



ESSO
INCOIS: PUR:59/2018



17.05.2019

Request for Proposal for " Supply of 02 No. of Auto Titrator for Dissolved Oxygen, pH and Total Alkalinity measurements along with 01year standard warranty to be delivered at INCOIS, Hyderabad"

Dear Sirs,

On behalf of Director, ESSO-INCOIS tenders are invited in "Two Bid System" (Technical Bid and Price Bid) from tenderer's with appropriate registration having adequate resources and setup and dealing with similar works of "Supply & Installation of Auto Titrator " through online in the e-tender portal. The offers, in the prescribed format, shall be submitted online at <http://eprocure.gov.in/eprocure/app> as per the tender document. No tender will be accepted in hard copy, fax, e-mail or any other such means. The intending, bidders must be registered with Public Procurement <http://eprocure.gov.in/eprocure/app>.

Name of the work	:	Supply of 02 No. of Auto Titrator for Dissolved Oxygen, pH and Total Alkalinity measurements along with 01year standard warranty to be delivered at INCOIS, Hyderabad
1. Submission of Bid	:	Please note that the subject tender has to be submitted online via e-tender portal ie, http://eprocure.gov.in/eprocure/app only.
2. Type of Bid	:	Two Bid Cover I - Techno-Commercial Bid, EMD of Rs 45,000/- Cover II - Price Bid in the prescribed format.
3. Last date for seeking the clarifications	:	On or before 15 00Hrs of May 28, 2019
4. Bid submission due date online	:	On or before 1500 Hrs of June 17, 2019
5. Bid opening date	:	After 16 00 Hrs of June 18, 2019
6. Bid validity	:	90 days from the date of opening of tender
7. Delivery Period	:	Within 60 days from the date of receipt/dispatch of the order

Being an e-tender the bid has to be submitted online through the e-tender portal i.e., <https://eprocure.gov.in/eprocure/app>. Kindly refer **Appendix** for the detailed procedure. For any assistance, please contact help line of e-Tender portal or the following persons also may be contacted: Mr. Devendra Kumar /Mr. R V Giridhar, Phone No. 040-2388 6055/2388 6074, email: devendra.kumar@incois.gov.in / rvgiridhar@incois.gov.in

INCOIS may, at its discretion, extend the deadline for submission of bids by issuing the corrigendum, in which case all rights and obligations of the Owner and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

Postal Address	Location Address
Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Pragathi Nagar (BO), Nizampet (SO), Hyderabad - 500 090	Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Survey No.342/3, Beside ALEAP, Near Pragathi Nagar, Opp. JNTU-Kukatpally, Hyderabad 500 090, Ph.No.040-23886000, Fax No.040-23892910

Index: Supply of 02 No. of Auto Titrator for Dissolved Oxygen, pH and Total Alkalinity measurements along with 01year standard warranty to be delivered at INCOIS, Hyderabad

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1. INTRODUCTION

Indian National Centre for Ocean Information Services (ESSO INCOIS), a unit of Ministry of Earth Sciences, Govt. of India is a premier scientific Institute of the country, functioning on 24X7 basis to provide Ocean data, information and advisory services to society, industry, Government and Scientific community through sustained ocean observation and constant improvement through systematic and focused researching information and Ocean modeling.

INCOIS is located at approximate 3km from Pragathi Nagar at Ocean valley, Pragathi Nagar PO, Nizampet SO, Hyderabad - 500090 ,besides ALEAP in 60 acre premises. It had started functioning at its premises w.e.f. 2004.

The requirement in this particular tender is Supply of 02 No. of Auto Titrator for Dissolved Oxygen, pH and Total Alkalinity measurements as part of Coastal Observation Programme of INCOIS

2. Scope of Tender

Scope of the work is to Supply of 02 No. of Auto Titrator for Dissolved Oxygen, pH and Total Alkalinity measurements along with 01year standard warranty to be delivered at INCOIS , Hyderabad

3. Deliverables

Material component		
1	Auto Titrator for Dissolved Oxygen, pH and Total Alkalinity measurements	02 Nos

4. Technical Specifications: Technical Specifications for Auto Titration unit measuring Dissolved Oxygen, pH and Total Alkalinity

