



**Procurement Department
TENDER ENQUIRY**

(Two Bid System)

Ref: Q/NIB/17-18/88

Dated: 05-01-2018

**Due date of submission: 25.01.2018, Due Time: 15:00 Hours
Due date of opening: 25.01.2018, Due time: 15:30 Hours onwards**

Sub: Invitation of Offer for supply and installation of LED TV 32" & 40":Reg.

Dear Sir,

I am directed to send you this Tender Enquiry (two bid system) with the request to submit the most competitive offer for supply of following items as per Technical Specifications enclosed:

Sl. No.	Description of Material	Specification	Quantity
1	32" LED TV	Specification at Annexure-I	39 Nos.
2	40" LED TV	-Do-	2Nos

Please indicate price on following terms:

- I. **Eligibility Criteria:**(1)the supplier and the aftersales service provider is located in Delhi/NCR
(2)The supplier/firm should have PAN /TIN and GST Number issued by concerned authority as provided in Annexure-II,
(3) The supplier /firm must enclose copy of tender documents with each page duly signed and stamped by the supplier /firm or its authorized representative as token of acceptance of all the terms and condition of tender.
(4) The bidder must be an authorized distributor of their principal for the make/brand of product they have quoted. Without Authorization Certificate the offer will not be considered.
- II. **Pre-Bid Meeting:** Pre Bid meeting will be held on 12-01-2018 at 3.00 P.M. at National Institute of Biological,A-32, Near NH-24, Sector-62, NOIDA -201 309.Bidder may seek clarification during the meeting however, for any amendment they need to submit their requirement in writing.
- III. **Price:-** FOR Destination NIB, NOIDA
- IV. **Taxes:-** Applicable GST
- V. **Excise Duty :-** NIB is having Central Excise Duty exemption certificate in terms of Govt. Notification No.10/97-Central Excise dt.1.3.97. Applicable rate of Excise Duty be given in view of exemption.

- VI. **Custom Duty**:- NIB is having Custom Duty exemption certificate in terms of Govt. Notification No51/96-Customs dated 23rd. July 1996. NIB will provide the exemption certificate to avail concessional exemption on Custom Duty.
- VII. **Payment**:-100% payment within 30 days from the date of satisfactory receipt installation and acceptance of items.
- VIII. **Delivery**:- **2 weeks** required by NIB. Offered by vendor _____
- IX. **Earnest Money**: Rs.25000/- (Rupees Twenty Five thousand only) to be submitted with the offer in shape of Demand Draft Drawn in favour of National Institute of Biologicals payable at NOIDA/New Delhi. Any Bid not accompanied with EMD, it will be rejected. The EMD shall be refundable to un-successful bidders after placing Purchase Order. No interest shall be payable on Earnest Money by NIB. The EMD will stand forfeited, if the successful bidder withdraws or on notifying the rates, refuses to accept the tender or violate any other terms & conditions of the tender.

OR

EMD/Tender Fee can also be deposited by way of NEFT/RTGS and bidder needs to indicate transaction ID details with Date & Time etc. Bank details of NIB are as follows

For Payment of EMD through Bank transfer :

NAME OF THE BANK	BANK OF BARODA ,SECTOR-29,NOIDA (UP)
NAME F ACCOUNT	NATIONAL INSTITUTE OF BIOLOGICALS
S.B.ACCOUNT NO.	26290100001774
IFSC CODE	BARB0NOIDAX (5 TH . DIGIT IS ZERO)

- X. **Warranty/Guarantee**: 12 Months from the date of satisfactory installation and commissioning. The supplier shall warrant that the items to be supplied shall be new and free from all defects and faults in materials used, workmanship and manufacture and shall be of the highest grade and consistent with the established and generally accepted standards for materials of the type ordered and shall perform in full conformity with the specifications . The supplier shall be responsible for any defects that may develop under the conditions provided b the contract and under proper use, arising from faulty materials design or workmanship and shall remedy such defects at his own cost when called upon to do so by the purchaser who shall state in writing in what respect the items are faulty. All technical queries/complaints, which may be indefinite, shall be attended immediately during entire warranty/support period.
- XI. **Training & Technical Support**: Necessary initial training /support services for using the hardware/software if required shall be given for the user's concerned or as and when required on demand basis during entire warranty /support period.
- XII. **Installation** : Installation, demonstration and training will be done by the vendor on free of cost.
- XIII. **Transit Insurance** – For delivery of goods at site, the insurance shall be obtained by the supplier for an amount equal to 110% of the value of goods from “warehouse to warehouse” (ultimate destination) on “all risks” basis including strikes.

