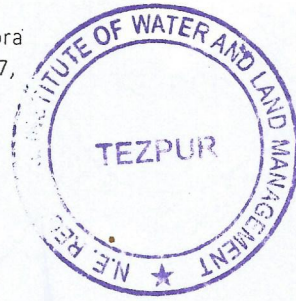




**NORTH EASTERN REGIONAL INSTITUTE OF
WATER AND LAND MANAGEMENT (NERIWALM)**

An Institute under the Ministry of Water Resources, River Development
& Ganga Rejuvenation, Govt. of India
(Registered under the Societies Registration Act, 1860)



No: NRWM/COMP/ 48/ 2016-17 3648-3653. Dated 20-11-2017


NOTICE INVITING E-TENDER

E-tenders are invited by the Director, NERIWALM, Tezpur from reputed manufacturers/authorized dealers/vendors for supply, installation & commissioning etc. of following items required for the Soil and Water Testing laboratory, North Eastern Regional Institute of Water and Land management, Tezpur against trade in/ buy back offer against two nos. of existing obsolete instruments i.e. i) AAS- AAnalyst 200(Perkin Elmer) and ii) UV-VIS Spectrophotometer EZ201(Perkin Elmer). For ONLINE BID submission it is requested to go through the link www.tcil-india-electronictender.com and follow instructions.

The last date for ONLINE submission of bids is 21.12.2017 upto 4.30 PM and will be opened on 22.12.2017 at 11.00 AM and 23.12.2017 at 3.30 PM in the conference room of NERIWALM.

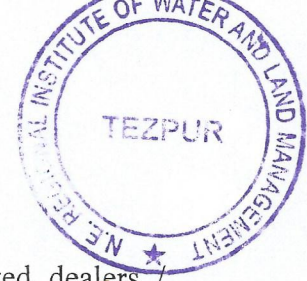
In the event of dates of opening e-tenders being declared a holiday, the tender will be opened on the next working day at the same time and place.

SEARCH CODE : NERI - 2017 - TN000004


Assoc. Prof. (Agri.) &
Deputy Director (Admin) i/c

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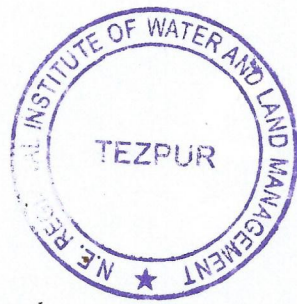
1. Stenographer attached to the Director's Office for favour of Director's kind information.
2. The Accounts Officer, i/c, NERIWALM.
3. Research Associate (Agri.) and O.C. Soil & Water Testing Laboratory, NERIWALM.
4. Notice Board, NERIWALM.
5. Website of NERIWALM.
6. O.C., Library, NERIWALM, Tezpur for information. It is requested to make available the paper cutting of the advertisement for necessary record of the Institute.



Notice inviting e-Tender

1. Online Bids are invited in **Indian Rupees** from manufacturers/authorized dealers / Vendors of laboratory equipments of International/National standards for supply and installation of laboratory instruments for Soil and Water Testing Laboratory at North Eastern Regional Institute of Water and Land Management (NERIWALM), Tezpur as per **Two Bid system**. Manual bids are not acceptable. Prices in Indian Rupees only is acceptable.
2. For ONLINE BID submission it is requested to go through the link www.tcil-india-electronictender.com and follow instructions.
3. This RFP is divided into four parts as follows:
 - A) Part I – general information and instruction
 - B) Part II – technical bid format for lab equipment
 - C) Part III – financial bid format for lab equipment
 - D) Part IV – terms and conditions
 - E) Part V- instructions to bidders regarding online bid submission
4. The dates relating to E-Tender for supply and installation of laboratory instruments for Soil and Water Testing Laboratory at North Eastern Regional Institute of Water and Land Management (NERIWALM), Tezpur are as follows.
 - a. Start date of E-tenders : 21-11-2017 3.00 pm
 - b. End date : 21-12-2017 4.30 p.m
 - c. Last date for receipt of E-tenders : 21-12-2017, 4.30 PM
 - d. Date of opening of E-tenders :
Technical Bid : 22-12-2017 , 11.00 AM
Financial Bid : 23-12-2017, 3.30 PM
5. The actual time of receipt of the e-Tender by the office only will count for the acceptance of the bid and either the date of bid, date stamp of post office or date stamp of any other office will not be considered. NERIWALM, Tezpur will not be responsible for any postal or any other transit delays in case of EMD, technical brochures and other literatures submitted through post.
6. The **TECHNICAL PART** of the tender will be evaluated by a Committee, which will short-list the firms. The **FINANCIAL BID** will be opened only that of the shortlisted firms.
7. Decision of the Committee constituted for the purpose shall be final and binding in all cases.
8. The Director, NERIWALM reserves the right either to accept or reject any or all tenders without assigning any reason thereof and it is not binding on the Director to accept the lowest rate.