S. No.	Potentiometric Titration Unit	Specification
1	All Types of Potentiometric Titration	Instrument should be capable of doing all types of Titrations like Acid base, Non Aqueous, Redox and Precipitation titrations
2	Other Facilities	Instrument should also have the facility to perform Karl Fischer Titration.
	pH Measurement	Instrument should have pH measurement capability with upto 5 point pH calibration.
3	Burette Type	Instrument should have motor driven Piston burette for accurate dosing and better control.
4	Burette resolution	1/10,000 or better of burette volume
5	Automatic Burette Recognition feature	Instrument should have Automatic Burette Recognition feature wherein once connected instrument knows burette volume. Burettes should be Intelligent Burettes which can store important titrant data like Titer details, Expiry date of titrant.
6	Burette Drive Mount	The Burette drive should be mounted on top of the Burette so that the electronics in the burette drive is not damaged due to reagent spill or leak and Burette piston should move from top to the bottom of the burette, so that no problems due to the air bubble present in the titrant.
7	Cleaning and preparation of burette	For ease of handling, automatic cleaning and preparation of burette with a single command should be possible.
8	Safety check operation	All system components like Electrode, Stirrer, and Burette should be instantly recognized and ready to use automatically by the system for safety check operation
9	Titrating Burette	Possible to connect Two Titration Burette's if required.
10	Burette Volume	Burettes of Volume 2, 5, 10 , 20 and 50 ml should be available if required in the future for titration and liquid handling.
11	Liquid handling	The Instrument should be able to manage samples and reagents automatically with the help of dosing devices in liquid handling mode. Eliminating all errors related to Human handling.
12	Potential Range and Resolution	Range: ± 1200 mV or better Resolution: 0.1 mV
13	pH Range and Resolution	Range: 0.0 to 14.00 pH or better Resolution: 0.001 pH or better
14	Polarization Current Range and Resolution	Range: ± 120 μ A or better Resolution: ± 0.1 μ A or better
15	Temperature Range and Resolution	Range: -50 to +150 Deg C Resolution: 0.1 Deg C
16	Stirrer Type	Instrument should have inbuilt magnetic stirrer and should be capable of controlling stirrer speed and direction. It should also have the facility to connect a propeller stirrer if required.
17	Display	Instrument should have a large Touch Screen display for complete control of the instrument
18	Real Time display	Instrument should have a large Touch Screen display for complete control of the instrument
19	Live Key Board	Live Key board for entries like sample weight, stop criteria should be possible even when the titration is in progress.
20	Report Format	PDF, PC LIMS and Print outs

21	Limit control	Feature for Limit control for the results should be available.
22	Peripheral Connections	Possibility for direct connection of USB Keyboard, Printer, USB Mouse, & Barcode reader for easy handling.
23	Compliance	Instrument should be 21 CFR Part 11 compliant with audit trail function enabled for Good GLP.
24	Automation	The instrument should have facility to connect Auto sampler expandable with minimum 12 samples at a time.
25	Electrodes	All the required accessories for performing alkalinity(Low alkaline Error Electrode) and dissolved oxygen(Au Electrode) applications should be provided along with the instrument.
26	Warranty	1 year Standard warranty

5. Eligibility criteria

Only those bidders fulfilling the following criteria should respond to the tender.

- The bidder must be a Company registered under Indian Company Act 1956 or a registered firm. (Proofs for Registration of company, PAN and GST certificates to be submitted.)
- Each OEM is allowed to bid directly or through a single system integrator (SI) / Bidder for this tender.
- Authorization letter: Authorization letter from principal authorizing Indian representative to submit the tender document on behalf of foreign principal.
- Vendor should have well established service / support centre in India with trained / certified manpower in maintaining the infrastructure covered under this tender. The details of location of service / support centre is to be submitted.
- The bidder should have an average annual financial turnover of Rs. 6.60 lakhs or more during the last three years ending March 31, 2018. The bidding companies should be profit making/earning company at least during two (02) years in the last three (03) years. Proof of turnover and Proof of annual profit certificate issued by the chartered accountant to be submitted.
- Tenderer (OEM/SI) should have past experience in similar nature of works in last seven years ending previous day of last date of submission of the online Bid. Out of which one work of value Rs. 17.60 lakhs or two works of value Rs. 13.20 lakhs or three works of value Rs. 8.80 lakhs. Client certificates/Work Completion Certificate/ Experience certificate/ on-going POs/WOs along with the P.O no. as a reference to be enclosed in this regard.
- The Manufacturing Authorisation form (MAF) issued by OEM with specific reference to this tender is to be attached.
- The systems should not be obsolete within 7 years. The support, service and spares are to be available for providing uninterrupted service to INCOIS.
- Earnest Money Deposit (EMD).

