

# Online Bids

are invited

*for*

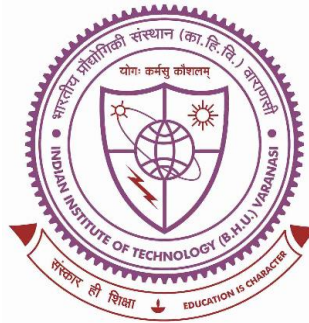
## Supply and Installation of Thickness Profilometer at IIT (BHU), Varanasi

**Tender No.:** IIT (BHU)/EC/2019-20/102

**Tender Date:** 18/07/2019

**Last Date & Time of Bid Submission:** 08/08/2019 at 03:00 P.M

**Date & Time of Technical Bid opening:** 09/08/2019 at 03:30 P.M



**Department of Electronics Engineering  
Indian Institute of Technology  
(Banaras Hindu University)  
Varanasi-221005**

**DEPARTMENT OF ELECTRONICS ENGINEERING  
INDIAN INSTITUTE OF TECHNOLOGY  
(BANARAS HINDU UNIVERSITY)  
VARANASI – 221005**

**Sub.: Request for Quotation for Supply and Installation of Thickness Profilometer at IIT (BHU),  
Varanasi**

To

Dear Sir,

It is proposed to buy the items mentioned below for our Institutional purpose. Accordingly, you are hereby requested to submit your valid and firm quote for supply, installation, commissioning, certification etc. for below mentioned specifications as per the terms & conditions indicated herein below in respect of the following items sealed in Single bid basis. Your quotation must be submitted online within due date.

<b>SL. NO.</b>	<b>Name of Items</b>	<b>Description / Technical Specification</b>	<b>Quantity</b>
1	<b>Thickness Profilometer</b>	As per Annexure III	01

**Instructions to Bidder (ITB):**

**Please Note:**

You are requested to kindly go through the detailed Terms & Conditions mentioned below and overleaf and submit your most competitive bid applicable to Educational and Research Institutes/IITs.

1. Full specification and make of the item offered and its rate F.O.R. Varanasi/CIF/CIP New Delhi.
2. GST at concessional rate as applicable to IITs.
3. Your GST registration number, PAN number.
4. Conditions of supply and terms of payment.
5. If you are a manufacture of the item or if you have proprietary right over it, please mention it in the quotation and provide a certificate.
6. Please mention your agency commission in Indian Rs., if applicable (in case of imported items).
7. Please give undertaking as per Annexure-I, and quote the price in Annexure IV.
8. The offer must be submitted in Single-way bid system.
9. No Tender is to be handed over to any of our staff/ any other person.
10. All tenders/quotations should be submitted through CPP Portal only.
11. Tenders/Quotations must be sent sufficiently in advance on or before the due date and time.
12. The firm quoting for above mentioned items should be the authorized dealer of the manufacturer.  
Copy of authorization certificate should be enclosed with the quotation.
13. The Bank/RTGS detail must be submitted along with the quotations/Tenders on the letter head.
14. All communications related to this tender should be addressed to the undersigned only.

**Terms & Conditions**

**The offer must comprise of the following failing which it will be treated as non-responsive hence rejected:**

1. **Price:** The bidder needs to quote the price in price bid format after giving the discount offered to IIT (BHU) being a premier Academic Institution. Price list in case of proprietary items must be submitted.

