

TENDER BID DOCUMENT

**THE SOUTH INDIA TEXTILE RESEARCH ASSOCIATION
13/37, Avinashi Road, Civil Aerodrome Post
Coimbatore – 641014**

Phone: (0422) 2574367–8–9, 6544188, 4215333, Fax: (0422) 2571896, 4215300
E-mail: purchase@sitra.org.in; Website: www.sitra.org.in



Tender in sealed cover is invited by SITRA from OEMs, Authorized Distributors, Dealers or Authorized Agents for the supply of testing equipment for the use of SITRA Textile Engineering and Instruments Division.

S. No.	Tender No.	Description	Quantity	EMD
01	SITRA / ENGG / ULM / 001 / 2021 (Two Part)	Universal Length Measuring Machine	1 No.	Refer Tender documents
Note:- Specification and details terms & conditions as per Tender document				

Tender document is available on SITRA web site www.sitra.org.in. Interested tenderers may, download the tender document from the web site and submit their offers along with the prescribed tender cost in the form of CROSSED DEMAND DRAFT drawn in favour of “The South India Textile Research Association (SITRA)” payable at Coimbatore as per details given in the Tender Notification.

The other option is to pay Rs.3540/- by RTGS / NEFT to the bank of SITRA as detailed under:

Account Name	Bank Name	Bank A/c No.	Bank IFSC Code
The South India Textile Research Association	HDFC Bank	50100171403281	HDFC0001068

The bidder is requested to attach the Bank statement/RTGS slip in the Technical Bid, to prove the transfer of payment to SITRA’s account. Tender fee is non-refundable.

Hard copies of the tenders with all necessary enclosures should be addressed to: **The Director, The South India Textile Research Association (SITRA)**, 13/37, Avinashi Road, Civil Aerodrome Post, Coimbatore – 641014, Tamilnadu, India.

Tender Fee (Non-refundable)	Rs.3540/- (inclusive of GST 18%) per tender
Last date for issue of Tender forms	25/11/2021 up to 16.00 Hrs.
Last date for submission of Tender	29/11/2021 up to 16.00 Hrs.
Tender opening date (Technical Bid)	30/11/2021 at 11.00 Hrs.

At any time prior to the deadline for submission of bids, SITRA may amend the Bidding Documents by issuing addendum. The prospective bidders are advised to keep themselves apprised of the same by visiting SITRA’s website where the proposal for the same shall be posted.

Director, SITRA reserves the right to reject any or all tenders without assigning any reason thereof.

Sd/-
Director, SITRA

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Chapter I – Notice Inviting Tender

**THE SOUTH INDIA TEXTILE RESEARCH ASSOCIATION
13/37, Avinashi Road, Civil Aerodrome Post
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Phone: (0422) 2574367–8–9, 6544188, 4215333, Fax: (0422) 2571896, 4215300
E-mail: purchase@sitra.org.in
Website: www.sitra.org.in



**Tender No. SITRA / ENGG / ULM / 001 / 2021
Tender Due: 16.00 Hrs IST on 29/11/2021
Tender Opening (Technical Bid): 11:00 Hrs IST on 30/11/2021**

Dear Sir,

Please submit your sealed quotation, in the Tender Form enclosed herewith along with the descriptive catalogues/pamphlets/Literature, super-scribed with our Tender No. and Due Date for the supply of the following items as per the specifications and terms & conditions mentioned in the tender document.

S. No.	Description of the items	Unit	Quantity
1	Supply, installation, commissioning, and training for Universal Length Measuring Machine	No.	1

- Delivery at: SITRA, Coimbatore
- Mode of dispatch: ON Site
- Duty Exemption: DSIR/CDEC certificate will be provided, if required

Specific Terms: Refer tender documents

INSTRUCTION TO TENDERERS:

Please submit your offer in **Two Parts: (i) Technical & Commercial Bid (ii) Price Bid**

Director, SITRA

Chapter 2 – Technical Specifications

SPECIFICATION FOR SUPPLY, INSTALLATION, COMMISSIONING AND TRAINING OF UNIVERSAL LENGTH MEASURING MACHINE

1. SCOPE OF SUPPLY

- 1.1. Scope includes supply of Universal Length Measuring Machine with accessories and software.
- 1.2. The equipment has to be supplied, installed and commissioned at SITRA premises with performance test and accuracy demonstration.
- 1.3. An extensive training on basic operation, application software and maintenance has to be provided by the vendor during final commissioning of the equipment.

2. MEASUREMENT CAPABILITY

- 2.1. The equipment should be capable of high precision length measurement.
- 2.2. The equipment should have the capability for calibrating the following types of gauges and measuring instruments:
 - a) Plain plug and ring gauges
 - b) Thread plug and ring gauges
 - c) Snap gauges
 - d) Plunger and Lever type dial gauges
 - e) Internal / Stick micrometers
 - f) Length bar / Setting rods
 - g) Taper plain / thread plug and ring gauges
 - h) Setting rings
 - i) Coating thickness foil
 - j) Measuring pin / cylinders / rollers
 - k) Electronic probe / LVDTs
 - l) Inside dial caliper
 - m) Limit gauges
 - n) Thread measuring wire
 - o) Bore gauges
 - p) 3 pin micrometer

[The above shall cover various thread forms and other standards like ISO (metric), DIN, ANSI, ASME, BS, JIS, etc.]

- 2.3. The equipment should have on-line temperature sensors to automatically compensate the errors due to temperature fluctuations during measurement.

3. MEASUREMENT CAPACITY OF THE EQUIPMENT

- | | |
|---|--|
| 3.1. Horizontal Range | : 0-500mm (External) |
| Scale range | : 0-500mm |
| 3.2. Minimum size of the thread ring | : Dia 3mm |
| 3.3. Weight of the component (job) | : 10kg (Maximum) which can be mounted on the equipment |
| 3.4. Measuring force should be 0 to 11N | |

4. ACCURACY (UNCERTAINTY) OF THE EQUIPMENT

The accuracy specified below is "Maximum Permissible Error (MPE)" guaranteed on this equipment. The accuracy to be specified in the form of length dependent linear equation as given below:

- 4.1. Accuracy - (MPE) : $0.20+L(\text{mm})/1200 \mu\text{m}$
- 4.2. Resolution : $0.1 \mu\text{m}$
- 4.3. Repeatability : $\pm 0.1 \mu\text{m}$

*conditions for specified accuracy are as follows:

Temperature = $20^\circ \text{C} \pm 1^\circ \text{C}$

Relative humidity = $50\% \pm 10$

5. APPLICATION SOFTWARE

5.1. The software shall have the following features:

- i) Calibrating the various types of gauges and measuring instruments mentioned under 2.2.
- 5.2. Automatic generation of nominal values (like major diameter, minor diameter, effective diameter, etc., in the case of thread gauges) and their tolerances after entering gauge.
- 5.3. Automatic Temperature compensation system using two or more temperature sensors.
- 5.4. Reversal point recognition for dynamic measure value acquisition.
- 5.5. Computer aided data recording, processing, logging and transfer.
- 5.6. All the software should be complied as per international standard.
- 5.7. Gauge management and data base.
- 5.8. Back-up facility of software in soft copy shall be given.
- 5.9. Any change in standards to be updated in software shall be supported for a minimum period of 5 years.