PART I – GENERAL INFORMATION AND INSTRUCTION



1. Earnest Money Deposit(E.M.D.)

a. The bidder will furnish, as part of its bid, an E.M.D. amount of 2% of the quoted amount of the materials offered against the bid. This amount should be paid by way of a crossed demand draft drawn on any schedule bank in favour of the Director, NERIWALM, Tezpur and payable at Tezpur, Assam. **The crossed D.D. should invariably be furnished OFFLINE by registered post superscripting the e- tender notice no. with date in an envelope before opening of the bids.** The e-Tenders with partial E.M.D. will summarily be rejected.

2. **Documents:** The bidder will UPLOAD self attested photocopies of the following documents along with the Technical Bid, failing which their bids shall be summarily/out rightly rejected and will not be considered any further :

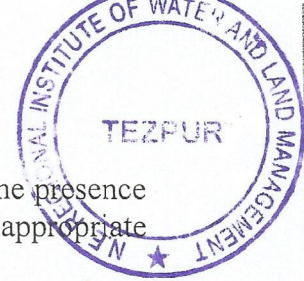
- a. Copy of Valid Manufacturing License from the competent authority/ valid Import License.
- b. Sole Manufacturer of equipment certificate if applicable.
- c. Valid authorization letter from the manufacturer in case of stockist/distributor.
- d. Copy of the IT return filed for the last three financial years.
- e. Copy of GST Registration Certificate.
- f. PAN No.
- g. Copy of the Certificate of BIS/ISO/WHO(wherever applicable)
- h. Copies of previous supply orders in support of above.

3. **Declaration:** The declaration in the prescribed proforma given in this e-Tender document (**Annexure-I**) should be duly filled in, signed and submitted along with the technical bid. The above declaration, along with a copy of the terms and conditions, duly signed and sealed in each page, by the authorized signatory of the agency in token of acceptance of the terms and conditions should be enclosed with e-Tender document.

4. All entries in the e-Tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting is permitted. However the corrections, if any, in the Technical Bid Application must be signed by the person authorized to sign the e-Tender bids.

5. Opening of Bids by the Purchaser

a. The E-Tender Document (Technical bid) shall be opened on 22-12-2017 , 11 AM in the presence of the representatives of the participant Bidder, if any, who wish to be present on the spot at that time. The financial bid would be opened after scrutiny of Technical Bid on 23-12-2017, 3.30 PM.



- b. The Bidder's names, bid modifications or with-drawls, bid prices, discounts, and the presence or absence of requisite E.M.D. and such other details, as the purchaser, may consider appropriate at its discretion, and will be announced at the time of opening of the bid.
- c. Bids that are not opened and read out at bid opening will not be considered further for evaluation, irrespective of the circumstances.

6. Clarification of Bids

- a. During evaluation of the bids, the purchaser may, at its discretion, ask the bidder for a clarification of its bid. The request for clarification and the response will be in writing, and change in the prices or substance of the bid will not be sought, offered, or permitted.

7. Evaluation and Comparison of Bids

a) Technical Bid

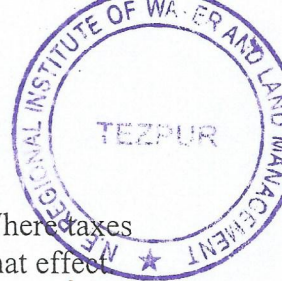
All the bids, which are opened, read out and considered for evaluation, will be checked for qualification requirements in respect of the technical and commercial aspects. Such of the bids, which do not meet the qualification requirements, will not be evaluated further. The bid is to be checked for its conformity to the technical specification. If it does not meet the technical specification, the Bid will not be evaluated further. However, if in the opinion of the purchaser the bidder has offered equipment/material better than the technical specification the same may be considered.

b) Financial Bid

The purchaser will evaluate and compare the bids, which have been determined to be substantially responsive.

The bid may be rejected for the following reasons.

- i) Not in the prescribed form
- ii) Insufficient E.M.D. or bid not accompanied by the required E.M.D.
- iii) Further, the purchaser may enquire from the bidder in writing for any clarification of the bid. The response of the bidder will also be in writing. However no change in the prices or substance of the bid will be sought, offered or permitted.
- iv) Bids will be examined for completeness and for any computational errors.
- v) Arithmetical errors will be rectified on the following basis.
 - a) Where there is a discrepancy between the unit price and total price, the unit price will prevail and the total price will be corrected accordingly.
 - b) If the bidder does not attest any overwriting in the price column such bids will be rejected.
 - c) Failure on the part of the bidder to agree to the above corrections will result in rejection of his offer and forfeiture of his E.M.D.
 - d) It will be ensured that the required sureties have been furnished and that the documents have been properly signed.
 - v) The purchaser's evaluation of a bid will take into account the net landed cost of the material at the final destination. For the purpose of evaluation net landed cost is arrived at by adding all elements of the basic price, allowable discount, GST, excise duty & any other levies, packing and forwarding, freight charges, insurance (transit & storage) as quoted by the bidder unloading at final destination, erection, servicing and other charges as called for.
- vi) In addition, any variation up or down in taxes and duties/new levies introduced subsequent to bid opening and before award will be considered for comparison purposes.



vii) The following criteria may be adopted for taxes and duties for evaluation.

a. It is the responsibility of the bidder to quote all taxes and duties correctly. Where taxes and duties are not applicable, the bidder should provide the documentary evidence to that effect.

