The quotations will open by three officers committee of CIMFR. You may attend Price Bid opening as per the schedule.
10. **Miscellaneous** :
  - i) The tenderer is required to furnish : (a) Permanent Account Number as allotted by the Income Tax Department (b) the registration number of DGS&D / National Small Industries Corporation, if so registered as also the period of their validity.
  - ii) Warranty/Guarantee: Terms with name and address of the manufacture should invariably be given.
  - iii) Sample & Literature : Wherever possible and particularly i.r.o. item no. \_\_\_\_\_ should necessarily be given.
  - iv) Installation, Commissioning & Training: Charges, if extra must be specified wherever applicable.
  - v) AMC : In case of Plant & Machinery /Sophisticated laboratory equipments the charges of AMC valid at least for 3-3 years must also be quoted. This will be an important criterion for selection of quotation.
  - vi) Spares : We should also like the supplier to suggest the essential spares needed for the equipment/ machines in the next three years and quote for the same positively.
  - vii) Drawings, Diagram and Manual : In case of machines/equipments the supplier has to provide full drawings/circuit diagrams and blue print-three sets each along with users manual at the time of supply.
11. **Liquidated Damages** : LD/Penalty @ 1% per week subject to maximum 10% or as decided by the competent authority will be imposed on non-compliance/violation of Purchase Order terms & conditions.
12. **Performance Bank Guarantee Clause** : 10% in the form of Bank Guarantee of the total order value needs to be submitted to cover two months beyond the warranty period for any order for equipments more than ₹25 Lakh.
13. **Acceptance / Rejection** : Director, CIMFR, Dhanbad reserves the right to accept a quotation in part or in full or to reject all quotations or any of the quotations received, for non-compliance or any of the above items, conditions or instructions or for any other reason without assigning any reason thereof.

**ANNEXURE - I**

क्र०सं./Sl. No.	मद/Item	मात्रा / Qty.
1.	M.S Aldrop 12" x 1/2" (dia) (Heavy) with Nut & Bolt	100 set
2.	M.S Tower Bolt 8" (heavy) Bright Chrome	200 pcs
3.	M.S Tower Bolt 6" (heavy) Bright Chrome	200 pcs
4.	Stainless Steel Hinge 4" (Butt Hinges)	500 pcs
5.	Stainless Steel Hinge 3" (Butt Hinges)	500 pcs
6.	Stainless Steel Hinge cut 3" (Cut Hinges)	300 pcs
7.	Stainless Steel Hinge 2" (Butt Hinges)	100 pcs
8.	M.S Hasp & Staple 4" (Heavy)	25 set
9.	Stainless Steel Door Handle 6" (Cup handle)	200 pcs
10.	M.S Window Stay (Heavy) 11" with screw	50 pcs
11.	M.S Door Stopper (Double rubber,Bright chrome)	53 pcs
12.	Steel window handle, right side	100 pcs
13.	Steel window handle, left side	100 pcs
14.	M.S nail 2"	20 Kg
15.	M.S nail 1 1/2"	20 Kg
16.	M.S nail 1"	10 Kg
17.	M.S nail3"	10 Kg
18.	M.S nail4"	10 Kg
19.	PVC Gitty 1 1/2" (100 pcs Pkt)	30 pkt
20.	Panel pin (No.17) 1"(1/2 kg. Pkt.)	100 pkt
21.	Panel pin (No.17) 3/4" (1/2 kg. Pkt.)	100 pkt
22.	Panel pin (No.20) 3/4" (1/2 kg. Pkt.)	90 pkt
23.	S.S Wood Screw 1/2" (200 pcs Pkt.) (No.4)	30 pkt
24.	S.S Wood Screw 3/4" (200 pcs Pkt.) (No.5)	100 pkt
25.	S.S Wood Screw 1" (400 pcs Pkt.) (No.6)	100 pkt
26.	S.S Wood Screw 1 1/2" (100 pcs Pkt.) (No.8)	100 pkt
27.	S.S Wood Screw 2" (100 pcs Pkt.) (No.8)	100 pkt
28.	S.S Wood Screw 1 1/4" (100 pcs Pkt.) (No.7)	100 pkt
29.	S.S Wood Screw 3" (100 pcs Pkt.) (No.10)	50 pkt
30.	Metal Screw 2" (No.8) (500 pcs Pkt.)	50 pkt
31.	Metal Screw 3/4" (No.8) (1000 pcs Pkt)	50 pkt
32.	Metal Screw 1/2" (No.8) (1000 pcs Pkt)	50 pkt
33.	Metal Screw 1" (No.8) (1000 pcs Pkt)	50 pkt
34.	Metal Screw 1 1/2" (No.8) (500 pcs Pkt)	50 pkt
35.	Machine Screw (with nut & washer) 3/16" x 1/2" (1000 pcs Pkt)	10 pkt
36.	Machine Screw (with nut & washer) 3/16" x 1" (1000 pcs Pkt)	10 pkt
37.	Machine Screw (with nut & washer) 3/16" x 2" (1000 pcs Pkt)	10 pkt
38.	Stainless Steel Furniture Handle	250 pcs
39.	Tray Channel 14" (heavy)	50 pcs
40.	Tray Channel 16" (heavy)	60 pcs
41.	Table Drawer Dead Lock (Left) (preferably Godrej/Gopal/Link make)	25 pcs
42.	Table Multi Purpose Furniture Lock (preferably Godrej/Gopal/Link make)	90 pcs
43.	Door Mortise Lock 6leaver, Both Key Side (preferably Godrej/Gopal/Link make)	25 pcs
44.	Chair Wheel (threaded (4 pcs set)	30 set
45.	Heavy Door Closure, Capacity 80 kg (Double speed) (preferably Godrej/Doorset make)	20 pcs
46.	Ply Board 19 mm thick, 2.44m x 1.22m (8'x 4') (ISI marked, Boiling Water Proof) (preferably Green/ Century/ Gattani/ Duro make)	65 pcs
47.	Ply Wood 12 mm, 2.44m x 1.22m (8'x 4')(8'x 4') (ISI marked, Boiling Water Proof) (preferably Green/ Century/ Gattani/Duro make)	20 pcs
48.	Ply Wood 9 mm, 2.44m x 1.22m (8'x 4')(8'x 4') (ISI marked, Boiling Water Proof) (preferably Green/ Century/ Gattani/Duro make)	30 pcs
49.	Ply Wood 6 mm, 2.44m x 1.22m (8'x 4')(8'x 4') (ISI marked, Boiling Water Proof) (preferably Green/ Century/ Gattani/Duro make)	35 pcs
50.	Ply Wood 4 mm (8'x 4'), 2.44m x 1.22m (8'x 4') (ISI marked, Boiling Water Proof) (preferably Green/ Century/ Gattani/Duro make)	12 pcs