6. ACCESSORIES

- 6.1. All essential accessories required for the calibration of gauges mentioned in 2.2 to be quoted.
- 6.2. Essential work holding and clamping accessories to be quoted.
- 6.3. NABL Calibration Certificate for probes, wires and related accessories of reference standards to be supplied.
- 6.4. Accessories like table support, adjustable centre support, tilting table, floating table, work holding clamps, etc. to be quoted.

7. COMPUTER SYSTEM

The computer system shall have the following features:

- 7.1. Operating system shall be the latest windows based in English.
- 7.2. Vendor shall provide the detailed configuration of compatible PC including Monitor and Printer.
Accordingly, SITRA arranges for the procurement of computer system.

8. SAFETY PROVISION

- 8.1. The machine should have built-in safety provision for instantaneous automatic stopping without any damage to the machine, job or loss of the measure data in the event of unforeseen power interruption or malfunction of the equipment.

8.2. Protection devices are to be incorporated for the entire electrical system, control circuits and power distribution system and software.

9. WARRANTY

- 9.1. Comprehensive warranty (for equipment, technical support, spares, service and service visit) should be provided after installation and commissioning, for defect free operation and specified accuracies. Any defect observed during the standard warranty period offered by the bidder will have to be repaired / replaced at free of cost.
- 9.2. All the software updates during the guarantee period shall be supplied and installed on real time basis at free of cost.
- 9.3. Service support must be available at site, preferably from service provided in India.

10. DELIVERY, INSPECTION, INSTALLATION, TRAINING AND COMMISSIONING

- 10.1. The machine shall be installed at our site by the Vendor. Performance test and accuracy demonstration of the equipment shall be carried out in SITRA premises with valid traceability certificates in presence of our engineers.
- 10.2. The methodology of performance test and accuracy demonstration shall be submitted along with the quotation.
- 10.3. The calibration certificates from NABL accredited laboratory for the equipment, accessories and reference standards shall be made available to us during delivery inspection.
- 10.4. Calibration of the measuring instruments and gauges to be demonstrated at the time of installation, using the application software.
- 10.5. Vendor shall carry all necessary accessories and tools for installation and NABL certified artifacts demonstration at site.
- 10.6. Finally, the machine has to be calibrated and certified by an NABL accredited laboratory.
- 10.7. Extensive training shall be provided by the Vendor after installation of the equipment. The training shall cover,
- i) Operation of the machine and usage of software in all aspect of measurement and data analysis
 - ii) Basic maintenance and trouble shooting
 - iii) All types of single axis measurement

11. DOCUMENTATION

All the data and results of testing and calibration of the equipment at Vendor's as well as at SITRA site shall be properly documented and supplied to us with complete traceability to fundamental standards. User manual in English language should be provided.

12. OTHER CONDITIONS AND REQUIREMENTS

- 12.1. The details of bought out items used in the machine (make and specification) should be furnished. It should be ensured that the spare parts for the bought out items are readily available through the Vendor / authorized service agency.
- 12.2. Availability of spares parts shall be ensured at least for the next 10 years.
- 12.3. Overall space requirement for installation and operation of machine, computer, printer, etc., should be given.
- 12.4. Offer for 2 years Comprehensive Maintenance Contract after standard warranty period should be quoted.
- 12.5. Any other requirements for the machine installation and operation shall be mentioned in the offer.

- 12.6. Bid must be from original precision metrology equipment manufacturers and their authorized agents.
Equipment offered must be from standard catalogued product.
- 12.7. Vendor shall provide list of similar installation in India (preferably in Coimbatore).

Chapter 3 – General Terms & Conditions of Tender Document

INSTRUCTIONS TO THE BIDDERS

The Tender shall be submitted in accordance with the instructions, as under:

1. Abbreviations

Throughout this tender document, the work/terms shall mean

“SITRA” - The South India Textile Research Association, Coimbatore

“Day” - Calendar day

“Working Day” - Monday to Friday in a week

“Tender” - tender number **SITRA / ENGG / ULM / 001 / 2021**

“Machine” - the machine/equipment/software/accessories as detailed at Chapter 2

If context so requires, “singular” means “plural” and vice versa

“EMD” - Earnest Money Deposit

“SITRA” - The South India Textile Research Association (SITRA), Coimbatore

“Bid” - the document and financial details submitted by bidder

“Bidder” - the eligible and qualified Original Equipment Manufacturer (OEM)/Authorized Distributor/Authorized Dealer/Authorized Agent

“Tenderer” - the eligible and qualified Original Equipment Manufacturer/Authorized Distributor/Authorized Dealer/Authorized Agent

“Successful bidder / vendor” - the eligible and qualified Original Equipment Manufacturer/Authorized Distributor/Authorized Dealer/Authorized Agent

“Contract” - Purchase Order for supply of the machine as mentioned in this tender

2. Bid Document

The Bid Document comprises of total SIX (6) chapters apart from Appendices. In addition, any other documents/amendments/revisions issued by SITRA to the bidder till the due date of opening of the bids shall be deemed to be integral part of the bid document. Failure to furnish all the information as per the bid document in every respect will be at the bidder’s risk.

3. Cost of Bid Document

Bidders can download the Bid Document from SITRA website: www.sitra.org.in and submit the cost of the bid amounting Rs.3540/- (inclusive of 18% GST), as applicable along with Bid documents.

4. Scope of Supply

The material shall be supplied in compliance to the specifications mentioned in **Chapter 2** of the tender.

The specifications of the machine as mentioned in the **Chapter 2** are the requirements of tender. However, higher specifications of machine be considered subject to their cost economics i.e. competitiveness in financial terms for the particular location.

The Bidder shall carefully check the specifications and shall satisfy himself regarding the technical requirements and completeness of the machine/equipment.

After the supply of machine as mentioned in the **Chapter 2**, the bidder has to execute its installation & commissioning at the designated site in the location. No extra cost shall be paid for this reason.

After the installation & commissioning of machine, the training to the staff shall be given for five (5) working days wherein the training about the machine’s operation, maintenance, information about Do’s & Don’ts as well as trouble shooting & all other areas which are necessary for smooth functioning of machine shall be provided to at least two persons designated by SITRA, at site, by the bidder. No extra cost shall be paid to the successful bidder for imparting this training.

The bidder shall provide on-site comprehensive warranty at the designated location during the standard warranty period offered by them from the date of successful commissioning of the machine. SITRA is not liable to pay any extra charges on any account during warranty period.

5. Submission of Bids

Bidders are advised to submit their bids strictly based on the specifications, terms and conditions contained in the bid documents and subsequent revisions/amendments, if any.

The Bid shall be prepared and submitted by typing or printing in **English** with indelible black ink on white paper in consequently numbered pages duly signed by authorized signatory with company seal affixed **on each page**. Any part of the bid, which is specifically signed by the authorized signatory and not affixed with company seal, shall not be considered for the purpose of evaluation.

The offer shall contain no erasures or overwriting except as necessary to correct error made by bidder. Such corrections, if any, shall be initialed by the person signing the offer. Any overwriting/illegible/erasing, etc. in the documents submitted by the firms shall not be accepted and will not be considered in the evaluation.

Hard copy of the Bid Document should be submitted in Hard Bond or Spiral Binding.