NOTE:

- Offers of bidders who do not fulfill the eligibility criteria or who fail to submit documentary proof for all the points under eligibility criteria will not be considered for further evaluation.
- No further communication in this regard will be entertained.

6. Evaluation of the Bids:

The quote should be submitted in two bid system. (i) Technical Bid and (ii) Commercial Bid

(i) Technical Bid: Technical bid should contain all the information as listed below without which the offer will not be considered further.

NOTE:

- Technical bid should contain filled-in Table-1 and Table-2 along with legible documentary proof, without which the offer will not be considered further.
- Part/conditional/incomplete quotations will not be accepted.

Table-1: Compliance Statement - 1

S. No.	Potentiometric Titration Unit	Specification	Make & Model	Compliance status Yes/No	Supporting Documents	Remarks, if any
1	All Types of Potentiometric Titration	Instrument should be capable of doing all types of Titrations like Acid base, Non Aqueous, Redox and Precipitation titrations				
2	Other Facilities	Instrument should also have the facility to perform Karl Fischer Titration.				
	pH Measurement	Instrument should have pH measurement capability with upto 5 point pH calibration.				
3	Burette Type	Instrument should have motor driven Piston burette for accurate dosing and better control.				
4	Burette resolution	1/10,000 or better of burette volume				
5	Automatic Burette Recognition feature	Instrument should have Automatic Burette Recognition feature wherein once connected instrument knows burette volume. Burettes should be Intelligent Burettes which can store important titrant data like Titer details, Expiry date of titrant.				
6	Burette Drive Mount	The Burette drive should be mounted on top of the Burette so that the electronics in the burette drive is not damaged due to reagent spill or leak and Burette piston should move from top to the bottom of the burette, so that no problems due to the air bubble present in the titrant.				
7	Cleaning and preparation of burette	For ease of handling, automatic cleaning and preparation of burette with a single command should be possible.				
8	Safety check operation	All system components like Electrode, Stirrer, and Burette should be instantly recognized				

		and ready to use automatically by the system for safety check operation				
9	Titration Burette	Possible to connect Two Titration Burette's if required.				
10	Burette Volume	Burettes of Volume 2, 5, 10 , 20 and 50 ml should be available if required in the future for titration and liquid handling.				
11	Liquid handling	The Instrument should be able to manage samples and reagents automatically with the help of dosing devices in liquid handling mode. Eliminating all errors related to Human handling.				
12	Potential Range and Resolution	Range: ± 1200 mV or better Resolution: 0.1 mV				
13	pH Range and Resolution	Range: 0.0 to 14.00 pH or better Resolution: 0.001 pH or better				
14	Polarization Current Range and Resolution	Range: ± 120 μ A or better Resolution: ± 0.1 μ A or better				
15	Temperature Range and Resolution	Range: -50 to +150 Deg C Resolution: 0.1 Deg C				
16	Stirrer Type	Instrument should have inbuilt magnetic stirrer and should be capable of controlling stirrer speed and direction. It should also have the facility to connect a propeller stirrer if required.				
17	Display	Instrument should have a large Touch Screen display for complete control of the instrument				
18	Real Time display	Instrument should have a large Touch Screen display for complete control of the instrument				
19	Live Key Board	Live Key board for entries like sample weight, stop criteria should be possible even when the titration is in progress.				
20	Report Format	PDF, PC LIMS and Print outs				
21	Limit control	Feature for Limit control for the results should be available.				
22	Peripheral Connections	Possibility for direct connection of USB Keyboard, Printer, USB Mouse, & Barcode reader for easy handling.				