2. **Performance Bank Guarantee:** The firm has to submit a performance security of 10% of the total order value to be submitted from an Indian Scheduled Bank before release of final payment and after successful installation and commissioning of the equipment in the form bank guarantee valid for 2 months beyond the warranty period. No interest will be payable by the Purchaser on the Performance Security deposited. In case supplier fails to provide satisfactory after sale service within the warranty period, the performance Security submitted by the firm is liable to be forfeited.
3. **Taxes and Levies:** Taxes as applicable should be mentioned clearly in percentage (%) and in exact Figure. If No Tax is mentioned it will be presumed that the Price is inclusive and the Bidder is responsible for all Tax related Compliances. Statutory Levies will be accepted on production of valid documents.
4. **Concessional GST is applicable to IITs.** Certificate will be provided as and when required.
5. **Overhead Charges:** The quoted price (final offer) must be F.O.R. – IIT BHU, Varanasi including all overheads such as Packing, Forwarding, Loading/Unloading, Transporting, Freight, Insurance etc. with detail break-up.
6. **Additional Charges if any,** for Installation, Commissioning, any other charge(s) must be mentioned clearly.
7. **Concession/Exemptions:** IIT BHU, Varanasi being an academic Institute is entitled for payment of Concessional Customs Duty on import of Scientific Instruments for Academic and Research purposes in terms of *Govt. Notifications* and payment of IGST on Import. Institute will provide the required certificates as and when required.
8. **Validity of the Quote:** The validity period of the offer should be clearly specified. It should be at least for **90(Ninety) days** from the last date of submission of quotations.
9. **Delivery Terms:** Our standard Delivery Terms is FOR, IIT BHU, Varanasi destination Campus. Rates should be quoted accordingly.
10. **Delivery Schedule:** Delivery within ..... weeks. Items should be delivered only on Working Days (Monday to Saturday) during office Hours only.
11. **Receipt of Goods:** The items ordered should be delivered at appropriate place in Good condition and with proper package. The items would be weighed, counted and measured, if required to confirm the accuracy and a provisional acknowledgement will be given.
12. **Terms of Acceptance:** The items will be treated Accepted only after Inspection for Features and Functions. This includes delivery, installation & commissioning, inspection, demonstration, Training schedule etc.
13. **Specification and Make:** Quotation should confirm the exact specification and make, Model, if any shown in the enquiry against Sl. No. of the item. In the view of the supplier there is any other alternative item which can serve out purpose, quotation may also be given for the same separately client list along with the order copy of similar equipment supplied to any IITs/ any Govt. Organization including detail of price & all charges must be attached.
14. In the case of items quoted having specifications different than those mentioned in the enclosed Tender format, kindly submit the information and the prices in the same format but on additional Sheet.
15. **Insurance:** The date of delivery should be strictly adhered to failing which the purchase order is liable to be cancelled. Penalty may be imposed as per P.O. terms & conditions. Goods should be securely, safely and adequately packed & dispatched and delivered at the risk of supplier. In case

of damage consignment the same should be replaced without any cost to the Buyer and the supplier can collect the damaged consignment after satisfactory replacement.

16. **Payment:** Payment will be released through wire transfer/bank RTGS transfer/Cheque after arrival, testing, inspection, installation of the item(s) and if found satisfactory with regard to quality, quantity and specifications ordered. The payment will be released after statutory deductions. For the payment, the firm has to submit bill(s), challan(s), warranty certificate, bank details/cancelled cheque, installation report, performance bank guarantee (if required) etc. to the office of the Department.
17. **Guarantee/Warranty:** The equipment should be guaranteed onsite (in site) against any manufacturing defect for a period of at least 01 year by OEM from the date of installation and final acceptance(Proof of Supporting document must be enclosed).
18. In case any part or whole of the equipment is found to be defective during the guarantee period, then the same will have to be replace/repaired free of cost at our premises. In case the Part or Equipment is to be taken out of IIT (BHU), Varanasi, the Supplier has to furnish an undertaking and also take it at their own cost and Risk.
19. **Liquidated Damages:** As Time is the essence of this order, the date of delivery should be strictly adhered to, otherwise the delivery in full or in part may not be accepted and penalty for late delivery will be imposed @ 1% per week subject to a maximum of 10% of the total value of supply order & beyond 10% subject to approval of IIT (BHU), Varanasi. In case of delay in installation and Commissioning, Inspection, Certification etc. also the same rate of penalty shall be leviable.
20. **Cancellation:** IIT BHU, Varanasi reserves the right to accept or reject or cancel any or all enquiries or quotations at any stage without assigning any reason thereof.
21. In case of cancellation of order due to Non-compliance of the Terms and Condition and Breach of the Contract, No compensation will be paid towards progress of order/procurement.
22. Documents Comprising the Bid:

The tender/Bid shall be submitted online in two part, viz., Technical Bid and Commercial Bid.

### **I. Technical Bid**

The following documents are to be scanned and uploaded as part of the Technical Bid as per the tender document:

- (a) Scanned copy of Tender Forms (Techno Commercial Un-Priced Bid), Declaration, and Tender Acceptance Letter;
- (b) Scanned copy of written confirmation authorizing the signatory of the Bid to commit the Bidder;
- (c) Scanned copy of quoted product brochure
- (d) Scanned copy of completely filled Annexure I, Annexure II with supporting documents
- (e) Scanned copy of documentary evidence establishing the Bidder's qualifications to perform the contract if its bid is accepted and the Bidder's eligibility to bid;
- (f) Other document, if any.