It may be noted that Director, SITRA Coimbatore has full rights to cancel the supplies even after calling the offers from bidders but before the issue of supply order to execute the supply by the bidder. The reason for cancellation of supply would not be disclosed.

6. Location of supply

Delivery address

The South India Textile Research Association (SITRA),
13/37, Avinashi Road,
Coimbatore Aerodrome Post,
Coimbatore – 641014.
Tamilnadu, India

The bidder is free to inspect the locations in the premises before submitting the bid under this tender.

7. Warranty

A successful bidder / vendor shall offer on-site comprehensive warranty for the machine during the standard warranty period offered by them from the date of successful commissioning of machine at the designated location & shall cover each and every part of the machine including parts having limited life, etc. SITRA is not liable to pay any extra charges on any account during warranty period.

The successful bidder / vendor shall pay to SITRA such compensations that may arise by reasons of the warranty therein contained but not attended by the bidder.

If any part or parts fail or proved defective within the on-site warranty period specified above, owing to defect in design, material or workmanship, the bidder shall have to replace them at the place of installation without asking for any charges.

During the warranty period, expert(s) shall be deputed at site by the bidder **within 48 hours** from the date of request from SITRA, to rectify and fixing the defects of machine(s) at the location where machine supplied. The cost of deputation of expert(s) and any other associated expenditure shall have to be borne by the bidder.

8. Earnest Money Deposit

The **EMD of Rs.1,00,000/-** shall be submitted in the first envelope super-scribed as “Technical Bid”, of prescribed amount by way of a Demand Draft drawn in favour of “SITRA, Coimbatore”, only for the Machine(s) quoted by the Bidder. EMD can also be furnished in the form of Bank Guarantee (as per the format **Appendix-8**) from any nationalized banks executed on a non-judicial stamp paper of value Rs.200/-. In case of Bank Guarantee, it shall be valid for a period of 60 days beyond the final tender validity date. No cash towards EMD shall be accepted.

The offers without EMD from the Bidders will be treated as invalid and shall be rejected.

No interest shall be paid on the EMD account submitted by the bidders.

Bidder shall forfeit his EMD, if he withdraws or amends his tender or deviates from the tender in any respect within the period of validity of the tender.

EMD shall be refunded to all the unsuccessful bidders within thirty (30) days after placement of Purchase Order to a successful bidder. EMD shall be refunded to the successful bidder only after payment of the Security Deposit/Performance Guarantee. EMD shall be refunded to all the bidders in cases where the tender is cancelled or withdrawn by SITRA, within thirty (30) days from the date of such cancellation or withdrawal.

9. Two (2) years Comprehensive Maintenance Contract beyond standard warranty

A successful bidder / vendor shall cover the machine(s) under Comprehensive Maintenance Contract for two (2) years after successful commissioning and expiry of standard warranty period offered by the vendor at the designated location without claiming any additional financial charges. The financial bid for machines(s) shall be quoted accordingly.

10. After Sales Service

A successful bidder / vendor shall ensure to render after sales services during the warranty period offered by them and in the period of Maintenance Contract to the satisfaction of SITRA.

The successful bidder / vendor shall depute their engineer within 48 hours to attend the service call received in writing from SITRA.

11. Manuals

The successful bidder / vendor should supply three (3) sets of the following manuals in hard format and one (1) soft format along with machine:

- Technical details/catalogue/data sheet
- Installation Manual
- Operation Manual
- Maintenance Manual
- Training Manual

12. OEMs

The Original Equipment Manufacturers/Authorized Distributors/Authorized Dealers/Authorized Agents intending to bid, shall submit a self-declaration on their letter-head, along with the Technical Bid, confirming that they are regular in manufacturing & supplying similar machines, as asked in this tender, for the last Ten (10) years.

Either the Indian Agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/machine in the same tender. If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same tender for the same item/machine.

The Minimum Average Annual Turnover of Original Equipment Manufacturers/Authorized Distributors/Authorized Dealers/Authorized Agents should be at least INR 10.00 Crores. The Bidder will provide a copy of audited annual report of last three financial years (i.e. FY 2018-19, 2019-20, 2020-21) certified by CA/Statutory Auditor for ascertaining their turnover and Net Worth for the purpose of verification.

13. Delivery

A successful bidder / vendor will have to deliver the machine within sixty (60) calendar days from the date of issue of supply order. However, he has an option to submit the best delivery time, but in any case the delivery should be before 90 days after the issue of supply order.

All Tax invoices shall invariably bear the GST registration number (GSTIN), the HSN code of the particular item and the applicable GST rates. SITRA is exempted from Customs Duty for which necessary certificate will be issued, if required.

The material will be inspected on receipt at site and the successful bidder / vendor shall be responsible for any damage during the transit of machine/equipment.

The bidder shall not arrange part shipment and/or trans-shipments without the permission of SITRA. The insurance cover including insuring the goods against the loss or damage incidental to manufacture or acquisition, transportation, storage and delivery/Installation & Commissioning shall be obtained by the bidder in his own name and not in the name of SITRA. SITRA shall as soon as possible but not later than 30 days from the date of arrival of goods at destination, notify the bidder of any loss or damage to the goods.

14. Performance Bank Guarantee

On acceptance of the supply order, a successful bidder / vendor shall, at the opinion of SITRA and within the period specified by him, submit a Performance Bank Guarantee at 5% of the value of the Purchase Order obtained from any Nationalized Indian Bank executed on non-judicial stamp paper of Rs.200/- and valid for a period of sixty (60) days from the date for completion of all the terms and conditions of the Purchase Order/expiry date of warranty/AMC period.

If a successful bidder / vendor is called upon by SITRA to deposit, and the Bidder fails to provide the security within the period specified, such failure shall constitute a breach of the Contract, and SITRA shall be entitled to make other arrangements for the re-purchase of the Machine/contracted at the risk of the Vendor.

The Performance Security, in addition to DD mode, will also be accepted in the form of Bank Guarantee as per the format **Appendix-9**.

Failure to furnish Security Deposit / Performance Guarantee by a successful bidder within the specified period shall also result in forfeiture of EMD.

15. Authorization for submission of tender

The original and all copies of the bid shall be signed / initialed by a person duly authorized to sign on behalf of the Bidder. The written confirmation of authorization (in form of letter on the bidder's letter head) to sign on behalf of the bidder confirming the signature as a person duly authorized to sign should be attached with the technical bid of the tender.

The person signing the tender form or any other documents on behalf of the Bidder shall be deemed to warrant that he has authority to bind the Bidder. If subsequently comes to light that the person so signed had no authority to do so, SITRA may without prejudice to any other civil & criminal remedies cancel the tender and hold the Bidder liable for all costs, charges and damages.

IMPORTANT: Offers duly complying with the above formalities should reach us on or before the due date and time prescribed in the Tender Enquiry. **Offers received after the Due Date/Time will summarily be rejected.**

Chapter 4 - SPECIAL CONDITIONS IN RESPECT OF TWO-PART TENDERS

PART-I: TECHNICAL & COMMERCIAL BID

TECHNICAL DETAILS:

The tender enquiry contains the technical requirements and specification of items. The detailed technical specifications of a bidder's offer should be covered in this part. This part **should not contain Price Details**. This should be sent in a sealed envelope duly containing the following details super scribing, "Technical and Commercial Bid" on top of the envelope.