- XIV. **Delay Delivery Discount** – In case of delayed delivery of all or any item (s) or goods the Purchaser shall be entitled to a discount or reduction on the contract price to a sum equivalent to 1% (one percent) of the value of goods/items delivered late for each week or part thereof subject to a maximum of 10% (ten percent) of undiscounted/unreduced contract price for the relative good/items, and/or, risk purchase will be affected at your risk and expenses.
- XV. **Settlement of dispute** : All disputes or differences of any kind whatsoever that may arise between the NIB and the Vendor/Contractor /Supplier in connection with or arising out of the contract or subject matter thereof or the execution of works , whether during the progress of works or after their completion, whether before or after determination of contract shall be settled or resolved by Arbitration proceedings as per the provisions of the (Indian) Arbitration Conciliation Act 1996 or any statutory modification or reenactment thereof and the rules made there under and for the time being in force shall apply to the Arbitration proceeding. Such arbitration shall be settled by Sole arbitrator who shall be appointed by Director, NIB. The arbitration shall take place in Noida/ Delhi unless both parties agree otherwise.
- XVI. **Right to accept or reject the Tender:** Director NIB reserves the right to accept or reject any or all the tenders without assigning any reason thereof. The decision of the Institute in this regard is final and binding on the firm.
- XVII. **Self Certificate:** An under taking (Self-Certificate) that the agency has not been blacklisted by a Central /State/UT Government institution and there has been no litigation with any government department on account of IT Services.
- XVIII. **Copies of Govt.Order:** The copies of supply orders from other Govt Departments with which the tenderer has dealt/supplied product /items during last two years are to be furnished by the bidder along with Technical Bid.
- XIX. **Income Tax Return/Balance Sheet:** Copies of Income Tax Return/Balance Sheet for profit loss account for last three years i.e. 2014-15,2015-16 & 2016-17.
- XX. **TIN/PAN Number:** The tenderer /firm must submit the copies of TIN/PAN number etc.
- XXI. The financial bid of technical bid of techno-commercial responsive bids will only be opened.
- XXII. **Performance Security:** Within 10 days of receipt of Notification of Award /Supply Order, the supplier shall furnish performance security to NIB for an equivalent amount of 10% of the contract value, valid up to 60 days after the date of completion of performance obligation including warranty obligations.

The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the suppliers failure to complete its obligations under the contract.

The performance security shall be denominated in Indian rupees and shall be in one of the following forms:

- (a) A bank guarantee, issued by a nationalized/scheduled bank located in India or in the form provided in the bidding documents (ANNEXURE-III)
- (b) or another form acceptable to the purchaser; Demand Draft from a Nationalized Bank in favor of, National Institute of Biologicals, NOIDA/Delhi

The performance security will be discharged by the purchaser and returned to the supplier not later than 60 days following the date of completion of the supplier's performance obligations, including any warranty obligations.

In the event of any amendment in the contract, the supplier shall, within 10 days of receipt of such amendment, furnish the amendment to the performance security, rendering the same valid for the derivation of the contract, as amended for further period of 60 days thereafter.

Notes:

1. The offer should be submitted in two sets. One Set containing Technical details, Literature, Catalogue etc. and Tender commercial terms should be put in a sealed cover and marked as **'Technical Bid'** Prices should be kept blank.
2. The Second set should be sent in a separate sealed cover and should contain **Price Schedule** only. 'Price-Bid' should be clearly mentioned on the cover.
3. Tender No., Item description and Due Date of opening should be clearly mentioned on the envelop.
4. Both the 'Technical-Bid' & 'Price-bid' should then be put in a single sealed cover clearly indicating the Item, Tender No. & Due Date of opening on the sealed cover.
5. The tender submitted after the due date and time shall be rejected.
6. Your quotation must be clearly legible, duly signed by authorization signatories. Any eraser or alteration must appear specifically in quotation. Bidder may visit NIB for inspecting site, if required prior to submission of bid .
7. If the items is available in DGS&D Rate Contract , copy of the Rate Contract may please be provided /enclosed.
8. Copy of Sales Tax clearance certificate duly attested by a Gazette officer.
9. Current valid certificate of registration including its annexure in case registered with SSI / NSIC/MSME etc. The certificate must be relevant with the tendered items. The irrelevant certificate will not be accepted and such bids /offers without EMD will not be considered.
10. Preference to NSIC/MSME /SSI will be extended as per prevailing Govt. rules.
11. Validity of the offer should be kept open for a period of not less than **three months**.

