

**GOVERNMENT OF INDIA
DEPARTMENT OF SPACE
INDIAN INSTITUTE OF REMOTE SENSING
IIRS
DEHRADUN
PURCHASE & STORES
INVITATION TO TENDER**

Ph No: 0135 - 2524317
Fax 0135 - 2528041
Email: pns@iirs.gov.in

Date :27/09/2013

M/s

000000

Our Ref No : GIER 2013-000294-01

Tender Due: 15:00 Hrs ISTon 17/10/2013

Dear Sirs,

Please submit your sealed quotation , in the Tender Form enclosed here along with the descriptive catalogues / pamphlets /literature ,superscribed with Our Ref.No. and Due Date for the supply of the following items as per the terms & conditions mentioned in Annexure(Form No:)

S.No.	Description of Items with Specifications	Unit	Quantity
1	AUTOMATED DIGITAL RUNOFF RECORDER SPECIFICATIONS AS PER ANNEXURE ENCLOSED	NOS.	3

DELIVERY AT: IIRS

MODE OF DESPATCH DOOR DLVRY

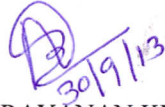
DUTY EXEMPTIONS

SPECIAL INSTRUCTIONS NIL

SPECIFIC TERMS

Note:

- Specification of item – Annexure –I
- General Terms & Condition - Annexure-II
- Additional Terms & Conditions – Annexure-III


V.V. NARAYANAN KUTTY
PURS. & STORES OFFICER
For and on behalf of the President of India
The Purchaser

ok

**GOVERNMENT OF INDIA
DEPARTMENT OF SPACE
INDIAN SPACE RESEARCH ORGANISATION
INDIAN INSTITUTE OF REMOTE SENSING
4 KALIDAS ROAD, POST BOX NO.135
DEHRA DUN**

MPR- 2013000294/ For Supply of Automatic Digital Run Off Recorder

AUTOMATED DIGITAL RUNOFF RECORDER

Specifications:

- **Sensor:** Optical Shaft Encoder coupled float
- **Range:** 0 to 5.0 meter
- **Resolution:** 1mm
- **Accuracy:** Better than +/-5mm
- **Cable length:** 6.0 meter
- **Anti-Slippage:** Double grooved pulley system that virtually eliminates slippage
- **Display:** 16 characters X 2 lines alphanumeric LCD display for instantaneous values
- **Data memory:** 128K non volatile EEPROM that retains data even if battery fails
- **Recording Rate:** Programmable from 1 min to 24 hours
- **Clock:** have in built Real Time Clock
- **Power Supply:** 12V/14 Ah Sealed Maintenance free Battery
- **Battery charging:** Battery Charger and Solar Panel Charging also
- **Data recording:** Date; Time; Water Level; Maximum; Minimum
- **Operating Temp:** 0 to 50 degree Celsius
- **Operating RH :** 0 to 90% non-condensing
- **Enclosure:** Weather proof with locking arrangement
- **Data Retrieval:** Through USB Data shuttle


30/9/13

Purchase & Stores Officer

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GENERAL TERMS & CONDITION AGAINST MPR- 2013000294/ for supply of Automatic Digital
Run Off Recorder

