

K.J.Somaiya Polytechnic,  
VidyaNagar , Vidyavihar Mumbai-400077  
Tel:- (022) 21021752 / 21027408  
Email: - info.polytech@somaiya.edu

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**TENDER FORM**

Sr. No. TENDER NO Kjsp/off/tender ws 2015/556

Tender form Fees Rs 1000/-  
E.M.D. Rs 5000/-

Sealed tenders (Technical & Commercial separately) are invited in Duplicate from the Manufacturers / suppliers for the purchase of following items by the office of '**The Principal K.J.Somaiya Polytechnic VidyaNagar , Vidyavihar Mumbai-400077**'

**Please refer to Instructions for Bidders. These are available on web site as well as made available along with this form**

*Separate Bids (each in two envelopes) for*

1. CNC Lathe Qty 01 no.s
2. All geared Lathe Qty 05 no.s

**Notice Details**

|  |  |
|--|--|
| <b>Tender Reference no.</b>                                | Kjsp/off/tender 2015ws   |
| <b>Name of Work / Item</b>                                 | 1.CNC Lathe qty 01<br>2. All Geared Lathe machines qty 05  |
| <b>Cost of blank tender document &amp; Mode of Payment</b> | Rs 1000/-, D.D. In favor of ' <b>The Principal K.J.Somaiya Polytechnic</b> ' payable at mumbai   |
| <b>EMD Amount &amp; Mode of Payment</b>                    | Rs 5000/-, D.D. In favor of ' <b>The Principal K.J.Somaiya Polytechnic</b> ' payable at mumbai   |
| <b>Venue of opening of tender</b>                          | Sakerben sabhagrah , 1 <sup>st</sup> Floor K.J.Somaiya Polytechnic Vidya Nagar ,Vidya vihar Mumbai-400077  |
| <b>Address for Communication</b>                           | The Principal K.J.Somaiya Polytechnic<br>Vidya Nagar ,Vidya vihar Mumbai-400077<br>Tel. (022) 21021752 / 21027408<br>Email:- info@polytech.somaiya.edu |
| <b>Tendering support Contact person</b>                    | Shri.A.V.Bhange (HMED) 9987883653<br>Shri..K.A.saptashwa (W/S Suptd ) 9762003983   |
| <b>Delivery period</b>                                     | 6week  |
| <b>Tender shall remain valid Till</b>                      | 90 days from release   |
| <b>Quantity required</b>                                   | 1.CNC Lathe Qty 01 no.s<br>2.All Geared Lathe Qty 05 no.s  |

### **Tender Schedule**

**Please Note: All bid related activities (Process) like Tender Document Download, Bid Preparation, bid submission will be governed by the time schedule given under Key Dates below**

| <b>Sr.No.</b> | <b>Activity</b>                                   | <b>Performed by</b> | <b>Start of Activity</b>                | <b>End of Activity</b> | <b>duration</b> |  |
|---------------|---|---------------------|---|------------------------|-----------------|--|
| <b>1.</b>     | <b>Tender Release</b>                             | <b>Institute</b>    | <b>26/10/2015</b>                       | <b>21/11/2015</b>      | <b>27 Days</b>  |  |
| <b>2</b>      | <b>Tender download &amp; Bid preparation</b>      | <b>Bidder</b>       | <b>26/10/2015</b>                       | <b>21/11/2015</b>      | <b>27 Days</b>  |  |
| <b>3</b>      | <b>Submitting Bid Documents &amp; Tender Fees</b> | <b>Bidder</b>       | <b>02/11/2015</b>                       | <b>30/11/2015</b>      | <b>28 Days</b>  |  |
| <b>4</b>      | <b>Technical Bid Opening</b>                      | <b>Institute</b>    | <b>03/12/2015</b>                       | <b>03/12/2015</b>      | <b>01day</b>    |  |
| <b>5</b>      | <b>Financial Bid opening</b>                      | <b>Institute</b>    | <b>05/12/2015</b>                       | <b>05/12/2015</b>      | <b>01 day</b>   |  |
| <b>6</b>      | <b>Release of order</b>                           | <b>Institute</b>    | <b>Declared separately later on Web</b> |                        |                 |  |

**Date of Pre Bid Meeting if required will be declared separately and communicated on web**

**Note: Any change in above schedule will be notified on web**

## Technical specifications

### **01 CNC LATHE Qty 01**

#### **CNC Lathe Machine along with Simulator**

|                        |                  |
|------------------------|------------------|
| Swing over Bed         | 350 mm to 450 mm |
| Swing over cross slide | Minimum 200 mm   |
| Chuck Diameter         | Minimum 200 mm   |
| Turning Length         | 350 mm to 450 mm |
| Turning Diameter       | Maximum 400mm    |

#### **1 Field of Application**

- 1.1 The Machine will be used for the Following Application
  - 1.1.1 Machining of single jobs and small series lots.
  - 1.1.2 Standard Machining/Turning of Mild Steel Bar, Aluminum, Case Hardened Steel, M.S. Tubes, Stainless steels, Cast Irons etc. Drilling & Boring applications Tapping/ Threading/ Chamfering applications
  - 1.1.3 Two Axis simultaneous Turning of: Tool components punches, forming dies Die casting, Die Components, Injection Mould component Other Free form machining components

#### **1.1 The machining of following material must be Possible**

- 1.1.1 Ferrous metals and alloys like:
  - 1.1.1.1 Mild steel bars HRB 90-200
  - 1.1.1.2 Structural and constructional steel HRB150-230 (Non hardened)
  - 1.1.1.3 Alloy steel HRB 150-260 (Non hardened)
  - 1.1.1.4 Tool steel, low- medium-high alloy (Toughened & hardened up to 45HRC)
  - 1.1.1.5 Stainless steel (Non hardened)All types
  - 1.1.1.6 Casting steel low alloyed
  - 1.1.1.7 Cast iron, Gray cast iron & Nodular cast iron Ferritic/ Pearlitic type HRB 125-200 (Non hardened)
- 1.1.2 Non Ferrous Metals and Metal alloys like:
  - 1.1.2.1 Aluminum and Aluminum alloys HRB 30-125
  - 1.1.2.2 Copper type Copper alloys and Brass HRB 50-350
  - 1.1.2.3 Plastic material and Hardened Resins bound components

#### **1.3 The following Tool holding & Cutting Tools must be able to used:**

##### **1.3.1 Tool holding:**

|         |  |
|---------|--|
| 1.3.1.1 | Suitable list of Tool Sleeves & Boring Bar holder Should be used on machine. |
| 1.3.1.2 | Shank height of square tools Minimum 16 mm and above                         |
| 1.3.1.3 | Shank height of boring bar Minimum 16mm dia. And above                       |