b. Where there is an exemption of Custom/ Excise Duties, GST the documentary evidence to that effect will be enclosed by the supplier.

c. The bidder for supply and works shall invariably possess the TIN Number and PAN Number, which will be verified before entering into contract.

yiii) Prior to detailed evaluation, the responsiveness of each bid will be determined. A substantially responsive bid is one that conforms to all the terms and conditions of the bidding documents without material deviations. For this purpose superscription, qualification requirement, E.M.D., validity, delivery, payment term, price schedule, taxes and duties will be deemed to be the critical provisions and deviations in any one of these items will be deemed to be a material deviation.

ix) The purchaser may waive any minor informality, non-conformity or irregularity in the bid which does not constitute a material deviation, provided such waiver does not affect the relative ranking of any bidder.

x) The purchaser will clearly indicate in the bid specification the methodology for evaluation of bids.

a. Bid price, which will include all, costs of instrument, packing and forwarding, insurance and all taxes and other legally permissible duties & levies payable.

b. Delivery schedule offered in the bid.

c. The availability of spare parts and after-sales services for the equipment offered in the Bid

d. Other specific criteria indicated in the Bid specification.

8. Contacting the Purchaser

a. From the time of the opening to the time of contract award, if any Bidder wishes to contact the purchaser on any matter related to the bid, it should do so in writing.

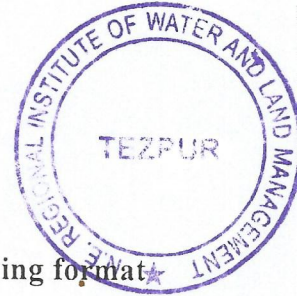
b. Any effort by a bidder to influence the purchaser in its decisions on bid evaluation, bid comparison, or contract award will result in the rejection of the Bidder's bid.

9. Award Criteria :

The purchaser will award the contract to the successful Bidder/Bidders as per appropriate provisions of GFR, 2017

10. Purchaser's Right to Vary/ cancel materials/ Quantities at the time of Award

The purchaser reserves the right to vary or cancel the ordered quantity/ materials during the execution of the contract.

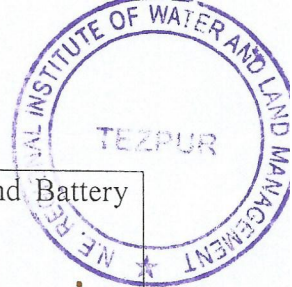


PART II – TECHNICAL BID FORMAT FOR LAB EQUIPMENT

The bidder is required to provide detailed specifications of the item in the following format of the Technical bid.

i) Instrument: ATOMIC ABSORPTION SPECTROPHOTOMETER

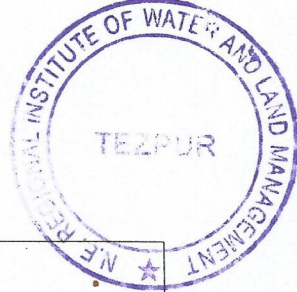
Sl. No.	Specifications
1.	<p>Optical True Double-Beam flame based atomic absorption spectrophotometer system with Facility to upgrade the Flame AAS to Graphite furnace with integrated Zeeman background correction.</p> <p>Wavelength range : 185 to 900nm or better</p> <p>Variable band width: 0.2 to 1.0 nm spectral bandwidths or better</p> <p>Monochromator: Monochromator and prism or Grating with 1800lines/mm blazed at 240nm or so with Reciprocal linear dispersion: 0.8 nm/mm at 200 nm or better.</p> <p>Sensitivity: Minimum absorbance of >0.9Abs for 5ppm Cu (Copper) or other with valid documentation.</p> <p>No. of lamps mount: Minimum 6 or more</p> <p>Background Correction: High intensity D2 for flame and upgradable to Zeeman and Graphite Furnace back ground correction</p> <p>Burner: Titanium or inert Burner or better</p> <p>Burner height: Automatic optimization of burner height</p> <p>Fuel Flow: Automatic optimization of fuel flow</p> <p>Detector: PMT [Photomultiplier tube] OR Solid State Detector (CMOS)</p> <p>Flame ignition-Automatic.</p> <p>Nebulizer chamber- An inert fluoroplastic spray chamber or equivalent. Automatic gas control system.</p> <p>SAFETY MEASURES: Software controlled, automatic oxidant changeover. Software controlled, automatic fuel gas boost on oxidant changeover. Automatic flame shut down. Fuel line flashback arrestor etc.</p> <p>Suitable Air Compressor: to be supplied of Internationally Reputed Brand</p> <p>Single Elements HCL or EDL Lamps for : Iron(Fe), calcium (Ca), magnesium (Mg), lead (Pb), zinc(Zn), nickel(Ni), cadmium(Cd), manganese(Mn), arsenic(As), Etc coded hollow cathode lamps to carry a minimum 5000 mAhr lifetime guarantee or better</p> <p><u>AUTOMATED HYDRIDE GENERATOR :</u> Continuous Flow /Flow injection/Automated hydride Vapour Generator for analysis of As, Se, Hg,Pb etc. It should come with an integrated controller & four channel peristaltic pump.</p> <p><u>ESSENTIAL PREREQUISITES :</u> Suitable Branded Desktop Computer with original latest software loaded. AAS software for automatic analysis, parameter setting, concentration computation, baseline correction, report generation. QA/AC data logging, etc. Laser Jet (A-4 size) Printer</p>



