



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुपति

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI

Transit campus: Sree Rama Engineering College Campus, Rami Reddy Nagar, Karakambadi Road, Mangalam (B.O), Tirupati - 517 507
Website: <http://www.iisertirupati.ac.in/>

Open Tender No: IISERT/PUR/0143/21

Date: 07/09/2021

Indian Institute of Science Education and Research Tirupati invites online bids (e-tender) in two bids systems, from OEM/ Authorized System Integrator Partner having Direct Purchase and Support Agreement with the OEM(s).

Category of Suppliers invited for this Tender

Class I local Supplier – has local content equal to more than 50%

Class II local Supplier – has local content more than 20% but less than 50%

Brief Details of Tender:

Item Description
Supply, Installation, and Integration of Radio Frequency Identification (RFID) System for G. N. Ramachandran Library, IISER Tirupati. Qty-As Per BOQ

The Tender Document can be downloaded from Central Public Procurement (CPP) Portal <https://eprocure.gov.in/eprocure/app> or Institute website www.iisertirupati.ac.in and bid is to be submitted online only through the E-procurement portal up to the last date and time of submission of tender.

Critical Dates of Tender

Sr. No.	Particulars	Date	Time
1	Date of Online Publication/Download of Tender	07/09/2021	17:00 Hrs.
2	Pre-Bid Meeting via Google Meet	15/09/2021	15:30 Hrs.
3	Bid Submission Start Date	16/09/2021	15:00 Hrs.
4	Bid Submission Close Date	04/10/2021	15:00 Hrs.
5	Opening of Technical Bid3	05/10/2021	15:30 Hrs.

No manual bids will be accepted. All quotation (both Technical and Financial should be submitted in the E-procurement portal).

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 0120-4200462, 0120-4001002, 91-8826246593.



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PRE - QUALIFICATION CRITERIA

- The Bidders should be the manufacturer/authorized dealer. Letter of Authorization from Original Equipment Manufacturer (OEM) on the same and specific to the tender should be enclosed. The letter should mention the OEM phone number, email address with whom the authenticity of the letter can be cross-checked.
- Bidders should bid for the entire project. Partial bids will not be entertained.
- OEM should be an internationally reputed branded company and should have been in existence for at least ten years.
- OEM should be a company focused only on Library Automation solutions. The OEM should have an annual turnover of a minimum of Rs.10 Crores per year for the last three financial years. Documentary proof should be enclosed.
- The vendors who have earlier supplied the equipment to any of the IISERs, IITs, IIMs, NITs and other CFTIs, Institutions of National Importance in India and reputed universities, scientific institutions in abroad may only tender. The details of such institutions and the cost with the name of equipment should be supplied with the bids. Submission of proof of supply and its working condition is mandatory and bids without documentary proof will not be considered.
- The OEM must have successfully implemented, integrated and commissioned a complete RFID-based library solution on Koha LMS anywhere in the world. It is mandatory to enclose list of such libraries along with the name, designation, address, email and contact person of those libraries.
- An undertaking from the OEM is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support for the warranty as well.
- Non-compliance of tender terms, non-submission of required documents, lack of clarity of the specifications, contradiction between bidder specification and supporting documents, etc. may lead to rejection of the bid.
- Furnishing of wrong/ambiguous information in the compliance statement may lead to rejection of bid and further black listing of the bidder, if prima-facie it appears that the information in the compliance statement was given with a mala fide/fraudulent intent.



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SPECIAL TERMS & CONDITIONS:

- The project consists of complete supply, installation, commissioning, training, successful implementation of RFID system and integration with existing Koha Library Management Software being used in the G. N. Ramachandran Library, IISER Tirupati.
- The vendor should install and make it functional the entire RFID system in the transit campus at Karakambadi Road, Mangalam and the permanent campus located at Jangalapalli Village, Yerpedu Mandal.
- The vendor should reinstall the RFID system and make it functional in the upcoming premise of the library (at permanent Campus: Jangalapalli Village, Yerpedu Mandal) when it moves there, free of cost.
- The RFID system should integrate with the Koha LMS through SIP2 (Standard Interchange Protocol) or NCIP protocol (NISO Circulation Interchange Protocol). No middleware applications should be used to integrate RFID equipment with the LMS. The bidder has to submit an undertaking along with the bid stating the same.
- The bidder should be registered under the Companies Act, 1956 or a registered firm. Registration certificate to this effect must be produced.
- The bidder should be registered under GST Act with concerned State Sales Tax Authorities. The bidder should furnish along with the bid document, the relevant GST Registration Document and PAN/ TAN copies.
- The bidder must be in existence in the library automation solutions business for at least in the last ten years. Documentary evidence to this effect must be produced along with the technical bid.
- The vendor should have an average annual sales turnover of a minimum of Rs.2 Crores during the last three financial years ending 31st March 2021. Attach firm's last 3 years audited profit and loss account balance sheet duly audited by chartered accountants.
- OEM/authorized reseller should have a dedicated support team and should resolve any issues within 24 hours. Support can be provided through call/email/skype/any remote supporting tools. For critical issues, the vendor should send the support engineers to onsite for resolving the issue.
- The vendors have a registered office either in Vijayawada, Chennai, Bengaluru, Hyderabad and Visakhapatnam with well-established service centre will be an added advantage.
- All data stored in the RFID tags should be as per the international data model. The tags will be tested with other vendors/ bidder's products for compatibility. Any proprietary



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based saving of information of RFID tags will not be accepted and bid will be disqualified.

- The supplier should quote a commercially proven model of equipment. Prototypes are not acceptable.
- It is implicit that the bidder has guaranteed that the equipment supplied are original and new, including all its components and as per technical specifications mentioned in the technical bid. All the hardware and software supplied are licensed and legally obtained in the name of the institute.
- All RFID equipment should be from one manufacturer only and should be from OEM (Original Equipment Manufacturer) having ISO certification as specified in the tender document. Institute will not accept any assembled hardware sourced from different manufacturers.
- All the RFID items should meet the highest level of safety standards prescribed for library automation solutions at the international level. Bidder should submit necessary supporting documents stating that the RFID equipment are duly certified by safety and security agencies such as Underwriters Laboratories (UL), ADA, ANATEL, CE, CSA, C-tick, DDA, ECC, ETL, ETSI, EU-RoHS, FCC, IC, MET, RCM, WEEE etc.
- Any upgrade in the software provided by the OEM for the RFID hardware should be provided free of cost during the maintenance contract.
- Technically qualified vendor will be called for the presentation/demonstration of their products. The bidder should submit the complete documentation with pictures and all the SOP needs of the RFID system.
- Qualified bidder may be called for price negotiation.
- 4th and 5th year onsite AMC charges to be quoted separately.
- Price of 4th and 5th year onsite AMC will be used to decide L1 vendor.
- The bidder should agree towards local customization and personalization (if any) of the proposed system during the implementation stage and also during the warranty period in order to ensure smooth functioning and to create user-friendly environment.
- The information pertaining to infrastructural, power and any other requirement for satisfactory installation and commission of the whole system must be provided by the bidder at least three weeks in advance of the installation.
- Institute may procure indented items (among the 7 items) in various phases from the qualified bidder.
- The institute reserves the right to enquire about the authenticity of information provided.



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- The above-mentioned basic eligibility conditions are broad guidelines and the Director/Registrar, IISER Tirupati hereby reserves the right to relax/modify/add any or all the conditions.
- Relevant literature pertaining to the items quoted with full specifications (and drawing, if any) should be sent along with the quotations, wherever applicable.

Service Level Agreement (SLA)

Although 24x7 support is preferred, the minimum SLA requirements are given below.

- Priority 1 Call: The system is completely down, and service is severely impacted; i.e., the system is unusable. (covered on Saturday & Sunday & Holidays as well)
- Priority 2 Call: The system is degraded with no impact on business.

Priority	Priority Classification of Issue	Category	Response Time	Resolution Time
1	The system is completely down, and service is severely impacted; i.e., the system is unusable.	Software, network and hardware	Within 2 hours after the lodge of the ticket (for all cases - hardware, software, network)	2 days (inclusive of working and non-working and holidays). Engineers must visit for any change in original spare parts.
2	The system is degraded with no impact on business.	Any	The ticket or docket number should be provided in the email.	4 days (inclusive of working and non-working and holidays) either in person or remotely.

The bidder can provide their own SLA matrix in a similar format in case of any deviations from the above requirements. It is to be noted that the better SLA proposals from the bidder will not be counted as the deviation from the criteria given.



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Instructions for Online Bid Submission:

This tender document has been published on the Central Public Procurement Portal (URL:<https://eprocure.gov.in/eprocure/app>) & Institute website www.iisertirupati.ac.in . The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app> .

REGISTRATION

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.
7. The CPP Portal also has user manual with detailed guidelines on enrollment and participation in the online bidding process. Any queries related to process of online bids or queries related to CPP Portal may be directed to the 24x7 CPP Portal Helpdesk.
8. The Institute will not be responsible for any type of technical issue regarding uploading of Tender on website.



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SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS formats. Bid documents may be scanned with 100 dpi with black and white option.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.



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SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Financial Bids can be submitted in PDF format (As per Chapter 5).
Any additional components, which the bidder wants to quote and if it's not available in BoQ, can be quoted in the PDF format.
The bidder may add rows to include the prices of all components & warranties, installation etc. whichever applicable.
4. Bidders are requested to note that they should necessarily submit their financial bids in the format provided (as per Chapter-5) and no other format is acceptable. The Financial Bid can be submitted in PDF format also. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white Colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
5. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
6. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
7. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
8. Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.



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ASSISTANCE TO BIDDERS

- i. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- ii. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is **0120-4200462, 0120-4001002, 91-8826246593**.



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Chapter 1

INVITATION FOR Tender Offers

1. Indian Institute of Science Education and Research (IISER), Tirupati invites e-Tender for Supply, Installation, and Integration of 'Radio Frequency Identification (RFID) System' for G. N. Ramachandran Library, IISER Tirupati. The Bidders are requested to give detailed tender in two Bids i.e.
 - a. **Part - I: Technical Bid.**
 - b. **Part - II: Commercial Bid.**
2. In view of Covid-19, IISER Tirupati will be conducting a Pre-bid conference through Google Meet on. 15/09/2021 from 03:30 PM to 04:30 PM (IST). All prospective bidders are requested to kindly send their queries through email at purchase@iisertirupati.ac.in so as to reach latest by 14/09/2021. Clarifications to all the queries received before the due date will be given during the Pre-Bid Meeting and only the queries which remain unclarified (or) the queries which have an impact on the change in technical specifications will be mentioned in the minutes of the pre-bid meeting and the same will be uploaded on our website and CPPP portal. No queries will be entertained after the Pre-bid meeting. In the event of all queries received being clarified during the pre-bid & if there are no changes in the technical specifications then nil report will be uploaded in the website and CPPP portal.

The Google Meet id will be personally sent via email to the vendors interested in attending the Pre-Bid conference upon their request. Vendors interested must send a request for access to Pre-Bid conference at purchase@iisertirupati.ac.in. Bidder attending Pre-Bid conference via Google Meet must ensure of active and uninterrupted high speed internet connection with a working microphone and camera from their end. In case of frequent disconnection (or) bad connection, IISER Tirupati will not be responsible for the same and no further correspondence will be entertained post the date of Pre-Bid meeting.

TIME SCHEDULE

Sr. No.	Particulars	Date	Time
1	Date of Online Publication/Download of Tender	07/09/2021	17:00 Hrs.
2	Pre-Bid Meeting via Google Meet	15/09/2021	15:30 Hrs.
3	Bid Submission Start Date	16/09/2021	15:00 Hrs.
4	Bid Submission Close Date	04/10/2021	15:00 Hrs.
5	Opening of Technical Bids	05/10/2021	15:30 Hrs.