##### **1.3.2 Cutting Tools**

- 1.3.2.1 HSS-Turning Tools like Facing, Turning, Parting, grooving, Drills, Reamers, Taps etc.
- 1.3.2.2 Carbide Insert Tools like: Facing, Turning, parting, Grooving, Drills, Reamers, Taps

## **2 Technical Data**

### **2.1 Work area dimensions:**

|                 |                  |
|-----------------|------------------|
| X -Axis Travel  | 175 mm to 250 mm |
| Z - Axis Travel | 350mm to 600 mm  |

### **2.2 Machine Spindle & Head stock:**

- 2.2.1 Spindle speed range 0 To 3000 rpm or more
- 2.2.2 Balanced Spindle
- 2.2.3 Digital controlled AC- Spindle Motor drive
- 2.2.4 Adjustable external Coolant nozzles
- 2.2.5 Type of spindle nose minimum A2-5 or advanced
- 2.2.6 With angular contact grease pack ball bearing of reputed make with suitable preloading
- 2.2.7 Through spindle hole diameter Minimum 50 mm

- 2.2.8 Through bar capacity Minimum 40 mm
- 2.2.9 Distance between center Minimum 375 mm
- 2.2.10 Spindle motor rating Minimum 5.0kw Continuous 30 min. rating
- 2.2.11 Spindle run out Maximum 0.005 mm

**2.3 Chuck Size**

- 2.3.1 200 mm or above

**2.4 Tool Slide**

|       |                              |                       |
|-------|------------------------------|-----------------------|
| 2.4.1 | X Axis stroke                | Minimum 175 mm        |
| 2.4.2 | Z Axis stroke                | Minimum 350mm         |
| 2.4.3 | Feed & rapid rate for X axis | Minimum 0-1800 mm/min |
| 2.4.4 | Feed & rapid rate for Z axis | Minimum 0-1800 mm/min |

**2.5 Tailstock**

|       |  |                |
|-------|--|----------------|
| 2.5.1 | Tailstock travel                         | Minimum 300 mm |
| 2.5.2 | Tailstock spindle dia.                   | Minimum 70 mm  |
| 2.5.3 | Tailstock spindle travel                 | Minimum 90 mm  |
| 2.5.4 | Taper hole of tailstock spindle          | MT3 or MT4     |
| 2.5.5 | Hydraulically operated tailstock spindle |                |

**2.6 Coolant System:**

- 2.6.1 Tank & filter unit with high-pressure pump flood System.
- 2.6.2 Tank capacity min. 80 liter or more.
- 2.6.3 Coolant system pump capacity minimum 40 lt./min
- 2.6.4 Spray mist through M Function or external attachment

**2.7 Axis drives & control:**

- 2.7.1 Digital controlled drive & Motors for all axes.
- 2.7.2 Oversized Ball screws nuts and spindle (32 mm dia screw with min 10mm pitch, C3 class or better)
- 2.7.3 Ball screw arrangement should be fixed and supported at both end
- 2.7.3 The machine should be accommodated with linear motion guide ways of size SHS 35 or above of reputed make
- 2.7.4 Positional Accuracies  $\pm 0.01$  mm
- 2.7.5 Repeatability  $\pm 0.005$  mm
- 2.7.6 Straightness 0.015 mm
- 2.7.7 Perpendicularity 0.015 mm

**2.8 CNC-Control Unit features:**

- 2.8.1 32 bit processor preferable 64 bit RISC processor
- 2.8.2 2 axes simultaneous controllable
- 2.8.3 Programming syntax as per DIN66025  
ISO/EIA -Least increment 0.003mm with decimal input -Feed functions F & G-code

-Tool functions T, Tool length and cutter Diameter Compensation -G-code Interpolations

-Metric to inch switch-over Standard

- a) positioning
- b) Linear interpolations
- c) Circular interpolations, I/O interface RS232 and USB port Dry run MDI mode

Tapping function (For roughing, Finishing) Standard cycles as per ISO STANDARD. Part program storage facilities, Background Editing and simulation of NC-program Display of PLC alarm and message Over travel control, Emergency stop on control panel, CNC controller to take care of Stored pitch error compensation Backlash compensation for cutting traverse. Backlash compensation for rapid traverse Feed forward control.

- 2.8.4 LCD Color Monitor with soft keys min 15" size
- 2.8.5 Swiveling Panel with in-build Keyboard, Monitor & Operating knobs
- 2.8.6 Speed control potentiometer 10% Increments from 50-120% Preferable

- 2.8.7 Feed control potentiometer 10% Increments from 50-120% Preferable
- 2.8.8 Emergency brake knob
- 2.9.9 Machine hour reading
- 2.9.10 Spindle load display (kW)
- 2.9.11 Self diagnostic function

**2.10. Machine Dimensions:**

|            |                            |
|------------|----------------------------|
| Front View | 2000 to 2200 mm Preferable |
| Side View  | 1600 to 1800 mm Preferable |
| Height     | 1800 to 2000 mm Preferable |

**3. Accessories. (Compulsory with Machine)**

- 3.1 Three jaw self centering chuck
- 3.2 One Set of each Tools along with proper standard tool Holding Device
  - 3.2.1 Turning tool with 10 inserts – 01 No.
  - 3.2.2 Facing tool with 10 inserts – 01 No.
  - 3.2.3 Boring tool with 10 inserts – 01 No.
  - 3.2.4 Threading tool with 10 inserts – 01 No.
- 3.3 Machine lamp
- 3.4 Chip & coolant tray
- 3.5 Ultra isolation transformer and voltage stabilizer with power surge protection
- 3.6 Live center
- 3.7 Full Table Chip & Coolant enclosure
- 3.8 Coolant System
- 3.9 Automatic Centralized and Programmable Lubrication System
- 3.10 Suitable collets chuck suitable for spindle with collets 2mm,4mm,6mm,10mm
- 3.11 Auto Tool Turret 8 station or higher.
- 3.12 Power failure detection system
- 3.13 Manual Pulse Generator
- 3.14 Footswitch for check and tailstock operation
- 3.15 Hydraulic oil – 30 liter grade servo 68 or suitable
- 3.16 Suitable copper cable of minimum 10 meter long
- 3.17 Maintenance Tool Kit
  - Allen keys standard set -01 No. (1.5 to 10mm and additional if require)
  - D/E Spanner standard set -01 No (4mm to 32mm)
  - Tool Kit Box with Standard Screw driver, Grease Gun, Spanner and Allen key set
- 3.18 Suitable Air compressor (Preferably 6 bar pressure) of standard make for the machine operation with FRL unit and Air Gun with all connections
- 3.19 Operation and Maintenance Manual