COMMERCIAL DETAILS:

The commercial terms applicable for this tender such as Delivery terms, Delivery period, Payment Terms, Mode of Despatch, Validity of the Offer, Warranty, Guarantee, Performance Guarantee, Liquidated Damages (for delayed supply), Quantity tolerances etc., shall be covered. The applicable GST rates and duties or requirement of Duty Exemption Certificates also shall be indicated in this part. A copy of the price offer by **masking prices** shall be enclosed to the technical and commercial part (Part-I) to clearly understand as to whether you have provided the price as desired by the tender document.

PART-II: PRICE BID

The price of the item should be indicated in this part with unit rate (INR). The prices are to be mentioned both in figures as well as in words and each page is to be signed by an authorized signatory. Apart from the cost of the items, packing charges, forwarding charges, freight charges, insurance charges (if applicable), loading & unloading charges, installation and commissioning, training charges, Annual Maintenance Contract charges etc shall be clearly mentioned. GST rate and Duties applicable shall also be mentioned.

No extra payment shall be paid on account of any discrepancy in nomenclature of items. The Bidder shall seek clarifications, if any, before submitting the tender.

No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained.

The "Technical and Commercial Bid" and the "Price Bid" are to be placed in separate sealed covers and **they should be put into a bigger envelope super-scribed "Tender for the purchase of Universal Length Measuring Machine" with the Tender Number, Due Date and Time.**

The two sealed envelopes inside the bigger envelope must be super-scribed as:

Envelope No.1: "Tender for the Supply, Installation, Commissioning and Training of Universal Length Measuring Machine – **Technical Bid**".

Envelope No.2: "Tender for the Supply, Installation, Commissioning and Training of Universal Length Measuring Machine – **Price Bid**".

The cover thus prepared should be sent to the following address so as to reach us on or before the due date and time specified in the tender form:

**The Director
The South India Textile Research Association
13/37, Avinashi Road, Civil Aerodrome Post
Coimbatore – 641014, Tamilnadu, India**

Tenders (**only hard copy**) may be hand delivered or sent by post.

Late and delayed tenders will not be considered. Therefore, please ensure that your tenders are posted well in time to reach us before the due date and time.

Tenders which are not prepared in line with the above terms are liable to be rejected.

Fax offers shall not be considered.

The language for all the correspondence and documents related to the tender shall be in English only. Moreover, the printed literature / technical details for the machine shall also be in English.

Last date & time of submission of Tender: 29/11/2021 at 16.00 Hrs.

Opening of Techno-commercial Bid

The Technical Bid of tender will be opened on **30/11/2021 at 11.00 Hrs.** at SITRA, Coimbatore and in case any further clarifications / discussions are required, they shall be called for before opening the Price Bid.

The offer should be valid for a period of 180 days from the date of opening of the tender. Terms & Commercial details submitted in the bid shall be treated as firm during the said period of **180** days.

Opening of Price Bid

The Price Bid of only technically qualified bidders will be opened on the stipulated date. The date & time for opening of Price Bid shall be intimated to the technically qualified bidders through email, after the evaluation of Technical Bids.

Evaluation of Bids

To assist in the examination, evaluation, comparison of the bids and qualification of the Bidders, SITRA may, at its discretion, ask any Bidder for a clarification of its Bid. Such request for clarification and the response thereof shall be in writing only.

If a Bidder doesn't provide clarifications by the date and time set in the request for clarification, then his bid shall be rejected.

SITRA reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to supply order, without thereby incurring any liability to Bidders. In case of annulment, all bids submitted and specifically Bid document, EMD deposits, etc., shall be promptly returned to the Bidders.

SITRA shall compare the evaluated prices of all substantially responsive bids to determine the lowest evaluated bid. The comparison shall be on the basis of landed cost at destination.

SITRA reserves the right to accept or reject any offer in whole or part without assigning any reason.

To ensure transparency, fairness in the bidding process and to further eliminate all arbitrariness in the procurement process, the evaluation of bids would be processed both for

- Techno-commercial aspects as well as
- Financial aspects

The bidder qualified appropriately under each of these aspects and also cumulatively as enumerated above will be declared as the successful bidder.

Zero Deviation & Rejection Criteria

Deviation to terms and conditions of Tender Documents may lead to rejection of bid. A substantially responsive Bid is one which conforms to all the terms, conditions and specifications of the Tender Documents without material deviations or reservations or omissions. SITRA will accept bids based on terms & conditions of Tender Documents only. Bidders are requested to not to take any deviation.

More importantly, deviation to the following shall lead to summarily rejection of Bid:

- Eligibility Criteria including, General, Technical and Financial Qualifying Requirements
- Firm Price
- Tender Document Fees
- Earnest Money Deposit
- Specification & Scope of Supply
- Price Schedule
- Duration/Period of Contract/Completion Schedule
- Period of Validity of Bid

- Warrantee/Guarantee/Defect Liability Period
- Arbitration/Resolution of Dispute/ Jurisdiction of Court
- Force Majeure & Applicable Laws
- Any other condition specifically mentioned in the tender document elsewhere that non-compliance of the clause leads to rejection of Bid

Award of Contract

The contract shall be awarded to the bidder whose techno-commercial bid complies with the regulations and whose financial bid is acceptable and based on evaluation by the Tender Purchase Committee to supply the machine at the approved rate and on approval of the Director, SITRA.

Effective Date of Contract

The effective date of commencement of execution of the order by the selected vendor shall be the date of issue of the Purchase Order.

Contract Price

The total contract price, in full for supply, installation, commissioning and training of Universal Length Measuring Machine should be as per format in **Appendix-10**. The price shall be for the total scope as defined in this document.

Income Tax/TDS shall be deducted as applicable at the existing rate.

Payment Terms

- (1) 70% payment of total bill will be made to the successful bidder / vendor for which the successful bidder / vendor shall send bills in duplicate (original + copy) after Supply, Installation, Commissioning of machine.
- (2) The 20% payment of total bill will be released after completion of training to machine operators at site and on submission of Indemnity Bond by the successful bidder for rendering services during warranty and maintenance period.
- (3) The remaining 10% payment will be retained and shall be released against submission of Performance Bank Guarantee by the bidder.

Agreement

The successful bidder / vendor has to enter into an agreement within 7 days, at the office of SITRA before commencement of supply.

Extension of Time

If the completion of supply of machine is delayed due to reason of force majeure such as acts of God, acts of public enemy, acts of Government, fires, floods, epidemics, quarantine restriction, strikes, freight embargoes, etc., the successful bidder / vendor shall give notice within 15 days to SITRA in writing of his claim for an extension of time. On receipt of such notice after verification, if necessary, SITRA may agree to extend the Contract delivery date as may be reasonable but without prejudice to other terms and conditions of Contract.

Delay in Completion/Liquidated Damages

If the successful bidder / vendor fails to deliver the machine within the time specified in the Contract or any extension thereof, SITRA shall recover from the successful bidder / vendor as liquidated damages a sum of one (1.0) percent of the Contract price of the undelivered Machine for each calendar week of delay. The total liquidated damages shall not exceed ten (10) percent of the Contract price of the unit or units so delayed. The machine will be deemed to have been delivered only when all their component parts are also delivered. If certain components are not delivered in time, the machine will be considered as delayed until such time as the missing parts are delivered.

