

INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

Ground Floor, Block "A", Vishwakarma Government Engineering College Campus

Visat-Gandhinagar Highway, Chandkheda, Ahmedabad-382424. Tel/Fax No. +91 79 2397 2583

Website: - www.iitgn.ac.in

Date: 11th January, 2013

Tender No.: IITGN/201213-4-DST/EE/EQP/2012-13/017

Last date: 31st January, 2013 on/before 05:00 PM

SUB: Invitation of sealed tender for Supply of "Manual Diamond Scriber" as per specifications shown in the Annexure-A".

Dear Sir,

Indian Institute of Technology Gandhinagar invites sealed tender for **Supply of "Manual Diamond Scriber" as per specifications shown in the Annexure-A"** on the following terms & conditions:

1. If the supplier/firm is manufacturer/authorized dealer/sole distributor of any item/equipment, the Certificate to this effect should be attached.
2. The tender documents are to be in two parts as **Technical Offer and as Financial offer:**
 - a.) The Technical offer should include the detailed specifications of main equipment/item and its accessories. All items should be numbered as numbered for each instrument.
 - b.) The financial offer should include the cost of main equipment/item and its accessories numbered as in (a). If there is any separate cost for installation etc. that should be quoted separately. The total cost should be quoted in words as well as figures (typed or printed). Amendment should be avoided. Amendments, if any, should be duly initialed, failing which the offers are liable to be rejected.
 - c.) The two parts of the offer should be placed in separate sealed envelopes clearly marked "**Technical Offer**" & "**Financial Offer**". These two envelopes must be enclosed in one bigger envelope duly sealed and super scribed with tender number, name of the instrument/item and tender due date must be forwarded to the undersigned so as to reach him on or before the due date.

Incomplete tenders, amendments and additions to tender after opening or late tenders are liable to be ignored and rejected.

3. Fax and Email quotation are not acceptable.

4. Quotations should be valid for 120 days from the tender due date. The quotation should clearly indicate the period of delivery, warranty terms etc. A minimum of one year warranty is required from the date of commissioning.

5. Relevant literature pertaining to the items quoted with full specifications (and drawing, if any) should be sent along with the Quotations, wherever applicable. The Suppliers should submit copies of suitable documents in support of their reputation, credentials and past performance.
6. The quotations should be given for the items in the same order as in the tender document.
7. The quantity shown against each item is approximate and may vary as per demand of the Institute at the time of placing order.
8. Imported supplies should be delivered by air and quoted for CIP Ahmedabad.
9. In case of payment through Letter of Credit (LC), ninety percent of the payment will be released after completion of the supply. The balance 10% of the payment will be released after satisfactory installation of the equipment.
10. IIT Gandhinagar is exempt from payment of Excise Duty and is eligible for concessional rate of Custom Duty. Necessary certificate will be issued on demand. IIT Gandhinagar will make necessary arrangements for the clearance of imported goods at the Airport. Hence, the price should not include these charges.
11. In the event of any dispute or difference(s) between the vendee IIT Gandhinagar and the vendor(s) arising out of non-supply of material or supplies not found according to the specifications or any other cause whatsoever relating to the supply or purchase order before or after the supply has been executed, shall be referred to the concerned authority of IIT Gandhinagar who may decide the matter himself or may appoint arbitrator(s) under the arbitration and conciliation Act 1996. The decision of the arbitrator shall be final and binding on both the parties.
12. The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator.
13. All disputes shall be subject to Gandhinagar Jurisdiction only.
14. IIT Gandhinagar reserves the rights to accept/reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof. Any offer containing incorrect and incomplete information shall be liable for rejection.
15. The Tender/Bid will be open on **01.02.2013 at 03:00 PM at IIT Gandhinagar Premises.**
 - a.) The suppliers or their authorized representative may also be present during the opening of the Technical offer, if they desire so, at their own expenses.
 - b) Only those financial offers will be opened whose technical offers are found suitable by the expert committee appointed for the concerned instrument/equipment.

- c) No separate information shall be given to individual bidders. In incomparable situation, the committee may negotiate price with the qualified bidder quoting the lowest price before awarding the offer.
- d) The Tender Committee reserves its right to select or reject any or all of the Items/equipment mentioned above without assigning any reasons.

16. In case the supplier requires any elucidation regarding the tender documents, they are requested to contact to the Assistant Registrar (M.M.) through e-mail, purchase@iitgn.ac.in on or before **4:00 PM, 31.01.2013**.

17. All tender documents should have to be forwarded through speed post or registered post, courier to the following address so as to reach the following address on/before **05:00PM, 31.01.2013**.

Assistant Registrar (M.M.)