23	Compliance	Instrument should be 21 CFR Part 11 compliant with audit trail function enabled for Good GLP.				
24	Automation	The instrument should have facility to connect Auto sampler expandable with minimum 12 samples at a time.				
25	Electrodes	All the required accessories for performing alkalinity(Low alkaline Error Electrode) and dissolved oxygen(Au Electrode) applications should be provided along with the instrument.				
26	Warranty	One year standard warranty				
General Terms & Conditions:						
27.	The bidder should provide profile of their company including its infrastructure, technical manpower and their expertise, data sheets/catalogues,					
28.	The bidder must be a Company registered under Indian Company Act 1956 or a registered firm. (Proofs for Registration of company, PAN and GST certificates to be submitted.)					
29.	Vendor should have well established service / support centre in India with trained / certified manpower in maintaining the infrastructure covered under this tender. The details of location of service / support centre is to be submitted.					
30.	The bidder should have an average annual financial turnover of Rs. 6.60 lakhs or more during the last three years ending March 31, 2018. The bidding companies should be profit making/earning company at least during two (02) years in the last three (03) years. Proof of turnover and Proof of annual profit certificate issued by the chartered accountant to be submitted.					
31.	Tenderer (OEM/SI) should have past experience in similar nature of works in last seven years ending previous day of last date of submission of the online Bid. Out of which one work of value Rs. 17.60 lakhs or two works of value Rs. 13.20 lakhs or three works of value Rs. 8.80 lakhs. Client certificates/Work Completion Certificate/ Experience certificate/ on-going along with the P.O no. as a reference to be enclosed in this regard.					
32.	The Manufacturing Authorisation form (MAF) issued by OEM with specific reference to this tender is to be attached.					

33.	Signature on all the pages of the tender document, including addendum/ corrigendum, if any, issued by INCOIS.				
34.	The systems should not be obsolete within 7 years. The support, service and spares are to be available for providing uninterrupted service to INCOIS.				
35.	Escalation matrix with full contact details, for the resolution of reported issues during warranty period.				
36.	Copy of GST Certificate.				

Table-2: Compliance Statement - 2 (un-priced bid)

NOTE:

- Technical bid should contain filled-in Table-1 and Table-2 along with legible documentary proof, without which the offer will not be considered further.
- Part/conditional/incomplete quotations will not be accepted.
- Bidder has to quote for all the components given in the Price bid. Hence, Please indicate as Yes or No in the table given below.

Sl. No.	Item Description	Qty	Units	Please confirm whether prices are Quoted in commercial bid or not. (Yes/ No) Please do not mention prices here.
1	2	4	5	6
1	Supply of 02 No. of Auto Titrator for Dissolved Oxygen, pH and Total Alkalinity measurements as part of Coastal Observation Programme of INCOIS along with 01 year standard warranty	02	Nos.	

(ii) Commercial Bid: It should be a separate document from the technical proposal and should be filled the .xls format provided in the price bid cover of e-tender only.

- Financial quote should consists of item wise price details for ALL the items, without which the offers will not be considered. (The successful bidder may be asked to submit details with respect to price break-up, if required.)
- Partial quotations will not be accepted.
- Price should be quoted as per the format. Lump-sum quotes will not be considered and line-item-wise break-up is mandatory. The format of the Price bid should not be changed in any case.
- Else price quoted should be on INCO term FOR, INCOIS, Hyderabad

7. Technical terms & conditions:

The vendor should provide OEM warranty support during warranty .

The vendor shall be responsible for replacing any defective part / parts (consumable / non-consumable) without any extra cost to INCOIS during the warranty period.

The vendor shall be responsible to provide necessary spare parts upgrades and updates for various firmware/software's released by OEM from time to time without any extra cost to INCOIS during the warranty period.

During the warranty period of one year:

Successful bidder should make sure that the reported issues are resolved with-in 24 hrs from the time of reporting. If any system / peripheral fails and not replaced with similar / higher configuration brand new system / peripheral of same make and duly accepted by INCOIS with-in 24 hrs from the time of reporting, it will be considered as an Instance. If the successful bidder fails to resolve the reported issues with-in 24 hrs, INCOIS will take up alternative measures for resolving the issues at the risk and cost of the successful bidder.

- During the warranty period of one year, each such instance will attract a penalty of 10% of PBG value. More than three such occasions will lead to forfeiture of total PBG amount.
- In case, if successful bidder fails to resolve the reported issues with-in 24 hrs and INCOIS gets the issues resolved through alternative means, it should not have any implications on the already agreed support for the systems / peripherals provided.

8. Technical Evaluation Criteria

- The purpose of two bid system (technical and commercial) is to evaluate all the firms on technical basis with reference to the tendered specifications, performance of similar service rendered elsewhere and obtaining users views with reference to the earlier services. This will enable the technical committee to arrive at a fair recommendation in the interest of the organization.
- In the event of seeking any clarification from various bidders by INCOIS, the bidders are required to furnish only technical clarifications that are asked for. No amendment to commercial bid will be entertained at that stage. In case, if a bidder fails to quote for a particular item, it amounts to non-compliance and such bid will not be considered for further evaluation. Further, during this process, if any bidder indicates the price during the clarification, such bids also will not be considered for further evaluation.
- Technical bids will be opened on due date.
- The bids submitted will be examined vis-a-vis the tendered specifications and evaluation is made accordingly.
- Bids complete in all respects will qualify for further evaluation.
- After completion of technical evaluation, the commercial bid of the technically qualified bidders will be opened through e-Portal.