**4 Documentation**

Each documentation three sets in English:( along with machine delivery)

- 4.1 Detailed Layout plan and Prospect to be given
- 4.2 Operating and Programming Instruction manual
- 4.3 Installation and Commissioning instructions.
- 4.4 Quality -Test Records, and calibration records
- 4.5 Circuit Diagram's (To be mentioned in manual)
- 4.6 Maintenance / Repair Charts ( To be mentioned in manual)
- 4.7 Preventive Maintenance Instructions (To be Mentioned in manual)
- 4.8 Lubrication Chart & Lubrication list (To be mentioned in manual)
- 4.9 CNC-Control Machine parameter List (To be mentioned in manual)

**Detailed invoice and packing list of all items and devices and detailed prospect of machine & all other Accessories to be enclosed in the respective boxes. Lifting instruction is to be shown in packing list.**

**5. Installation & Commissioning**

The complete installation & Commissioning must be carried out by the Supplier at the project (at the final destination / premises) which includes electrical wiring and Electrical Earthing (set up 10m.) Demonstrations of all operations, Machine Performance (Repeatability and accuracy test) etc.. The test material should be made available by supplier for demonstration

**6. Training must be provided at final destination place**

6.1 Operator Training 03 days (Min.)

6.2 Programming course 03 days (Min) (At pre-dispatch stage at supplier's facility)

6.3 Maintenance course mechanical, electrical and electronic 03 days. (at supplier's facility)

**7. Service**

The authorized Service Partner must be certified and shown in the Quotation.

**8. Warranty**

Manufacturer should give three years warranty of complete machine (Mechanical + Electronics + Software). Price of warranty will be considered for evaluation of the lowest Bidder.

**9. Manufacturer should have established after sales & service network in India. No. of similar machine installed in India (minimum 30 Nos.)**

**10. Air conditioner for the machine**

10.1 Fitment for Chip and Coolant Splash Guard, limit switch safety door and Emergency stop

10.2 AC-control for PLC & Drive control Cabinet, Standard Control Simulator including software simulator to enhance CNC operation

**11. Hydraulically operated Chuck (size 200 mm or above)**

**12. Power failure detection system**

**13. Manual Pulse Generator**

**Warranty: Three years from the date of installation and At least 02 year Annual Maintenance Contract OR As per suggested terms of manufacturer .**

## **02 All Geared Lathe Qty 05**

### **All Geared Lathe Machine**

Specifications of All Geared Lathe Machine

#### **Technical Specification of center lathe Machine**

|   |            |
|---|------------|
| 1.Swing over machine bed                | Min. 350mm |
| 2. Swing over cross slide               | Min. 190mm |
| 3. Distance between centers Din 806-MT3 | 750-800mm  |
| 4. Turning Length                       | 700-750mm  |
| 5. Width of bed                         | Mini.240mm |

#### **Work Spindle**

|   |           |
|---|-----------|
| 6.Spindle diameter in front bearing               | 60mm      |
| 7. Spindle Bore                                   | Min 35 mm |
| 8. Taper bore according to DIN 228(shortened)     | MT-5      |
| 9. Normal Chuck diameter                          | 160 mm    |
| 10. Max. diameter of face plate and clamping disk | 315mm     |

#### **Tool Slide**

|   |                     |
|---|---------------------|
| 11 Guide Length of carriage                                 | 350-365             |
| 12 Graduation of Longitudinal scale on apron box hand wheel | 0.2m m              |
| 13 Cross-slide travel                                       | 175-190             |
| 14 Graduation of scale at cross slide spindle               | 0.025mm             |
| 15 Width of cross-slide                                     | 140mm               |
| 16 Compound slide travel                                    | Min. 100mm          |
| 17 Graduation of scale on compound slide spindle            | 0.05mm              |
| 18 Width of top slide                                       | Min 110mm           |
| 19 Stroke of quill  | 100-120             |
| 20 Diameter of center sleeve                                | 50mm                |
| 21 Taper socket DIN 228                                     | MT3                 |
| 22 Scale graduations on center sleeve                       | 1mm                 |
| 23 Scale ring at tail stock spindle, scale graduation       | 0.05mm              |
| 24 Cross Travel   | - <sup>+</sup> 10MM |

#### **Drive**

|   |                            |
|---|----------------------------|
| 25 Number of speed ranges   | 2x8                        |
| 26 Speed range A  | (50-350) rev/min 8 speeds  |
| 27 Speed range B  | (250-2000) Rev/min 8 speed |
| 28 Thread pitches with standard change gear set BS threads              | 4-76 T.P.I                 |
| 29 All standardized metric threads selectable except for 0.45 and 405mm | 0.25-16mm                  |
| 30 24 module pitches selectable except for 0.4 and 4.5mm                | 0.2-8mm                    |
| 31 Lead Screw pitch   | 6mm                        |
| 32 Coolant tank with complete pump capacity                             | 10-14 Ltrs                 |

#### **Floor Space required**

|  |                  |
|--|------------------|
| 33 Length x width x Height of machine max. | 2000x1000x1400mm |
|--|------------------|

### **ACCESSORIES**

|   |                  |
|---|------------------|
| 1. Drive plate as per spindle dia 160mm             | For each machine |
| 2. Four Jaw independent chuck dia 200mm             | 01 No            |
| 3. Three Jaw self-centering chuck dia 200mm         | For each machine |
| Taper Turning Attachment suitable for above machine | 01 no.           |
| 4. Quick-change tool post                           | For each machine |
| 5. Machine Lamp                                     | For each machine |
| 6. Revolving center                                 | 2 No.            |
| 10. Splash Guards –                                 | For each machine |
| 11. Tools Kit                                       | For each machine |

### **FILED OF APPLICATIONS :**

- The Machine will be used for the Following Application
- Machining of single jobs and small series lots.
- Standard Machining/Turning of Mild Steel Bar, Aluminum, Case Hardened Steel, M.S. Tubes, Stainless steels, Cast Irons etc. Drilling & Boring applications Tapping/ Threading/ Chamfering applications
- Two Axis simultaneous Turning of: Tool components punches, forming dies Die casting, Die Components, Injection Mould component Other Free form machining components