Please indicate item, our enquiry number and opening date on the top of the envelope positively.

Your s faithfully

W Z Quazi
(W Z Quazi)

Procurement Officer.

- Encl: 1) Annexure-I
2) Annexure-II (Price Schedule)
2) Annexure-III (Bank Guarantee Format)

O/c

ANNEXURE-I

TECHNICAL SPECIFICATION FOR LED TV

S.No.	Features	32 inch TV	40 inch TV
1.	Make	Sony, Samsung,	Sony, Samsung, Panasonic, Philips
2.	Display type	LED	LED
3.	Resolution	Full HD (1920 x 1080)	Full HD (1920 x 1080)
4.	Colour Enhancement	Live colour	Live colour
5.	Audio	Built in speakers, Dolby Digital 10 to 20 W Audio output	Built in speakers, Dolby Digital 10 to 20 W Audio output
6.	Connectivity Terminals	Ethernet input – 1, HDMI input – 2, USB – 2 Smart Phone connectivity – Yes Wi-fi in-built	Ethernet input – 1, ✓ HDMI input – 2, ✓ USB – 2 ✓ Smart Phone connectivity – Yes ✓ Wi-fi in-built ✓
7.	Smart phone connectivity	Screen mirroring, photo sharing	Screen mirroring, photo sharing ✓
8.	Power Consumption / Requirement	60 to 85 W 100-240 V, 50/60 Hz	60 to 85 W 100-240 V, 50/60 Hz
9.	Accessory	Standard Remote, Batteries for remote control, Cables and Manual etc.	Standard Remote, Batteries for remote control, Cables and Manual etc.
10.	Warranty	One Year On-site	One Year On-site ✓

ANNEXURE-II

LED TV

PRICE SCHEDULE – Tender No. Q/NIB/17-18/88

1 Sl. No.	2 Item Description	3 Qty. & Unit	4 Price for each Unit				5 Unit price INR	6 Total Price (FOR NIB, NOIDA) INR
			Make	Ex-Works Price	Packing & forwarding	Inland transportation insurance and other local costs incidental to delivery etc.		
			(a)	(b)	(c)	(d)	(e)	(b +c +d + e)
1	32" LED TV	39						3 X 5
2	40" LED TV	2						
3	Installation charges	41						

Notes:

1. Delivery Schedule: Material required by NIB - 2 weeks from the date of receipt of Supply order. Delivery offered by supplier:- weeks.
2. In case of discrepancy between unit price and total price, the unit price shall prevail
3. Destination of material : National Institute of Biologicals, Noida (UP)
4. Bidders to quote Ex-Works price in Rupees and other charges (if any) towards Packing & Forwarding, Excise Duty, ST/CST/VAT /GST(without Form C/D, Freight separately in terms of **Percentage** of Ex-Works price. NIB is exempted for Customs & Excise duty under the provision of Notification No.51/96-Customs dt.23.7.1996 and 10/97-Central Excise dated 01.03.1997
5. "Technical Bid" (Un-price bid) to contain this price schedule keeping price as 'Blank'. However, bidder to **fill up all other columns** and indicate in percentage the charges, if any, for Packing & Forwarding, GST/ED/ ST/CST/ Freight etc.

Total bid price in fig _____ In words _____

Tender No: Q/NIB/17-18/88

Place:

Date:

Signature of Bidder _____

Name _____
Business address _____

*Taxes if not mentioned may be treated as inclusive

ANNEXURE-III
(On Non-Judicial Stamp Paper appropriate value)

Section VIII-PROFORMA OF BANK GUARANTEE (PERFORMANCE)

To
National Institute of Biologicals,
A-32, Institutional Area,
Sector-62, NOIDA-201307
India

Dear Sirs,

In consideration of the National Institute of Biologicals (hereinafter called "the Institute" which expression shall include its successors and assigns) having awarded to:

M/s. _____ (Constitution)
_____ (Address) _____

_____ (hereinafter referred to as "the Contractor" which expression shall include its successors) a works/ purchase contract in terms, inter-alia, of the Institute(s) Letter of Acceptance No./Purchase Order No. _____ dated _____ and the Tender Documents (hereinafter called the "said contract" which expression shall include any and all formal contracts entered into in addition to in supersession of the said Letter of Acceptance and all amendments and modifications in the said contract upon the condition of contractor furnishing an undertaking from a Bank as performance guarantee for a sum of (currency) _____ (currency) _____ only) amounting to 10% (ten percent) of the total contract value for the payment of the Owner's claims under the said contract.