### **II. Commercial/Price Bid**

The commercial bid comprises of :

- (i) Scanned copy of Tender Form (Price Bid)
- (ii) Scanned copy of Price Bid in .pdf format
- (iii) Price bid is in the form of .xls format and to be uploaded in .pdf & .xls format both.

The Price bid format is provided along with this Tender Document at <http://eprocure.gov.in/eprocure/app>. Bidders are advised to download this BoQ.xls and quote their offer/rates in the prescribed column.

In addition to the above requirements, bids submitted by a Joint Venture, shall include a copy of the Joint Venture Agreement entered into by all members. Alternatively, a letter of intent to execute a Joint Venture Agreement in the event of a successful bid shall be signed by all members and submitted with the bid, together with a copy of the proposed Agreement, there to.

The Bidder shall furnish in the Tender Forms information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this Bid.

### **23. Resolution of Disputes**

1. The Purchaser and the supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
2. If, after thirty (30) days from the commencement of such informal negotiations, the Purchaser and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms as specified below. These mechanisms may include, but are not limited to, conciliation mediated by a third party, adjudication in an agreed national or international forum, and national or international arbitration.
3. In case of Dispute or difference arising between the Purchaser and a supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Arbitration and Conciliation Act, 1996 as amended from time to time.
4. For any dispute, the place of jurisdiction shall be Varanasi, UP, India only.

### **24. Termination for Default**

- 1 The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part:
  - (a) If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the purchase order, or within any extension thereof granted by the Purchaser pursuant. or
  - (b) If the Supplier fails to perform any other obligation(s) under the Contract.
  - (c) If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

‘For the purpose of this Clause:

“Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

“Fraudulent practice: a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition;”

- 2 In the event the Purchaser terminates the Contract in whole or in part, the Purchaser may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Supplier shall continue the performance of the Contract to the extent not terminated.

### **Please Note:**

1. GST at concessional rate will be applicable as per GST Notification No. 45/2017- CENTRAL TAX (RATE) & 47/2017- INTEGRATED TAX (RATE) Dated 14-11-2017, @ 5%.
2. **The Institute is exempted from payment of IGST on Imports as GST Notification No. 43/2017- Customs.**

## **The Institute Reserves The Right To:**

- i. Increase or decrease the quantity of the item(s) as per requirement.
- ii. Reject the quotation in absence of not furnishing the documentary evidence in respect of Trade Tax Registration (G.S.T), Income Tax and Trade Tax clearance certificates together with the performance of supplies in various branches/institutions.
- iii. Reject the quotation in the event of non-furnishing the authentic documentary evidence in respect of Testing reports / Performance report of the concerned Govt. Organization / Institutions about the products being manufactured and marketed. The performance test of the product can be conducted at Institute level also for which charge will have to be borne by the suppliers.
- iv. Reject the supplies already made, if not found up to the mark. Thorough checking may be adopted to test the correctness of the supply. In such an event further action may call to conform or discard the supply.
- v. To reject any addition/alteration in respect of local dealerships intimated by the Principals after consideration of the case by the committee appointed by the Institute for the purpose.
- vi. Cancel this Tender at any point of time without assigning any reason thereof.
- vii. The Institute also reserves the right to reject the bid of any participated bidder
- viii. The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part:
  - (a) If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the purchase order, or within any extension thereof granted by the Purchaser.
  - (b) If the Supplier fails to perform any other obligation(s) under the Contract.
  - (c) If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

‘For the purpose of this Clause:  
“Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.  
“Fraudulent practice: a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition;”
- ix. To reject any or all the offers without assigning any reasons thereof.
- x. All disputes are subject to **“Varanasi Jurisdiction”** only.
- xi. The decisions of the Institute in all respect shall be final and binding on all.
- xii. Please ensure that your offer is complete in all respect as no further clarifications shall be sought from you and reaches us within the last date mentioned above. **The Institute shall not be responsible for any delay etc.**

Yours’ sincerely,

Head of Department  
Department of Electronics Engg.