Successful bidder / vendor's Default Liability

Upon written notice of default to the successful bidder / vendor, SITRA can terminate the Contract on whole or in part in circumstances detailed hereunder:

- * If in the judgement of SITRA, the successful bidder / vendor fails to make delivery of machine within the time specified in the Contract /agreement or within the period for which extension has been granted by SITRA.

- * If in the judgement of SITRA the successful bidder / vendor fails to comply with any of the other provisions of the Contract.

Rejection & Replacement

If the machine or any portion thereof is damaged or lost during transit or in the event that any of the machine supplied by the successful bidder / vendor is found defective in material or workmanship or otherwise not in conformity with the requirements of the Contract specifications, SITRA shall give notice to the successful bidder / vendor to rectify the same. The successful bidder / vendor, on receipt of such notification, shall either rectify or replace the defective machine free of cost to SITRA. If the successful bidder / vendor fails to do so, SITRA may at his option either –

- Replace or rectify such defective machine and recover the extra cost so involved from the Successful bidder / vendor, or
- Terminate the Contract for default

Arbitration

If at any time any question, dispute or difference whatsoever shall arise between SITRA and the successful bidder / vendor upon or in connection with this Contract, either party may forthwith give to the other notice in writing of the existence of such question, dispute or difference and the same shall be referred to the adjudication of two arbitrators, one to be nominated by SITRA, other by the successful bidder / vendor and in the event of any difference of opinion, the arbitrators will refer the matter to the chief arbitrator. The arbitration shall be conducted in accordance with the rules and procedure for arbitration in India at Coimbatore

Indemnity

The successful bidder / vendor shall warrant and be deemed to have warranted that the machine and its spares supplied against this Contract are free and clean of infringement of any patent, copyright or trade mark and shall at all times indemnify SITRA against all claims which may be made in respect of the machine for infringement of any right protected by Patent, Registration of design or Trade Mark, and shall take all risk of accident or damage which may cause a failure of the supply from whatever cause arising and the entire responsibility for the sufficiency of all the means used by him for the fulfillment of the Contract.

Applicable Law: The Contract shall be interpreted, construed and governed by the laws of India subject to the exclusive jurisdiction of the Courts of Coimbatore.

Chapter 5 - SPECIAL INSTRUCTIONS TO FOREIGN BIDDERS

Foreign Bidders should submit their quotations in a sealed envelope, super-scribing the Tender No. and complete in all respects with technical specifications, including pamphlets and catalogues.

A Proforma Invoice may also be given which could contain the following information:

- The CIP value for import by Sea Freight/Air Freight up to Chennai / Coimbatore, Tamilnadu, India should be separately indicated.
- The earliest delivery period and country of origin of the machine.
- Banker's name, address, telephone numbers, email ID of the Vendor.
- The approximate net and gross weight and dimensions of packages/cases.
- Recommended spares for satisfactory operation for a minimum period of one year.
- Details of any technical service, if required for erection, assembly, commissioning and demonstration.
- The CIP prices quoted should be inclusive of all taxes, levies, duties arising in the bidder's country.
- The offer should be valid for a minimum period of 180 days from the due date of opening of the tender.
- Late and delayed tenders will not be considered.
- Offers made by Indian Agents on behalf of their Principals, should be supported by the proforma invoice of their Principals.
- The details of Import License will be furnished in the Purchase Order.
- The authority of person signing the tender, if called for, shall be produced.
- Instruction/Operation Manual containing all assembly details including electrical arrangement should be sent wherever necessary in duplicate.
- All documents/correspondence pertaining to the Contract shall be written in English language only.
- Part shipment is not allowed unless specifically agreed to by us.
- Inspection/Test Certificate should be provided for the goods after testing the machine thoroughly at the successful bidder / vendor's work. If any Inspection by any 3rd party testing agency is considered necessary, it shall be arranged by successful bidder / vendors.
- Erection or assembly or commissioning is a part of the Contract, and it should be done immediately on notification.
- The successful bidder / vendor shall be responsible for any loss/damage sustained due to delay in fulfilling this responsibility.
- For items having shelf life, those with maximum shelf life should be supplied if order is placed.
- Tenders offering firm prices will be preferred.

Terms of Payment

Establishment of Letter of Credit will be considered on such terms and conditions as may be agreed upon.

Letter of Credit will be operative on presentation of the under mentioned documents:

- Original Bill of Lading/Airway Bill.
- Commercially certified invoices describing the Machine delivered, quantity, unit rate and their total value, in triplicate.
- Packing List showing individual dimensions and weight of packages.
- Declaration by the vendor that the contents in each case are not less than those entered in the invoices and the quality of the machine are guaranteed as per the specifications asked for by SITRA.
- Country of Origin Certificate in duplicate.
- Test Certificate.
- Warrantee and Guarantee Certificate/s.

Import License Number & date and Purchase Order Number & date shall be prominently indicated in all the documents. Vendor shall bear demurrage charges, if any, incurred by the purchase due to delayed presentation of shipping documents to the bankers within a reasonable time (say within 10-12 days) from the date of bill of lading for sea consignment and within 3-4 days from the date of Air Way Bill for air consignment.

Bank charges

While SITRA shall bear the bank charges payable to their Bankers, the successful bidder/vendor shall bear the bank charges payable to their Bankers including the cheques towards advising amendment commissions.

Address of India Agents:

The time for and the date of delivery stipulated in the Purchase Order shall be deemed to be essence of the Contract. Delivery must be completed within the date specified therein.

Mode of dispatch: Sea/Air shipment

Incoterms: CIP, Chennai / Coimbatore, India

Port of Entry: Sea freight to Chennai, India.
Air freight to Chennai / Coimbatore, India

Consignee & Billing address:

The South India Textile Research Association
P.B. No.3205, 13/37, Avinashi Road
Coimbatore Aerodrome Post
Coimbatore – 641014
India
IEC: 3294009437 Dt. Of Issue: 02/09/1994
GSTIN: 33AAAAT3433H1ZT

Shipping Marks:

Purchase Order No.: Date:
The South India Textile Research Association
P.B. No.3205, 13/37, Avinashi Road
Coimbatore Aerodrome Post
Coimbatore – 641014
India

Packing

The vendor wherever applicable shall pack and crate the machine and its spares for sea /air shipment as applicable in a manner suitable for export to a tropical humid climate, in accordance with internationally accepted export practices and in such a manner so as to protect it from damage and deterioration in transit by road, rail or sea for space qualified Product and the vendor shall be held responsible for all damages due to improper packing.

The successful bidder / vendor shall ensure that each box/unit of shipment is legible and properly marked for correct identification. The failure to comply with this requirement shall make the Successful bidder / vendor liable for additional expenses involved.

The successful bidder / vendor shall notify SITRA of the date of shipment from the port of embarkation as well as the expected date of arrival of such shipment at the designated port of arrival.

The successful bidder / vendor shall give complete shipment information concerning the weight, size, content of each packages, etc.

Tran-shipment of equipment shall not be permitted except with the written permission of SITRA.

Apart from the despatch documents negotiated through Bank, the following documents shall also be airmailed to SITRA within 7 days from the date of sea shipment by sea and within 3 days in case of air consignment:

- Commercial Bill of Lading/Air Way Bill (Two non-negotiable copies)
- Invoice (3 copies)
- Packing List (3 copies)
- Test Certificate (3 copies)

- Certificate of Origin

Insurance

Transit Insurance up to SITRA, Coimbatore should be covered by the vendor and the cost should be included in the CIP value.

