



BIDDING DOCUMENT FOR

**SUPPLY & INSTALLATION OF HYDROSTATIC PRESSURE TESTING
MACHINE**

E-TENDER NO.: CIPET/GHY/ADMIN/TENDER-03/HPTM/2020-21

LAST DATE FOR SUBMISSION OF ONLINE BID: 14.12.2020

CENTRAL INSTITUTE OF PETROCHEMICAL ENGINEERING & TECHNOLOGY

(Formerly Central Institute of Plastics Engineering & Technology)

CIPET: CSTS - GUWAHATI

Department of Chemicals & Petrochemicals; Ministry of Chemicals & Fertilizers, Govt. of India

Besides NH – 31; P/O Changsari; Assam

Ph: 9957193628 / 8811099022, e-mail: cipetcstsguwahati@gmail.com,

Website: www.cipet.gov.in

Notice Inviting E-Tender

E-TENDER NO.: CIPET/CSTS/GHY/ADMIN/TENDER-03/HPTM/2020-21 Dated: 25.11.2019

CIPET CSTS Guwahati, Changsari invites item rate E-Tender in two Bid systems (Technical and Financial) from Resourceful and reliable bidders for Supply & Installation of Hydrostatic Pressure testing Machine at CIPET CSTS Guwahati.

Sl. No.	E-Tender No. & Date	Name of the Item / Work	Estimated Value in Rupees	EMD in Rupees	Delivery Time	Tender Fees in Rupees	Last Date & Time of online Bid submission
01	CIPET/GHY/ADMIN/ TENDER- 03/HPTM/2020-21 Dated: 25.11.2020	Supply & installation of Hydrostatic Pressure testing Machine at CIPET CSTS GUWAHATI	2,40,000.00	12,000.00	30 Days from the date of issue of Purchase Order	1,000.00 Non- Refundable	14.12.2020 up to 5.30 P.M

Interested and eligible bidders may view and download the detailed tender documents from CIPET's E-Tender portal www.tenderwizard.com/CIPET or www.cipet.gov.in

All Bids must be submitted through the online portal www.tenderwizard.com/CIPET only on or before **14.12.2020 up to 5.30 P.M.**

The Tender Fee and EMD will be accepted in the form of Demand Draft drawn on any Indian Nationalized Bank favoring "CIPET Guwahati" payable at G u w a h a t i and shall be submitted at CIPET: CSTS - Guwahati as specified on or before 14.12.2020 up to 5:30 P.M. in separate sealed cover superscripted with "SUPPLY OF HYDROSTATIC PRESSURE TESTING MACHINE WITH CALIBRATION CERTIFICATE AT CIPET CSTS GUWAHATI", failing which bids will be summarily rejected.

Additionally, a soft copy of the Tender Fee and EMD shall also be uploaded along with the Technical Bid to be uploaded online.

Salient information about the E-Tender:

1. Mode of submission: ONLINE. No offline Tenders will be accepted.
2. Availability of Tender Documents: All Bid formats (Technical & Financial) will be available ONLINE at CIPET's E – Tender portal www.tenderwizard.com/CIPET or www.cipet.gov.in. The registered vendors can download the Bids from these websites.

3. Who can participate for this E-Tender: The registered vendors of CIPET through www.tenderwizard.com/CIPET can only participate in this tender process.

4. **How to register by a vendor:**

- a. The prospective bidders have to register with CIPET through the E-tender portal of CIPET at www.tenderwizard.com/CIPET by Online Payment of Rs. 1,770/- (Inclusive GST) to M/S. KEONICS LTD. On completion of the registration process, the bidders will be provided user ID and password. After receipt of User ID & Password, Bidders can log on at our e-Tender portal for downloading & uploading tender documents.
- b. Tender Documents Fees (Non refundable) of Rs. 1,000/- is Payable to CIPET Guwahati in the form of Demand Draft from any Nationalize Bank not drawn before the Date of Releasing of NIT.
- c. Processing Fees (As applicable as per norms of Keonics) Payable Online separately to M/S. KEONICS LTD.

5. **Is there any device requirement for participation in e-Tender:** Yes, Bidders should have valid Class 3 Digital Signature Certificate (DSC) device for participating in e-Tender. For integrity of data and its authenticity/non-repudiation of electronic records and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC) of Class-III issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA).

6. **Contact details for e-Tender related issue:**

Name of the Service Provider: KEONICS		
Contact Person	Telephone / E-mail	
Telephone no. / Mobile no. (Helpdesk) i) Abhijit Sinha :-	ii) 9864779970 {between 9:00 am to 6:00 pm}	Remarks: For Vendor registration / any other issue regarding e-Tender Process, please contact:
E-mail id	twhelpdesk696@gmail.com	KEONICS as the details given in the previous Columns

7. Bidders are hereby advised that all the documents to be submitted online are kept scanned to PDF & JPEG format in a separate folder on their computers before starting online submission. The schedule of rate (Excel Format) may be downloaded and rates may be filled appropriately in this format only. This file may also be saved in a separate folder on your computer.