	<p>Branded 5KVa Online UPS with Isolation, SMF Batteries, Battery Rack and Battery Interconnecting Cables for 30 Min. back-up for Flame Based System.</p> <p>Acetylene Filled Cylinder For AAS analysis (UHP Grade) filled with gases, with necessary Tubing & Connectors -1 NO</p> <p>Argon Filled Cylinder for AAS analysis (UHP Grade) filled with gases, with necessary Tubing & Connectors. -1NO</p> <p>Double Stage Gas Regulators for Acetylene Gas Cylinder -1 No</p> <p>Double Stage Gas Regulators for Argon Gas Cylinder -1 No</p> <p>Stainless Steel Double Hood with Exhaust fan including necessary fitting and Ducting Facility -1 set.</p> <p>Gas Distribution Line for the gases.</p> <p>Warranty and Others Terms</p> <p>Five-year complete maintenance contract including visits and spares after warranty period is over.</p> <p>Training: Minimum 3 days free extensive training for 2 persons at installation site</p> <p>Site Preparation including gas line: By bidders</p> <p>Compliance certificate from recognized users should be provided</p> <p>The offer needs to be accompanied with all required supporting technical literatures, any regulatory Certificate of the manufacturing works authorization certificate of the Principal Companies, details of service facilities available with the contact nos.</p> <p>Ensure the break up prices of all components</p>
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ii) Instrument: UV-VIS SPECTROPHOTOMETER

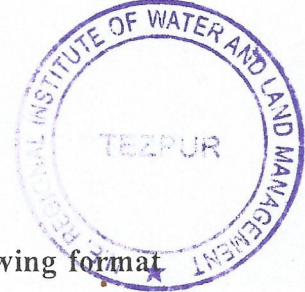
Sl. No.	Specifications
2.	<p>The system should be a Dual beam system —with internal reference detector</p> <p>Spectral Bandwidth :1.8 nm or better</p> <p>Light Source :Typical Life Time Xenon Flash Lamp or better source (5 Years)</p> <p>Detector : Dual silicon photodiodes or better detector</p> <p>Cuvette position : minimum 2 position holder</p> <p>Wavelength Range : 190-900 nm or better</p> <p>Stray light : >2A or better</p> <p>Accuracy : ±1.0 nm or better</p> <p>Scan Speed: Up to 3500 nm/min or better</p> <p>Repeatability : ±1.0 nm or better</p> <p>System Control : Local Or PC Control Modes</p> <p>Measurement volume: should include at µl level. Along with software and Computer desktop, 3 KVA UPS</p> <p>Warranty period: Not less than one year.</p> <p>Maintenance: Five-year complete maintenance contract including visits and spares after warranty period is over. Hardware support period minimum five (5) years from date of supply/installation</p> <p>Training: Free 3 days extensive training for 2 persons at installation site</p>



iii)Instrument: pH CUM ION METER

Sl. No.	Specifications
3.	<p>High sensitivity pH/ISE Benchtop Meter with electrode stand and universal power adapter Meter specifications:</p> <p>ISE: range: 0 to 19999 digits resolution: up to 3 significant digits relative accuracy: ± 0.2 mv or ± 0.05 % of reading, whichever is greater units: ppm, m, mg/l, %, ppb calibration points: up to 5 calibration editing: yes electrode type: ion-plus sure-flow combination /half-cell membrane data loggin memory: 2000 points with time & date stamp power supply: universal, ac power adapter, 100-240 vac / optionally 4 nos. aa batteries. international rating: ip-54 splash proof rating stirrer connectivity facility directly controlled by meter</p> <p>Fluoride electrode specification: electrode type: ion-plus sure-flow combination measuring range: 0.02 ppm to saturated optimum temperature range: 0 to 80⁰c connector type: bayonet neill concelman (bnc) connector</p> <p>Nitrate electrode specification: electrode type: ion-plus sure-flow combination measuring range: 0.1 to 14,000 ppm . optimum temperature range: 0 to 40⁰c connector type: bayonet neill concelman (BNC) connector</p> <p>Supply included: main benchtop ph/ ion analyzer meter, electrode holder & stand and 220 vlt power adapter along with ross ultra ph ross electrode with ph buffer solution (4.01,7.00 & 10.01 & storage solution,cleaning solution); stirrer probe directly controlled by meter, ion-plus sure - flow fluoride electrode with respective filling solution, fluoride activity 100 ppm standard and tisab; ion-plus sure- flow nitrate electrode with respective filling solution;nitrate 1000ppm standard; nitrate interference suppressor solution(for ground water sample).</p> <p>Warranty period: Not less than one year. Training: Minimum 01 day free extensive training for 2 persons at installation site</p>

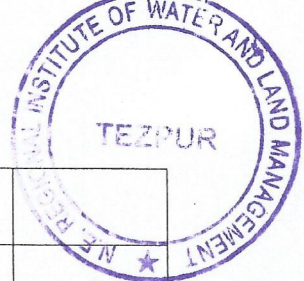
PART III – FINANCIAL BID FORMAT FOR LAB EQUIPMENT



Important: The details of the cost of the item should be provided in the following format Only.