### **THE MACHINING OF FOLLOWING MATERIAL MUST BE POSSIBLE**

- Ferrous metals and alloys like:
- Mild steel bars HRB 90-200
- Structural and constructional steel HRB150-230 (Non hardened)
- Alloy steel HRB 150-260 (Non hardened)
- Tool steel, low- medium-high alloy (Toughened & hardened up to 45HRC)
- Stainless steel (Non hardened)All types
- Casting steel low alloyed
- Cast iron, Gray cast iron & Nodular cast iron Ferritic/ Pearlitic type HRB 125-200 (Non hardened)
- Non Ferrous Metals and Metal alloys like:
- Aluminum and Aluminum alloys HRB 30-125
- Copper type Copper alloys and Brass HRB 50-350 Plastic material and Hardened Resins bound components

**Documents to be submitted along with tender**

Following documents to be submitted along with Tender in same order mentioned below in form of self attested copies.

| Sr.No | Items Submitted (Check list)   | Y/N |
|-------|--|-----|
| 1     | Covering Letter for tender on the company letter head mentioning official address, Contact No, Mail address and website (if available) address .   |     |
| 2     | EMD exemption certificate from competent authorities, if EMD exemption is claimed. <b>ESSENTIAL.</b>   |     |
| 3     | Sales tax / VAT registration certificate. <b>ESSENTIAL.</b>  |     |
| 4     | ST/ VAT Clearance Certificate (e.g. Form 415 in case of Bidders from Maharashtra) or copy of application submitted to concerned authority for issuing tax clearance certificate (e.g. Form 414 in case of Bidders from Maharashtra) <b>ESSENTIAL</b> |     |
| 5     | Income Tax returns or Balance Sheets for last two financial Years (not necessary if already submitted in the financial year)   |     |
| 6     | Authorization certificate from manufacturer. (FORMAT 1) <b>ESSENTIAL</b>   |     |
| 7     | Proof of permission to manufacture the equipment/ item mentioned in the tender document from competent authorities (to be submitted by manufacturer). <b>ESSENTIAL.</b>  |     |
| 8     | Proof of permission for sales/trading of the equipment/ item or of similar kind mentioned in the tender document from competent authorities (to be submitted by bidder if he is not manufacturer). <b>ESSENTIAL.</b>                                 |     |
| 9     | No deviation certificate in prescribed pro-forma only. (FORMAT 2) <b>ESSENTIAL</b>   |     |
| 10    | Technical literature / leaflet of the make and model no of equipment quoted . <b>ESSENTIAL</b>   |     |
| 11    | List of users with complete address, name of contact persons, contact numbers and email address for the make and model number of item mentioned in the tender form (FORMAT 3) <b>ESSENTIAL.</b>  |     |
| 12    | Undertaking of delivery from manufacturer within prescribed period (FORMAT 5) <b>ESSENTIAL</b>   |     |
| 13    | ISI mark certificate if asked for  |     |
| 14    | Undertaking for demonstration from manufacturer (FORMAT 6) <b>ESSENTIAL</b>  |     |
| 15    | Undertaking by bidder about risk purchase, fall clause, penalty clause (FORMAT 7) <b>ESSENTIAL</b>   |     |

**Note: If, during bid preparation, any need arises of additional documents, apart from the above mentioned documents, those additional documents must provided within stipulated time decided by authority.**

**VERY IMPORTANT**

**Apart from above self attested copies of documents during bid preparation, the bidder must also submit ORIGINAL Authorization certificate from manufacturer to this office on or before the last date of tender submission, without which the tender will not be accepted.**

## ***INSTRUCTIONS TO BIDDERS***

### **A. General Instructions: -**

1. Read the instructions in Tender Notice published on web <https://www.somaiya.edu/polytechnic> ref no Kjsp/off/tender 2015ws .
2. The offers for supply of equipment / Machinery /Furniture as per tender specifications are invited from genuine manufacturers permitted to manufacture of these equipment or an agent/ distributor (authorized supplier) appointed by the manufacturer.
3. **The offer should be submitted in the prescribed format as per TWO ENVELOPE SYSTEM ONLY.** Both the Bids (Technical as well as Commercial) shall have to be submitted
4. The offer should be firm, inclusive of all taxes till the period of delivery. Escalation in prices will not be allowed. Reduction in Taxes / levies by Govt. during the period, the benefit should be passed on to consignees.
5. **A Checklist is given at the beginning & end of the Tender Form. Please note that submission of all the documents mentioned in the check list is mandatory. Documents with incomplete/wrong information will lead to rejection of tender offer. Purchaser's decision will be final in this regard.**
6. **Either the agent/ distributor (authorized supplier) or the manufacturer can participate in the bid but not both.**
7. **If an agent/ distributor (authorized supplier) participates for one manufacturer, then he will not be allowed to participate for another manufacturer.**
8. **In short, only one make and model shall be offered and no options be given.**
9. Details of specifications, relevant leaflets, highlighting technical features shall be quoted. However, purchaser may ask for any further technical clarification.
10. Make and model no. along with recent address of the manufacturer must be given. ISI marked equipment if available shall be quoted.
11. Maintenance Manual and operation manual should be supplied along with the equipment free of cost.
12. **WARRANTY SHOULD BE FOR A MINIMUM THREE YEARS OR PERIOD PRESCRIBED IN THE TENDER FORM** for machines as well as for its accessories. The manufacturer shall submit a written warranty that all goods supplied under the contract are of the most recent and current model and that they incorporate all recent improvements in design and materials provided in contract. The manufacturer shall also ensure that all service calls will be attended by him / his authorized service provider promptly even after the warranty period is over.
13. The purchaser shall have the right to make claims under the above warranty after the goods have been delivered to the final destination indicated in the contract. Upon receipt of a written notice from purchaser, the supplier shall, within 15 days, replace the defective goods without any cost to the purchaser. A down time of more than Two weeks shall be treated as breach of contract and the purchaser will be compelled to make alternative arrangement for repair/ replacement of the goods/ equipment. The cost of such repair/ replacement of the goods/ equipment will be charged to the bidder. Legal/ penal actions will be initiated against the bidder and manufacturer in case of breach of warranty clause.
14. A demonstration of equipment/ machinery may be asked by the technical scrutiny committee for the model which is quoted by the bidder. **This demo may be arranged prior to finalization of technical bid at any place of the user of the model supplied by the manufacturer/ bidder (mentioned in the list of users submitted in envelope 1). Demonstration charges if any are to be borne by the bidder. The bidder shall arrange all the materials/facilities required for the demonstration.**
15. The rates should be quoted only for the items specified in the list of requirement and should be for items of given specification / Mark /Model/ Manufacture and be as follows: -

- a) Free delivery at destination basis including cost of Training to the minimum 3 staffs of consignee for operation and maintenance of equipment.
- b) Break up of price giving basic price and price of standard Accessories in Indian Rupees only.
- c) Percentage of Excise Duty
- d) Sales Tax / C.S.T. / VAT
- e) Installation Charges, if any
- f) The charges for Installation, plumbing foundation, electrification as recommended by manufacturer etc. if any should be mentioned separately by the bidder.
- g) Pre Dispatch inspection of goods ready as per tender specifications will be done at the factory or at the site. The TA/DA of the inspectors will have to be borne by the supplier.