**TENDER DOCUMENT FOR: Supply and Installation of Thickness Profilometer  
CRITICAL DATE SHEET**

<b>Published Date</b>	<b>18-07-2019 (05:00 PM)</b>
<b>Bid Document Download Start Date</b>	<b>18-07-2019 (05:00 PM)</b>
<b>Clarification Start Date</b>	<b>18-07-2019 (05:00 PM)</b>
<b>Clarification End Date</b>	<b>29-07-2019 (05:00 PM)</b>
<b>Bid Submission Start Date</b>	<b>18-07-2019 (05:00 PM)</b>
<b>Bid Document Download End Date</b>	<b>08-08-2019 (03:00 PM)</b>
<b>Bid Submission End Date</b>	<b>08-08-2019 (03:00 PM)</b>
<b>Bid Opening Date</b>	<b>09-08-2019 (03:30 PM)</b>
<b>Address For Communication</b>	<p style="text-align: center;">Head of Department Department of Electronics Engineering Indian Institute of Technology (Banaras Hindu University), Varanasi – 221 005, U.P., INDIA E-mail: head.ece@itbhu.ac.in</p>

**DECLARATION**

*(On the letter head of the firm submitting the bid)*

1. I, ----- Son /Daughter of Shri-----  
----- Proprietor/ Partner/ CEO /MD/ Director/  
Authorized Signatory of M/s. ----- am competent to sign  
this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
4. I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
5. Each page of the tender document and papers submitted by my Company is authenticated, sealed and signed, and I take full responsibility for the entire documents submitted.
6. This is certified that our organization has been authorized (Copy attached) by the OEM to participate in Tender. We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover, OEM has agreed to support on regular basis with technology / product updates and extend support for the warranty.
7. The prices quoted in the price bids are subsidized due to academic discount given to IIT (BHU), Varanasi.
8. We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/Govt. Department/Public Sector Undertaking in the last three years.

-----  
Signature of the Authorized Person

Date: -----

Full Name -----

Place: -----

Company Address with Seal



**TENDER ACCEPTANCE LETTER**

(To be given on Company Letter Head)

**Date:**

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**Sub: Acceptance of Terms & Conditions of Tender.**

**Tender Reference No.** \_\_\_\_\_

**Name of Tender/ Work: -**

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Dear Sir,

1. I/We have downloaded/ obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:  
\_\_\_\_\_  
\_\_\_\_\_
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 section(s), schedules(s) etc.), which 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/ organisation 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. In case any provisions of this tender are found violated, then your department/organisation shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

**Yours faithfully,**

**(Signature of the Bidder, with Official Seal)**

## TENDER FORM

**(Techno commercial un-priced Bid)**  
(On the letter head of the firm submitting the bid)

Tender No. ....

To

The \_\_\_\_\_

Dear Sir,

1. I/We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders;
2. I/We meet the eligibility requirements and have no conflict of interest ;
3. I/We have not been suspended nor declared ineligible in India;
4. I/We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods: *[insert a brief description of the Goods and Related Services]*;
5. I/We offer to supply the items as listed in the schedule to this tender hereto/portion thereof as you may specify in the acceptance of Tender at the price given in the said Schedule and agree to hold this offer open for a period of 90 days from the date of opening of the tender.
6. I/we shall be bound by a communication of acceptance issued by you.
7. I/We have understood the Instruction to bidders and Conditions of Contract in the form as enclosed with the invitation to the tender and have thoroughly examined the specifications quoted in the Schedule hereto and am/are fully aware of the nature of the goods required and my/our offer is to supply the goods strictly in accordance with the specifications and requirements.
8. A proof of payment of Rs.....(Rupees.....only) as Earnest Money in the aforementioned account of Registrar, IIT (BHU).
9. The following have been added to form part of this tender.
  - (a) Schedule of requirements, quoting the make only duly signed and stamped.(without indicating price)
  - (b) Income Tax clearance certificate.
  - (c) Copy of last audited balance sheet.
  - (d) Copy of Valid GST registration certificate.
  - (e) Copy of similar relevant major purchase orders valuing more than Rs. 20 lakhs executed during last Five years in any IITs/NITs/Govt. Office/PSU/University/Autonomous Body.
  - (f) Proof of manufacturing Unit, dealership certificate/general order suppliers.
  - (g) Statement of deviations from financial terms & conditions, if any.
  - (h) Any other enclosure. (Please give details)
10. We undertake to execute all orders which have been placed to meet emergent requirements on priority basis.
11. Certified that the bidder is:
  - (a) A sole proprietorship firm and the person signing the bid document is the sole proprietor/constituted attorney of the sole proprietor,

**Or**

(b) A partnership firm, and the person signing the bid document is a partner of the firm and he has authority to refer to arbitration disputes concerning the business of the partnership by virtue of the partnership agreement/by virtue of general power of attorney.

