

TENDER DOCUMENT
FOR
PURCHASE ELECTRICAL DISCHARGE MACHINING (EDM)
PRODUCTION ENGINEERING DEPARTMENT,
PEC UNIVERSITY OF TECHNOLOGY, CHANDIGARH

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**Tender Document
For
Purchase of Electrical Discharge Machining (EDM) in production engineering department,
PEC University of Technology, Chandigarh**

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Section -I

1. This invitation of tender for the purchase **Electrical Discharge Machining (EDM)** in the Production Engineering Department, PEC University of technology, Sector 12, Chandigarh.
2. The client reserve the right to carry out the capability assessment of the tenderers and the client's decision shall be final in this regard.
3. Tenderers are advised to study all technical and commercial aspects carefully of the tender document.
4. Sealed offers prepared in accordance with the procedure in caluse 1 of the section II should be submitted to Director, PEC University of technology, Sector 12, Chandigarh, not later than the date and time laid down, at the address given in the schedule for the invitation to Tender under Clause 7 of Section-I.
5. All bids must be accompanied by a bid security as per Table 1 section III in the form of Bank draft/ Bankers Cheque drawn on a scheduled bank in favor of the **DIRECTOR, PEC University of technology, Sector 12, Chandigarh**. All Government sector undertakings exempted from the bid security.
6. Schedule for invitation to tender
 - a) Address at which tender is to be submitted: **Director, PEC University of technology, Sector 12, Chandigarh**.
 - b) (i) Last date for receipt of the tender on or before: 5th March 2010
(ii) Place, Time and Date of Opening of: Seminar Room, Prod. Engg. Deptt
Pre-qualification bids : 8th March 2010 at 3.00 pm
 - c) (iii) Technical bids: 8th March 2010 at 3.00 pm
 - d) (iv) Financial bids: 9th March 2010 at 3.00 pm
 - e) Date till which the tender is valid: 180 days from the opening technical bid.
 - f) PEC University of Technology, Sector 12, Chandigarh Shall not be responsible for any postal delay about non-receipt/ non-delivery of any the documents.

SECTION – II

1. **Procedure for submission of Bids.**

1.1 It is proposed to have a Three Cover System for this tender

- a) Pre-qualification documents in one cover.
- b) Technical Bid in one cover.
- c) Commercial bid in one cover.

1.2 Pre-qualification document should be covered in a separate sealed cover superscribing the word: 'Pre-qualification document'.

1.3 Technical Bid of the Tender should be covered in a separate sealed cover superscribing the wordings "Technical Bid".

1.4 Commercial Bid of the Tender should be covered in a separate sealed cover superscribing the wordings "Commercial Bid".

1.5 All the three documents viz. Pre-qualification, Technical Bid Cover and Commercial Bid Cover prepared as above are to be kept in a single sealed cover superscribed with "**PURCHASE IN PRODUCTION ENGINEERING DEPARTMENT**", Item Name, Due date and the wordings "**DO NOT OPEN BEFORE 8th March 2010 at 3.00 pm**".

1.6 The cover thus prepared should also indicate clearly the name and address of the tenderer to enable the Bid to be returned unopened in case it is declared "late".

2. Cost of Tender: The Tenderer shall bear all costs associated with the preparation and submission of its Bid, including the cost of presentation for the purpose of clarification of the bid, if so desired by the Client and the Client will not be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering Process.

3. The tenderer is expected to examine all instructions, forms, terms and specifications in the Tender Document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially relevant to the Tender document in every respect will be at the Tenderer's risk and may result in the rejection of the bid.

4. Amendment of Tender Document:

4.1 At any time prior to the last date for receipt of bids, the client may for any reason modify the Tender Document by an amendment. The amendment will be posted on the college website www.pec.ac.in.

4.2 In order to allow prospective Tenderers reasonable time in which to take the amendment into account in preparing their bids, the Client may, at its discretion, extend the last date for the receipt of the Bids.

5. Language of Bids.

The bids prepared by the Tenderer and all correspondence and documents relating to the bids exchanged by the Tenderer and the Client, shall be written in English language, provided that any printed literature furnished by the Tenderer may be written in another language so long as it is accompanied by an English translation in which case, for purposes of interpretation of the bid, the English translation shall govern.

6. Documents comprising the Bids.

6.1 The Bids prepared by the Tenderers shall comprise of following components.

(a) Pre-Qualifying Bid shall consist of following: -

- i) The documents supporting Clause (i)-1 & 2 of Section III of the tender signed and complete in all respects
- ii) Bid security furnished in accordance with Clause (i) 3 of Section III.
- iii) Photocopies of supply orders from reputed organizations / reputed educational institutes & successful installation certificates to establish eligibility.
- iv) Duly filled Section 5, consisting of Particulars of Tenderers.

(b) Technical Bid shall consist of the following.

- i) Technical Bid be furnished as per the technical requirements for technical bid (Clause (ii) of Section III).
- ii) Technical literature for each product covering full technical specifications are to be enclosed.

(c) Commercial Bid consisting of the following :

- i) Bid prices duly filled, signed and complete as per the format (Clause (iii) of Section III).
- ii) The Tenderer shall be required to give item-wise prices wherever applicable.
- iii) Conditional Bids will not be considered.