Supply means: "Supply, Installation, Commissioning and satisfactory demonstration of the whole system and training". If any charges extra are payable for Installation, Commissioning and training, the same should be specified in the commercial offer



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3. AVAILABILITY OF TENDER:

The tender document can be downloaded from <http://eprocure.gov.in/eprocure/app> and be submitted only through the same website.

Technical Bid:

1. The online envelope clearly marked as "Technical Bid - Envelope No. 1" shall contain the all scanned copies of original documents in PDF Format.
 - a) Compliance statement/questionnaire of tender terms and conditions as per Annexure-'A'.
 - b) Compliance statement of specifications as per Annexure- 'B'.
 - c) Manufacturer authorization as per Annexure – 'C'.
 - d) Bid Security Declaration as per Annexure- 'D'.
 - e) Previous Supply Order List Format as per Annexure – 'E'.
 - f) Bidder Information Form as per Annexure – 'F'.
 - g) Blacklist Certificate as per Annexure – 'G'.
 - h) Certificate By Bidder- DPIIT Registration Annexure – 'H'.
 - i) Self-declaration by the bidder as per that the items offered meet the local/non local content requirement in pursuance of public procurement preference to make in India, order 2017 (please tick appropriate option Annexure – 'I')
 - j) No Relationship Certificate Annexure – 'J'.
 - k) Annual Maintenance Contract - ANNEXURE-K
 - l) Undertaking for Submission Of Performance Bank Guarantee Annexure-L
 - m) Acceptance of tender terms Annexure- 'M'
 - n) Solvency certificates for Rs.10,00,000.00– (Ten Lakh) not older than twelve months) issued by Scheduled/Nationalized bank with which BIDDER holds the current account.
 - o) Copy of GST No. and PAN No. allotted by the concerned authorities. If registered with the National Small Industries Corporation, the registration number, purpose of registration and the validity period of registration and a copy of DGS&D registration wherever it is applicable should also be provided in Technical Bid.
 - p) A Well-defined and described solution document in adherence to the technical specifications documented in this tender along with technical literature/ leaflets and complete specifications of quoted model(s) along with commercial terms and conditions
 - q) In case of exemption from submission of Bid security, proof of registration with NSIC/MSME.



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- r) Details of supplies of similar Works, along with photocopies of previous Purchase orders and details of place of supply along with contact details.
- s) Please quote the specific model number catalogue number with detailed description of the item quoted.
- t) Also Attached the technical literature brochure of the quoted items.
- u) Scanned copy of Tender Fee and it is required to submit the same in original in a sealed envelope at the following address (in case of vendor opts for manual tender fee

Assistant Registrar (Stores & Purchase)

Indian Institute of Science Education and Research (IISER) Tirupati

Transit campus: C/o Sree Rama Engineering College Campus, Rami Reddy Nagar
Karakambadi Road, Mangalam (B.O), Tirupati - 517 507

Email: purchase@iisertirupati.ac.in Ph:0877 2500 234/235

Website: <http://www.iisertirupati.ac.in/>

TENDER FEE :

- a) **Tender Fee of Rs. 1,000/- (One Thousand only)** in the form of Demand Draft from Nationalized/scheduled bank in favor of The Director, IISER Tirupati. The firm registered with NSIC/MSME as manufacturer for the supply of the same category of item for which the party is submitting quotation will be exempted from submission of FEE.

4. The technical offer **should not contain any price information.**

5. Technical Specifications:

- i. Time & Specifications are the basic essence of the contract. It must be ensured that the offers must be strictly as per the tender specifications and must strictly adhere to the project/delivery timelines. At the same time, it must be kept in mind that merely copying our specifications in the quotation shall not make the parties eligible for consideration of the quotation.
- ii. A quotation has to be supported with the printed technical leaflet/literature of the quoted model of the item by the quoting party/manufacturer and the specifications mentioned in the quotation must be reflected /supported by the printed technical leaflet/literature. Therefore, the model quoted invariably be highlighted in the leaflet/literature enclosed with the quotation.
- iii. The Technical bid should not contain any price information (or) anything related to Financial Bid. Any mention of commercials/prices in the technical bid shall lead to disqualification of the tender and shall not be considered for further evaluation process.
- iv. Non-compliance of the above shall be treated as incomplete/ambiguous bid and the bid will be ignored/rejected without giving an opportunity for clarification/negotiation etc. to the bidder.



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6. **Compliance Statements:**

i. Bidders must furnish a Compliance Statement of each and every required Specification of our tender in the format at ANNEXURE-‘B’. The deviations, if any, from the tendered specifications should be clearly brought out in the statement. Technical literature/leaflet showing the compliance of the specification may also be attached with the quotation.

ii. Similarly, the Compliance Statement/questionnaire for Terms & Conditions of the tender may be furnished, as per the enclosed format at Annexure – ‘A’, along with quotation (with techno- commercial bid in case of two bid tender system).

iii. The firms are advised to submit both the compliance statements essentially along with their quotation failing which their offer may not be considered.

Envelope 2: “Commercial Bid” shall contain:

- i. Cost of all the items should be mentioned clearly and individually in the Commercial Offer (Part-II) only.
- ii. The BIDDERS are requested to quote for Educational Institutional Price for Equipment and software, since we are eligible for the same.
- iii. The prices should be shown against each item for the purpose of Insurance claims / replacements if any.
- iv. List of deliverables / Bill of materials and services.

Note:

- (i) No request for extension of due date will be considered under any circumstances.
 - (ii) No sub-contracting is allowed with regard to installation, commissioning, training, warranty maintenance and after sales service. This is the sole responsibility of the Principals’/their authorized agents
7. IISER Tirupati may issue corrigendum to tender documents before due date of submission of bid. The bidder is required to read the tender documents in conjunction with the corrigendum, if any, issued by IISER Tirupati. The bidder is not supposed to incorporate the amendment in the body of the tender document



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8. **BID OPENING AND EVALUATION PROCESS**

- a. Technical Bids will be opened on 05-10-2021 at 03:30 PM.
- b. Financial Bids of the eligible bidders will be opened on a later date. The date and time for opening of Financial Bids will be announced later.
- c. Bids would be summarily rejected, if tender is submitted other than through online or **original tender fee is not submitted within stipulated date / time**. IISER Tirupati shall not be responsible for any postal delay, Tender Fee before Tender closing date.

9. **Terms of the Technical Committee**

- i. On the due date the Technical bids will be opened and referred to the Technical Committee which is duly constituted by the Director, IISER Tirupati. The committee will go through the technical aspects of the tender and recommend shortlisted firms. The recommendation of the technical committee is the final and binding on all the parties.
- ii. The technical evaluation will be an assessment of the Technical Bid. IISER Tirupati representatives will proceed through a detailed evaluation of the Technical Bids as defined in **Chapter IV (Schedule of requirements, specifications and allied technical details)**, in order to determine whether they are substantially responsive to the requirements set forth in the tender. In order to reach such a determination, IISER, Tirupati will examine the information supplied by the BIDDERS, and shall evaluate the same as per the specifications mentioned in this tender.
- iii. The technical committee may formulate evaluation criteria in addition to the specifications and requirements indicated in the tender, in the interest of IISER Tirupati and these criteria/recommendations will also form as a part of short-listing of the firms.
- iv. The Technical Committee will examine all the Technical aspects of the bids received. Further, the Technical Committee may seek additional information from the existing users at IISER Tirupati or from other Institutes and also call for Technical presentations from the BIDDERS if it is required so.
- v. The information received and the bids already submitted together will be examined with reference to the tendered specifications and evaluation is made by the Technical Committee.
- vi. After the technical evaluation is completed and approved, IISER, Tirupati shall inform to the BIDDERS whose bids have been rejected technically with the reasons for rejection on e-Procurement Portal (<https://eprocure.gov.in/eprocure/app>).



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- vii. The successful BIDDERS will be informed regarding the date and time of Commercial bid opening.
- viii. In the event of seeking any clarification from various BIDDERS by IISER, Tirupati, the BIDDERS are required to furnish only technical clarifications that are asked for. No amendment to commercial bid will be entertained at that stage. In case if a BIDDER fails to quote for a particular item it amounts to non-compliance and hence such bid will not be considered for further evaluation. Further during this process if any BIDDER indicates the price during the clarification such bids also will not be considered for further evaluation.
- ix. The purpose of obtaining two bids (technical and commercial) is to evaluate all the firms on technical basis with reference to the tendered specifications, performance of similar Solutions/Applications elsewhere, obtaining users views with reference to the earlier supplies. This will enable the technical committee to arrive at a fair recommendation in the interest of the organization.
- x. The Institute may call for Technical Presentation/mock-up/demo of the product as a part of the technical evaluation by giving sufficient time for the bidders to make arrangements for the same.

10. Commercial Bid Evaluation:

Based on results of the Technical evaluation IISER Tirupati evaluates the Commercial Bid of those Bidders who qualify in the Technical evaluation.

- a) IISER Tirupati shall correct arithmetical errors on the following basis:
 - i. If there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected.
 - ii. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
 - iii. If there is a discrepancy between words & figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.
- b) After arriving at final pricing of individual offers of all the short listed firms, the lowest firm will be awarded with Contract/Purchase Order.



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- c) If there are any discrepancies in price schedule and tender document please refer to the BOQ in the Central Public Procurement Portal, the BOQ item/words/conditions mentioned in BOQ prevails
11. The Director, IISER TIRUPATI reserves the right to accept the offer in full or in parts or reject summarily or partly.
12. The relatives / near relatives of employees of the client are prohibited from participation in this bid.
The near relatives for this purpose are defined as:
- Members of a Hindu Undivided Family.
 - Their husband or wife.
 - The one is related to the other in the manner as father, mother, son(s), son's wife (daughter-in-law), daughter(s) & daughter's husband (son-in-law), brother(s) & brother's wife, sister(s) and sister's husband (brother-in-law).
13. **Unloading: In Case of Equipment unloading at IISER Tirupati will be under supplier scope**



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CHAPTER-2: INSTRUCTIONS TO BIDDERS

1. PREPARATION AND SUBMISSION OF OFFERS:

- a. Quotation should be submitted directly by the original manufacturer/supplier or its sole authorized distributor/dealer/Indian Agent. In case of bid by authorized dealer/distributor/Indian Agent, the manufacturer authorization should be attached with the technical bid as per **Annexure-'C'**.

One Indian Agent can participate in a tender on behalf of one manufacturer only. No offer will be entertained if the same Indian Agent is representing another manufacturer for the same item. Bids from only one authorized distributor/retailer/reseller will be entertained, who has authorization from the company to quote for this tender. Multiple bids from various distributors from the same manufacturer will not be entertained & the company / principle providing multiple authorizations will be rejected from the tender.

- b. In case a bidder is not doing business within India, it shall furnish the certificate to the effect that the bidder is or will be represented by an agent in India equipped and able to carry out the supply, maintenance, repair obligations etc. during the warranty and post-warranty period or ensure a mechanism at place for carrying out the supply, maintenance, repair obligations etc. during the warranty and post-warranty period.
- c. The bidder shall bear all costs associated with the preparation and submission of its bid irrespective of the conduct or outcome of the bidding process.
- d. The bidder should not indulge in any corrupt, fraudulent, collusive, coercive practices during the entire process of procurement and execution of contract/order. Before the deadline for submission of the bid, IISER TIRUPATI reserves the right to modify the bidding document and to extend or not to extend the date of submission. Such amendment/modification will be hosted on e-Procurement portal (<https://eprocure.gov.in/eprocure/app>) or on IISER TIRUPATI website.
- e. Conditional tenders will be summarily rejected.
- f. The Authorization Certificate from the OEM on their letter head must be given clearly authorizing the bidder as their representative for this tender. The details of the tender like the tender number, date and name of the Institute must be clearly mentioned by the OEM in its authorization letter given for submission to the bidder. Failure to submission of this document (or) improper/incomplete/any generic (or) vague documents shall lead to rejection of the bid



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2. Delivery Period / Timeliness:

The deliveries & installation must be completed **within 60 days** after placement of purchase order. The time is the essence of the contract. It is mandatory for the BIDDERS who respond to this bid to meet these expectations, as are tightly linked to IISER, TIRUPATI's plans of completing the project within the time frame.