**16. Tender for each item is to be submitted separately. Rates MUST be quoted in Indian currency (Rupee) only, as the comparison will be done on the basis of INR prices only. No assumptions are to be made regarding concession certificates like customs duty exemption etc.** All inclusive prices in INR must be written on priced tender form in envelope 2. However, to pass on the benefit of concession in customs duty to educational institutes, the purchaser may, at his discretion, issue the PO in foreign currency to the lowest eligible bidder whose bid is technically valid and has been found lowest in INR prices.

## **B. Tendering Process**

- Two sealed envelope (**Envelope No.1: Technical Bid & Envelope No.2: Commercial Bid**) along with necessary documents are invited from genuine manufacturers permitted to manufacture these equipment or an agent/ distributor (authorized supplier) appointed by the manufacturer.
- Tender form containing necessary documents required along with their check list and format is available on web site or link
- Bidders are required to download that tender form & necessary documents required along with their check list and format available on web.
- Two sealed separate envelopes (**Envelope No.1: Technical Bid & Envelope No.2: Commercial Bid**) along with necessary documents Demand Draft of Rs 1000/- must be submitted as tender form fees which is non refundable at institutes office address on or before due date.
- According to schedule first **Envelope No.1: Technical Bid** is first opened by tendering committee in presence of available bidders at consignees office.
- After that **Envelope No.2: Commercial Bid** is opened by tendering committee in presence of available bidders at consignee's office.
- Tender accepted by committee is verified and Contract is rewarded to suitable bidder along with necessary formalities
- Delivery and payment conditions are discussed verified & finalized.

## **D. Bid Preparation**

1. Both the Bids (Technical as well as Commercial) shall have to be prepared and subsequently submitted in sealed envelope at institutes office address.
2. In Bid Preparation stage, bidders need to prepare Technical and Commercial Envelopes where they require to attested copies of documents related to technical eligibility criteria and quote Commercial offer for the work / item in respective to envelopes.

## **E. Amendment of tender document**

At any time prior to the deadline for Sale of tender, the Purchaser may amend the tender documents by issuing Addenda/Corrigendum.

Any addendum/corrigendum as well as clarification thus issued shall be a part of the tender documents and it will be assumed that the information contained in the amendment will have been taken into account by the bidder in its tender.

To give prospective bidder reasonable time in which to take the amendment into account in preparing their tenders, the Purchaser shall extend, at its discretion, the deadline for submission of tenders, in which case, the Purchaser will notify all bidders by placing it on website of the extended deadline and will be binding on them.

**F. Submission of Tender and its accompaniments: -**

**The offer should be submitted in the prescribed form as per TWO ENVELOPE SYSTEM ONLY.** Both the Bids (Technical as well as Commercial) shall have to be submitted only. The bidder shall submit the Tender and documents in TWO separate online Envelopes as follow: -

**i) Envelope No.1: Technical Bid**

Technical Envelope shall contain following documents these documents need to be signed by individual contractor's Original copies shall be kept ready at the time of opening of the tender.

**1. Covering Letter for Enclosure:** A covering letter stating the list of enclosures should be attached in the offer along with the checklist. Complete Address, contact details, email address, website address etc must be there on the letter head for easy and fast communication

**2. Payment of the Tender Form:** Tender form fee is to be submitted and the procedure for depositing the fee will be D.D in favor of '**The Principal K.J.Somaiya Polytechnic**' payable at Mumbai.

**3. Earnest Money Deposit:**

Rs. 5000/- as an Earnest Money Deposit is to be deposited and the procedure for depositing the fee will be D.D in favor of '**The Principal K.J.Somaiya Polytechnic**' payable at Mumbai.

The offer of the bidder who is not exempted from paying the EMD will be rejected if it is found that the E.M.D. is not deposited .Earnest Money Deposit is Refundable and shall be remitted to the bidder's account after the tender process is over. In form of DD/Cash /cheque.

If the bidder is a supplier registered with Central Store Purchase Organisation (CSPO of Govt. of Maharashtra) /DGS&D/ NSIC/DIC , the attested copy letter of registration with CSPO/DGS&D/ NSIC/DIC and attested copy of certificate stating that the firm is exempted from payment of Earnest Money Deposit MUST be attached .

In case of manufacturers, valid Certificate of registration with Directorate of Industry, Government of Maharashtra MUST be attached.

**For CSPO/DGS&D/ NSIC/DIC registered manufacturers/Suppliers EMD exemption will be allowed only for the items mentioned in the respective registration certificates. As such name of the item MUST be highlighted or underlined in the relevant certificate.**

EMD Exemptions for firms registered with CSPO/DGS&D/ NSIC/DIC will be as per rules. ( Pl refer to Government Gazette Part –II which is published at Government Press, Charni Road, Mumbai).

EMD exemptions will be as per CSPO guidelines.

**4. Sales Tax / VAT Registration & Clearance Certificate**

Self attested copies of VAT registration certificate or TIN allotment and Sales Tax / VAT clearance certificate [ STCC or VAT CC] either from State or Central Govt. ( as the case may be) showing tax paid up and no dues up to 31st Dec2014 or at a later date must be attached.

If it is not possible to submit STCC/ VAT Clearance Certificate along with tender, proof of application made for obtaining STCC/VAT CC to be submitted along with tender. But STCC/VAT CC MUST be submitted before opening of commercial bids, otherwise tender will be rejected.

Only ST/CST/VAT registration certificates or bank chalan copies etc are not sufficient for STCC/ VAT CC and will not be accepted. **Respective clearance certificate is necessary.** ( For example , in

case of dealers in Maharashtra form no 415 is essential. But prescribed clearance format may vary from state to state. In any case , certificate from competent tax authorities certifying that no dues are pending against the dealer is a MUST.)