Guarantee & Replacement

The successful bidder / vendor shall guarantee that the machine supplied shall comply fully with the specifications laid down for material, workmanship and performance.

During standard warranty period offered by the vendor, after acceptance of the machine, if any defects are discovered therein or any defects therein are found to have developed under proper use arising from faulty materials, design or workmanship, the successful bidder / vendor shall remedy such defects at their own cost.

If in the opinion of SITRA it becomes necessary to replace or renew any defective component, such replacements or renewals shall be made by the successful bidder / vendor free of all costs to SITRA.

To fulfill guarantee conditions outlined above, the successful bidder / vendor shall, at the option of SITRA, furnish a **Bank Guarantee** (as prescribed by SITRA – **Appendix-9**) from a Bank approved by SITRA for an amount equivalent to **5%** of the value of the Contract along with first shipment documents. On the performance and completion of the Contract in all respects, the Bank Guarantee will be returned to the successful bidder / vendor without any interest.

Guidelines for quoting and placing order on/through Indian Agents

The Indian Agent on behalf of the foreign principal directly could bid in a tender and in the case where their foreign principal have no bid.

Copy of the agency agreement between the foreign principal and the Indian Agent, and the precise relationship between them and their mutual interest in the business shall be mentioned.

Registration and item empanelment and compliance of Tax Laws by the Indian Agent must be established through proper documents.

Note:

Duty Exemption: SITRA is exempted from payment of Customs Duty. Necessary duty exemption certificate will be provided by us. Please quote accordingly.

The successful bidder / vendor shall provide **Performance Bank Guarantee** for 5% of Order Value towards Warranty support.

Appendix - I

COVERING LETTER

(The Covering Letter should be submitted on the Letter Head of the Bidding Company)

Ref. No. _____

Date:

To,
The Director
The South India Textiles Research Association
13/37, Avinashi Road
Coimbatore – 641 014
Tamilnadu

Sub: Bid for Supply, Installation, Commissioning and Training of Universal Length Measuring Machine at The South India Textile Research Association (SITRA), Coimbatore, Tamilnadu, India

Dear Sir,

We, the undersigned.....[insert name of the 'Bidder'] having read, examined and understood in detail the tender Document for "Supply, Installation, Commissioning and Training of Universal Length Measuring Machine at The South India Textile Research Association (SITRA), Coimbatore, Tamilnadu, India" and hereby submit our Bid comprising of Techno-commercial Bid and Financial Bid. We confirm that neither we nor any of our Parent Company/ Affiliate/Ultimate Parent Company has submitted Bid other than this Bid directly or indirectly in response to the aforesaid tender.

We give our unconditional acceptance to the tender, dated.....and tender documents attached thereto, issued by The South India Textile Research Association, as amended. As a token of our acceptance to the tender documents, the same have been initialed by us and enclosed to the Bid. We shall ensure that we execute such tender documents as per the provisions of the tender and provisions of such tender documents shall be binding on us.

Earnest Money Deposit: We have enclosed an Earnest Money Deposit of INR (Insert Amount), in the form of Bank Guarantee No. (Insert reference of the bank guarantee) dated (Insert date of bank guarantee) as per **Appendix-8** from (Insert name of Bank providing BG) and valid up to and including in terms of **Clause 8** of this tender.

We have submitted our Price Bid strictly as per this tender, without any deviations, conditions and without mentioning any assumptions or notes for the Price Bid in the said format(s).

In case we are a Successful Bidder, we shall furnish a declaration at the time of commissioning of the machine to the effect that neither we have availed nor we shall avail in future any Incentive other than received from SITRA for this Contract.

Acceptance: We hereby unconditionally and irrevocably agree and accept that the decision made by The South India Textile Research Association in respect of any matter regarding or arising out of the tender shall be binding on us. We hereby expressly waive any and all claims in respect of Bid process.

We confirm that there are no litigations or disputes against us, which materially affect our ability to fulfill our obligations with regard to execution of this contract offered by us.

Familiarity with Relevant Indian Laws & Regulations: We confirm that we have studied the provisions of the relevant Indian laws and regulations as required to enable us to submit this Bid and execute the tender documents, in the event of our selection as Successful Bidder. We further undertake and agree that all such factors as mentioned in tender have been fully examined and considered while submitting the Bid.

Contact Person:

Details of the contact person are furnished as under:

Name :
Designation :
Company :
Address :
Phone No :
Email :

We are enclosing herewith the Envelope - I (Covering Letter, Tender Fee, EMD, Techno-Commercial documents etc.) and Envelope -II (Price Bid), duly signed formats, each one duly sealed separately, in one original as desired by you in the tender for your consideration.

It is confirmed that our Bid is consistent with all the requirements of submission as stated in the tender and subsequent communications from The South India Textile Research Association. The information submitted in our Bid is complete, strictly as per the requirements stipulated in the tender and is correct to the best of our knowledge and understanding.

We would be solely responsible for any errors or omissions in our Bid. We confirm that all the terms and conditions of our Bid are valid for acceptance for a period of 180 (One Hundred Eighty Days) from the date of opening of "Financial Bid (Envelope-II)". We confirm that we have not taken any deviation so as to be deemed non-responsive.

Dated the.....day of, 20....

Thanking you,

We remain,

Yours faithfully,

Name, Designation and Signature of Authorized Person in whose name Power of Attorney/Board Resolution/Declaration. Copy of Power of Attorney/Board Resolution/Declaration should be enclosed along with Covering Letter.

Appendix-2**INFORMATION ABOUT THE BIDDING FIRM**

Tender No.:

Date:

S. No.	Particulars	
1	Name of the Bidder	
2	Address of Bidder with Telephone, E-mail	
3	Address of the Registered Office	
4	Address of the works	
5	GPS Co-ordinate of Registered Office	
6	GPS Co-ordinate of Factory Campus	
7	Name & Designation of Authorized Signatory for Correspondence	
8	Nature of Firm (Proprietorship / Partnership / Pvt. Ltd / Public Ltd. Co. / Public Sector)	
9	Permanent Account Number (PAN)	
10	Firm's Registration Number	
11	GST Registration Number	
12	Specify in case of OEM	
13	Year of starting of Manufacturing	
14	Number of machines sold to the market (for the model quoted in the Bid)	
15	Whether the Bidder has submitted details of customer list (for the model quoted in the Bid)	
16	Sales turn-over of the company:	
	(i) FY 2018 - 19	
	(ii) FY 2019 – 20	
	(iii) FY 2020 - 21	
17	Particulars of Tender Fee	
18	Particulars of Earnest Money Deposit	
19	NABL Accreditation	
20	Place where machine will be available for Inspection (Coimbatore region)	
21	Name & address of service centre	
22	Other details and remarks, if any	

Yours faithfully,

(Signature of Authorized Signatory)

Name :
Designation :
Company seal :

(Separate sheet may be used for giving detailed information in seriatim duly signed. This form must be submitted duly signed in case separate sheet is submitted)

Appendix-3

AUTHORITY LETTER FOR SIGNING BID DOCUMENT & ATTENDING BID OPENING MEETING

Tender No.:

Date:

To,
The Director
The South India Textile Research Association
13/37, Avinashi Road
Civil Aerodrome Post
Coimbatore – 641014

Sub: Authority Letter for Attending Bid Meeting, Bid Opening Meeting & Signing Bid Document.