3. Security Deposit:

- Within ten (10) days of the award of contract, the vendor shall furnish a Security Deposit amounting to 3% of the purchase order value in the form of Demand Draft/Bank Guarantee (**from scheduled Bank only**) favoring the Director, Indian Institute of Science Education and Research Tirupati.
- The IISER Tirupati will forfeit the 3% security deposit if vendor fails to execute the order as per the Purchase Order. This Security Deposit will be refunded to the vendor only on successful installation of the EQUIPMENT / SYSTEM.
- The Security Deposit should be valid for warranty period + 60 days, as the same will extend as Performance Bank Guarantee. Hence while preparing the BG, the time period required for delivery and installation and warranty + 60 days needs to be accounted for to cover the BG validity period.
- Bank Guarantee wherever mentioned in this document may be read as "Bank Guarantee from any Scheduled Bank" only.**

4. Amalgamation/Acquisition etc.:

In the event the Manufacturer/Supplier proposes for amalgamation, acquisition or sale of its business to any firm during the contract period, the BUYER/Successor of the Principal Company are liable for execution of the contract and also fulfillment of contractual obligations i.e. supply, installation, commissioning, warranty, maintenance/replacement of spares accessories etc. while submitting your bid, you may confirm this condition.

5. Bid Validity Period:

- The prices must be valid at least for a period of **180 days** from the date of opening of the Tender. No changes in prices will be acceptable in any condition after opening of tender till the validity of the offer or execution of the order whichever is later
- Bid evaluation will be based on the bid prices without taking into consideration the above corrections.



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6. **AWARD OF CONTRACT:**

- a. IISER, TIRUPATI shall award the contract to the technically qualified eligible BIDDER whose bid has been determined as the lowest evaluated commercial bid.
- b. If more than one BIDDER happens to quote the same lowest price, IISER TIRUPATI reserves the right to award the contract to more than one BIDDER or any BIDDER.

7. **IISER Tirupati Right to vary Quantities at the time of Award:**

- a. The IISER Tirupati reserves the right at the time of Contract award to increase or decrease the quantity of goods and services originally specified in the tender document without any change in unit price or other terms and conditions. Further, at the discretion of the IISER Tirupati, the quantities in the contract may be enhanced by 25% within the delivery period.
- b. Firms which have already supplied similar equipment to IISER TIRUPATI and have not completed required installation/commissioning/after sales service/warranty replacements etc. such firms offer will not be considered for further evaluation and no enquiries thereafter will be entertained.

8. **Cargo Consolidation and Customs Clearance:**

IISER TIRUPATI has appointed its own Freight Forwarder and Custom House Agent for all IISER imports. Please note that all the consignments have to be routed through their associates only. The address and contact details will be provided at the time of placing the Purchase Order. While submitting your bid, you may confirm this condition.

9. **Fraud and Corruption:**

The IISER Tirupati requires that bidders, suppliers, contractors and consultants, if any, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy,

- a. The terms set forth below are defined as follows:
 - i. **“Corrupt practice”** means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution;
 - ii. **“Fraudulent practice”** means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;
 - iii. **“Collusive practice”** means a scheme or arrangement between two or more bidders, designed to establish bid prices at artificial, noncompetitive levels; and



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iv. Coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract;

- b. The IISER Tirupati will reject a proposal for award if it determines that Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent collusive or coercive practices in competing for the Contract in question

10. Interpretation of the clauses in the Tender Document / Contract Document

In case of any ambiguity / dispute in the interpretation of any of the clauses in this Tender Document, **Director, IISER TIRUPATI's interpretation of the clauses shall be final and binding on all parties.**



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CHAPTER - 3 : CONDITIONS OF CONTRACT

1. Prices:

Bid prices should be filled in the appropriate format as mentioned in Price Schedule.

ALL THE BIDDERS SHOULD QUOTE PRICES FOR EACH AND EVERY ITEM SEPERATELY ALONG WITH THE CONSOLIDATED PRICES APPLICABLE FOR BOTH INDIGENOUS AND IMPORTED ITEMS (if any).

2. For Goods manufactured in India:

- (i) The price of the goods must be as per the BoQ.
- (ii) In case of BoQ requesting for prices without GST. GST will be paid as per the norms. In the case of BoQ requesting for prices with GST and the bidder quoting without GST, the price quoted by the bidder shall be considered as with GST as per the BoQ and the bidder must be able to supply at the same rate mentioned in the BoQ. No request for additional charges apart from those mentioned in BoQ shall be entertained.
- (iii) The price mentioned in BoQ must be inclusive of transportation, Insurance, loading and unloading and any other local service required for delivering the goods for the desired destination as decided by the IISER Tirupati. Loading and unloading is strictly in the scope of the bidder. IISER Tirupati will not provide any manpower/equipment support towards the same. The bidder must ensure all logistics, manpower support, machine and equipment's required (if any) for delivering and installing the equipment at the determined location as informed by the Institute.
- (iv) The installation, commissioning and training charges (if any) must be mentioned as per the BoQ (if requested separately in BoQ) else the price quoted will be taken as inclusive of installation, commissioning and training.
- (v) The institute will not be responsible in case of the bidders failing to include any of the above-mentioned prices in their bid. The price mentioned in the BoQ will be final and the bidder has to comply with that, if awarded the tender.
- (vi) **UNLOADING OF THE GOODS AT IISER TIRUPATI IS STRICTLY IN THE SCOPE OF THE BIDDER. NO MANPOWER WILL BE PROVIDED BY IISER TIRUPATI.**
- (vii) The goods must be disinfected properly before dispatching.
- (viii) A representative of the successful bidder must be available during the delivery at the Institute & must disinfectant the boxes before delivering again. In case the travel time from dispatch to reach IISER more than 48 hours.
- (ix) Any financial implication leading to any change deviation from the bid submitted shall be borne by the bidder, of accepting by the Institute.

3. Agency Commission & Services:

- 3.1. The Indian Agency commission payable in Indian currency only after the receipt of consignment in good condition at our Stores and satisfactory installation and commissioning of the ordered equipment.



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- 3.2. Details of services rendered by you as well as after-sales services offered by you are to be made clear in the tender.
4. **Performance Bank Guarantee:**
The 3% Security Deposit which is mentioned above may be extended as Performance Bank Guarantee for a period of warranty period.
5. **Performance Benchmarks:**
The technical evaluation committee needs to be provided with an evaluation system to carry out performance benchmarks.
6. **Pre-installation:**
The BIDDER has to state in detail the Electrical Power/UPS requirements, floor Space, head room, foundation needed and also to state whether Air-conditioned environment is needed to house the system and to run the tests. i.e. pre-installation facilities required for installation may please be intimated in the technical bid. Subsequently, before the consignment lands in IISER, Tirupati the BIDDER shall confirm that the pre-installation requirements are sufficient for installation of the equipment. In other words, the BIDDER should continuously monitor the pre-installation requirements and see that everything is ready before the consignment is taken to the site for installation. Bidders should also bring sufficient technical manpower for verification of pre-installation pre-requisites any requirement mentioned after the arrival of equipment to IISER Tirupati which may lead to delay in installation may lead to levy of penalty as decided by the institute.
7. **INSTALLATION:**
- BIDDER shall be responsible for installation / demonstration wherever applicable and for after sales service during the warranty and thereafter.
 - Installation demonstration to be arranged by the supplier free of cost and the same is to be done within 15 days of the arrival of the equipment at site, unless otherwise instructed by the Institute, failing which a penalty of INR 500 per day from the day of actual installation requested by the Institute till the date of installation done by the bidder shall be levied.
 - After successful installation what will be the minimum down time of equipment/instrument in case of breakdown. If the identified firm or person fails to put the system into working condition what is the further alternative course of action suggested by you to adhere to minimum down time.
 - Sufficient technical manpower and housekeeping manpower must be arranged by the bidder at the time of installation and unloading of the equipment/goods.



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8. **INSPECTION:**

- i. The inspection of the system will be done by our technical expert /Scientist in the presence of firm's representative.
- ii. In case of receipt of the material in short supply or damaged condition, the supplier will have to arrange the supplies/ replacement of goods free of cost pending the settlement of the insurance case wherever applicable on FOR at the IISER Tirupati, the institute till satisfactory installation of the system, within the stipulated time as decided by the Institute failing which penalty 1% of the total order value per week will be levied.

9. **Training:**

Wherever needed, our Scientist/Technical persons should be trained by the supplier at the project site free of cost. In case the person is to be trained at supplier's site abroad or in India it should be mentioned in the quotation clearly. The supplier should bear all the expenses for such training including 'to & fro' fares and lodging & boarding charges.

10. **Warranty / Support:** A clear confirmation on letter head should be given for this item along with acceptance to the points mentioned below: -

- a) The items covered by the schedule of requirement shall carry minimum Three years of comprehensive warranty from the date of acceptance of the equipment by IISER Tirupati. Warranty shall include free maintenance of the whole equipment supplied including free replacement of parts. The defects, if any, shall be attended to on immediate basis but in no case any defect should prolong for more than 24 hours. The comprehensive warranty includes onsite warranty with parts. The defects, if any, shall be attended to on immediate basis but in no case any defect should prolong for more than 24 hours, failing which penalty INR 5000 per day would be levied and same shall be deducted from Performance Bank Guarantee. The same has to be accepted by the bidder and acceptance for the same has to be mentioned on the letter head in the technical bid.
- b) The turnaround time for resolving of any issue in case of indigenous bidders is 15 days and in case of import is 30 days from the date of intimation by the institute. Any delay in resolving the issue beyond the stipulated period mentioned above shall lead to extension of warranty period and forfeiture of the PBG.
- c) The defects, if any, during the guarantee/warranty period are to be rectified free of charge by arranging free replacement wherever necessary. This includes cost, insurance, freight, custom duty, local taxes if any should be borne by the beneficiary or his agent. No cost will be borne by IISER Tirupati.
- d) The warranty on the associated software should cover providing of upgraded version/s, if any, released during the warranty period free of cost. The turnaround time for resolving of any issue in case of indigenous bidders 15 days and in case of import is 30



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days from the date of intimation from institute via e-mail any delay in resolving the issue will lead to forfeiture of their PBG. The delay in resolving the issue beyond the stipulated period mentioned above shall lead to extension of warranty period.