**5. Income Tax Returns/ Balance Sheet**

Self attested copies of Income Tax Returns of the firm for last two consecutive years or Balance sheets of last two consecutive years duly certified by a chartered accountant required as a proof to establish the financial capacity of the supplier/ manufacturer. (Need not be given if submitted already in the financial year)

**6. Authorization Certificate: (Please see FORMAT 1)**

Authorization letter of the manufacturer who manufactures the item mentioned in the tender document is essential if the bidder himself is not a manufacturer.

1. Authorization letter should be in typed form on the letter head of the manufacturer duly signed by the competent authority of the manufacturing company with his name and company's seal on it.
2. The letter head must contain the manufacturer's office address, factory address, contact numbers, email address and website address (if available) for verifying the details in the letter.
3. It should be addressed to the **'The Principal K.J.Somaiya Polytechnic' Mumbai.** clearly authorizing the bidder to participate in this tender by **quoting tender No and name of the Model for the tendered item**
4. Manufacturer shall assure that he/ she will supply the equipment through the bidder and will attend all service calls during warranty period. He will also give list of authorized service providers in Maharashtra/ India

**Apart from the authorization letter, the manufacturer shall produce documentary evidence to prove that he is permitted to manufacture the items mentioned in the tender form or item of similar kind.**

**If the bidder himself is a manufacture of the item mentioned in the tender form, he is required to produce documentary evidence to prove that he is permitted to manufacture the items mentioned in the tender form or item of similar kind.**

This office reserves the right to ask for any further documentary evidence to establish genuineness of manufacturer, bidder and authorization letter.

**7. No Deviation Statement:- (Please see FORMAT 2)**

The no deviation statement must have mention of the make & model of the item quoted by the bidder against the tender, specification of the equipment tendered, specification of the equipment offered and deviations in specifications if any.

**Bidder must fill all detailed information required in format 2. Merely certifying that 'There is no deviation between tender specifications and specifications quoted by the bidder' is not acceptable and such bids are likely to be rejected. No deviation statement is actually a comparison of technical requirement of the consignee and the specifications offered by the bidder/ manufacturer. No separate technical offer is required to be submitted**

**8. Technical Literature/Relevant Leaflet of the equipment:**

Self attested Relevant leaflet /Technical literature / Maintenance manual /Catalogue highlighting products features offered in the Tender must be enclosed in original. The offer shall be considered only if the leaflets/literature is enclosed. All the technical information about the equipment required for checking whether the equipment offered as per Tender Specification or not should be available in the Technical literature enclosed. **The literature should be corresponding to the Model and Make offered in the commercial Bid. In case the literature contains description of more than one model, the bidder must tick mark on name of the model and make signature there.**

**9. List of Users for past experience: (Please see FORMAT 3)**

Self attested List of users other than this Department (other than DTE) for verifying the quality of the equipment being supplied and after sales service rendered by the manufacturer . This list must contain **at least three users of the model being quoted** along with the name of contact person and his contact details (postal address, email and contact number) and the items and year of purchase of that item by that department.

This list will help the purchaser to ensure good performance of the make and model which is offered by the bidder/ manufacturer.

**10. Performance of Bidder: (Please see FORMAT 4) (Not required with this tender )**

Past experience of bidder with other Departments or elsewhere regarding equipment supplied to this Department – Information to be submitted in **FORMAT 4** giving Order No., date, name of equipment, name of consignee. Latest certificate regarding after sales service should be provided by the supplier.

**Minimum Three** recent certificates are required to be produced.

These certificates from other departments will show the performance of the bidder.

**11. Undertaking of delivery (Please see FORMAT 5)**

Original Undertaking of delivery within stipulated weeks is to be submitted.

**12. Undertaking for giving demonstration (Please see FORMAT 6)**

Undertaking for giving demonstration of tendered item within short period of notice.

**13. Standard Mark Certificates** If equipment is I.S.I. marked, valid copy of license issued by B.I.S. should be enclosed otherwise same is to be indicated in offer as “NOT I.S.I. Mark”

**14. Declaration by the bidder (Risk purchase clause, Fall Clause, penalty clause): (Please see FORMAT 7)**

Copy of Declaration duly signed by bidder regarding acceptance of all tender conditions and also penalty clause, Risk purchase clause, fall clause. These clauses are displayed on website of this office under Tender Purchase section.

**ii) Envelope No.2: (Commercial Bid)**

1. All financial offers must be prepared and submitted online (An online form will be provided, during online bid preparation stage) and signed using individual’s digital certificate.
2. Bidder should not quote his offer any where directly or indirectly in Technical Envelope (T1), failing which the Commercial Envelope (C1) shall not be opened and his tender shall stand rejected.
3. The rate should be quoted only for the items specified in the list of requirement and should be for items of given specification / Mark /Model/ Manufacture and be as follows: -
  - a) Free delivery at destination basis including cost of Training to the minimum 3 staffs of consignee for operation and maintenance of equipment.
  - b) Break up of price giving basic price and price of standard Accessories.
  - c) Percentage of Excise Duty
  - d) Sales Tax / C.S.T. / VAT
  - e) Installation Charges, if any
  - f) The charges for Installation, plumbing foundation, electrification as recommended by manufacturer etc. if any should be mentioned separately by the bidder.
  - g) Normally the inspection will be at the consignee’s place. If the inspection is at the factory or at the site then the TA/DA of the inspectors will have to be borne by the supplier.
  - h) Inspection charges if any are to be borne by the supplier. The supplier shall arrange all the materials/facilities required for the inspection.

| Item Description | Basic price In RS | Excise Duty In Percentage | Excise Duty In RS | Sales Tax /Vat (In percentage) | Sales Tax /Vat In Rs | Packing & forwarding charger In Rs | Fright Charges in Rs | Insurance Charges In RS | Installation & Trial Commissioning charges In RS | Other Charges If any | Other Charges If any In RS | Total Price In RS F.O.R. Destination |
|------------------|-------------------|---------------------------|-------------------|--------------------------------|----------------------|------------------------------------|----------------------|-------------------------|--|----------------------|----------------------------|--------------------------------------|
| 1                | 2                 | 3                         | 4                 | 5                              | 6                    | 7                                  | 8                    | 9                       | 10   | 11                   | 12                         | 13                                   |
|                  |                   |                           |                   |                                |                      |                                    |                      |                         |  |                      |                            |                                      |

### G. Bid Submission

Bidders are required to submit two sealed envelope & demand draft of Tender form fee (separately not in sealed envelope) at Office of **K.J.Somaiya Polytechnic Mumbai -77** On or before due date of tender submission

#### Envelope 1 Technical Bid

Containing Tender form along with technical specifications all other required documents as mentioned in a check list

#### Envelope 2 Commercial Bid

Commercial should be submitted in given format

### H. Opening of Tender: -

The tenders will be opened as per procedure on the date specified in the tender notice. The supplier/their authorized representative can attend the tender opening.