1. Quotation should be submitted in a sealed envelope super scribing our tender No. & due date and sender Name with full address including telephone No/Fax Number.
2. **Specifications:** Item should be offered strictly confirming to our specifications. The deviation in specifications, if any shall be clearly indicated in the quotation. The make/type & Model No. of item should be indicated in the quotation.
3. **Terms of Price :** Quotation should be submitted on F.O.R Destination price including transit insurance. Preference will be given to those tenders offering supplies from ready stock and on F.O.R. Destination basis/Delivery at site. Ex-Works, Ex-Go down/F.O.R Dispatching station, the approximate packing, forwarding charges and freight should be indicated by the supplier.
4. **Validity:** The quotation should be valid for a minimum period of 90 days from the date of opening the bids
5. **CST -** With effect from 01.04.2007, Form-D has been withdrawn for Inter-State purchases by Government Departments. Now the percentage of CST on the Inter-State sales to Government Departments shall be the percentage of VAT/State Sales Tax as applicable in the State of the Seller/Dealer. Accordingly, the suppliers have to indicate clearly the % of CST applicable against each case in their offers.
6. The Tenders received on or before the due date and time including the tenders received by fax on the above fax number will only be considered as valid tenders. **Fax offers in case of two-part tenders will not be considered**
7. **Customs Duty -** IIRS is eligible for **Customs Duty exemption** as per Notification No. 51/96 dated 23/6/1996 as amended by Notification No. 24/2007 dated 01.03.2007 and amended by 12/2012, dated: 17.03.2013 . This may be taken into account while quoting for import items, if any.
8. In case tenderers offering items considering customs duty exemption, they should also indicate the price, separately, with Customs Duty component and terms and conditions thereto
9. **Delivery Period:** Specific delivery period should be specified in your quote. **If item ordered are not delivered within the stipulated delivery period, Liquidated Damages will be levied @ 0.5% of the value per week or part of a week subject to a maximum of 10% of the total value of goods or 10% value of goods that could not be put to use due to late supply, whichever is lower.**
10. **Payment:** Our normal payment terms are: Within 30 days from the date of receipt and acceptance of the materials for orders value Rs. 2.0 Lakhs. For order value above Rs. 2.0 Lakhs, 90% payment within 30 days and 10% against Bank Guarantee for the warranty period.
11. In case of imported stores “ Sight Draft through SBI, providing for 90% of invoice value at sight on presentation of documents and balance 10% payment will be made upon expiry of warranty period or against Bank Guarantee for a like amount on a nationalized bank in the text prescribed by IIRS.

12. In case of imported stores, both FOB and CIF prices upto Indian Port of entry viz. New Delhi should be indicated.
13. Indian Agent's commission if any, and the percentage included in the quoted prices should be indicated in case of imported stores.
14. Warranty: Warranty period should be clearly indicated in your quote.
15. Literate/ Technical data should accompany with the quotation.
16. Item should be delivered, Installed at Indian Institute of Remote Sensing(IIRS) 4 Kalidas Road, Dehra Dun,
17. Director , IIRS reserve the right to accept or reject any quotation in full or part thereof without assigning any reasons.

1. **SPECIAL CONDITIONS FOR SUBMITTING QUOTATIONS IN FOREIGN CURRENCY BY THE INDIAN AGENTS**

The Tenderer should submit the following documents/information while quoting:-

- a) Foreign Principal's proforma invoice indicating the commission payable to the Indian Agent and nature of after sales service to be rendered by the Indian Agent.
- b) Copy of Agency agreement with the Foreign Principal, precise relationship between them and their mutual interest in the business.
2. **Advance Payment** - Wherever advance payment is requested, Bank Guarantee from any Nationalized Bank should be furnished.
3. **Liquidated Damages** - In all cases, where advance payment is involved and where delivery is critical Liquidated Damages clause will be applicable at 0.5% per week or part thereof subject to a maximum of 10% of total order value.
4. **Performance Bank Guarantee** - Wherever called for Performance Bank Guarantee for 10% of the order value should be furnished covering the warranty period.
5. The delivery period mentioned in the tender enquiry, **IF ANY**, is with the stipulation that no credit will be given for earlier deliveries and offers with delivery beyond the period will be treated as unresponsive.
6. The Department will have the option to consider more than one source of supply and final orders will be given accordingly.
7. The bidders should note that conditional discounts would not have edge in the evaluation process of tenders.
8. Non-acceptance of any conditions wherever called for related to Guarantee/ Warranty, Performance Bank Guarantee, Liquidated damages are liable for disqualification.
9. Wherever installation/ commissioning involved, the guarantee/warranty period should reckon only from the date of installation and commissioning.
10. The following information/ documents are to be furnished wherever applicable.
 1. Product Literature
 2. Core banking account number of SBI
 3. PAN No. in quotation and invoices
 4. Excise Duty, VAT, Service Tax Registration details.