- e) The BIDDER shall assure the supply of spare parts even the completion of after warranty period maintenance of the equipment supplied if and when required for a period of 10 years from the date of supply of equipment on payment on approved price list basis.
- f) The equipment must be supported by a Service Centre in Andhra Pradesh manned by the principal vendor's technical support engineers. The support through this Centre must be available 24 hours in a day, seven days a week and 365 days a year. Also it should be possible to contact the Principal's/Head office support Centre on a toll free number/web/mail.
- g) An undertaking from the manufacturer is required in this regard stating that they would facilitate the BIDDER on regular basis with technology / product updates & extend support for the warranty as well is to be submitted also mentioning the life of the equipment as mentioned in point (iv) alone.
- h) The vendor will have to arrange for all the testing equipment & tools required for installation, testing & maintenance etc.
- i) It is desirable that the vendor may have a local logistics support by maintaining a local spares depot in the state. This is to ensure immediate delivery of spare parts in case of any malfunction of the equipment.
- j) Details of onsite warranty, agency who shall maintain during warranty and undertake Annual Maintenance Contract/Comprehensive Service Maintenance Contract beyond warranty shall be given in the offer.
- k) **COMMENCEMENT OF WARRANTY PERIOD:** The warranty period of an item shall commence from the date of successful installation, commissioning and demonstration at IISER Tirupati. The warranty period and validity of Performance Guarantee shall be extended for the period of delay in satisfactory installation and delay in warranty services.



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11. **Reasonability of Prices:**

- i) The prices quoted must be the prices applicable for a premiere Educational and Research Institute in national importance, as applicable to educational research institutes must be given.
- ii) The bidder must give details of identical or similar equipment, if any, supplied to any Centrally Funded Technical Institutes CFTI's/IISERs/ CSIR Labs/Education Research Institute during last three years along with the final price paid and Performance certificate from them.

12. **Annual Maintenance Contract:**

12.1. The party must mention in the quotation, the rate/amount of annual maintenance charges, if we opt for maintenance contract after expiry of the warranty period. This is mandatory to mention, wherever applicable.

- a. No sub-contracting will be allowed for installation or maintaining system/equipment / instrument during or after warranty period.

13. **Indemnity:**

The vendor shall indemnify, protect and save IISER TIRUPATI against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc. or such other statutory infringements in respect of all the equipment's supplied by him.

14. **Freight & Insurance:**

14.1. Indigenous : The equipment's to be supplied will be insured by the vendor against all risks of loss or damage from the date of shipment till such time it is delivered at IISER TIRUPATI site in case of Rupee transaction.

15. **Payment:**

- a. For Indigenous items, 90% payment shall be made against delivery, installation, commissioning and balance 10% on demonstration of the whole system to the satisfaction of the Institute/ Scientist/Technologist/Indentor/Professor etc.
- b. If the PBG submitted as per Chapter 2 Clause No 3, requires extension to cover the Warranty Period the same will be done before release of the balance 10% Payment. Please note that the warranty period will be extended in case of non-resolving of issues in a stipulated time given by the institute as mentioned above.
- c. No advance payments are allowed under any circumstances



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16. **Penalty for delayed Services / LD:**

- 16.1. As time is the essence of the contract, Delivery period mentioned in the Purchase Order should be strictly adhered to. Failing which the Institute will forfeit PBG/SD and also LD clause will be applicable /enforced.
- 16.2. If the supplier fails to Supply, Install and Commission the system as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 1% of order value per every week of delay subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.
- 16.3. IISER, TIRUPATI reserves the right to cancel the order in case the delay is more than 10 weeks. Penalties, if any, will be deducted from the Security Deposit.

17. **Jurisdiction:**

The disputes, legal matters, court matters, if any, shall be subject to Tirupati Jurisdiction only.

18. **Force Majeure:**

IISER Tirupati may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that the delay in performance or other failure to perform its obligations under the Contract, is the result of a Force Majeure. Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of nature (like earthquakes, floods, storms etc.) acts of states, the direct and indirect consequences of wars (declared or undeclared) hostilities, national emergencies, civil commotion and strikes at successful Bidder's premises. The bidder will immediately notify the IISER Tirupati by reasonable detail of the Force Majeure Event. If a Force Majeure Event continues for more than 30 days, the Institute may cancel the purchase order issued, without liability.

19. **Discrepancies**

If there are any discrepancies in price schedule and tender document please refer to the BOQ in the Central Public Procurement Portal, the BOQ item/words/conditions mentioned in BOQ prevails.

20. **Public Procurement (Preference to Make in India), Order 2017:**

This Institute is following and abide with the Public Procurement (Preference to Make in India), Order 2017, DIPP, MoCI Order No. P-45021/2/2017-B.E.II dated 15th June 2017 and subsequent amendments to the order. Accordingly, preference will be given to the Make in India products while evaluating the bids, subject to technically qualifying & meeting the Institute's technical requirements. however, it is the sole



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responsibility of the bidder(s) to specify the product quoted by them is of Make in India product along with respective documentary evidence as stipulated in the aforesaid order and the quality as mentioned in the tender in the technical bid itself.

- a) IISER Tirupati shall compare all substantially responsive bids to determine the lowest valuated bid. This Institute is following and abide with the Public Procurement (Preference to Make in India), Order 2017, DIPP, MoCI Order No. P-45021/2/2017-B.E.II dated 15th June 2017 and its subsequent amendments. Accordingly, preference will be given to the Make in India products while evaluating the bids, however, it is the sole responsibility of the bidder(s) to specify the product quoted by them is of Make in India product along with respective documentary evidence as stipulated in the aforesaid order in the technical bid itself.
- b) As per the above order and its subsequent amendments "Local Content" means the amount of value added in India which shall be value of the item procured (excluding net domestic indirect taxes) minus the value of the imported content in the item (including all the custom duties) as a proportion of the total value, in percent. Accordingly, the suppliers will be classified in following categories.
 - i) Class I local Supplier – has local content equal to more than 50%
 - ii) Class II local Supplier – has local content more than 20% but less than 50%

(c) Verification of Local Content:

The Class I Local Supplier /Class II Local Supplier/Non-Local Supplier at the time of bidding shall be required to indicate the percentage of local content and provide self-certification that the items offered meet the local content requirement. The details of the location(s) at which the local value addition is made also needs to be specified.

In case of procurement in excess of Rs.10 crores, the suppliers shall be required to provide the certificate from the statutory auditor or cost auditor of the company giving the percentage of local content.

Note:

In case a complaint is received by the procuring agency or the concerned Ministry/Department against the claim of a bidder regarding local content/ domestic value addition in an electronic product, the same shall be referred to IISER TIRUPATI and STQC.

Any complaint referred to IISER TIRUPATI shall be disposed of within 4 weeks. The bidder shall be required to furnish the necessary documentation in support of



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the domestic value addition claimed in an electronic product to IISER TIRUPATI. If no information is furnished by the bidder, such laboratories may take further necessary action, to establish the bonfires of the claim.

A complaint fee of Rs.2 Lakh or 1% of the value of the domestically manufactured electronic products being procured (subject to a maximum of Rs. 5 Lakh), whichever is higher, to be paid by Demand Draft to be deposited with IISER TIRUPATI. In case, the complaint is found to be incorrect, the complaint fee shall be forfeited. In case, the complaint is upheld and found to be substantially correct, deposited fee of the complainant would be refunded without any interest.

False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.

The bidders can be debarred for a period up to two years as, per Rule 151(iii) of GFR 2017, in case of false declaration.

21. Requirement of registration:

Vide Ministry of Finance OM No. 6/18/2019-PPD dated 23rd July 2020.

- i. Any bidder from a country sharing a land border with India will be eligible to bid in this tender only if the bidder is registered with the Department for Promotion of Industry and Internal Trade (DPIIT).
- ii. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- iii. "Bidder from a country which shares a land border with India" for the purpose of this Order means:
 - a) An entity incorporated, established or registered in such a country; or
 - b) A subsidiary of an entity incorporated, established or registered in such a country; or
 - c) An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - d) An entity whose beneficial owner is situated in such a country; or



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- e) An Indian (or other) agent of such an entity; or
- f) A natural person who is a citizen of such a country; or
- g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

For details about registration procedures please visit the above mentioned OM. Mandatory documentary evidence regarding the bidder's registration with DPIIT is to be submitted along with the tender, failing which the tender shall be liable for rejection. Bidders are also requested to submit the Model Certificates for this tender as mentioned in the Ministry of Finance OM No. 6/18/2019-PPD dated 23rd July 2020.

23. Arbitration

All disputes of any kind arising out of supply, commissioning, acceptance, warranty maintenance etc. shall be referred by either party (IISER, TIRUPATI or the bidder) after issuance of 30 days' notice in writing to the other party clearly mentioning the nature of dispute to a single arbitrator acceptable to both the parties. The venue for arbitration shall be IISER, TIRUPATI India. The jurisdiction of the courts shall be Tirupati, Andhra Pradesh, India.

24. Dispute Settlement:

IISER Tirupati 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.

If, after twenty-one (21) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the IISER Tirupati or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract.

The dispute settlement mechanism/arbitration proceedings shall be concluded as under:

In case of Dispute or difference arising between the IISER Tirupati and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Director IISER Tirupati, if he is unable/ unwilling to act, to the sole arbitration of some other person



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appointed by his willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.

The venue of the arbitration shall be the place from where the purchase order or contract is issued.

Assistant Registrar (A&P)



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CHAPTER 4 TECHNICAL SPECIFICATIONS

Annexure-I

Technical Specifications – cum - Compliance sheet of RFID System Integrated with existing Koha Integrated Library Management System (ILMS)				
Sl. No.	Specifications	Compliance (Check boxes below on Yes or No)		
		Yes	No	Remarks
1	HF RFID TAGS			
a	The RFID tags should be compliant with ISO Standards: ISO 15693, ISO 18000-3 mode 1 and ISO 28560			
b	The RFID tags should operate at High Frequency (HF). The operating frequency for tags should be 13.56 MHz			
c	The dimension of the RFID tag should not more than 49 mm X 81 mm (l x w) with the self-adhesive backside and should be in a proper format to paste on Books and CDs/DVDs. (if yes, give the exact size in remarks)			
d	The overall thickness of the RFID tag should be 0.4 mm or less. (if yes, give the exact thickness in remarks)			
e	The RFID tags should be capable to store 2.5 k bits of memory or more. (specify the memory capacity in remarks)			
f	The RFID tags should have an inbuilt antenna.			
g	The RFID tags should be water-resistant and flexible enough to be able to bend or crease.			
h	The RFID tags should have the capability to provide over 100,000 read/write operations. (if yes, give exact numbers in remarks)			
i	The RFID tags should have a lifetime warranty with data retention of 50 years or more. (if yes, give the data retention years in remarks)			
j	The operating temperature of the RFID tag should at least be in the range of -20 °C to 75 °C. (if yes, specify the operating temperature range in remarks)			
k	The RFID tags should have an NXP ICode SLIX2 processor. The thickness of the IC in the tags should not exceed 127 µm.			