**Or**

(c) A company and the person signing the document is the constituted attorney.

***(NOTE: Delete whatever is not applicable. All corrections/deletions should invariable be duly attested by the person authorized to sign the bid document).***

12. We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof shall constitute a binding contract between us.

13. If our bid is accepted, we commit to obtain a performance security in accordance with the Bidding Documents;

14. We are not participating, as a Bidder or as a subcontractor, in more than one bid in this bidding process, other than alternative bids submitted;

15. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any type of fraud and corruption

Name of the Bidder\* .....

Name of the person duly authorized to sign the Bid on behalf of the Bidder\*\* .....

Title of the person signing the Bid .....

Signature of the person named above .....

Date signed ..... day of .....

\* In the case of the Bid submitted by joint venture specify the name of the Joint Venture as Bidder

\*\* Person signing the Bid shall have the power of attorney given by the Bidder to be attached with the Bid Schedules.

Yours faithfully,

(Signature of bidder)

Dated this day of \_\_\_\_\_

Address: .....

Telephone No. : \_\_\_\_\_

FAX \_\_\_\_\_

E-mail \_\_\_\_\_

Company seal

## TENDER FORM

### (Priced Bid)

*(On the letter head of the firm submitting the bid document)*

To,

The \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Ref: Tender No.....Dated: .....

Sir,

Having examined the bidding documents and having submitted the techno commercial unpriced bid for the same, we, the undersigned, hereby submit the priced bid for supply of goods and services as per the schedule of requirements and in conformity with the said bidding documents.

1. We hereby offer to supply the Goods/Services at the prices and rates mentioned in the enclosed schedule of requirement.
2. We do hereby undertake that, in the event of acceptance of our bid, the supply of Goods/Services shall be made as stipulated in the schedule of requirement and that we shall perform all the incidental services.
3. The prices quoted are inclusive of all charges net F.O.R IIT(BHU) Varanasi. We enclose herewith the complete Price Bid as required by you. This includes:
  - a. Price Schedule (Bill of Quantity-BOQ) in .pdf format and .xls format
  - b. Statement of deviations from financial terms and conditions, if any.
4. We agree to abide by our offer for a period of 90 days from the date fixed for opening of the bid documents and that we shall remain bound by a communication of acceptance within that time.
5. We have carefully read and understood the terms and conditions of the bid document and we do hereby undertake to supply as per these terms and conditions. The Financial Deviations are only those mentioned in the statement of deviations from financial terms and conditions.
6. We have paid, or will pay the following commissions, gratuities, or fees with respect to the bidding process or execution of the Contract: **[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity]**

Name of Recipient	Address	Reason	Amount

(If none has been paid or is to be paid, indicate "none.")

7. We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed; and
8. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Certified that the bidder is:

A sole proprietorship firm and the person signing the bid document is the sole proprietor/ constituted attorney of sole proprietor,

**Or**

A partnership firm, and the person signing the bid document is a partner of the firm and he has authority to refer to arbitration disputes concerning the business of the partnership by virtue of the partnership agreement/by virtue of general power of attorney,

**Or**

A company and the person signing the bid document is the constituted attorney.

***(NOTE: Delete whatever is not applicable. All corrections/deletions should invariably be duly attested by the person authorized to sign the bid document.)***

We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof, shall constitute a binding contract between us.

Dated this day of \_\_\_\_\_

Signature of Bidder \_\_\_\_\_

Details of enclosures \_\_\_\_\_

Full Address: \_\_\_\_\_

\_\_\_\_\_

Telephone No. \_\_\_\_\_

Mobile No. : \_\_\_\_\_

Fax No. : \_\_\_\_\_

E-mail: \_\_\_\_\_

Company Seal

**FORMAT FOR PERFORMANCE BANK GUARANTEE (PBG)/ PERFORMANCE SECURITY**

(To be typed on Non-judicial stamp paper of the value of Indian Rupees of One Hundred)

(TO BE ESTABLISHED THROUGH ANY OF THE NATIONALISED COMMERCIAL BANKS (WHETHER SITUATED AT VARANASI OR OUTSTATION) WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT VARANASI)