We (Name) _____
(Constitution) _____

(hereinafter called "the Bank" which expression shall include its successors and assigns) hereby undertake to pay the Institute in (currency) forthwith on first demand in writing and without protest or demur or proof or condition any and all moneys anywise claimed by the Institute from the Contractor under, in respect of or in connection with the said contract as specified in any notice of demand made by the Institute on the bank with reference to this undertaking up to an aggregate limit of _____ (currency) _____ (currency-in words) _____ only).

AND the Bank hereby agrees with the Institute that:

- i) This undertaking shall be a continuing undertaking and shall remain valid and irrevocable for all claims of the Institute and liabilities of the Contractor arising up to and until the midnight of _____.
- ii) This undertaking shall be in addition to any other undertaking or guarantee or security whatsoever that the Institute may now or at any time have in relation to its claims or the Contractor's obligations/liabilities under and/or in connection with the said Contract, and the Institute shall have full authority to take recourse to or enforce this undertaking in preference to the other under-taking or security(ies) at its sole discretion, and no failure on the part of the Institute in enforcing or requiring enforcement of any other undertaking or security shall have the effect of releasing the Bank from its full liability hereunder.

- iii) The Institute shall be at liberty without reference to the Bank and without affecting the full liability of the Bank hereunder to take any other undertaking or security in respect of the contract's obligations and/or liabilities under or in connection with the said contract or to vary the terms vis-a-vis the Contractor or the said contract or to grant time and/or indulgence to the Contractor or to reduce or to increase or otherwise vary the prices or the total contract value or to release or to forbear from enforcement of all or any of the obligations of the contractor under the said contract and/or the remedies of the Institute under any security(ies), now, or hereafter held by the Institute and no such dealing(s), variation(s), reduction(s), increase(s), or other indulgence(s) or arrangements with the supplier or release or forbearance whatsoever shall have the effect of releasing the bank from the full liability to the Institute hereunder or of prejudicing rights of the Institute against the bank.
- iv) This undertaking shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution or insolvency of the contractor but shall in all respects and for all purposes be binding and operative until payment of all moneys payable to the Institute in terms hereof.
- v) The Bank hereby waives all rights at any time inconsistent with the terms of this undertaking and the obligations of the bank in terms hereof shall not be any wise affected or suspended by reason of any dispute or disputes having been raised by the Contractor (whether or not pending before any arbitrator, tribunal or court) or any denial of liability by the Contractor or any other order or communication whatsoever by the Contractor stopping or preventing or purporting to stop or prevent payment by the Bank to the Corporation hereunder.
- vi) The amount stated in any notice of demand addressed by the Institute to the bank as claimed by the Institute from the Contractor or as liable to be paid to the Corporation by the Contractor or as suffered or incurred by the Corporation on account of any losses or damages or costs, charges and/or expenses shall be between the bank and the Institute be conclusive of the amount so claimed or liable to be paid to the Corporation or suffered or incurred by the Institute, as the case may be, and payable by the bank to Institute in terms hereof.
- vii) The bank doth hereby declare that Shri _____ who is _____ (his designation) is authorised to sign this undertaking on behalf of the Bank and to bind the Bank thereby.

This _____ day of _____ 20 ____.

Yours faithfully

For _____
(Signature)

Name _____

Designation _____

Name of Bank _____

Dated: _____

Note:

1. This Guarantee/Undertaking is not to be witnessed.
2. This guarantee/undertaking is required to be stamped as an agreement according to the stamp duty prescribed in the country in which it is executed.
3. This guarantee/undertaking is required to be sent by the Vendor's banker directly to the purchaser (the Institute).
4. The Bank Guarantee should be (Nationalized or Schedule Bank) from any Indian or foreign bank having branch in India, on non-judicial stamp paper of value commensurate with amount as per norms. The Bank Guarantee issuing branch should be situated in India.