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l	The RFID tags should have undergone an accelerated aging test at 85°C and 85% humidity for 15 weeks, including performance testing.			
m	The Original Equipment Manufacturer's (OEM) name should appear as a watermark on the RFID labels. It will be considered as proof that all the items are from a single manufacturer.			
n	The proposed system tags must use neutral pH radiation cured UV acrylic adhesive.			
o	The RFID chip of the tag should have been designed specifically for library use, enabled with anti-theft security status that can be activated and deactivated, and must provide security and inventory control functionality.			
p	The RFID tags should be protected with tamper-proof labels pre-printed with the IISER Tirupati logo/special design/text.			
2	MULTI-PURPOSE RFID STAFF STATION			
a	The staff station should be compliant with ISO 15693, ISO 18000-3 Mode 1, ISO 28560, and international certifications such as CE/FCC/EMC.			
b	The staff station should be flatbed type and aesthetically designed using Plexiglas with antenna and reader.			
c	The staff station's dimension should not be more than 350 mm x 280 mm x 15 mm (w x d x h) and should not be more than 1.5 Kg. (if yes, give the dimensions and weight in remarks)			
d	The staff station should support plug and play and connect to the library PC via USB.			
e	The staff station interface should work with Koha Library Management Software or other LMS using SIP/NCIP V2.0			
f	The staff station must use an anti-collision algorithm and have the multi-read function, i. e. several tags can be read at once.			
g	The staff station antenna should be fully shielded and should have a focused reading area. It should only read items that are placed			



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	on it and should not read items that are in the vicinity.			
h	The staff station should be able to read multiple books up to a minimum height of 25 cm. (if yes, give the numbers in remarks)			
i	The staff station should have an option to add the library circulation desk computer, barcode readers, and receipt printers.			
j	The staff station must be capable to change the cursor focus and must not require mouse intervention. In addition, it must be capable to switch between multiple functionalities by pressing a key from the keyboard or from the touch screen button.			
k	The staff station should not require any communication with the LMS, so that Library staff can carry out the conversion (tagging) process from any location in the library.			
l	The staff station should perform both circulation-related activities like the issue, return and renewal, etc., and tagging activities, taking less than or equal to five seconds per item to complete.			
m	The staff station should have an integrated high-speed thermal printer with an auto paper cutter. This thermal printer is required along with staff station to run the circulation system manually during kiosk's downtime if any.			
n	The OEM/vendor should provide the OEM software for the staff station.			
o	The OEM software should be compatible with Microsoft Windows operating system.			
p	Tag programming software should support up to 30 international standard data models, and IISER Tirupati will be allowed to select the required data model. Bidder should provide the list of supported data models.			
q	The OEM software should enable library staff to activate/deactivate security without interaction with the LMS.			



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r	The OEM software should allow tagging in sets/parts and support multiple read/write operations.			
s	The OEM software should maintain a log with the timestamp of all items that were programmed.			
t	The staff station should be capable to generate error notifications for partially scanned or incorrectly scanned barcodes.			
u	The staff station should generate notifications for the books marked for reservations (hold), not for issues, etc.			
v	The operating range of temperature should be around -10°C to 50 °C (if yes, specify the operating temperature range in remarks)			
w	The staff station hardware décor must be attractive and able to be integrated with library's furniture.			
3	HANDHELD STOCK MANAGEMENT SYSTEM			
a	The handheld reader should be compliant with internationally recognized standards for RFID-based library self-services systems and should be UL, CE, FCC, IC, ANATEL, ETL, RCM, ADA and DDA-certified and meet the EU, WEEE, and RoHS directives.			
b	The handheld reader should be compliant with ISO 15693 and ISO 18000-3-A			
c	The handheld reader should be cordless and lightweight (not more than 750 g, including battery)			
d	The dimension of the handheld reader should be closer to 240 mm x 180 mm x 100 mm (w x d x h)			
e	The dimension of the antenna unit should be closer to 240 mm x 100 mm x 12.5 mm (w x d x h)			
f	The antenna should swivel, as it should effectively scan the books as it is moved along the shelf edge.			
g	The handheld reader should work using a rechargeable battery and work for at least 6			



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	hours on continuous use.			
h	The handheld reader should have a charging cradle to charge the battery.			
i	The handheld reader should have the facility to transfer data using USB.			
j	The handheld reader should read most of the RFID tags format.			
k	The handheld reader should have colour touch screen interface with a stylus and keypad.			
l	The handheld reader should have the capability to work offline.			
m	The handheld reader should be compatible with HF RFID tags.			
n	The handheld reader should at least scan 50 items per minute.			
o	The handheld reader should perform inventory, shelf check ordering, shelf reading, reshelving, searching items, exception finding, weeding, etc.			
p	The handheld reader should detect the security status of an item. The handheld reader should identify the items which are not correctly checked in or checked out.			
q	The device's touchscreen panel should display information relating to the current task. It should support audible tone and visible indicators to verify the item has been identified/checked for inventory. Volume of tone shall be adjustable.			
r	The system should provide an effective read range of up to 10-15 cm.			
s	The OEM/vendor should provide OEM software for the handheld reader. In case of any system failure, the library staff should be able to install the software and configure the system by themselves.			
t	The OEM software installed should have user-friendly onscreen navigating menus, import options to search records using .csv/.txt files.			



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u	The system should have the capability to import the delimited file into search options and export inventory data into the delimited file.			
v	The handheld reader should come with the preinstalled operating system.			
w	The handheld reader should have internal memory to store more than one million data.			
x	The handheld reader should support external memory like SD/microSD card etc.			
4	SECURITY GATE WITH BASE PLATE			
a	The security gate should comply with international standards such as CE, CSA, EMC, UL, FCC, RCM, ETSI, IC, ADA, and DDA certifications.			
b	The security gate should be made of transparent Plexiglas. (if not, specify the material in remarks)			
c	The dimension of the pedestal should be 73 mm x 680 mm x 1780 mm (w x d x h)			
d	The total width between the pedestal should be at least 1.6 m, and each pedestal should not weigh more than 30 Kg.			
e	Each pedestal should have dual antennas in them for greater detection.			
f	The base of the gate should be made of ABS and should have an Ingress protection rating of IP 41			
g	The gate should be mounted using a metallic base plate, and the weight must be at least 25 Kg to give stability and should have concealed cable passage.			
h	It should have an Ethernet port and I/O port for CCTV integration. The Ethernet ports that are provided need to specify the port's speed, i.e., 10/100/1000 Mbps.			
i	The gate should be able to read up to 8 or more tags per second in all three orientations. (if yes, specify the no. of tags that can read per second in remarks)			



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j	The gate should be able to detect the RFID tag on which the security is set.			
k	The security gate should support multiple RFID data encoding models simultaneously.			
l	The gate should have both sound and light-based security alarms.			
m	The gate should be capable to generate footfalls (both, in and out) statistics of the library. The gate should have a visible LED display to monitor footfalls.			
n	The security gate should have a minimum detection height of 1900 mm			
o	The security gate should support for ISO 15693, ISO 18000-3-A (NXP, SLI, SLIx, SLIx2) tag types.			
p	Tags with theft or security bits that are 'on' must immediately trigger an alarm.			
q	The proposed system must provide item security even when the Library Management System or network is offline or not functioning. Non-deactivated RFID tags should be instantaneously detected regardless of orientation.			
r	The gate should have the functionality to save energy. In the energy save mode, the gate should activate the RFID detection only when people are approaching.			
s	The operating range of temperature should be around -10°C to 50 °C (if yes, specify the operating temperature range in remarks)			
t	The security gate should have an operating frequency of 13.56 MHz			
u	The gate should have provision to connect with CCTV equipment and with automatic doors for higher security.			
v	The gate should have optimal detection performance at a pedestal distance of at least 160 cm. (if yes, specify the pedestal distance in remarks)			
w	The gate should have multi-colour, customer selectable LED lights with variable alarm			



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	patterns.			
x	The visual alarm setting of the security gate should be configurable. Suppose there is more than one entry/exit point or more than one aisle in a single entry/exit point. In that case, the library should have the option of selecting whether all pedestals will sound the visual (light) alarm or only the two pedestals through which the theft detection has occurred.			
y	The OEM/vendor should provide OEM software for the security gates.			
z	The security gate should be modular in nature. The library should be able to place orders for additional pedestals or gates as and when required.			
aa	The security gate should be integrated with the Koha LMS via the SIP2 protocol. No middleware application is allowed.			
ab	Once integrated with the LMS via SIP2, the security gate should have the functionality to display the ID and the title of item(s) generating the alarm, the exact time and date of the incident, and the pedestal ID.			
ac	Different clusters of gates can be logically connected to the same computer. Clusters of gates can be given customized names for ease of identification.			
ad	The security gate should be able to detect RFID-enabled print materials, CD/DVD, etc.			
5	SELF-SERVICE KIOSK			
a	The kiosk should be compliant with internationally recognized standards for RFID-based library self-services systems and meet the DDA, ADA, CE, FCC, IC, ANATEL, RCM and MET certifications.			
b	The kiosk should support for ISO 15693, ISO 18000-3-A (NXP SLI, SLIx, SLIx2) tag types.			
c	The kiosk should have an aesthetically designed steel body and base, free-standing and sturdy.			



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d	The kiosk made out of flimsy materials such as acrylic/plastic will not be entertained. All the wires and cables should be concealed inside the metal casing of the kiosk.			
e	The dimensions of the kiosk should be 940 mm x 570 mm x 1240 mm (w x d x h). The weight of the kiosk is around 60 Kg. The variance of ± 5 Kg is acceptable.			
f	The kiosk should have a detachable base to facilitate easy conversion from free standing to desktop mode, if required later.			
g	The kiosk should have a pre-loaded operating system of 64bit Windows 10 IoT Enterprise LTSB (Long time servicing branch) with a minimum of 4 GB RAM and 128 GB SSD. (if yes, give the details in remarks)			
h	The kiosk should be connected to the library network through the physical LAN network. All the devices which are connected via network should support IPv6.			
i	The kiosk should have a landscape-oriented touch screen monitor (minimum 22 inches) and speaker (2 x 2 W Stereo). (if yes, specify the screen size in remarks)			
j	The touchscreen should support a 16:9 aspect ratio and full HD resolution (1920 X 1080), and 2.1 megapixels. The screen should support a brightness of at least 225 cd/m ²			
k	The operating frequency of the kiosk should be 13.56 MHz			
l	The kiosk should support 240 V ac / 50 Hz and come with a 5 AMP fuse. The kiosk should have transmitting power of 1.2 W			
m	The LED screen should not have any visible buttons like power, contrast, volume, etc.			
n	The kiosk should have an easily accessible, integrated printer with an auto paper cut. The printer should accept standard 80 mm printer rolls. The printer should be secured with an inbuilt lock.			



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o	The kiosk should have a high-speed thermal printer with minimum noise disturbance.			
p	The kiosk should have integrated Mifare and barcode card readers, and it should support both printed barcodes and digital barcodes. In addition, the kiosk should have options to adjust the scanner to read RFID and barcode-based items.			
q	The tag reading area of the kiosk should be clearly marked and illuminated.			
r	The OEM/vendor should provide OEM software for the kiosk.			
s	The User Interface (UI) of the kiosk should be customizable with the institution logo, contact details, and custom messages.			
t	The kiosk should be capable to check the dual authorization of the users/patrons' identification with RFID Card and Thumb Print.			
u	The kiosk should come with an integrated side-mounted shelf for keeping books/belongings while using the system.			
v	The kiosk should be able to interface with Koha LMS and should be able to issue, return and renew library items based on the RFID label attached to the items.			
w	The kiosk should be able to handle minimum 5 items at one time (if yes, give the exact numbers in remarks)			
x	The software should enable Check-in/Check-out/Renewal of library items by integrating with the Koha LMS using the SIP2 protocol.			
y	The software should enable patrons to check their account (items borrowed, due date for return, any fees/fines pending etc.)			
z	While processing library items (issue, return, and renewal), the status of each item should be displayed, including the setting of the security bit and type of item (i.e., books, CD/DVDs)			
aa	The kiosk should allow the patron to renew the items without bringing the items to the library.			



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ab	The kiosk should offer options to the patron whether they wish to have a printed slip or not. Email receipt should be a mandatory requirement as printed slips may get lost easily and the colour may fade away in a month or so.			
ac	The kiosk should be audio enabled in order to have the possibility for extended communication with the patron.			
ad	The software should allow the library to choose from several standard in-built designs, themes.			
ae	The library should be able to showcase/display information on the kiosk timed with the desired start date and end date.			
af	The kiosk interface should support the English, Hindi, and Telugu languages. The software should allow the patron to change the language whenever they want to, even in the middle of an issue/return session.			
ag	The software should be configured to continue working in offline mode when the connection to the LMS has failed. The software should continue to let patrons borrow, return and renew items to provide a continuous service; then, once the connection to the LMS has been restored, all offline transactions should be automatically uploaded to the LMS, ensuring that all transaction history has been updated. If transactions fail to upload correctly, then the staff should be alerted automatically.			
ah	The software should enable a patron to complete all functions (check account, issue, return, and renewal, etc.) under one login, making the transaction process easy and smooth.			
ai	The kiosk should provide a performance dashboard which can be accessed through the web/supporting software. Based on data, statistics should be generated by hour, day, week, month, etc. In addition, it should provide the number of successful and unsuccessful transactions.			