9. Commercial Evaluation Criteria

- Generally the contract is awarded to the technically qualified eligible bidder whose bid has been determined as the lowest evaluated commercial bid.
- Notwithstanding anything stated above, INCOIS reserves the right to assess Bidder's capability and capacity to perform the contract. Should circumstances warrant such an assessment in the overall interest of the organisation, INCOIS reserves the right to reject any or all tenders/ bids at any time prior to award of contract, without assigning reasons thereof, and without thereby incurring any liability to the affected Bidder or Bidders.

10. General terms and Conditions

Point No.	Details
1.	Quotation: Quotation have to submitted online in the e-tender portal i.e., http://eprocure.gov.in/eprocure/app only.
2.	A two bid system will be followed in selecting the vendor
3.	Validity Period: Bids/Offer shall have the validity period of 90 days from the tender closing date.
4.	Delivery Schedule: Within 60 days from the date of receipt/dispatch of the order
5.	Warranty clause: 1 year standard standard warranty of the Equipment will start from the date of Installation & Acceptance of the system at INCOIS.
6.	Earnest Money Deposit (EMD) : An amount of Rs. 45,000/- has to be submitted by way of Demand Draft/Bank Guarantee/ NEFT/RTGS electronic transfer from any Nationalized Bank in favor of "Director, INCOIS payable at Hyderabad". The Scanned copy of the Demand Draft/Bank guarantee/UTR details is to be uploaded to the tender portal while submitting the offer. Bank guarantees should be obtained from any of the Nationalized bank of India with a validity of 6 months and should be sent by the issuing banker directly to the office of INCOIS, Hyderabad and must reach on or before 14 30Hrs of 10.06.2019. Offers received without EMD will be summarily rejected. The original DDs/BG/NEFT/RTGS transfer should reach to INCOIS on or before 14 30Hrs of 10.06.2019 ie., before opening of the Technical Bid of the tender. Offers received without

	<p>EMD will be summarily rejected.</p> <p>Vendors registered with <u>Ministry of Micro Small and Medium Enterprises</u> (MSME) /National Small Scale Industries Corporation (NSIC) are exempted from payment of EMD only if, the vendor is manufacturing /supplying/providing the services for the tendered products for this particular tender. A copy of valid registration certificate should be submitted along with the technical bid.</p> <p>This deposit will be free of interest. The EMD submitted by the unsuccessful bidder shall be returned to the respective bidder.</p>
7.	<p>Tender Document Cost : Tender document can be downloaded from tender portal ie., https://eprocure.gov.in/eprocure/app or our website on Free of Cost. However, if the bidder wishes to collect the tender document personally from our office (INCOIS, Hyderabad) , needs to submit a written request letter along with a demand draft for an amount of Rs. 500/- issued by any Nationalized Bank in favour of "Director, INCOIS payable at Hyderabad".</p> <p>Vendors registered with Ministry of Micro Small and Medium Enterprises (MSME) /National Small Scale Industries Corporation (NSIC) are exempted from payment of Tender fee only <u>if the vendor is manufacturing and supplying the tendered products for this particular tender.</u> A copy of valid registration certificate should be submitted along with the technical bid.</p> <p>Tender fee/Tender document cost/DD received towards the tender is non refundable.</p>
8.	<p>Payment Terms: 90% will be released upon delivery, Installation and acceptance by INCOIS and receipt of Invoice, Test Certificate, Pre-shipment inspection/QC passed certificate</p> <p>10% will be paid after successful completion of warranty period or against submission of advance bank guarantee from a nationalized bank for the like amount valid for a period of 1 year 2 months.</p> <p><i>No advance payment will be allowed and no other payment terms will be considered.</i></p>
9.	<p>INCOIS is partially exempted from GST under Notification No. 45/2017-Central Tax (Rate) dated 14.11.2017. Concessional GST under this section is 5% only. INCOIS will issue the Concessional GST Certificate upon request.</p>
10.	<p><i>GST: The bidder should specifically/particularly state GST if any applicable as extra and the rate at which the same is chargeable, failing which, the prices quoted, will be deemed to be inclusive of such levies. If a particular bidder is not registered under the GST Act, the prices quoted by him will be treated as net and inclusive of all taxes and statutory levies and that any future claims made by him for reimbursement of those levies on account of retrospective registration under the GST Act will under no circumstances be entertained by the INCOIS and that liability for payment of these levies will be wholly and exclusively that of the bidder quoting against our tender.</i></p>
11.	<p>Bidder should clearly indicate the Make & model of the unit offered by him along with supporting documents for the model. Bidder should also fill the technical specification compliance sheet enclosed along with his technical offer.</p>
12.	<p>Price bid is to be submitted on-line in enclosed price bid format only. Price bids submitted in any other formats will be summarily rejected.</p> <p><i>Price quoted should be on Inco term FOR, INCOIS, Hyderabad basis</i></p>
13.	<p>Price quoted by Bidder should remain firm during the entire period of contract and no escalation in any form will be considered by ESSO-INCOIS. No extra will be paid by ESSO-INCOIS and neither any exemption certificate will be issued.</p>
14.	<p>Bidders should fill and submit the technical compliance sheet along with Techno-Commercial bid. Offers received without the compliance sheet will be summarily rejected.</p>
15.	<p>Tenders not in complete shape or not conforming to technical specifications or not confirming to terms and conditions are liable for rejection.</p>
16.	<p>All relevant above documents must be enclosed with technical bids failing which bids may be ignored and will not be considered for technical evaluation.</p>
17.	<p>The bidder must submit a copy of UNPRICED commercial bid along with the technical bid, which should be identical with the commercial bid except the Price column. Technical bids without the copy of UNPRICED commercial bid shall not be considered.</p>