51.	Laminate 2.44m x 1.22m, 1mm thick (8'x 4', 1 mm thick) (ISI marked water proof) (preferably Mica/ Greenlam/ Century make) as per sample	60 pcs
52.	Fevicol 1 Kg pkt.	200 Kg
53.	Magnet cathcher for furniture	50 pcs
54.	Glass fitting wooden bit 6'x 1/2" x 1/2"	1200 ft.
55.	Abro tape 3/4"	500 roles
56.	Chair Buffer 1"	500 pcs
57.	Emmery paper No.-60	100 pcs
58.	Emmery paper No.-80	100 pcs
59.	Emmery paper No.-100	100 pcs
60.	Aluminium Sheet, Roll of 50'x 3'(30 gauge)	11 roles
61.	S.S Mosquito Wire Netting (50'x 4' = 200 sqft. = 1 role) (12 x 26 mesh)	10 roles
62.	Glass Putty 5 kg pkt.	300 Kg
63.	Pin Head Glass 4' x 3' (1/8", thick 3 mm)	50 pcs
64.	Plain Glass 4'x 3'(1/6" ,thick 4mm)	30 pcs
65.	Brass Sheet 1/16" for brazing	25 sqft
66.	Borax powder	2 Kg
67.	Welding electrode No 8 (ISI marked, preferably L&T/TATA make)	20 pkt
68.	Welding electrode No 10 (ISI marked, preferably L&T/TATA make)	20 pkt
69.	Welding electrode No 12 (ISI marked, preferably L&T/TATA make)	30 pkt
70.	Tarpin oil 4 ltr. pkt.	100 ltr.
71.	25 mm dia M.S rod	40 Kg
72.	15 mm dia M.S rod	10 Kg
73.	12 mm dia M.S rod	20 Kg
74.	M.S Angle ISA 3535, 5 mm thick	260 Kg
75.	M.S. Flat 35 mm, 5 mm thick	84 Kg
76.	M.S Sheet 8'x 4'x 1/16"	10 pcs
77.	M.S Bolt with nut and washer dia 1/4", length 3"	3 Kg
78.	M.S Bolt with nut and washer dia 1/4", length 2"	3 Kg
79.	M.S Bolt with nut and washer dia 1/4", length 1"	3 Kg
80.	M.S Bolt with nut and washer dia 1/4", length 1/2"	1 Kg
81.	M.S Bolt with nut and washer dia 3/8", length 3"	5 Kg
82.	M.S Bolt with nut and washer dia 3/8", length 2"	5 Kg
83.	M.S Bolt with nut and washer dia 3/8", length 1"	3 Kg
84.	M.S Bolt with nut and washer dia 1/8", length 1"	1 Kg
85.	M.S Bolt with nut and washer dia 1/2", length 4"	5 Kg
86.	M.S Bolt with nut and washer dia 1/2", length 2"	5 Kg