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aj	The kiosk software should allow the library staff to display the new arrivals of books, CD/DVDs, and other library promotions.			
ak	The design of the kiosk should be contemporary and attractive. Also consistent with library furniture colour and décor.			
6	CONTROL SYSTEM			
a	The OEM should provide an administration software to remotely monitor, report and configure the RFID devices such as security gate and self-service kiosk.			
b	All network communication should be secured through https connections (SSL security certificate).			
c	The system should allow for individual configurable access rights.			
d	Login should take place with ID and Password. Certified library staff should be able to manage different security groups and given specific access rights.			
e	There should be no limitation on the number of library staff that can get access rights. One should have the possibility to dedicate certain library staff or certain types of equipment to certain staff.			
f	The control system should be able to receive event and error messages from devices, For e.g., the kiosk's printer is running out of paper.			
g	The control system should enable the library staff to look at the current status of devices and their main components and make diagnostics.			
h	The control system should provide statistics of utilization, i.e., transactions per time unit, whereby the time intervals can be set. The statistics can be exported into various standard formats, i.e., PDF, Word, Excel, HTML, Text, and XML files.			
i	The control system should enable the certified library staff to change the configuration of devices.			



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j	There should be a provision in the RFID hardware components to cache the data before being uploaded to the control system.			
k	The control system should send an email or SMS alerts to the library staff users if any device fails; also, the library staff user can define the email or SMS alerts time interval.			
l	The control system should give the feature of combining statistical information from many devices to provide a holistic view of patron interactions with devices within the library.			
m	The control system should give the options to the library staff of whether or not to upgrade RFID device software.			
7	ONSITE TRAINING & WORK			
a	The vendor should provide onsite training of all the equipments associated with the RFID system.			
b	The vendor should provide the complete manual/guide for operating RFID equipment.			
c	The vendor should be able to do the pasting of RFID tags and cover them with pre-printed tamperproof adhesive labels and programming of RFID tags. (Number of Books: 8000)			
d	The vendor should submit an inventory report to the library after RFID implementation.			
8	WARRANTY			



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a	The vendor must give 3 years comprehensive onsite warranty as required from the date of successful installation of item/equipment against any manufacturing defects. In the installation report, the model number of equipment and all spares parts/accessories numbers should be in line with the purchase order. And suppliers must be written in the warranty declaration that 'everything to be supplied by us hereunder shall be free from all defects and faults in material, workmanship and shall be of the highest quality and material of the type ordered, shall be in full conformity with the specification and shall be complete enough to carry out the work'. If any item covered under warranty fails, the same shall be replaced free of cost, including all the applicable charges (shipping cost both ways).			
b	Three years warranty will start from the date of installation and satisfactory commissioning and acceptance.			
9 SERVICE LEVEL AGREEMENT (SLA) REQUIREMENT				
	Although 24x7 support is preferred, the minimum SLA requirements are given below.			
	Priority 1, Call: System is completely down and service is severely impacted, that is the system is unusable. (covered on Saturday & Sunday & Holidays as well)			
	Priority 2, Call: System is degraded with no impact on business.			
	The bidder can provide their own SLA matrix in a similar format in case of any deviations from the above requirements. It is to be noted that the better SLA proposals from the bidder will not be counted as the deviation from the criteria given.			



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Annexure-II

Evaluation Procedure:

The bids will be evaluated on a scale of 100. Technical offer will have a maximum score of 50, and the financial offer will have a maximum score of 50. The bidders will be called for a presentation as part of the technical bid assessment. The bidder must score a minimum of 45 points out of 70 (Bidder Evaluation + Technical Evaluation) and a minimum of 15 points out of 30 in Presentation Evaluation to qualify technically. Regarding financial bids, bidders who do not qualify technically will not be opened and, therefore, will not be considered as a part of the financial bid evaluation.

The final award will be based on 50% weightage on technical bid evaluation (bidder + technical + presentation evaluation) and 50% weightage on financial bid evaluation. The financial score (FS) of other proposals will be determined using the formula: $FS = 50 \times FP / F$, in which FP is the lowest financial bid, and F is the financial bid of the particular vendor. Scores obtained on financial offer (out of 50) will be added to scores obtained on technical offer (out of 50) to get a consolidated score (out of 100). The bidder with the highest consolidated score will be selected/awarded. If there is a tie in the overall score, the vendor with the higher score on the financial offer will be selected/awarded.

Guidelines for technical bid evaluation:

1. The Technical Bid Evaluation comprises of three parts:
 - a. Bidder Evaluation: 30 points
 - b. Technical Evaluation: 40 points
 - c. Presentation Evaluation: 30 points
2. All documents towards the Bidder evaluation and technical evaluation needs to be submitted along with the tender. The list of submitted documents towards evaluation must be clearly mentioned in the Bidder, Technical, presentation evaluation sheet and submitted along with the tender to qualify.
3. The technical compliance sheet needs to be duly filled, and deviations (if any) must be mentioned clearly.



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4. Further discussions related to the awarded scores by the committee will not be entertained.

Enclosures:

- Bidder, Technical, Presentation Evaluation sheet
- The Technical compliance sheet

Bidder Evaluation - Total 30 Points						
Sl. No.	Particulars	Points System	Maximum Points	Points Awarded	Any Specific Details	Support Documents Submitted
1	Number of years experience in dealing with RFID solutions for libraries	>10 yrs 6 points 5-9 yrs 4 points 3-4 yrs 2 points 1-2 yrs 1 points <1 yr 0 points	6			
2	Number of RFID Projects completed	>10 6 points 5-9 4 points 3-4 2 points 1-2 1 points <1 0 points	6			
3	Average turnover of the bidder in last three financial years from RFID equipment implementation Year, 2018-19 Year, 2019-20 Year, 2020-21	>2 Cr 6 points 2 Cr 4 points 1 Cr 2 points <1 Cr 0 points	6			
4	The number of IISERs/IITs/IIMs/NITs/Other CFTIs/Central Universities (large ones) where your company has installed an RFID system with Koha. List the names in a separate sheet. (It also includes clients' feedbacks)	>10 6 points 8-10 4 points 6-7 2 points 4-5 1 points <4 0 points	6			



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5	In terms of the size of the library collection, specify top-five institutes & their collection size where you have implemented the RFID system.	a. Bidders with highest presence shall get 6 points. b. Bidders with second and third highest presence shall get 4 points and 3 points respectively. c. Rest shall get 1 point.	6			
Bidder Evaluation - Total Points Awarded (A)			30			
Technical Evaluation - Total 40 Points						
Sl. No.	Particulars	Points System	Maximum Points	Points Awarded	Any Specific Details	Support Documents Submitted
1	Number of deviations cited in the Technical Compliance Sheet	0 10 points 1-3 7 points 4-6 4 points >6 0 point	10			
2	ISO Certification, Compatibility, OEM, Safety and Security Certification	a. Bidders with ISO, OEM, Safety & Security Certification shall get 6 points. b. Bidders with ISO and OEM shall get 4 points and 3 points respectively. c. Rest shall get 1 point.	6			



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3	Compatibility with Koha & other LMS, requirement of support system, overall project implementation, training IISER Tirupati Library Staff and commitment to deploy the required resources by the bidder.	a. Best Response shall get 6 points	6			
4	Mode of support after supply and installation. The proposed bidder should provide SLA-based support for product-related issues. 24x7 with a 24-hour resolution is preferred.	b. Second and third best responses shall get 4 points and 3 points, respectively.	6			
5	Developed User Interfaces & other value-added services.	c. Rest shall get 1 point.	6			
6	Clients' feedback		6			
Technical Evaluation - Total Points Awarded (B)			40			



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Presentation Evaluation - Total 30 Points						
Sl. No.	Particulars	Points System	Maximum Points	Points Awarded	Any Specific Details	Support Documents Submitted
1	Clarity of the Technical Proposal and overall approach to phase-wise implementation	a. Best Response shall get 6 points. b. Second and third best responses shall get 4 points and 3 points, respectively. c. Rest shall get 1 point.	6			
2	Type and quality of User Interface including ease of operations		6			
3	Project timelines and lead time for the supply of equipment		6			
4	Risk mitigation and Quality management Plan		6			
5	Proposed value-added features and innovative implementation approach to enable scalability and cost-efficiency.		6			
Presentation Evaluation - Total Points Awarded (C)			30			
Overall Points Awarded (A + B + C) = Total 100 Points						
Note: The bidder must score a minimum of 45 points (Bidder Evaluation (A) + Technical Evaluation (B)) and a minimum of 15 points in Presentation Evaluation (C) to qualify. Regarding the financial bids, the bidders who do not qualify in the technical bid evaluation will not be opened and will not be considered part of the financial bid evaluation.						



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NOTE:

- a) Bidders should give point by point compliance w.r.t. the tender specifications. Bidders should provide technical literature and brochure of the offered model and mention the same in the compliance table. Bids without technical literature will be summarily rejected.
- b) Point by point compliance of the bid in a tabular format w.r.t specifications along with reference to the pages in the technical literature submitted by the bidder is to be clearly mentioned and submitted.
- c) Non-compliance to any of the two points above shall be treated as INCOMPLETE/PARTIAL BID & shall not be considered for further process.
- d) If technical committee wishes to examine the instrument specification, the vendors may also be called for the demonstration of instrument for the various parameters.



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CHAPTER 5 PRICE SCHEDULE

The Bill of materials must be included in the technical offer as well as commercial offer. However, the Technical offer should not contain any price information.

PRICE SCHEDULE FOR GOODS

Name of the Bidder _____

Tender No. _____

Sr. No	Item Description	Place of Manufacture in India	Qty	Unit	Unit Price	GST %	GST Amount	Total Amount Without taxes	Total Amount With taxes
1	HF RFID tags		10000						
2	Multi-purpose staff station		2						
3	Handheld stock management system		1						
4	Security gate with base plate		2 pair						
5	Self-service kiosk		2						
6	Control system software		1						
7	Pre-printed tamperproof adhesive labels with IISER Tirupati logo/special design/text to cover RFID tag		10000						
8	Labelling & programming of RFID tags, and covering with tamperproof labels on books		10000						

Total Bid price in _____ in words

Signature of Bidder:



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Name

Stamp

Note: The cost of optional items shall be indicated separately. The bidder may add rows to include the prices of all components & warranties, installation etc. whichever applicable.