1. Instrument: Atomic Absorption Spectrophotometer

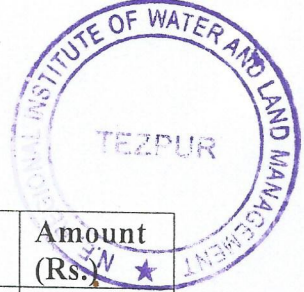
Sl. No.	Specifications	Quantity (No.)	Rate (Rs.)	Amount (Rs.)
1	Optical True Double-Beam flame based Atomic Absorption System with Facility to upgrade the Flame AAS to Graphite furnace with integrated Zeeman background correction.	1 No.		
2	Suitable and silent Air Compressor with filter and moisture trap of reputed international brand	1 No.		
3	Titanium or inert Burner or better	1 No.		
4	Continuous automated hydride generation system (software controlled) with an integrated controller & four channel peristaltic pump.	1 No.		
5	Hollow Cathode Lamp/ Electrodeless Discharge lamps			
5(i)	Arsenic (As)	1 No.		
5(ii)	Lead (pb)	1 No.		
5 (iii)	Cadmium (Cd)	1 No.		
5 (iv)	Nickel (Ni)	1 No.		
5 (v)	Iron (Fe)	1 No.		
5 (vi)	Calcium (Ca)	1 No.		
5 (vii)	Magnesium (Mg)	1 No.		
5 (viii)	Manganese (Mn)	1 No.		
5 (ix)	Chromium (Cr)	1 No.		
5 (x)	Zinc (Zn)	1 No.		
5 (xi)	Copper (Cu)	1 No.		
5 (xii)	Barium (Ba)	1 No.		
5 (xiii)	Beryllium (Be)	1 No.		
6	Suitable Branded Desktop Computer with original latest software loaded for automatic analysis, parameter setting, concentration computation, baseline correction, report generation. QA/AC data logging, etc.	1 No.		
7	LED TFT Monitor of 18.6" wide screen	1 No.		
8	Laser Jet printer	1 No.		
9	Dissolved acetylene, 98.5% purity in 47 L carbon steel cylinder with valve, valve guard with necessary tubing and connectors and certificates.	1 No.		
10	Nitrous Oxide, 99.9% purity in 47 ltrs Carbon	1 No.		



	Steel Cylinder with Valve, Valve guard and with necessary Tubing & Connectors & Certificates.			
11	Argon, 99.999% purity in 47 ltrs Carbon Steel Cylinder with Valve, Valve guard and with necessary Tubing & Connectors & Certificates.	1 No.		
12	Double Stage Gas Regulators for Acetylene Gas Cylinder	1 No		
13	Double Stage Gas Regulators for Argon Gas Cylinder	1 No.		
14	Gas distribution system for Argon gases	1 No.		
15	Stainless Steel Hood with Exhaust Fan including necessary fitting & Ducting Facility	1 No.		
16	5KVA true online UPS system	01 No.		
17	12V, SMF battery with Battery rack & Intercell connector to provide 30mints backup	01 No.		
18	Certified Standard Solution for AAS (1000 ppm) (Each bottle of 100ml), 16Nos./Set	01 set		
	Total price of the above complete system			
	Less. Buy back/ Trade- in offer of existing AAS (old model: AAnalyst 200, Perkin Elmer)			
	Net price of the above complete system			
	GST			
	Custom duty			
	Packing and Forwarding charges			
	Freight and Insurance charges			
	Other charges, if any			
	GRAND TOTAL			

2. Instrument: UV- VISIBLE SPECTROPHOTOMETER

Sl. No.	Specifications	Quantity (No.)	Rate (Rs.)	Amount (Rs.)
1	High sensivity pH/ISE Benchtop Meter with electrode stand	1 No.		
2	Power Cord 250 V	1 No.		
	Total price of the above complete system			
	Less. Buy back/ Trade- in offer of existing AAS (old model: AAnalyst 200, Perkin Elmer)			
	Net price of the above complete system			
	GST (@ %)			
	Custom duty (@ %)			
	Packing and Forwarding charges			
	Freight and Insurance charges			
	Other charges, if any			
	GRAND TOTAL			



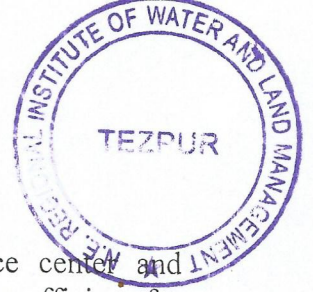
3. Instrument: pH CUM ION METER

Sl. No.	Specifications	Quantity (No.)	Rate (Rs.)	Amount (Rs.)
1	High sensitivity pH/ISE Benchtop Meter with electrode stand	1 No.		
2	Power Cord 250 V	1 No.		
3	10mm Optical path x 12.5mm Exterior width Quartz Cuvette with Stopper	1 pair		
	Total price of the above complete system			
	Less. Buy back/ Trade- in offer of existing AAS (old model: AAnalyst 200, Perkin Elmer)			
	Net price of the above complete system			
	GST			
	Custom duty			
	Packing and Forwarding charges			
	Freight and Insurance charges			
	Other charges, if any			
	GRAND TOTAL			