I hereby authorize.....(Name & Designation) to attend the **Bid Meeting/Bid Opening Meeting & Sign the Bid Document** (tick wherever applicable or tick both, if same person is to attend) to be held on.....at SITRA on behalf of our company.

He is also authorized to provide clarifications /confirmations, if any, and such clarifications/confirmations shall be binding on the company. The specimen signature of is attested below:

.....
(Specimen Signature)
Name :
Designation :

.....
(Signature of Authorized Signatory)
Name :
Designation:
Company seal

Yours faithfully,

(Signature of Authorized Signatory)
Name:
Designation:

Note:

To be submitted by bidders on official letter head of the company.
Authorization can be for more than one person or different person/s for Pre-Bid Meeting and Bid Opening Meeting.

Appendix – 4

DETAILS OF ORDERS RECEIVED AND EXECUTED IN PAST YEARS

(Mention those supplied to Calibration Laboratories as well as to Companies)

Tender No.:

Date:

Details of Orders Received & Executed by the Manufacturer / Vendor during the past **5 years**:

S. No.	Name of the Customer (Calibration Labs)	Model	Order No. Date & Qty	Delivery Schedule	Qty supplied within delivery schedule	Qty supplied after delivery schedule	Date of full supply
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

S. No.	Name of the Customer (Companies)	Model	Order No. Date & Qty	Delivery Schedule	Qty supplied within delivery schedule	Qty supplied after delivery schedule	Date of full supply
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

Add more rows if required

Yours faithfully,

(Signature of Authorized Signatory)

Name :

Designation :

Company Seal :

Note:

Attach photocopies of purchase orders

Attach photocopies of Certificate of Satisfactory Performance issued by concerned Organization

Separate sheet may be used for giving detailed information in seriatim duly signed. This form must be submitted duly signed in case separate sheet is submitted

No. of units supplied to the calibration laboratories will get more weightage.

Appendix - 5

NO DEVIATION CERTIFICATE
(To be submitted on the Letter Head of the Bidding Company)

Ref. No.

Date:

To
The Director
The South India Textiles Research Association
13/37, Avinashi Road
Coimbatore – 641 014
Tamilnadu

Sub: Bid for Supply, Installation, Commissioning and Training of Universal Length Measuring Machine at SITRA, Coimbatore, Tamilnadu

Dear Sir,

We understand that any `deviation/exception' in any form may result in rejection of bid. We, therefore, certify that we have not taken any 'exception/deviation' anywhere in the bid and we agree that if any 'deviation/exception' is mentioned or noticed, our bid may be rejected.

(Signature of Authorized Signatory of Bidder)

Name :

Designation :

Company seal

Place:

Date:

Appendix-6

DECLARATION REGARDING BANNING, LIQUIDATION, COURT RECEIVERSHIP, ETC.

(To be submitted on the Letter Head of the Bidding Company)

To
The Director
The South India Textiles Research Association
13/37, Avinashi Road
Coimbatore – 641 014
Tamilnadu

Sub: Bid for Supply, Installation, Commissioning and Training of Universal Length Measuring Machine at SITRA, Coimbatore, Tamilnadu

Dear Sir,

We hereby confirm that we are not on Banned List by any Govt. Procurement Agencies or Public Sector Project Management Consultant due to “poor performance” or “corrupt and fraudulent practices” or any other reason or banned by Government department/Public Sector on due date of submission of bid.

Further, we confirm that neither we nor our allied agency/(ies) (as defined in the Procedure for Action in case of Corrupt/Fraudulent/Collusive/Coercive Practices are on banned list.

We also confirm that we are not under any liquidation, court receiver ship or similar proceedings or 'ruptcy bank'.

In case it comes to the notice of SITRA that we have given wrong declaration in this regard, the same shall be dealt as 'fraudulent practices' and action shall be initiated as per the Procedure for action in case of Corrupt/Fraudulent/Collusive/Coercive Practices.

Further, we also confirm that in case there is any change in status of the declaration prior to award of contract, the same will be promptly informed to SITRA by us.

(Signature of Authorized Signatory of Bidder)

Name :

Designation :

Company seal

Place:

Date:

Appendix - 7

**FORMAT OF CHARTERED ACCOUNTANT CERTIFICATE FOR
FINANCIAL CAPABILITY OF THE BIDDER**

(To be submitted on the Letter Head of the Chartered Accountant)

Ref. No.

Date:

To
The Director
The South India Textiles Research Association
13/37, Avinashi Road
Coimbatore – 641 014
Tamilnadu

Sub: Bid for Supply, Installation, Commissioning and Training of Universal Length Measuring Machine at SITRA, Coimbatore, Tamilnadu

Dear Sir,

We have verified the Annual Accounts and other relevant records of M/s..... (Name of the bidder) and certify the following.

Further, we certify that the Financially Evaluated Entity (ies) had an Annual Turnover

A. ANNUAL TURNOVER OF LAST 3 YEARS:

Year	Amount (Currency)
Year 1: 2018-19	
Year 2: 2019-20	
Year 3: 2020-21	

And

Net worth (strike out whichever is not applicable) of INR.....Crore computed as per instructions provided in this tender based on unconsolidated audited annual accounts as per last FY. (FY 2019-20 or 2020-21) Please mark tick whichever is used

B. FINANCIAL DATA FOR LAST AUDITED FINANCIAL YEAR:

Description	Year
	Amount (Currency)
1. Current Assets	
2. Current Liabilities	
3. Working Capital (Current Assets- Current liabilities)	
4. Net Worth (As mentioned under Annexure to BDS)	

Yours faithfully

Signature and stamp (on each page) of Authorized Signatory of Bidding Company.

Name:

Date:

Place:

Signature and stamp (on each page) of Chartered Accountant / Statutory Auditors of Bidding Company

Name:

Date:

Place:

Notes:

Audited consolidated annual accounts of the Bidder may also be used for the purpose of financial criteria provided the Bidder has at least 50% equity in each company whose accounts are merged in the audited consolidated accounts and provided further that the financial capability of such companies (of which accounts are being merged in the consolidated accounts) shall not be considered again for the purpose of evaluation of the Bid.

Appendix-8

BANK GUARANTEE FOR "EARNEST MONEY DEPOSIT (EMD)"

This deed of Guarantee made on day of Month & Year by (Name & Address of the bank) (hereinafter called the "Guarantor") on the one part, on behalf of M/s. (Name & Address of the Bidder) (hereinafter called the "Bidder") in favour of SITRA, Coimbatore on the following terms and conditions.

Whereas the Bidder is submitting its tender for (Name of work) and this guarantee is being made for the purpose of submission of Earnest Money with the tender document.

Know all people by these presents that the Guarantor, hereby undertakes to indemnify and keep SITRA indemnified up to the extent of Rs.....during the validity of this bank guarantee and authorize SITRA to recover the same directly from the Guarantor. This bank guarantee herein contained shall remain in full force and effect till the expiry of its validity or till any extended period (if extended by the bank on receiving instruction from BIDDER.). The liability under the guarantee shall be binding on the Guarantor or its successors.