SECTION III

(i) Criteria for Pre-qualification

- 1) The tenderer should be a manufacturer or authorized dealer who must have manufactured or supplied the systems/equipments/ software specified in the technical specifications to reputed organizations/ reputed educational institutes in India. Names of the organizations/institutes along with copies of supply orders and successful installation certificates from earlier clients should be supplied.

Bids of bidders quoting as authorized representative of the manufacturer, meeting with the above requirement in full can also be considered provided (i) the manufacturer furnishes authorization assuring full guaranty and warranty (ii) the bidder, as authorized representative has supplied the systems/equipments specified in the technical specifications to reputed educational institutes like IIT, NIT in India.

- 2) The tenderer company must have service centers and service support facilities in India after the warranty period.
- 3) Bid security in the form of Draft for the amount mentioned in Table-1 in the name of the **Director, PEC Uni of Tech, Sector 12, Chandigarh** should accompany the bid.

Table-1: Bid security money

| Item No. | Name of the equipments | Amount (in Rupees) |
|----------|--------------------------------------|--------------------|
| 1 | Electrical Discharge Machining (EDM) | 45,000/- |

- 4) Address, Contact Person, Phone, Tele Fax/ Email of Offices in the region.
- 5) Duly filled Section 5, consisting of Particulars of Tenderers.

(ii) Technical Specifications of Requirements:

1 Specification for Electrical Discharge Machining (EDM)

| ZNC EDM | |
|---|---------------------------------------|
| WORK TABLE INTERNAL DIMENTIONS(WX DX H) | 800 X 500X 350 mm - 850 X 550X 400 mm |
| WORK TABLE DIMENTIONS | 550 X 350 mm – 600x400mm |
| TRAVERSE (X, Y, Z) | 300 , 200,250 mm – 350, 250, 300 mm |
| MAXIMUM JOB WEIGHT | 250-300 Kg |
| MAXIMUM ELECTRODE WEIGHT | 50-150 Kg |
| MAX. JOB HEIGHT ABOVE THE TABLE | 200-300 mm |
| DIELECTRIC CAPACITY | 300-500 Litres |

Note:

1. The Quotee should invariably specification of their product in the same order.
2. The Quotee should submit the compliance performance in the same order along with the supporting printed catalogue/leaflet of the manufacturer failing which their quotation will be rejected.

(iii) Financial/Commercial Bid

The Financial Bid should consisting of the following information.:

1. Cost of equipment/software
2. Any other Charges
3. Dually filled price schedule form as per Annexure 'A'
4. Payment terms and conditions

The prices quoted should be For PEC Uni of Tech, Sector 12, Chandigarh

Price Schedule Annexure 'A'

| Item no. | Item description | Basic Price | Duties, Sales or Services Taxes, etc | Total |
|----------|---|-------------|--------------------------------------|-------|
| 1 | Electrical Discharge Machining (EDM) | | | |

Note: The rates quoted should include transportation costs upto PEC University of Technology, sector-12, Chandigarh Clearly mentioning the percentage/ rate of sales tax or others and duties inclusive and rates should be valid for at least three month from the date of opening of quotation.

SECTION IV

General Terms and Conditions

- The prices should be FOR PEC University of Technology, SECTOR 12, CHANDIGARH.
- The validity of offer should be for at least 180 days after opening the technical bid.
- The equipment / software supplied should carry a warranty for one to two years.
- This Institute being a Premier Education and Research Institution funded by Govt. of India, discount as applicable to Research Institutes / Educational Institutes may be provided in the quote
- The Vendor will be responsible for the comprehensive maintenance of equipment supplied during the warranty period after the acceptance of installation & testing of equipments. In case of default, PEC University of Technology, Sector 12, Chandigarh will have the right to arrange maintenance at the risk and cost of vendor, from any other source and shall raise bills to vendor. Vendor shall clear such bills within 15 days.
- The college is exempted from payment of custom & central excise duty as per rules. The excise/custom duty is required to be mentioned separately.
- If price is quoted in foreign currency, the rupee equivalent price must also be indicated.
- EMD of tenders whose tenderers are accepted shall be retained as performance security upto 60 days of the expiry of the warranty period.
- The items must be supplied within 8-10 weeks from the date of issuing of purchase order.
- In case the supply of material is delayed a penalty @ 2% cost per month will be imposed after expiry of delivery period.
- The institute reserves the right to accept or reject any tender without assigning any reasons.
- The bidders shall not be permitted to alter or modify the bids after expiry of deadline for the receipt of bids.
- The material will be accepted only after inspection at this Department. If not found suitable or according to the specifications, the same will be returned at your cost and risk.
- All the disputes related with tender shall be restricted to jurisdiction of Chandigarh Courts.

Prof and Head
Production Engg Deptt

SECTION V

PARTICULARS OF TENDERERS

**PURCHASE IN PRODUCTION ENGINEERING DEPARTMENT,
PUNJAB ENGINEERING COLLEGE
(On Printed pad preferably with sale tax number for the firm)**

- 1 Name and Address of the Tenderer:
(With phone no., Email and Fax no.)

- 2 Year of Establishment:

- 3 Service Facility Available for Maintenance:
(Address of fully functional service centre)

- 4 Name and Address of the Officer to whom
all references shall be made regarding
this tender

- 5 Earnest money Deposited (Bank Draft No.):

As of date the information furnished in all parts of this form is accurate and true to the best of my knowledge.

Witness:

Name, Signature, Designation, and Address of Witness I

Name, Signature, Designation, and Address of Witness II

Company Seal
(With Name and designation of the person signing the tender)