Purchase & Stores Officer

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DEHRA DUN.**

ADDITIONAL TERMS & CONDITIONS TO TENDER ENQUIRY NO.IIRS/P&S/GIER-2013-000294-01

11. Offers should be sent to the following address in a sealed cover duly superscribing the Tender Enquiry number and due date on the cover. Separate covers should be used for submitting offers against different Tender Enquiries.

Purchase & Stores Officer,
Indian Institute of Remote Sensing
No. 4, Kalidas Road, Post Box No. 135
Dehradun- 248001
Phone No. 0135-2524317/4318
Fax No. 135-2748041

12. In case the tenderer is not interested to participate in the tender, the tenderer should send a regret letter giving reasons, failing which future enquiries will not be sent.
13. **In order to avail of the benefits extended by Govt. of India to the Micro and Small Sectors, please submit attested copy of the valid Entrepreneur Memorandum Part-II signed by the General Manager, District Industries Centre or NSIC Registration Certificate alongwith your officer**
14. **High Sea Sales** - Against High Sea Sale transactions:
- Offers shall be on all inclusive basis including delivery upto Sriharikota at the risk and cost of the supplier. Customs Clearance is the responsibility of the supplier and at his cost and risk.
 - 100% payment will be made within 30 days after receipt and acceptance of the items at our site. However, in exceptional cases based on merits of the case, 100% payment against delivery and satisfactory inspection at our site may be considered.
 - Sales Tax is not applicable
 - Customs Duty Exemption Certificate and other relevant documents required for Customs clearance will be provided.
 - High Sea Sales Agreement furnished by the supplier in accordance with the terms and conditions of our purchase order will be signed and issued by IIRS.

15. **SPECIAL CONDITIONS FOR SUBMITTING QUOTATIONS IN FOREIGN CURRENCY BY THE INDIAN AGENTS**

The Tenderer should submit the following documents/information while quoting:-

- Foreign Principal's proforma invoice indicating the commission payable to the Indian Agent and nature of after sales service to be rendered by the Indian Agent.
 - Copy of Agency agreement with the Foreign Principal, precise relationship between them and their mutual interest in the business.
16. **Advance Payment** - Wherever advance payment is requested, Bank Guarantee from any Nationalized Bank should be furnished.

17. **Liquidated Damages** - In all cases, where advance payment is involved and where delivery is critical Liquidated Damages clause will be applicable at 0.5% per week or part thereof subject to a maximum of 10% of total order value.
18. **Performance Bank Guarantee** - Wherever called for Performance Bank Guarantee for 10% of the order value should be furnished covering the warranty period.
19. The delivery period mentioned in the tender enquiry, **IF ANY**, is with the stipulation that no credit will be given for earlier deliveries and offers with delivery beyond the period will be treated as unresponsive.
20. The Department will have the option to consider more than one source of supply and final orders will be given accordingly.
21. The bidders should note that conditional discounts would not have edge in the evaluation process of tenders.
22. Non-acceptance of any conditions wherever called for related to Guarantee/ Warranty, Performance Bank Guarantee, Liquidated damages are liable for disqualification.
23. Wherever installation/ commissioning involved, the guarantee/warranty period should reckon only from the date of installation and commissioning.
24. The following information/ documents are to be furnished wherever applicable.
 1. Product Literature
 2. Core banking account number of SBI
 3. PAN No. in quotation and invoices
 4. Excise Duty, VAT, Service Tax Registration details.

A handwritten signature in purple ink, followed by the date 30/9/13 written below it.

Purchase & Stores Officer