(a) Cost of spares _____

(b) Warranty if being charged include in BoQ



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Annexure-'A'

FORMAT/QUESTIONNAIR FOR COMPLIANCE OF TERMS AND CONDITIONS

Tender No.: _____

Due Date _____

NOTE:

1. **Quotation will not be considered without submission of this format.**
2. **If a particular question is not at all applicable please write NA in compliance part in Col. No. 4 below.**
3. **Kindly see the relevant terms & conditions of the tender document in each question before replying to the questions mentioned in Col. 2 below).**

SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
1	2	3	4
1	a.) Whether quotation is direct from Principal supplier/manufacturer or their own office in India (Please specify)		
	b) Whether quotation is being submitted by Indian Agent/authorized distributor/ dealer		



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SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
	c) Whether the agent is registered with NSIC/MSME		
2	Whether techno-commercial Bid contains, technical literature/leaflets, detailed specifications & commercial terms & conditions etc. as applicable.		
3	a) Whether the required Scanned copy of Tender Fee is being submitted with the quotation		
	b) Please specify the form of whether in the form of DD/NEFT		



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SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
	C)Whether specific amounts or percentage of expenses like packing, forwarding, handling, freight, insurance, documentation etc. have been mentioned in quotation separately in clear terms.		
5	a) Whether prevailing rates of sales tax, excise duty & other govt. levies (for indigenous supplies) have been given in quotation		
6	Have you mentioned the validity period of the quotation as per our requirements		
7	a) Whether the Price reasonability Certificate is submitted with quotation		
	b) Whether copies of last three supply orders of the same item from other customers have been attached with the quotation		
8	Whether rates/amount of AMC after the warranty period is over has been mentioned		



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SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
9	Have you gone through the specification Clause & complied with the same		
10	Whether the Make/Brand, Model number and name of manufacturer has been mentioned in the quotation and Printed technical literature/ leaflets of quoted items have been submitted		
11	Whether compliance statement of specifications has been attached with the quotation.		
12	a) Whether the delivery period for supply of the items has been mentioned		
	b) Whether mode of delivery & tentative size & weight of the consignment has also been indicated		



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SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
13	Do you agree to the submission of Performance Bank Guarantee and have you mentioned in your quotation about this.		
14	Do you agree with the payment terms for indigenous supplies?		No deviation permitted
15	Do you agree about the date of commencement of warranty period & its extension is necessary.		
16	a) Who will install/commission and demonstrate the equipment at IISER Tirupati, permanent and transit campus FREE OF COST.		
	b) Will you be able to do it within a month		
17	Have you mentioned the guarantee/warranty period in your quotation and do you agree with guarantee clause?		
18	Spare parts		
19	After Sales service		



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SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
20	a) Do you agree that on receipt of material in damaged condition or short supply you will replace the same on CIF basis, free of cost pending the settlement of the insurance claim?		
	b) Do you agree with the clause of physical inspection?		
21	Whether list of specific user's for the same item & model as quoted along-with performance certificates from the users is submitted with offer		
22	Whether you agree to the penalty clause for late delivery & installation?		
23	Whether training to our scientist/technical person will be given free of cost . If yes, have you specified in quotation whether it will be in our lab? Or at supplier's site in India or abroad.		
24	a) Whether all the pages have been page numbered?		



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SNo	Terms & condition of Tender document	Whether acceptable (say 'Yes' or 'No' (preferably use different colour ink for 'No')	Deviation from tender terms, if any, with reasons for noncompliance or alternative condition quoted for
	b) Whether quotation has been signed and designation & name of signatory mentioned.		
25	Whether documentary evidence of bidders as given in Eligibility Criteria submitted		



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ANNEXURE - B

FORMAT OF COMPLIANCE STATEMENT OF SPECIFICATIONS

1	2	3	4	5	6
S. N.	Name of specifications/part / Accessories of tender enquiry As per Chapter 4 of the Tender Document.	Specifications of quoted Model/ Item	Compliance Whether "YES" Or "NO"	Deviation, if any, to be indicated in unambiguous terms	Whether the compliance / deviation is clearly mentioned in technical leaflet/ literature
1					
2					
3					

Note : Bidders are required to fill this table as per the specifications given in the Chapter 4 of this Tender Document. The points needs to be reproduced in the table at Column No 2 and then fill in the relevant details for each specifications.

Signature of the Bidder

Name

Stamp



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ANNEXURE-C

MANUFACTURER'S AUTHORIZATION FORM

[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer]

Date: [Insert date (as Day, month and year) of Bid submission]

Tender No.: [Insert number from Invitation for Bids]

To: [Insert complete name and address of Purchaser]

WHEREAS

We [insert complete name of Manufacturer], who are official manufacturers of [Insert type of goods manufactured] having factories at [insert full address of Manufacturer's factories], do hereby authorize [insert complete name of Bidder] to submit a bid the purpose of which is to provide the following goods, manufactured by us [insert name and or brief description of the goods], and to subsequently negotiate and sign the contract.

We hereby extend our full guarantee and complete comprehensive warranty in accordance with the Terms and Conditions of Contract with respect to the Goods offered by the above firm for the complete warranty period.

Signed: [insert signature(s) of authorized representative(s) of the Manufacturer]

Name: [insert complete name(s) of authorized representative(s) of the Manufacturer]

Title: [insert title]

Duly authorized to sign this Authorization on behalf of: [insert complete name of Bidder]

Dated on _____ day of _____ [insert date of sign in]



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ANNEXURE - D

Bid Securing Declaration Form

Date: _____

Tender No. _____

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of two year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: _____ (insert signature of person whose name and capacity are shown)

in the capacity of _____ (insert legal capacity of person signing the Bid Securing Declaration)

Name: _____ (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)



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Annexure-'E'

PREVIOUS SUPPLY ORDERS FORMAT

Name of the Firm _____

Order placed by <i>{Full address of Purchaser}</i>	Order No. and Date	Description and quantity of ordered equipment	Value of order	Date of completion of delivery as per contract	Date of actual completion of delivery	Remarks indicating reasons for late delivery, if any and justification for price difference of their supply order & those quoted to us.	Has the equipment been installed satisfactorily?	Contact Person along with Telephone no., Fax no. and e-mail address.

Signature and Seal of the Manufacturer/ bidder

Place:Date:



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Annexure-'F'

BIDDER INFORMATION FORM

Company Name : _____
Registration Number : _____
Registered Address : _____

Name of Partners /Director : _____

City : _____

Postal Code : _____

Company's Establishment Year : _____

Company's Nature of Business : _____

Company's Legal Status 1) Limited Company

(tick on appropriate option) 2) Undertaking

3) Joint Venture

4) Partnership

5) Others

Company Category 1) Micro Unit as per MSME

2) Small Unit as per MSME

3) Medium Unit as per MSME

4) Ancillary Unit

5) SSI

6) Others

CONTACT DETAILS

Contact Name: _____

Email Id : _____

Designation : _____

Phone No : (_____) _____

Mobile No : _____

BANK DETAILS

Name of Beneficiary : _____

A/c. No. CC/CD/SB/OD: _____

Name of Bank : _____

IFSC NO. (Bank) : _____



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Branch Address and Branch Code: _____

Other Details

Vendor's PAN No. _____

Vendor's CST No/LST No/WCT No/TIN No: _____



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Annexure-'G'

DECLARATION REGARDING CLEAN TRACK/NO LEGAL ACTION

(to be provided on letter head of the firm)

I hereby certify that the above firm namely _____ is neither blacklisted by any Central/State Government/Public Undertaking/Institute nor any criminal case registered / pending against the firm or its owner / partners anywhere in India (or) against any of its branches (or) partners abroad.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

Authorized Signatory

Place:

Name:

Designation:

Contact No.:



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Annexure-'H'

CERTIFICATE

ON COMPANY LETTERHEAD

CERTIFICATE BY BIDDER- DPIIT REGISTRATION

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, / if from such a county, has been registered with the Competent Authority (copy of the Registration Certificate enclosed) .

I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered for this tender no. _____ dated _____ listed by IISER Tirupati.

Signature with Date and Stamp

Of the Bidder



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Annexure-'I'

Self-Certification regarding Local Content (LC) for Goods, Services or Works
(to be provided on Rs. 100/- Stamp Paper)

Date:

I _____ S/o, D/o, W/o _____, Resident of _____

do hereby solemnly affirm and declare as under:

That I will agree to abide by the terms and conditions of Indian Institute of Science Education and Research, Tirupati, Ministry of Education, Government of India issued vide Tender Enquiry No. dated

That the information furnished hereinafter is correct to best of my knowledge and belief and I undertake to produce relevant records before the procuring authority or any authority nominated by IISER Tirupati for the purpose of assessing the LC.

That the LC for all inputs which constitute the said Goods /Services/Works has been verified by me and I am responsible for the correctness of the claims made therein.

That in the event of the LC of the Goods/Services/Works mentioned herein is found to be incorrect and not meeting the prescribed LC norms, based on the assessment of an authority nominated by IISER Tirupati and I will be liable as under clause 9(f) of Public Procurement (Preference to Make in India) Order 2017.

I agree to maintain all information regarding my claim for LC in the Company's record for a period of 2 years and shall make this available for verification to any statutory authorities:

i. Name and details of the Local Supplier:

(Registered Office, Manufacturing unit location, nature of legal entity)

ii. Date on which this certificate is issued:

iii. Product for which the certificate is produced:

iv. Procuring agency to whom the certificate is furnished:

v. Percentage of LC claimed:

vi. Name and contact details of the unit of the manufacturer:

For and on behalf of _____ (Name of firm/entity)

Authorized signatory (To be duly authorized by the Board of Directors)

<Insert Name, Designation and Contact No.>



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Annexure-'J'

NO RELATIONSHIP CERTIFICATE

(On Company Letterhead)

1. I/We hereby certify that I/We* am/are* related/not related (*) to any officer of IISER Tirupati. (If Related provide the details of the employee)
2. I/We* am/are* aware that, if the facts subsequently proved to be false, my/our* contract will be rescinded with forfeiture security deposit and I/We* shall be liable to make good the loss or damage resulting from such cancellation.
3. I//We also note that, non-submission of this certificate will render my / our tender liable for rejection.

Date:

Place:

Authorized Signatory

Name:

Designation:

Contact No.:



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ANNEXURE-'K'

ANNUAL MAINTENANCE CONTRACT

We hereby certify that the Annual Maintenance Contract for the equipment, after expiry of warranty period will be charged as follows :

For Comprehensive AMC

- 1) 1st year ___ % of the equipment value
- 2) 2nd year ___% of the equipment value
- 3) 3rd year ___% of the equipment value.

For Non - Comprehensive AMC

- 1) 1st year ___ % of the equipment value
- 2) 2nd year ___% of the equipment value
- 3) 3rd year ___% of the equipment value.

We also certify that the spares for the equipment will be available for the equipment for ___ years.

Date:

Place:

Authorized Signatory

Name:

Designation:

Contact No.:



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ANNEXURE-'L'

UNDERTAKING FOR SUBMISSION OF PERFORMANCE BANK GUARANTEE

(On company Letter Head)

Date:.....

Tender No.:.....

We undertake to submit Performance Bank Guarantee (PBG) of 3% of the order value in case IISER Tirupati decides to award the contract to us against tender no. dated for Design, supply, installation, Integration, Testing and commissioning of ____ The PBG will be valid for 60 days beyond the expiry of post installation, comprehensive maintenance / warranty period of three years for the proposed installation.

Thanking you,

Sincerely,
For M/s _____ (Name of the bidder)
Signature & company
Seal
Name
Designation
Contact.



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ANNEXURE-'M'

STRUCTURE & ORGANIZATION

1	Name & Address of the applicant		
2	Telephone No. and Fax No.		
3	Legal status of the applicant (attach copies of original document defining the legal status) i. An individual ii. A proprietary firm iii. A firm in partnership iv. A limited company or corporation		
4	Particulars of registration with various Government bodies (attach attested photocopy)	Organization /Place of registration	Registration No.
5	Names and Titles of Director & Officers with designation to be concerned with this work:		
6	Designation of individuals authorized to act for the organization		
7	Was the applicant ever required to suspend an assignment for a period of more than six months continuously after you commenced the assignment? If so, give the name of the project and reasons for the suspension of work.		
8	Has the applicant or any constituent partner in the partnership firm ever abandoned the awarded work before its completion? If so, give the name of the project and reasons for abandonment.		
9	Has the applicant, or any constituent partner in case of partnership firm, ever been debarred/blacklisted for tendering in any organization at any time? If so, give details.		