Indian Institute of Technology Gandhinagar,
Vishwakarma Government Engineering College Campus,
Ground Floor, Block "A" ,
Visat-Gandhinagar Highway, Chandkheda
Ahmedabad 382424
Tele/ Fax No. +91 79 2397 2583

Other Terms & Conditions:

1. Pre – Qualification Criteria:

a. Bidders should be the manufacturer / authorized dealer. Letter of Authorization from Manufacturer on the same and specific to the tender should be enclosed.

b. An undertaking from the original Manufacturer is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support for the warranty as well.

2. **Delivery:** The Equipment should be delivered and installed within the period as specified in the purchase order and be ready for use within one week of delivery unless otherwise prescribed.

3. **Penalty:** If the suppliers fails to deliver and place any or all the Equipment or perform the service by the specified date, penalty at the rate of 1% per week of the total order value subject to the maximum of 10% of total order value will be deducted.

4. **Training:** Suppliers need to provide adequate training at IIT Gandhinagar to the nominated person of IIT Gandhinagar at their cost. IIT Gandhinagar will not bear any training or living expenditure in this regard.

5. **Installation & Warranty Declaration:** Suppliers must give the comprehensive onsite warranty as required from the date of successful installation of Equipment against any manufacturing defects. In the installation report the model number of instrument and all spares parts numbers should be in the line of purchase order. And suppliers must be written in the warranty declaration that “everything to be supplied by us hereunder shall be free from all defects and faults in material, workmanship and shall be of the highest quality and material of the type ordered, shall be in full conformity with the specification and shall be complete enough to carry out the experiments, as specified in the tender document.”

Any deviation in the material and the specifications from the accepted terms may liable to be rejected and the suppliers need to supply all the goods in the specified form to the satisfaction / specifications specified in the Purchase order and demonstrate at the their own cost.

Sd/-

Assistant Registrar (M.M)

PARTICULARS TO BE FILLED BY THE SUPPLIER

1. Name of the Supplier:

2. Complete Address of the Supplier:

3. Availability for demonstration of instruments at IIT Gandhinagar: Yes / No [Please \surd]

4. Communication details of the concerned contact person to whom all references shall be made regarding this tender enquiry. [NOTE: Any changes after submission of Tender documents kindly update IIT Gandhinagar]

a.) Full Name :

b.) Complete Postal Address:

c.) Telephone No.:

d.) Fax No.:

e.) Mobile No.:

f.) E-mail:

g.) Website Address:

Annexure-I

Name of the item/Equipment: - Manual Diamond Scriber

Quantity Required: - 01 No.

Technical Specifications: -

The manual diamond scriber will be primarily used for manual scribing 8 or 12 inch silicon wafers. The scriber should have the following specifications.

Specifications:

1. The scriber should be able to scribe ceramic, silicon and glass substrates.
2. Scribing length – 400mm
3. Maximum scribing width – 90-100mm
4. Scribing accuracy - ± 0.05 mm
5. Table width – 220mm
6. The scriber should have optical aid for visual scribing
7. The scriber should come with measuring gauge, scriber head with diamond cutting tool, tool header and viewing lens.
8. There should be a provision to manually adjust the scribing force.

Accessories:

1. The vendor should quote other relevant/optional accessories required for proper functioning of the wafer probe station.

Terms and conditions:

1. Warranty:

The complete instrument and accessories excluding consumables should be under warranty for a period of three years from the date of installation. Extended warranty is preferable. In case of breakdown during the warranty period, a competent service engineer of the supplier should make as many visits as are necessary to rectify the problem and replace the faulty parts. But it should be repaired within 48 hours from the date and time of complaint lodged by the user. The supplier should provide all spares required for making the instrument operational.

All the warranty replacement part should be dispatch on DDP (free domicile) at site. IIT will return defective parts after replacement.

AMC: Please also mention the financial involvement for two years on site Annual Maintenance after normal Warranty.

2. Reinstallation:

IIT Gandhinagar is presently situated in its temporary campus (VGEC campus, Chandkheda, Ahmedabad). Near future we will move to our own campus in Gandhinagar. Vendor should take the responsibility of moving the instrument from present location and reinstalling the same in our own campus as and when it is required.

3. Maintenances:

Vendor should be easily accessible and available on demand within 24 hours of any problem in the instrument. Two compulsory visits per year for maintenance must be included for the initial 3 years after installation.

4. Training and demonstration:

Vendor should provide us training on operation and application at IIT Gandhinagar after installation.

5. User list with contacts:

Vendor should provide us detail list of installations in India with all contact details and model details and modules available so that IIT Gandhinagar can approach the contact person for any feedback.

6. Spares:

The supplier of the instrument must confirm in writing that the spares for the entire instrument will be available for a period of at least ten years after the installation of the instrument.

7. Manual:

One set of operating manual and service manual (in English) should be provided with the instrument.

8. Demonstration and standards:

Appropriate test gratings must be provided for calibration in all ranges and appropriate Specifications for optimum performance should be clearly mentioned. Specifications quoted should be demonstrable on site at the time of installation. Standard specimens for all modes must be supplied.

Quote must have a compliance report on all the above points.