---Sd---  
Section Officer (S&P)

**Allied Technical Details**

<b>S.N.</b>	<b>Allied technical details</b>	<b>Bidder's response</b>
1.	Product catalogues/user manual/other informative material/sketches/drawings etc.	Enclosed (Yes/No) ( Ensure that it should be up to date and page numbered)
2.	Country of origin,	
3.	Port of shipment	
4.	Banker's details	
5.	Free Warranty/Guarantee for a period of	
6.	Extended Warranty/Guarantee for a period of	
7.	Installation , commissioning & training,	
8.	Details of service provider for after sales/complaints etc.	
9.	AMC Period & Charges	
10.	Comprehensive AMC Period including spares & Charges	
11.	Details of accessories (if any)	
12.	List of non-consumables (if any)	
13.	List of consumables (if any)	
14.	Any other relevant detail	

**DEVIATION STATEMENT FORM**

1) The following are the particulars of deviations from the requirements of the tender specifications:

<b>Tender Clause/specifications</b>	<b>Deviation</b>	<b>Remarks (including justification)</b>

Place:

Date:

**Signature and seal of the  
Manufacturer/Bidder**

**NOTE:**

*Where there is no deviation, the statement should be returned duly signed with an endorsement indicating "No Deviations".*

## SERVICE SUPPORT DETAIL FORM\*

Sl. No.	Nature of training imparted	List of similar type equipments serviced in past three years	Details if the Contact person fax, phone, email etc.

\*Documentary evidence should be enclosed.

Signature and Seal of the manufacturer/Bidder.....

Place :

Date :

## STATEMENT OF FINANCIAL DEVIATIONS

Following are the financial deviations and variation(s) from the exceptions to the specifications and documents for the Bid document. These deviation(s) and variation(s) are exhaustive.

Except these deviation(s) and variation(s), the entire work shall be performed as per your specifications and documents.

SI No.	Section No.	Clause No.	Statement of Deviations / Variations

S. No. Section No. Clause No. Statement of deviation(s) and variation(s)

Signature of the bidder

Name:

Place:

Date:

Address:

Company Seal

## Price Schedule Form

### PRICE SCHEDULE FOR GOODS BEING OFFERED FROM ABROAD

Name of the Bidder \_\_\_\_\_  
NIT Reference No. \_\_\_\_\_  
File Reference No. \_\_\_\_\_

Sl.No.	Description/ Part No./ Make Model	Quantity	Unit Price (in currency)	Total Amount (in currency)
1.				
2.				
3.....				
Ex-Works Price-				
Packing, loading and inland freight				
*FCA (at port)				
Terminal charges, loading on vassal				
**FOB (name of port)				
Air freight & insurance up to destination port				
CIF				
Carrier charges & insurance up to final destination				
CIP				
Indian agency Commission (%)				
Installation & Commissioning charges				
Training charges				
Additional Warranty Charges				
Annual Maintenance Charges				
Gross Dimension/Gross Weight				

\*&\*\* Mandatory requirement

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

**Note:.**

Total Bid price in foreign currency \_\_\_\_\_

(a) Indian agents name & address \_\_\_\_\_ in words.

(b) Installation, commissioning & training charges, if any \_\_\_\_\_

(c) Cost of Spares \_\_\_\_\_

(d) **The Indian agent's commission shall be paid in Indian Rupees only based on the Exchange Rate prevailing on the date of negotiation of documents in accordance with clause 22.1 of GCC.**

(e) **Banker's details such as-** Name of account holder, Account Number, Name of Bank, Branch code, RTGS code, NEFT code, SWIFT code, MICR Code etc.

(f) **The Price schedule of optional items shall be indicated in a separate sheet in the same Performa.**

Signature of Bidder \_\_\_\_\_

Name \_\_\_\_\_

Business Address \_\_\_\_\_

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

Name of the Bidder \_\_\_\_\_  
NIT Reference No. \_\_\_\_\_  
File Reference No. \_\_\_\_\_

Sl.No.	Description/ Part No./ Make Mode*	Quantity	Unit Price (in INR)	Total Amount (in INR)
1.				
2.				
3.....				
Ex-Works Price-				
Packing & forwarding				
FOR ( CIMFR Stores)				
Taxes				
Transportation				
Insurance up to Destination /handover (in case of fabrication)				
Installation & Commissioning charges				
Training charges				
Additional Warranty Charges				
Annual Maintenance Charges				

\*(On the basis of the technical specifications submitted)

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

Note :

- (a) The Price schedule of optional items shall be indicated in a separate sheet in the same Performa.**
- (b) Cost spare parts may be indicated separately**

Signature of Bidder  
Name \_\_\_\_\_  
Business  
Address \_\_\_\_\_