#### I. TECHNICAL ENVELOPE (T1):

1. First of all, Technical Envelope of the bidder will be opened to verify its contents as per requirements. If the various documents contained in this envelope do not meet the requirements, a note will be recorded accordingly by the tender opening authority and the said tenderer's Commercial Envelope will not be considered for further action but the same will be recorded. Decision of the tender opening authority shall be final in this regard.

ENVELOPE NO. 1 (TECHNICAL OFFER) will be opened on the date specified in Tender Notice.

2. The supplier/their authorized representative can attend the tender opening.

The Technical scrutiny committee appointed to scrutinise the documents will check the documents for their eligibility, validity, applicability, compliance and substantiation stipulated in the tender document.

3. The Technical scrutiny committee shall also analyze that there is no collusive or fraudulent practice involved in the entire tendering process amongst all tenders received.

4. The Technical scrutiny committee may ask for original copy of any of the documents submitted by the bidder online to verify its authenticity.

5. A demonstration of the make and model no of the equipment being quoted may be asked at bidders cost if the technical scrutiny committee recommends.

6. Tenders which are in full conformity with tender requirements and conditions shall be declared as eligible for commercial bid opening (Envelope 2)

#### II. COMMERCIAL ENVELOPE (C1):

1. The Commercial bids shall not be opened till the completion of evaluation of technical bids.

2. Commercial bids of technically valid offers will be opened on a specified date and best offer will be recommended for award of contract.

## **I. Acceptance of tender and delivery of Goods**

1. Bidder quoting the best offer will be informed about the intention of award of contract (Acceptance of Tender) by sending an Advance letter of Acceptance (A/L). On acceptance of Terms and conditions of A/L and submission of security deposit (bank guarantee) and agreement bond, Purchase Order (Acceptance of Tender) will be released. Security deposit will be 3% of the value of goods ordered and will be retained by the purchaser till 36 months from the date of award. In case there is delay in supply and purchaser has extended the delivery period, the retention period of security deposit will have to be extended accordingly. Security deposit will be released after expiry of warranty period subject to clearance from the consignee institute.

2. Before accepting the Purchase order, the bidder should ensure the purchaser in writing that the execution of purchase orders will be carried out in time.

3. In his/ her acceptance letter of the specified tender only, the bidder shall give,

- Probable dates of Pre dispatch Inspection,
- The delivery schedule,
- Dates of installation and training.

so that the institute can plan accordingly. Any change in the scheduled dates will be communicated at least 15 days in advance to the consignee in writing. Purchase order will not be issued to the bidder without the security deposit and the acceptance letter containing the above schedule. The bidder will also inform the consignee about the pre requisites for installation and commissioning of the goods/ equipment.

**4. Unless specified otherwise in tender form or in any tender document supplied by this office, normally delivery is to be effected within 8 weeks from the date of final order.** If the quoted delivery period is more than period prescribed it must be justified with specific reasons. Purchaser's decision will be final in deciding the delivery period. **Stores should be delivered to the consignee on working days during office hours only. Free rigorous working trial with derived results should be given at consignee's place immediately after delivery.**

5. Stores will **not** be accepted by the consignee after the due date of delivery without written sanction of the purchasing authority. The bidder must request to the purchase authority in advance for grant of delay in supply of stores mentioning the reasons for delay. The supplier shall not dispatch the stores till such time an extension in delivery period is granted by the purchaser. If the stores are dispatched by the supplier before obtaining an extension, he would be doing so at his risk and no claim for payment shall lie against the purchaser either in respect of the cost of the stores dispatched or any other expenses which the supplier may have incurred. Purchaser's decision will be final in deciding grant of delay in supply of stores. The grant of delay will not be given beyond the stipulated 10 weeks period in the purchase manual. **Non supply of stores in the granted delivery schedule will automatically lead to declaration of bidder as defaulter and the bidder will not be allowed to participate in any further bidding process of the department.**

6. Pre-dispatch Inspection will be carried out by the consignee or representative of this Directorate. However inspection charges will be borne by the bidder. In case the purchaser desires, he may direct the bidders to get their items examined and certified by third party agency like reputed Central Govt. labs or organizations like BIS/ERTL/SAMEER/NABL/IITs etc or State Government agencies or institutions. This testing may be required at any stage of tender process to validate the technical specifications. The charges for testing will have to be borne by the bidder.

## **J. Installation and Demonstration of goods**

Immediately after delivery of goods, the supplier should send his team of experts for installation and demonstration of goods supplied. The goods will be offered for inspection and trial by the supplier after complete installation is done.

Foundation & electrical connection as per drawing, if any, will be suppliers responsibility. Allocation of proper space and power supply within the vicinity of three meters from the place of vicinity will be the responsibility of the consignee.

Free training for operation and preventive & breakdown maintenance of the equipment is to be arranged by the supplier / manufacturer immediately after installation to minimum of 3 staff members from each of the consignee.

**Supplier will ensure the time table of Pre dispatch inspection, delivery of goods, installation, demonstration and training given in his acceptance letter.**

**K. PAYMENT TERMS:-**

90% payment within 21 days from the delivery and satisfactory installation, testing of equipment, training & working trail at consignee's place and balance 10% within 30 days against satisfactory performance of the equipment. It will be the responsibility of the consignee (Head of the Institute) to see before the delivery of stores that funds are made available on BDS , the bills are sent to treasury/ PA office within shortest possible time and the bill amount is transferred to the bidder's account within 30 days of the satisfactory installation, testing of equipment, training & working trail at consignee's place

(To be printed on the letter head of the firm)

-----  
**FORMAT 1**

No.  
Date:-

**AUTHORISATION LETTER**

To ,  
The Principal,  
K.J.Somaiya Polytechnic,  
VidyaNagari Vidyavihar,  
Mumbai -77

Sub : Autharisation for submission of Tender for -----

Ref : Your Tender No.

Dear sir/ Madam,

With reference to above, this is to inform you that. We, \_\_\_\_\_ are an established manufacturer of \_\_\_\_\_, having factory at \_\_\_\_\_ since 19\_\_\_/ 20\_\_\_.

We do hereby authorise M/S \_\_\_\_\_ to quote and negotiate for item/s mentioned in tender enquiry number -----Due on \_\_\_\_\_.