18.	Full details of technical specifications along with catalogues / literature of the models offered, documentary proof of the eligibility criteria and commercial conditions should be submitted along with the technical bid. Full illustrative literature, details of previous experience with documentary proof, details about agreements entered into with various companies, etc. should be attached separately with the bid.
19.	Proof for fulfillment of eligibility criteria mentioned above should be submitted along with the tender. If the tender is submitted without valid documents, INCOIS shall not consider the bid offered as responsive. Tenders received without proof of eligibility criteria will be rejected
20.	The Technical or Commercial deviations if any, should be clearly indicated in the Technical bid offer only.
21.	The vendor shall be liable and responsible for any defect in the composition or substance and defect in the workmanship or process of manufacture and defect in the design of goods, shall make good by free replacement or repairs of defects which under normal use appear therein or arise from defective composition or substance of material defective workmanship or process of manufacture and defective design as per the reliability/warranty clause.
22.	<p>Liquidated Damages Clause: In case the supply/delivery/services is delayed and delay is attributed to the Tenderer or is not as per our specifications and in the event of breach of any of the terms and conditions mentioned in the Purchase Order, INCOIS shall have the right.</p> <p>a) To recover at the rate of 0.5% per week for the value equivalent to undelivered material / services against the delay in execution of the order or part thereof subject to a maximum of 10% of the services/material not executed.</p> <p>b) To purchase elsewhere, after due notice to the Tenderer Inc., on the account and at the risk of the defaulting supplier for the stores/services not supplied or others of a similar description without cancelling the work order in respect of the job not yet due for supply or</p> <p>c) To cancel the order or a portion thereof and if so desired to purchase the stores / services at the risk and cost of the defaulting supplier and also.</p> <p>d) To extend the period of delivery with or without penalty shall not be more than agreed liquidated damages referred to in clause (a) above,</p> <p>e) To forfeit the security deposit full or in part at the discretion of Director, INCOIS.</p>
23.	<p>Force Majeure Clause:</p> <p>If the execution of the contract / supply order is delayed beyond the period stipulated in the contract as a result on out-break of hostilities, declaration of an embargo's or blockage or fire flood, acts of nature or any other contingency beyond the supplier's control, Director, INCOIS may allow such additional time by extending the delivery period as he considers to be justified by the circumstances of the case and his decision shall be final, conclusive and binding. If and when additional time is granted by the INCOIS, the contract/supply shall be read and understood as if it had contained from its inception the delivery date as extended.</p>
24.	<p>Patent Indemnification Clause:</p> <p>The Contractor shall indemnify and keep indemnified the purchaser from and against any and all claims, action, cost charges and expenses arising from or for infringement of patent rights, copy right and other protected rights of any design, plans, diagrams drawings in respect of the stores supplied by the contractor or any of the manufacturing methods or process adopted by the contractor for the stores supplied under the contract. In the event of any claim being made or action being brought against the purchaser in respect of the matter referred above, the contractor shall promptly be notified thereof and he shall at his own expense, conduct all negotiations for settlement of the same and any drawings, plans or diagrams or any manufacturing methods or of patent or any other protected rights and use thereof is at no costs to the latter, the rights to continue using the same or to the extent it is possible to replace the same so as to avoid such infringement and subject to approval by the purchases or modify them so that they become non-infringing but such modifications shall otherwise be to the entire satisfaction of the purchaser. The provision of this clause shall remain effective and binding upon the contractor even after the completion, expiration or termination of the contract.</p>
25.	If any tenderer withdraws his tender after price bid is opened, with in the validity period or