To,  
The Registrar,  
Indian Institute of Technology (BHU),  
Varanasi-221005

**LETTER OF GUARANTEE**

WHEREAS Indian Institute of Technology (BHU), Varanasi (Buyer) has invited tender vide Tender No..... dated..... for purchase of .....  
AND WHEREAS the said tender document requires that eligible successful bidder (seller)..... wishing to supply the equipment / machinery, etc. in response thereto shall establish an irrevocable Performance Bank Guarantee in favour of “ The Registrar, Indian Institute of Technology (BHU), Varanasi” in the form of Bank Guarantee for Rs ..... (**% of the contract value**) and the Performance Bank Guarantee shall remain valid for a period of 60 (sixty) days beyond the date of completion of all contractual obligations of the seller, including warranty obligations from the date of issue of Performance Bank Guarantee and the eligible successful bidder (the seller) shall submit the same within 30 (Thirty) days from the date of Award of Contract.

NOW THIS BANK HEREBY GUARANTEES that in the event of the said bidder (seller) fails to abide by any of the conditions referred to in tender document / Award of Contract / performance of the equipment / machinery, etc. this Bank shall pay to Indian Institute of Technology (BHU), Varanasi on demand and without protest or demur Rs ..... (Rupees.....).

This Bank further agrees that the decision of Indian Institute of Technology (BHU), Varanasi (Buyer) as to whether the said bidder (Seller) has committed a breach of any of the conditions referred in tender document / Award of Contract shall be final and binding.

We, ..... (name of the Bank & branch) hereby further agree that the Guarantee herein contained shall not be affected by any change in the constitution of the bidder (Seller) and/ or Indian Institute of Technology (BHU), Varanasi (Buyer). **Notwithstanding anything contained herein:**

1. Our liability under this Bank Guarantee shall not exceed Rs. ....  
(Indian Rupees ..... only).

2. This Bank Guarantee shall be valid up to .....(date) and

3. We are liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if IIT (BHU), Varanasi serve upon us a written claim or demand on or before .....(date). This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at ..... situated at ..... (Address of local branch).

Yours truly,

Signature and seal of the guarantor:

Name of Bank:

Address:

Date:

**TO BE RETURNED WITH QUOTATION**

**UNDERTAKING**

***WE HEREBY UNDERTAKE THE FOLLOWING:***

1. We will not sell the product (s) to other institutions, bodies and also in the market on the rates less
  - a. than those quoted by us to the Institute.
2. The goods on which GST has been charged are not exempted for payment of GST under G.S.T. Act or the rules made there under and the amount mentioned on account of GST on goods is not more than what is payable under the provisions of the relevant Act or Rules made there under.
3. The goods / Stores / articles offered shall be of the best quality and workmanship and their supply will be strictly in accordance with the technical specifications and particulars as detailed in the quotation.
4. The information furnished by us in the quotation is true and correct to the best of our knowledge and belief.
5. We have read and understood the rules, regulations, terms and conditions and agree to abide by them.

***Authorised  
Signatory(Seal)***

**PREVIOUS SIMILAR ORDER EXECUTED**

Please quote best minimum prices applicable for a premier Educational and Research Institution. The party must give details of purchase orders identical or similar equipment supplied to any IITs/NITs/Govt. Office/PSU/University/Autonomous Body as per below Format in last Five years (to be enclosed in Price Bid / Commercial Bid) along with the final price paid and details are mandatory.

Name of the Firm \_\_\_\_\_

Order placed by (Full address of Purchaser)	Order No. and Date	Description and quantity of ordered equipment	Value of Order	Date of completion of delivery as per contract	Remarks indicating reasons for late delivery, if any and justification for price difference of their supply order & those quoted to us	Has the Equipment being installed satisfactorily (Attach a Certificate from the Purchaser/ Consigner)	Contact Person along with Telephone No., Fax No. and e-mail address.

*(Kindly enclose the scan copy of aforementioned purchase orders)*

**Details of Technical Expert**

Name of application specialist / Service Engineer who have the technical competency to handle and support the quoted product during the warranty period.		
Name of the organization	Name of Contact Person	Contact No.