PART IV – TERMS AND CONDITIONS

Terms and Conditions:

1. The rates should be quoted in Indian Rupee and FOR NERIWALM, Tezpur basis. Charges for clearing and transportation should be in the scope of the supply/supplier.
2. Quotations should be accompanied by i) An EMD (in the form of Demand Draft) of 2 % of the quoted price only drawn in favor of Director, NERIWALM, Tezpur payable at Tezpur. The Earnest Money and PASS PHRASE should be submitted OFFLINE before the date of opening of the quotations.
3. The EMD will be returned to the unsuccessful bidders within 30 (thirty) days of finalization of tender. For the successful bidder (s) the EMD will be adjusted with the security deposit and shall be returned after the warranty period is over.
3. The rate of the equipments should be legibly written both in figure and in words. Taxes and levies such as GST, Custom Duty etc. should be clearly shown separately.
4. Institutional and Buy back/ Trade- in offer discount should be shown/ mentioned separately..
5. Quoted rates should be valid at least for a period of 06 (six) months.
6. The rates should be quoted along with supporting documents of specifications and technical features and list of users.
7. The system must be installed at the laboratory, and after installation a basic training (atleast 3 days) must also be provided by the supplier or their Indian counterpart without any additional costs.
8. All the quotations must be accompanied with supporting documents and / or literature.
9. Demonstration may be sought from the vendors for authentication of quoted specification.
10. Details of availability of after sales support will have to be furnished. After sales support, directly from manufacturer and from Assam (Guwahati / Tezpur) will be preferred.
11. The institute ,at present, is not exempted from paying Custom and Excise duty.
12. Proprietary items should be quoted with sole Manufacturer/Distributorship/ Dealership certificate.



13. Warranty/Gurantee period should be specifically mentioned in the quotation.
14. Free installation and minimum one year on-site warranty on all parts.
15. **Service facility:** Supplier should mention their details of nearest service center and manpower to look after sales support. The responses of service center should be efficient for solving any type of technical problem.
16. The manufacturers/authorized dealers/vendors must give an undertaking that parts and services will be available for atleast another 5(five) years after installation in the institute.
17. The manufacturers/authorized dealers/vendors must take up Annual Maintenance Service with due authorization certificate after warranty is over.
18. No Advance payment will be made. 90% of Payment will be made after successful installation, testing and commissioning in the institute and remaining 10% after warranty period is over.
19. Items of Foreign origin should have Insurance up to installation on site.
20. The Institute reserves the right to accept or reject any or all the quotations without assigning any reason.
21. Quoted price should be inclusive of essential accessories and should be CIF Tezpur University, Tezpur
22. Applications for release of EMD should be submitted to the Director, NERIWALM, Tezpur-784027.
23. Apart from the above terms and conditions the University reserves the right to include any other terms and conditions as and when felt necessary.
24. In case of EMD, technical brochures and other literatures submitted through post, the envelope should contain the Quotation Notice No. and date clearly superscribed in the envelope/packet
25. Only online quotations/ tenders will be accepted by the institute. Quotation submitted within the specified date and time will only be entertained for comparison of the rates.
25. Tender acceptance letter has to be given in the company letter head (**Annexure-I**).

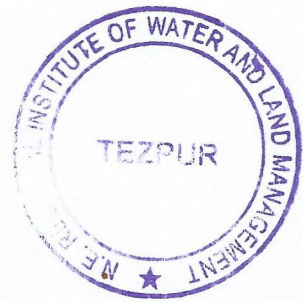
PART V INSTRUCTIONS TO BIDDERS REGARDING ONLINE BID SUBMISSION

1. Bidding Methodology:

Single-stage Two-Bid System (Technical Part and Financial Part to be submitted at the same time) shall be followed.

2. Broad outline of activities from Bidders prespective:

- i) Procure Digital Signature Certificates (DSC) for users of the organization (if not procured earlier)
- ii) Register your organization on Electronic Tendering System® (ETS) Portal of TCIL (<https://www.tcil-india-electronic tender.com>) if not already registered
- iii) Create Users and assign roles on ETS
- iv) Assign Tender to a department of your organization on ETS
- v) Download Official Copy of Tender Documents from ETS



- vi) Clarification to Tender Documents on ETS
 - Post query to TCIL (Optional)
 - View response to queries posted by TCIL
 - vii) Online Bid-Submission on ETS
 - viii) Attend Online Public Tender Opening Event (TOE) for Techno-Commercial Bid on ETS
 - Opening of Technical-Part
 - ix) Post-TOE Clarification on ETS (Optional)
 - Respond to TCIL's Post-TOE technical queries
 - x) Attend Public Online Tender Opening Event (TOE) for Financial Bid on ETS
 - Opening of Financial-Part
- (Only for Technically Responsive Bidders)

For participating in this tender online, the following instructions are to be read carefully. These instructions are supplemented with more detailed guidelines on the relevant screens of the ETS.