8. While uploading / submitting the documents, it should be ensured that the file name should be the name of the document itself.
9. All pages of Tender documents with Addenda / Corrigenda (if any) must be signed with proper official stamp and date by the Bidders / or authorized power of attorney holders at the lower right hand corner.
10. Bidders are advised to visit CIPET's e-Tender portal regularly for any Addenda / Corrigenda (if any) with regard to the e – Tender, for which no separate paper advertisement will not be published.
11. Last date of online submission of Tender bid: 14.12.2020 up to 5.30 P.M.
12. EMD and Tender Fee must be in approved mode only and shall be in separate cover as described above in person / by speed post on or before 14.12.2020 up to 5:30 P.M. at CIPET CSTS Guwahati. Non-receipt of the same is liable for rejection of the Tender. Bidders registered with the Central Purchase Organization, National Small Industries Corporation (NSIC) or the concerned Ministry or Department is exempted from paying the EMD.
13. Date & Time of Technical Bid Opening: 15.12.2020 at 10.30 AM.
14. Date & Time of Financial Bid Opening: Technically qualified bidders will be intimated about the date & time after technical bid evaluation through the e-Tender portal.
15. Venue for Opening Bids: CIPET CSTS Guwahati, Besides NH – 31, Changsari, Guwahati.
16. CIPET reserves the absolute right to accept / reject any or all bids at any stage of the tender process without assigning any reason whatsoever.

Manager (Project) & Head
CIPET: CSTS Guwahati;
Besides NH – 31, Changsari;
Guwahati, Assam – 781101

This Tender form contains Section I to VI

SECTION: I

INTRODUCTION

CENTRAL INSTITUTE OF PETROCHEMICAL ENGINEERING & TECHNOLOGY, (CIPET) (Formerly Central Institute of Plastics Engineering & Technology) is a Govt. of India Institute under Department of Chemicals & Petrochemicals, Ministry of Chemical & Fertilizers, Govt. of India engaged in Training and Research in the field of Plastics with Head Quarters and Head Office at Chennai. The Centre at Guwahati (CIPET CSTS Guwahati), Assam invites e-tenders in 2 bid system (Technical and Financial Bid) for the Item / work titled “**Supply & Installation of HYDROSTATIC PRESSURE TESTING MACHINE at CIPET CSTS Guwahati**”.

SECTION: II

SCOPE OF WORK & TECHNICAL SPECIFICATION

Name of the Work: Supply & Installation of Hydrostatic Pressure testing Machine with at CIPET CSTS Guwahati.

Bidder shall supply all relevant items / peripherals / accessories including installation etc. for Supply & Installation of Hydrostatic Pressure testing Machine with Calibration at CIPET CSTS Guwahati; P.O. Changsari; Dist. Kamrup, Assam - 781101 as per the following specifications:

Machine Specifications:

- No. of Testing Stations :03
- Pressure range 0-100 Kg/cm² with L.C. 0.01Kg/cm²

SECTION: III

SPECIAL TERMS AND CONDITIONS / INSTRUCTIONS TO BIDDER

1. Eligibility Criteria: Tenderer should have successfully supplied & installed the same instrument at least once to a Government or Private Firm / Department within the last 05 (Five) financial years. Purchase order copy of the same may be uploaded as proof.
2. The Tenderer is expected to examine all instructions, forms, terms and specifications in the Tender Documents. Failure to furnish all information required for the Tender Documents or submission of a Tender not substantially responsive to the Tender Documents in every respect will be at the Tenderer's risk and may result in rejection of the Tender.
3. The purchaser shall not be liable for any expenses whatsoever incurred by the Tenderer in the preparation of the tender whether his tender is accepted or not even if the purchaser opts for complete withdrawal of invitation of Tender.
4. One Picture / Diagram representation of the instrument must be provided along with the Technical Bid Documents.
5. Offer should be in two parts Viz., "TECHNICAL BID" and "FINANCIAL BID" and all bids must be submitted through the online portal www.tenderwizard.com/CIPET Only.
6. Any Tender received by the Purchaser after the deadline for submission of E-Tenders prescribed by the Purchaser, will be rejected. Conditional tender will be summarily rejected without prejudice so bidders are advised to quote the price as per N.I.T. conditions only.
7. Tenders shall remain valid for 180 days after the date of E-Tender.