Signature and Seal of the Manufacturer / Bidder \_\_\_\_\_

Place : \_\_\_\_\_

Date : \_\_\_\_\_



**Technical Specifications****THICKNESS PROFILOMETER****Features****1. System Design**

Single device combined with scan head, controller, vibration isolation, airflow shielding and top view camera. Tip scanner that ensure unaffected performance to the sample weight. Minimum scan range of 70  $\mu\text{m}$  in XY and 14  $\mu\text{m}$  in Z-Range or more. Resolution of 1 nm in XY, 0.2 nm in Z or better. Dynamic RMS Z-noise should be better than 0.8 nm. Self-alignment of cantilever.

**2. Imaging Modes**

Basic mode is Static force. Addition mode should be dynamic modes like dynamic force and phase contrast, MFM, EFM. Other advanced modes like spreading resistance, force modulation.

**3. Spectroscopy and Lithography Modes**

Basic spectroscopy namely Force-Distance, Amplitude-Distance, Voltage-Distance. Advanced spectroscopy namely Current-Voltage, Stop by end value, Fwd & Bwd pause, cantilever calibration by Sader method and frequency sweep. Basic lithography is static force (scratching, oxidation). Advanced lithography such as draw and load CAD vector graphics, Bitmap images.

**4. Engage mechanism**

Must have a motorized vertical engage mechanism, automated and fully software controlled. Motorized approach  $\geq 4$  mm (continuous and step-by-step approach option).

**5. Sample holder and stage**

Integrated micrometer translation stage: Minimum travel length 12 mm in X and in Y. Sample diameter: Minimum 12 mm diameter. Sample thickness: Up to 3.5 mm.

**6. Sample observation**

Integrated top and side view optics. View field of approximate 3 mm x 3 mm for top view and 5 mm x 5 mm for side view. Top view color CMOS camera, at least 3 Megapixel, resolution at least 2  $\mu\text{m}$ , at least 4x digital zoom. On Axis top view with integrated in axis LED illumination. Video image capture by integrated software. Optional side view monochrome CMOS camera: 2 mm x 2 mm field of view, better than 1 Megapixel.

**7. Computer requirements**

System can be connected to standard PC/laptop PC via USB 2.0.

**8. Desirable Software features**

Automatic saving of images with batch names, view of measured images in image gallery. Automatic setup wizards for imaging and spectroscopy modes. Integrated cantilever database. Number of real time measurement plots as line graph and color plots limited only by PC memory. Integrated visualization of stored measurements. Integrated tools for length, width, height and angle measurements, noise and glitch filter, and background correction. Remote control: Windows scripting interface: compatible with LabView, MatLab and other software.

## **9. Accessories**

2 pack (10 no. in one pack) cantiliver tips each for static mode and dynamic mode. Cantilever ContAl-G-10 (10 pcs) Spring constant 0.2 N/m, Res. Freq 13 kHz., length 450  $\mu\text{m}$ , width 50  $\mu\text{m}$ . Active antivibration table (must be mountable with screws to ensure best isolation). Atleast 2 year warranty.

## **10. Optional accessories**

Can quote for AMC After warranty.

**PRICE BID (BoQ) FORMAT**

(Bidders are required to submit their rate in the enclosed BoQ in .pdf & .xls Format)

<b>Name of the Bidder/ Bidding Firm / Company :</b>	
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**PRICE SCHEDULE**

**(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only )**

NUMBER #	TEXT #	TEXT #	NUMBER #	TEXT #	TEXT #	TEXT #	NUMBER #	NUMBER	NUMBER	NUMBER	NUMBER	TEXT	NUMBER #	NUMBER #
Sl. No.	Item Description	Item Code / Make	Quantity	Units	Currency Conversion against each Item	Quoted Currency in INR / Other Currency	BASIC RATE In Figures To be entered by the Bidder	Custom Duty in Rs. P	GST, if any in Rs. P	Clearance & Transportation Charges in Rs. P	Installation & Commissioning Charges in Rs. P	Other Taxes/charges, If any in Rs. P	TOTAL AMOUNT, It will be converted	TOTAL TAXES It will be converted only If you choose Full Conversion, Until it will be treated as INR
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1.01	Supply and Installation of Thickness Profilometer	item 1	1.000	Nos	Full Conversion	INR /USD /JPY /EURO							0.00	0.00
<b>Total in Figures</b>													<b>0.00</b>	<b>0.00</b>

*Price quoted is firm and final with Validity as per the terms of IIT BHU, Varanasi tender Terms.*