3. Digital Certificates

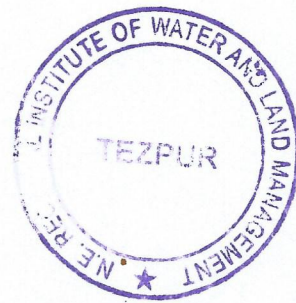
For integrity of data and its authenticity/ non-repudiation of electronic records, and to become compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC) also referred to as Digital Signature Certificate (DSC), of Class 2 or above, issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

4. Registration

To use the Electronic Tender® portal (<https://www.tcil-india-electronictender.com>) the Bidder need to register on the portal. Registration of bidders organization is to be done by one of its senior persons who will be the main person coordinating for the e-tendering activities. In ETS terminology, this person will be referred to as the Super User (SU) of that organization. For further details, please visit the website/portal, and click on the 'Supplier Organization' link under 'Registration' (on the Home Page), and follow further instructions as given on the site. Pay Annual Registration Fee as applicable.

Note: After successful submission of Registration details online and Annual Registration Fee (Rs. 6,000/- + Service Tax @ 14%) physically to TCIL, please contact e-Tendering Helpdesk (as given in Section 1), to get your registration accepted/activated. The Annual Registration Fee can be submitted by the following modes:

- i) DD in favour of "Telecommunications Consultants India Limited" is to be submitted to Sr. Manager (F&A-IT), TCIL, TCIL Bhawan, 6th Floor, G.K.-I, New Delhi-110048.
- Or
- ii) Fee Amount can be deposited in TCIL's Bank Account No. 000705005880 in ICICI-Bank, Connaught Place Branch, IFSC Code: ICIC0000007 by electronic transfer and Transaction Details to be emailed to ets_support@tcil-india.com



5. On-Line Submission

The On Line Submission will have the following activities:

- i) Submission of digitally signed copy of Tender Documents/ Addendum
- ii) Submission of Acceptance/Rejection of General Terms & Conditions
- iii) Submission of Acceptance/Rejection of Special Terms & Conditions
- iv) Submission of particulars of EMD
- v) Submission of **Technical Part** as under:
 - Submission of Electronic Form (Mandatory)
 - Submission of Main Bid (Mandatory)
 - Submission of Bid Annexure (Optional)

Technical Part must contain the following which is required to be submitted in the Main Bid/Bid Annexure:

- a) Duly filled in Bid Submission Form as per Section – 9
- b) Statement showing Clause by Clause Compliance to all Terms & Conditions of all the Sections of the Tender.
- c) Scanned copy of Documentary Evidence of Eligibility Criteria
- d) Technical Offer specifying Make & Model of the Offered Product
- e) Product Data Sheet/ Product Brochure
- f) Un-priced Bid Schedule as per Section-5
- g) Any other supporting documents the bidder wishes to submit as a part of Technical Offer
- vi) Submission of **Financial Part** as under:
 - Submission of Electronic Form (Mandatory)
 - Submission of Main Bid (Mandatory)
 - Submission of Bid Annexure (Optional)

Financial Part must contain the Price Bid Schedule as per Section-5.

The entire bid-submission as above would be online on ETS.

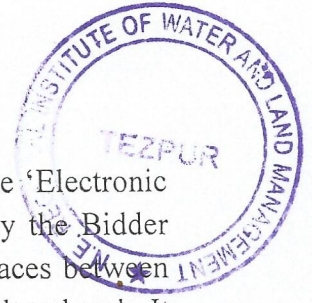
6. Offline Submissions:

The bidder is requested to submit the following documents offline (i.e. physically) to Director, NERIWALM, Dolabari, P.O. Kaliabhomora, Tezpur - 784027 before the due date & time of submission in a Sealed Envelope, the envelope shall bear, the Tender No. & Description and the words 'DO NOT OPEN BEFORE' (due date & time):

- EMD/Bid Security (Original) for 2% of the estimated amount by Demand Draft in favour of "Director, NERIWALM, Dolabari, Tezpur – 784027" in the prescribed format from a scheduled bank.
- Pass Phrase for Technical and Financial Bid

7. Special Note on Security of Bids

Security related functionality has been rigorously implemented in ETS in a multi-dimensional manner. Starting with 'Acceptance of Registration by the Service Provider', provision for security has been made at various stages in Electronic Tender's software. Specifically for Bid Submission, some security related aspects are outlined below:



As part of the Electronic Encrypter™ functionality, the contents of both the 'Electronic Forms' and the 'Main-Bid' are securely encrypted using a Pass-Phrase created by the Bidder himself. Unlike a 'password', a Pass-Phrase can be a multi-word sentence with spaces between words (eg I love this World). A Pass-Phrase is easier to remember, and more difficult to break. It is recommended that a separate Pass-Phrase be created for each Bid-Part.

Typically, 'Pass-Phrase' of the Bid-Part to be opened during a particular Online Public Tender Opening Event (TOE) is furnished online by each bidder during the TOE itself, when demanded by the concerned Tender Opening Officer. A bid cannot be opened without a correct Pass-Phrase.