Whereas the Guarantor further agrees that their liability under this guarantee shall not be affected by any reason of any change in the offer or its terms and conditions between the BIDDER and SITRA with or without the consent or knowledge of the Guarantor.

Whereas the Guarantor further agrees to pay guaranteed amount hereby under or part thereof, on receipt of first written demand whenever placed by SITRA during the currency period of the guarantee. The Guarantor shall pay SITRA immediately without any questing, demure, reservation or correspondence.

Whereas the Guarantor hereby agrees not to revoke this guarantee bond during its currency period except with the previous consent of SITRA in writing.

Notwithstanding anything contained herein

- Our liability under this bank guarantee shall not exceed Rs.....
- This Bank guarantee shall be valid up to
- We are liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only against the written claim or demand on or before Sealed with the common seal of the bank on this day of Month..... and Year.....

Witness:

-
-

(Signature and seal of Bank)

Appendix-9

PROFORMA OF BANK GUARANTEE FOR CONTRACT PERFORMANCE SECURITY

(To be stamped in accordance with Stamp Act, the Non-Judicial Stamp Paper
of Rs.100/- and should be in the name of the issuing Bank)

Bank Guarantee No.: Date:

NOA/ Contract No.....

..... [Name of Contract]

To:

The Director
The South India Textile Research Association
13/37, Avinashi Road
Coimbatore – 641 014
Tamil Nadu

Dear Sir,

In consideration of the Director representing "SITRA" having agreed to exempt (hereinafter called "said successful bidder / vendors") from the demand, under the terms and conditions of contract awarded in No. Dated made between and for

(hereinafter called "said Agreement") of Performance security for the due fulfillment by the said successful bidder / vendor(s) of the terms and conditions contained in the said Agreement, on machineion of Bank Guarantee for Rs.(Rupees ----- only).

We* (hereinafter referred to as the Bank) at the request of successful bidder / vendor(s) do hereby undertake to pay to the Port an amount not exceeding Rs. against any loss or damage caused to or suffered or would be caused to or suffered by the Port by reason of any breach by the said successful bidder / vendor(s) of any of the terms and conditions contained in the said Agreement.

We* do hereby undertake to pay the amounts due payable under this Guarantee without any demur, merely on a demand from the Port stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Port by reason of any breach by the said successful bidder / vendor(s) of any of the terms and conditions contained in the said Agreement or by reason of the successful bidder / vendor(s) failure by perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However our liability under this Guarantee shall be restricted to an amount not exceeding Rs.

We undertake to pay to the Port any money so demanded notwithstanding any dispute or disputes raised by the Successful bidder / vendor(s) in any suit or proceedings before any Court of Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be valid discharge of our liability for payment thereunder and the Successful bidder / vendor(s) shall have no claim against us for making such payment.

We* further agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Port under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till SITRA certified that the terms and condition of the said Agreement have been fully and properly carried out by the said successful bidder / vendor's and accordingly discharges this Bank Guarantee. Unless a demand or claim under this Guarantee is made on us in writing within three months from the date of expiry of the validity of the Bank Guarantee period we shall be discharged from all liability under this Guarantee thereafter provided further that the Bank shall at the request of the Port but at the cost of Successful bidder / vendor(s) renew or extend this Guarantee for such further period or periods as the Port may require.

We * further agree that the Port shall have the fullest liberty without consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Successful bidder / vendor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Port against the said Successful bidder / vendor(s) or for any forbearance, act or omission on the part of the Port or any indulgence by the Port to the said Successful bidder / vendor(s) or by any such matter or thing whatsoever which under the Law relating to sureties would but for this provision, have effect of so relieving us.

This Guarantee will not be discharged due to the change in the constitution of the Bank or the Successful bidder / vendor(s)
We * lastly undertake not to revoke this Guarantee during its currency except with the previous consent of the Port in writing.

This guarantee is valid up to (period) dated the day of 2021 for..... **

Indicate here the name of the Bank

Indicate here the period or date.

Appendix-10

Format for submitting the “PRICE SCHEDULE/FINANCIAL BID” for Supply, Installation, Commissioning and Training of Universal Length Measuring Machine at, The South India Textile Research Association, Coimbatore, Tamilnadu

Tender No.:

To,
The Director
The South India Textile Research Association (SITRA),
13/37, Avinashi Road,
Coimbatore – 641014, Tamilnadu

Price Schedule

S. No.	Item	Price in INR
1.0	Cost of Supply of Universal Length Measuring Machine	
1.1	Packing & Forwarding charges	
1.2	Insurance	
1.3	Transport / Freight charges	
1.4	Other charges, if any	
1.5	IGST/GST	
	Supply Cost (all inclusive) (A) (1.0+1.1+1.2+1.3+1.4+1.5)	
2.0	Installation, Commissioning & Training charges (inclusive of handling, inspection charges)	
2.1	Other charges, if any	
2.2	Service Tax	
	Installation, Commissioning & Training charges (all inclusive) (B) (2.0+2.1+2.2)	
3.0	Two Years Comprehensive Maintenance Contract (CMC) after standard warranty period	
3.1	1 st year	
3.2	2 nd year	
3.3	Service Tax	
	Comprehensive Maintenance Contract charges (all inclusive) (C) (3.1+3.2+3.3)	
	Total Price (P)= (A+B+C)	
	Total in words (Rupeesonly)	

Certified that rates quoted for Universal Length Measuring Machine are as per specifications, terms & conditions mentioned in the bid document and our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Proposal, i.e., (Date).

(Signature of Authorized Signatory with Name, Designation, Company Seal)

Appendix-11**Check list for submission of Bid**

S. No.	Document	Envelope	
1	Appendix – 2: Information about the Bidding Form	Techno - commercial	Cover `A`
2	Appendix – 3: Authority Letter for Signing Bid Document & Attending Bid Opening Meeting		Cover `A`
3	Appendix – 4: Details of Orders Received and Executed in Past Years		Cover `A`
4	Appendix – 5: No Deviation Certificate		Cover `A`
5	Appendix – 6: Declaration regarding Banning and Liquidation, Court Receivership, etc		Cover `A`
6	Appendix – 7: Format for Chartered Accountant Certificate for Financial capability of the Bidder		Cover `A`
7	Registration certificate of the Firm		Cover `A`
8	ITR Filing details for the FY 2019-20 & FY 2020-21		Cover `A`
9	Brochure/Catalogue/Technical Sheets of ULM Machine (model as per tender)		Cover `A`
10	Letter of authorized distributor/dealer/agent/service provider		Cover `A`
11	GST certificate		Cover `A`
12	Warranty card		Cover `A`
13	Appendix – 10: Format for submitting the Price Schedule	Financial	Cover `B`
14	Tender Document		Cover `C`
15	Tender Fee		Cover `C`
16	Appendix – 8: Bank Guarantee for “EMD”		Cover `C`
17	Appendix – 1: Covering Letter		Cover `C`

All the above 3 covers are to be put in one master cover and the following information to be furnished on all 4 covers:

Tender Ref. No with date of submission

Instrument(s) number with name

Bidders complete postal address with contact person name and phone number

Note: If the bidder fails to furnish all the relevant documents/information as mentioned in the Tender Document, their bid will be rejected.