No other firm/agency has been authorised to quote or negotiate particularly for tender no -----  
----- Due on \_\_\_\_\_

We further undertake that the products supplied by M/S \_\_\_\_\_ will be fully supported by us during and after the warranty period and all service calls will be attended by us / our authorised service provider promptly.

All goods/equipment to be supplied under the contract are of the most recent and current model and that they incorporate all recent improvements in design and materials provided in contract.

The list of Authorised service providers in India/ Maharashtra is attached herewith.

Thanking you.

For \_\_\_\_\_

Authorised Signatory

Date Name -

Place - Designation -

(To be printed on the letter head of the firm)

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**FORMAT 2**

No.  
Date :-

**No Deviation Statement**

To ,  
The Principal,  
K.J.Somaiya Polytechnic,  
VidyaNagari Vidyavihar,  
Mumbai -77

Dear sir/ Madam,

We submit herewith a no deviation statement giving comparison of our technical offer and the specifications of the items mentioned in the tender no. -----Due on \_

| Name of Manufacturer :-<br>Make & Model quoted :-<br>Specification of equipment<br>stated in Tender Enquiry<br><b>step by step<br/>(Department's<br/>Specifications)</b> | Specification of equipment<br>offered by Bidder <b>step by<br/>step<br/>(Technical offer by<br/>manufacturer)</b> | Whether there is any<br>deviation from the<br>tender specification<br>Yes / No | If yes, indicate clearly the<br>deviations and your<br>justification for deviation |
|--|---|--|--|
| 1  | 2   | 3  | 4  |

Signature of Bidder with Seal

(To be printed on the letter head of the firm)

**FORMAT 3**

No.

Date :-

**LIST OF USERS**

List of users (minimum 3) for verifying the quality of the equipment being supplied and after sales service rendered by the manufacturer. **(List must contain same make and model of equipment which is being offered in tender document)**

Name of Item :-

| Make Model No. Sr. No | Name and Address of the user | Contact person | Contact no/ mobile no / e mail address of the contact person | Purchase order no with date | Quantity purchased | Any complaints/ queries court matter etc in this regard? |
|-----------------------|------------------------------|----------------|--|-----------------------------|--------------------|--|
|                       |                              |                |  |                             |                    |  |
|                       |                              |                |  |                             |                    |  |
|                       |                              |                |  |                             |                    |  |
|                       |                              |                |  |                             |                    |  |
|                       |                              |                |  |                             |                    |  |
|                       |                              |                |  |                             |                    |  |
|                       |                              |                |  |                             |                    |  |

Signature of Manufacturer/Bidder with a Seal

(To be printed on the letter head of the Manufacturer)  
**FORMAT 5**

No.  
Date :-

## **UNDERTAKING FOR DELIVERY**

We \_\_\_\_\_, the manufacturers of  
\_\_\_\_\_ (name of item) do undertake to deliver the material mentioned in the tender  
No----- Due on \_\_\_\_\_ within the stipulated delivery period mentioned  
in the tender form.

For and on behalf of \_\_\_\_\_

Seal of the manufacturer

(To be printed on the letter head of the Manufacturer)  
**FORMAT 6**

No.  
Date :-

## **UNDERTAKING FOR DEMONSTRATION**

We \_\_\_\_\_, the manufacturers of  
\_\_\_\_\_ (name of item) do undertake to demonstrate the material mentioned in the  
tender No -----Due on \_\_\_\_\_, as and when asked by the purchasing authority.

For and on behalf of \_\_\_\_\_

Seal of the manufacturer

(To be printed on the letter head of the Manufacturer)

**FORMAT 7**

No.  
Date :-

**DECLARATION**

To,  
The Principal,  
K.J.Somaiya Polytechnic,  
VidyaNagari Vidyavihar,  
Mumbai -77

I/we, the undersigned for and behalf of M/S \_\_\_\_\_ hereby accept and agree with the Fall clause, penalty clause and Risk purchase clause for the tender No -----  
----- Due on \_\_\_\_\_ as published in the Manual of the office procedure for purchase of stores by the Government departments of the Government of Maharashtra.

For and on behalf of \_\_\_\_\_

Seal of the manufacturer

### Check List of Documents to be Submitted

| Sr.No | Items Submitted (Check list)   | Y/N |
|-------|--|-----|
| 1     | Covering Letter for tender on the company letter head mentioning official address, Contact No, Mail address and website (if available) address .   |     |
| 2     | EMD exemption certificate from competent authorities, if EMD exemption is claimed.<br><b>ESSENTIAL.</b>  |     |
| 3     | Sales tax / VAT registration certificate. <b>ESSENTIAL.</b>  |     |
| 4     | ST/ VAT Clearance Certificate (e.g. Form 415 in case of Bidders from Maharashtra) or copy of application submitted to concerned authority for issuing tax clearance certificate (e.g. Form 414 in case of Bidders from Maharashtra) <b>ESSENTIAL</b> |     |
| 5     | Income Tax returns or Balance Sheets for last two financial Years (not necessary if already submitted in the financial year)   |     |
| 6     | Authorization certificate from manufacturer. (FORMAT 1) <b>ESSENTIAL</b>   |     |
| 7     | Proof of permission to manufacture the equipment/ item mentioned in the tender document from competent authorities (to be submitted by manufacturer). <b>ESSENTIAL.</b>  |     |
| 8     | Proof of permission for sales/trading of the equipment/ item or of similar kind mentioned in the tender document from competent authorities (to be submitted by bidder if he is not manufacturer). <b>ESSENTIAL.</b>                                 |     |
| 9     | No deviation certificate in prescribed pro-forma only. (FORMAT 2) <b>ESSENTIAL</b>   |     |
| 10    | Technical literature / leaflet of the make and model no of equipment quoted . <b>ESSENTIAL</b>   |     |
| 11    | List of users with complete address, name of contact persons, contact numbers and email address for the make and model number of item mentioned in the tender form (FORMAT 3) <b>ESSENTIAL.</b>  |     |
| 12    | Undertaking of delivery from manufacturer within prescribed period (FORMAT 5) <b>ESSENTIAL</b>   |     |
| 13    | ISI mark certificate if asked for  |     |
| 14    | Undertaking for demonstration from manufacturer (FORMAT 6) <b>ESSENTIAL</b>  |     |
| 15    | Undertaking by bidder about risk purchase, fall clause, penalty clause (FORMAT 7) <b>ESSENTIAL</b>   |     |

**Note :** Format No 4 is Not essential so not provided