It may also be noted that if a bidder fails to furnish the correct Pass-Phrase during the TOE of Technical Part, the bid shall be rejected. If the bidder fails to furnish the correct Pass-Phrase during the TOE of Financial Part, not only shall the bid be rejected but also the EMD shall be forfeited.

There is an additional protection with SSL Encryption during transit from the client-end computer of a Supplier organization to the e-tendering server/ portal.

8. Online Public Tender Opening Event (TOE)

ETS offers a unique facility for 'Online Public Tender Opening Event (TOE)'. Tender Opening Officers as well as authorized representatives of bidders can attend the Online Public Tender Opening Event (TOE) from the comfort of their offices. For this purpose, representatives of bidders (i.e. Supplier organization) duly authorized are requested to carry a Laptop and Wireless Connectivity to Internet.

Every legal requirement for a transparent and secure 'Online Public Tender Opening Event (TOE)' has been implemented on ETS.

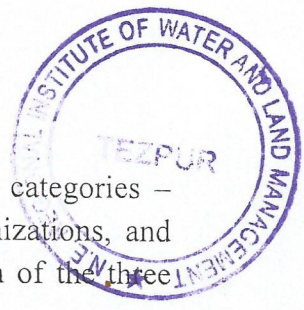
As soon as a Bid is decrypted with the corresponding 'Pass-Phrase' as submitted online by the bidder himself (during the TOE itself), salient points of the Bids are simultaneously made available for downloading by all participating bidders. The tedium of taking notes during a manual 'Tender Opening Event' is therefore replaced with this superior and convenient form of 'Online Public Tender Opening Event (TOE)'.

ETS has a unique facility of 'Online Comparison Chart' which is dynamically updated as each online bid is opened. The format of the chart is based on inputs provided by TCIL for each Tender. The information in the Comparison Chart is based on the data submitted by the Bidders. A detailed Technical and/ or Financial Comparison Chart enhances Transparency. Detailed instructions are given on relevant screens.

ETS has a unique facility of a detailed report titled 'Minutes of Online Tender Opening Event (TOE)' covering all important activities of 'Online Tender Opening Event (TOE)'. This is available to all participating bidders for 'Viewing/ Downloading'.

9. Other Instructions

For further instructions, the Bidder should visit the home-page of the portal (<https://www.tcilindia-electronictender.com>), and go to the **User-Guidance Center** The help



information provided through 'ETS User-Guidance Center' is available in three categories – Users intending to Register / First-Time Users, Logged-in users of Buyer organizations, and Logged-in users of Supplier organizations. Various links are provided under each of the three categories.

Important Note: It is strongly recommended that all authorized users of Supplier organizations should thoroughly peruse the information provided under the relevant links, and take appropriate action. This will prevent hiccups, and minimize teething problems during the use of ETS.

The following '**FOUR KEY INSTRUCTIONS for BIDDERS**' must be assiduously adhered to:

- i) Obtain individual Digital Signature Certificate (DSC or DC) well in advance of tender submission deadline on ETS
- ii) Register your organization on ETS well in advance of tender submission deadline on ETS
- iii) Get your organization's concerned executives trained on ETS well in advance of tender submission deadline on ETS
- iv) Submit your bids well in advance of tender submission deadline on ETS (There could be last minute problems due to internet timeout, breakdown, etc.) While the first three instructions mentioned above are especially relevant to first-time users of ETS, the fourth instruction is relevant at all times.

10. Minimum Requirements at Bidders end

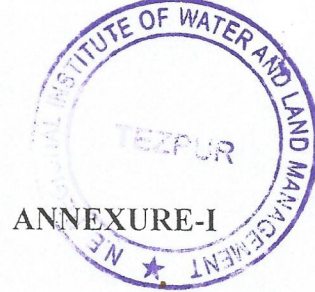
- Computer System with good configuration (Min P IV, 1 GB RAM, Windows 7)
- Broadband Internet Connectivity.
- Microsoft Internet Explorer 6.0 or above
- Digital Certificate(s)

11. Bidders Training Program

One day training (10:00 hrs. to 17:00 hrs.) is arranged on payment basis which is scheduled as indicated in Section – 1 of this tender at TCIL Bhawan, Greater Kailash-I, New Delhi 110048. Training is optional. Bidders opting for Training shall have to pay Rs. 2,500 + Service Tax

@14% by Demand Draft in favour of "Telecommunications Consultants India Limited" payable at New Delhi and are required to carry a Laptop with device for Wireless Connectivity to Internet as TCIL will not provide Internet connectivity to the trainees. Bidders are required to inform number of participants from their organization latest 2 working days prior to training schedule

Assoc. Prof. (Agri.)&
Deputy Director (Admin) i/c
NERIWALM



ANNEXURE-I

TENDER ACCEPTANCE LETTER
(To be filled by Bidder and uploaded)
(To be given on Company Letter Head)

Date: _____

To,
The Director
North Eastern Regional Institute of Water and Land management, Tezpur
P.O. Kaliabhomora
District: Sonitpur (Assam)
PIN: 784027

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender/Work: _____

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: _____ as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which will form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organizations related to this tender too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our firm/company has not been blacklisted/debarred by any Govt. Department/Public Sector undertaking.

6. I / We certify that all information furnished by the our firm/company is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)