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10	Has the applicant or any firm's partner in the case of a partnership firm ever been convicted by a court of law? If so, give details.	
11	Any other information considered necessary but not included above.	

along with

company

Date:

Time:

Signature of Applicant(s)

the Name & Stamp of the



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In this section, the applicant should mention the implementation plan (project timeline), training of personnel, and management of services for the next three years from go-live. (maximum two A4 single-spaced pages, with all margins equal to 25 mm, written in font size of 10pt.)



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In this section, the applicant should mention the plan for system failures, problems, and troubleshooting (maximum one A4 single-spaced pages, with all margins equal to 25 mm, written in font size of 10pt.)



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In this section, the applicant should mention the plan for portability from the current physical location to another (maximum one A4 single-spaced pages, with all margins equal to 25 mm, written in font size of 10pt.)

**Signature of Applicant(s) along with
the Name & Stamp of the company**

Date:
Time:



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ANNEXURE-'N'

INTEGRITY PACT

To,

.....,

.....,

.....

Sub: Tender No.....for the supply of

Dear Sir,

It is hereby declared that IISER Tirupati is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject tender is an invitation to offer made on the condition that the bidder will sign the integrity agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement, and signing the same shall be deemed acceptance and signing of the Integrity Agreement on behalf of the IISER Tirupati.

Yours faithfully,

Authorized Officer

IISER Tirupati



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INTEGRITY PACT

To

Authorized Officer

IISER Tirupati

Sub: Submission of Tender for the supply of _____

Dear Sir/Madam,

I/We acknowledge that IISER Tirupati is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the cited tender is an invitation to offer made on the condition that I/We will sign the enclosed Integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the tender.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when IISER Tirupati finally accepts tender/bid. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in line with Article-1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, IISER Tirupati shall have unqualified, absolute, and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully,



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(Duly authorized signatory of the Tenderer / Bidder)

**To be signed by the bidder and same signatory competent / authorized to sign the
relevant
contract on behalf of IISER Tirupati**

INTEGRITY AGREEMENT

This Integrity Agreement is made at on this.....day of.....20...

BETWEEN

Director, IISER Tirupati represented through Authorized Officer, IISER Tirupati
(Hereinafter referred to as the 'Principal / Owner', which expression shall unless
repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

.....
(Name and Address of the Individual/firm/Company)

through (here-in-after referred to as the

(Details of duly authorized signatory)

'Bidder/Contractor' and which expression shall unless repugnant to the meaning or context
hereof include its successors and permitted assigns)

Preamble

WHEREAS the Principal /Owner has floated the Tender (No.....)
(here-in-after referred to as "Tender/Bid") and intends to award, underlaid down
organizational procedure, contract for

.....
(Name of work)

Here-in-after referred to as the 'Contract'.

AND WHEREAS the Principal / Owner values full compliance with all relevant laws of the
land, rules, regulations, economic use of resources, and fairness/transparency in its
relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid, both the parties have agreed to enter into
this Integrity Agreement (hereinafter referred to as 'Integrity Pact' or 'Pact'), the terms and
conditions of which shall also be read as integral part and parcel of the Tender/Bid
documents and contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties
hereby agree as follows and this Pact witnesses as under:



Article 1: Commitment of the Principal/Owner

1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:

(a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

(b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.

(c) The Principal/Owner shall endeavor to exclude from the Tender process any person, whose conduct in the past has been of biased nature.

2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC) / Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition, can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s)/Contractor(s)

1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government /Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.



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2) The Bidder(s)/Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:

a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal /Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.

b) The Bidder(s)/Contractor (s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.

c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further, the Bidder(s)/Contract(s) will not use improperly (for the purpose of competition or personal gain) or pass on to others, any information or documents provided by the principal/Owner as part of the business relationship regarding plans, technical proposals and business details, including information contained or transmitted electronically.

d) Further, in cases where an agent participates in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.

e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose (with each tender as per pro forma enclosed) any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.

3) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a wilful misrepresentation or omission of facts or



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submission of fake / forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.

5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his / her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder / Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days' notice to the Contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.

2) Forfeiture of EMD / Performance Guarantee / Security Deposit:

If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart



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Website: <http://www.iisertirupati.ac.in/>

from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.

3) Criminal Liability: If the Principal/Owner obtains knowledge of the conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of Indian Penal code (IPC)/Prevention of Corruption Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

Article 4: Previous Transgression

1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.

2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/holiday listing of the Bidder/Contractor as deemed fit by the Principal/Owner.

3) If the Bidder/Contractor can prove that he has resorted/recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors

1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder /Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Sub- contractors/sub-vendors.



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2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.

3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6: Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the vendor/tenderer 12 months after the completion of warranty period under the contract or till the continuation of defect liability period, whichever is more and for all other bidders/tenderers, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, IISER Tirupati.

Article 7- Other Provisions

1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Principal/Owner, who has floated the Tender.

2) Changes and supplements need to be made in writing. Side agreements have not been made.

3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.

4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement/Pact, any action taken by the



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Owner/Principal in accordance with this Integrity Agreement/Pact or interpretation thereof shall not be subject to arbitration.

Article 8: Legal and Prior Rights

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contract documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of the following witnesses:

.....

(For and on behalf of Principal/Owner)

.....

(For and on behalf of Bidder/Contractor)

WITNESSES:

1. (Signature, name and address)

2. (Signature, name and address)

Place:

Date:



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INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI
(An Autonomous Institution of Ministry of Human Resource Development Govt. of India)



DETAILS OF THE ACCOUNT HOLDER

Name of the Account Holder As per Bank records)	Indian Institute of Science education and Research Tirupati
Account Number of the above account	35029946671
Complete contact address	IISER Tirupati, Karakambadi Road, Mangalam (B.O.), Tirupati – 517507
Telephone No.	0877 - 2500400
Fax No.	0877 - 2500250
E-mail	director@iisertirupati.ac.in


BANK ACCOUNT DETAILS

Bank name (Full)	State Bank of India
Branch name	Korlagunta Branch, Tirupati
Complete Contact address	20-3-124, Penumadi towers, Leela mahal circle, Tirupati.
Telephone No.	0877-2251408
E-mail	sbi.01901@sbi.co.in
9-digit code No. of Bank & Branch	517002004
Account Number	35029946671
Account Type (SB/ CURRENT/CASH/CREDIT Etc)	CURRENT
IFSC code No. of the Bank	SBIN0001901

Certified that the Institute's account is on RTGS enabled branch.

I hereby declare that the particulars given above are correct and complete.

Date: 14 Dec 2017


Signature of the Competent Authority
of the Institute of Science Education and Research Tirupati
भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुपति
Indian Institute of Science Education and Research Tirupati
Tirupati - 517507, भारत/India.

Certified that the particulars furnished above are correct and complete.

Date: 14/12/2017


For STATE BANK OF INDIA

Authorized
Chief Manager, Korlagunta, (Tirupati)
Official with Bank seal.

Please attach a photocopy of cheque (if possible) along with the verification obtained from the bank.

Transit Campus Sree Rama Engineering College Karakambadi Road Mangalam (B.O.)
Tirupati 517507 Andhra Pradesh India
Tel +91 (0877) 2500 400 Fax +91 (0877) 2500 450 Website: www.iisertirupati.ac.in



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Annexure-'O'

ACCEPTANCE OF TENDER TERMS

(To be given on Company Letter Head)

Date: DD/MM/YYYY

To,
The Director
Indian Institute of Science Education and Research Tirupati
Tirupati – 517507. Andhra Pradesh, India

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

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

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(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. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ Organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including that we can be debarred for a period up to two years as, per Rule 151(iii) of GFR 2017, in case of false declaration.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)



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CHECKLIST FOR BIDDER

BIDDERS to indicate whether the following are enclosed/mentioned by striking out the non-relevant option

Envelope-1(Technical-Bid) (Following documents to be provided as single PDF file)				
Sl. No.	Documents	Content	File Types	Document Attached
1	Technical Bid	Scan copies of both Tender Fee of Rs.1,000/-	.PDF	(Yes /No)
2		ANNEXURE – A - FORMAT/QUESTIONNAIRE FOR COMPLIANCE OF TERMS AND CONDITIONS	.PDF	(Yes /No)
3		ANNEXURE – B - FORMAT OF COMPLIANCE STATEMENT OF SPECIFICATIONS	.PDF	(Yes /No)
4		ANNEXURE – C- MANUFACTURER'S AUTHORIZATION FORM	.PDF	(Yes /No)
5		ANNEXURE – D- BID SECURING DECLARATION FORM	.PDF	(Yes /No)
6		ANNEXURE – E – PREVIOUS SUPPLY ORDER LIST FORMAT	.PDF	(Yes /No)
7		ANNEXURE – F - BIDDER INFORMATION FORM	.PDF	(Yes /No)
8		ANNEXURE – G - BLACKLIST CERTIFICATE	.PDF	(Yes /No)
9		ANNEXURE – H - CERTIFICATE BY BIDDER- DPIIT REGISTRATION	.PDF	(Yes /No)
10		ANNEXURE – I - SELF-CERTIFICATION REGARDING LOCAL CONTENT (LC) FOR GOODS, SERVICES OR WORKS	.PDF	(Yes /No)
11		ANNEXURE – J - NO RELATIONSHIP CERTIFICATE	.PDF	(Yes /No)
12		ANNEXURE – K – ANNUAL MAINTENANCE CONTRACT	.PDF	(Yes /No)
13		ANNEXURE – L- UNDERTAKING FOR SUBMISSION OF PERFORMANCE BANK GUARANTEE	.PDF	(Yes /No)
14		SELF-ATTESTED COPY OF GST NUMBER (AS APPLICABLE)	.PDF	(Yes /No)
15		TENDER TERMS & CONDITIONS ACCEPTANCE SIGNED WITH OFFICIAL SEAL IS ATTACHED	.PDF	(Yes /No)
16		SOLVENCY CERTIFICATE FOR RS -----) (NOT OLDER THAN TWELVE MONTHS) ISSUED BY SCHEDULED/NATIONALIZED BANK WITH WHICH	.PDF	(Yes /No)



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		BIDDER HOLDS THE CURRENT ACCOUNT		
17		INTEGRITY PACT	.PDF	(Yes /No)
Envelope-2(Financial-Bid)				
Sl. No.	Documents	Content	File Types	Document Attached
1	Financial Bid	Price bid should be submitted in PDF Format along with bill of material	.pdf	(Yes /No)
2	Financial Bid	Price bid should be submitted in Excel (BOQ) Format	.xls	(Yes /No)



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IMPORTANT NOTICE

TENDERERS RESPONDING TO THIS ENQUIRY SHALL BE DEEMED TO BE AGREEABLE TO THE TERMS AND CONDITIONS HEREIN CONTAINED. THESE TERMS AND CONDITIONS SHALL BE BINDING ON THE SUCCESSFUL TENDERER. CONDITIONAL TENDERS ARE LIABLE TO BE REJECTED. IISER TIRUPATI WILL PROCESS THE TENDER AS PER IISER TIRUPATI STANDARD PROCEDURES. THE DIRECTOR OF THE INSTITUTE RESERVES THE RIGHT TO REJECT ANY OR ALL OR PART OF TENDER WITHOUT ASSIGNING ANY REASON AND SHALL ALSO NOT BE BOUND TO ACCEPT THE LOWEST TENDER. IISER TIRUPATI WOULD NOT BE UNDER ANY OBLIGATION TO GIVE ANY CLARIFICATIONS TO THE AGENCIES WHOSE BIDS ARE REJECTED.

I agree to all terms and conditions mentioned in the tender document of the Institute

Signature of the Tenderer