8. The item should be supplied within 30 days time from the date of issue of the Purchase Order / Work Order.
9. The cost of tender document is Rs. 1,000/- (Non Refundable) and Tenderers are requested to submit the tender fees on or before 14.12.2020, 5.30 PM, by Demand Draft drawn in favor of "CIPET Guwahati" payable at Guwahati, failing which the tender will be rejected.
10. The Tenderer shall pay Earnest Money Deposit of Rs. 12,000/- in the form of Demand Draft drawn in favour of "CIPET Guwahati" payable at Guwahati on or before 14.12.2020 5:30 PM. The tenders received without the EMD shall be rejected. The Earnest Money of the unsuccessful Tenderers will be refunded. Bidders registered with the Central Purchase Organization, National Small Industries Corporation (NSIC) or the concerned Ministry or Department are exempted from paying the EMD.
11. EMD amount of successful bidder may be adjusted against performance security (10% of contract value) for a period of 60 (sixty) days beyond warranty or legal obligation period to be reckoned from the date of supply and installation of the Hydrostatic Pressure Testing Machine with Calibration Certificate in all respect and complete.
12. The earnest money deposit may be forfeited if:-
 - a. The Tenderer withdraws his tender during the period of tender validity specified in the tender document.
 - b. After acceptance of his tender, the Tenderer fails to take up the job.
13. TDS (Tax Deducted at Source) and other applicable taxes will be deducted as per prevailing rules and regulations of the Government, as applicable.
14. The Tenderer shall complete the Tender Form and fill the appropriate Financial Bid Furnished in the Tender Documents, indicating for the goods to be supplied, a brief description of the Goods, quantity and prices.

15. Financial Bid should be submitted in the prescribed format (Excel Format) given under price schedule of the Tender Document.
16. The rate quoted by the Tenderer should be firm and no escalation on any account whatsoever shall be paid for this work.
17. CIPET will notify the successful Tenderer in writing by registered letter / e -mail to be confirmed that his tender has been accepted.
18. The Manager (Project) & Head, CIPET CSTS Guwahati reserves the right to accept or reject any or all tenders at any point of time prior to issue of Purchase Order without assigning any reasons whatsoever and no correspondence shall be entertained in this regard.
19. In the case of a dispute or differences arising between the Purchaser and Supplier relating to any matter arising out or connected with this Tender, such dispute or differences shall be referred within the Jurisdiction of the Court, Guwahati (Assam).
20. Payment Terms: Payment shall be made within 15 days after successful delivery and installation of the equipments at CIPET: CSTS – Guwahati. No advance or part payment shall be made.
21. Warranty / After Sale Service: The bidder must provide a minimum 1 year replacement warranty and after sale service for the above item.

SECTION:IV

TECHNICAL BID

TENDER No.: CIPET/CSTS/GHY/ADMIN/ETENDER-03/HPTM/2020-21, DATED: 25.11.2020

DESCRIPTION: Supply & Installation of Hydrostatic Pressure Testing Machine at CIPET CSTS GUWAHATI.

Sl. No.	Particulars To Be filled up by the Tenderer / Bidder:	
1	Name of the Tenderer / Supplier	
2	Postal address	
3	Telephone No. with STD code	
4	Name of Contact person	
5	Mobile No.	
6	E-Mail ID	
7	The firm should have valid registration certificate in support of establishment of the firm (Registration No.)	
8	PAN (Permanent Account Number)	
9	Certificates of Registration for GST as applicable	
10	Experience of supplying & installation of same instrument to Government or Private Firm / Department within the last 05 (Five) financial years. Purchase order copy of the same may be attached as proof.	
11	Demand Draft No. & Date for Tender Fees (Non refundable) of Rs. 1,000/-	
12	Demand Draft No. & Date for EMD of Rs. 12,000/- (For those Applicable)	
13	Validity of Offer	

Date:

Seal & Sign. Of Bidder

SECTION: V

CHECKLIST

TENDER No.: CIPET/CSTS/GHY/ADMIN/E-TENDER-05/UVW/2019-20

1. Have you deposited requisite Tender Fees & EMD?
2. Have you enclosed valid Registration Certificate of Establishment of Firm?
3. Have you enclosed your PAN Certificate?
4. Have you enclosed Registration Certificate of GST?
5. Have you sealed & signed all the pages of Tender document?
6. Have you enclosed experience certificate/ orders copies?

SECTION: VI
PRICE SCHEDULES

[To be submitted along with the Financial Bid]

(Supply & Installation of Hydrostatic Pressure Testing Machine at CIPET CSTS GUWAHATI)

Date:

To,

CIPET CSTS Guwahati, Besides NH - 31, Changsari, Guwahati Assam - 781101

Dear Sir,

Subject: Financial Bid for Supply & Installation of Hydrostatic Pressure Testing Machine at CIPET CSTS Guwahati.

Ref: Your E-Tender No.: CIPET/CSTS/GHY/ADMIN/E-TENDER-03/HPTM/2020-21

In response to tender enquiry cited above, we are pleased to enclose the following as our financial bid for your kind consideration.

SI. No.	Description of the Item	Unit	Quantity	Basic Price Per Unit (Rs.)	Applicable Taxes (Rs.)	Total Amount (Rs.)
1	Supply & installation of Hydrostatic Pressure Testing Machine at CIPET CSTS GUWAHATI (Detailed description in Section II of Tender Document)	Nos.	01	To be filled in price template and submitted separately. Format only to be signed with seal as part of Technical Bid Document.		
2	Installation Charges (If Applicable)	Nos.	01			
3	Delivery / Courier Charges (If Applicable)	Nos.	01			
Total Amount (Rs.)						
Total Amount (Words):						

Note:

1. In case of discrepancy between unit price and total price, the unit price shall prevail.
2. Price should be quoted exactly as per the format given above.

Name:

Place:

Signature of Bidder / Tenderer with Seal