	makes any modifications in the terms and conditions of tender, which are not acceptable to the INCOIS, then INCOIS shall without prejudice to any other right or remedy available to it, be at liberty to forfeit the partial or entire Earnest Money amount.
26.	The bidder shall sign and upload the Bids with the exact name and address of the firm, which is bidding for the tendered work.
27.	The Bids shall be uploaded only after signed by a duly authorized officer of the firm which is bidding for the tendered work, and in the case of a Corporation, seal, or otherwise appropriately executed under seal.
28.	The acceptance of tender will solely rest with Director, ESSO-INCOIS who does not bind himself to accept the lowest or any other tender. No reasons will be furnished for acceptance or rejection of any tender.
29.	Canvassing in connection with tender is strictly prohibited and any canvassing will render the bid of such tenderer ineligible.
30.	INCOIS reserves the right to alter the scope/or reduce quantum of work, before/after issue of work order and tenderer shall not have any claim whatsoever on this account. INCOIS also reserves the right to split the tender and award to separate tenderer(s) if necessary and tenderer shall not have any claim whatsoever on this account.
31.	In case of any un resolved dispute or differences arising at any time between this Institute and the firm holding the contract, these shall be resolved in terms of the Arbitration and Conciliation Act 1996 and held at Hyderabad, Telangana, India only. Further, this contract is subject to laws of India alone

11) Clarifications & Contact details: Queries or clarifications on tender document, if any, may be submitted by the firms (via e-mail) on or before **1500 Hrs of May 28, 2019** *Note: Preferably the Firms should submit a consolidated query.* e-mail: bala@incois.gov.in/raja@incois.gov.in/satyap@incois.gov.in; E-mail subject should be mentioned as "Supply of Continuous flow macro-nutrient analyzer with peripherals".

1) Head-ISG

Indian National Centre for Ocean Information Services (INCOIS)
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2) Director

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12) Delivery addresses:

Indian National Centre for Ocean Information Services (INCOIS),
Ministry of Earth Sciences, Govt. of India, "Ocean Valley",
Pragathi Nagar (BO), Nizampet (SO), Hyderabad - 500 090

We have read and understood the above terms and conditions in detail and the same are accepted by us.

Signature of the Tenderer/ Authorised Signatory & date

Name

OFFICE SEAL,

Address

Note: The bidder/tenderer has to sign & stamp on all pages of tender document and upload the same

BANK GUARANTEE FORMAT FOR BID SECURITY:

Whereas.....¹ (hereinafter called "the Bidder") has submitted its bid dated.....(date of submission of bid) for the supply of(name and / or description of the goods) (hereinafter called "the Bid").
KNOW ALL PEOPLE by these presents that WE(name of bank) of(name of country), having our registered office at(address of bank) (hereinafter called "the Bank"), are bound unto.....(name of Purchaser) (hereinafter called "the Purchaser") in the sum of ___for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this ___day of _20 ____.

THE CONDITIONS of this obligation are:

1. If the Bidder Withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its bid by the Purchaser during the period of bid validity:
 - (a) fails or refuses to execute the Contract Form if required; or
 - (b) fails or refuses to furnish the performance security, in accordance with the instruction to Bidders.

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

This guarantee shall remain in force up to _____from the date of submission of the bid and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the Bank)

Name of the Bidder

Instructions for Online Bid Submission:

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Click **here to Enroll**” on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

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 formats. Bid documents may be scanned with 100 dpi with black and white option. 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.

4. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
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 as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the Tender Processing Section, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will 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 white 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. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured. Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

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 CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800-3070-2232.