

Sir,

This office is in need of the following items/services, Eligible firms/Companies as per attached criteria may quote their lowest rate. You are requested to send technical and Commercial bid in separate envelope and both should be put up in a another sealed envelope and clearly marked on the cover of envelope Technical bid/ commercial bid , enquiry No. , date of opening. Sealed envelope should reach to Vigyan Prasar latest by dated 30 Jan 2012 up to 12:00 P.M. Technical bid will be opened on same day at 3:30 P.M and commercial/price bid of qualified vendor will be opened on 31 Jan 2012 at 3:30 PM.**If technical and Financial/Price bid not submitted separately, the same(Bid) will not be considered.**

SI No	Item	Qty	Specification
01	Supply, Errection and commissioning of 15KVA DG Set at Vigyan Prasar, C-24,Qutub Institutional Area,New Delhi-16 with buyback offer of Kirlosker 10KVA DG Set Engine Model TA-2(As is, where is basis) Vendors are advised to visit the site before submitting the bid.	01	Silent mode, Auto start, with installation and commissioning. All the charges for loading and off-loading including installation and commissioning will be in supplier's accounts. Kirloskar,Cummin,Mahendra,Fargusan or any renowned reputed brand. Estimated Cost: Rs: 03 Lac
Place for submission of tender: Vigyan Prasar,A-50, Institutional Area,Sector-62,Noida-201309			

A. Other terms and conditions of the tender:

- Specifications and make for each item should necessarily be mentioned as per specification.
- Place of Delivery : FOR: Vigyan Prasar,C-24,Qutub Institutional Area,New Delhi-110016
- Delivery Period : 20 Days from the date of PO
- Validity period : 45 days from the date of opening of bid .
- All bidders can be present at the time of opening the tender. No. separate intimation shall be given in this regard.
- The opening of the tenders shall only be attended by an authorized representative of the firm whose name, designation and address should be indicated in the offer of the firm. Tendering firm shall issue a letter of authority to such representative indicating

the tender no. date due on for the item. In no case un-authorized person shall be allowed to enter tender opening room.

7. **Payment** : 100% payment will be released after inspection and acceptance of item and submission of Performance Bank Guarantee of 10% of the total amount (including taxes) valid for two months beyond warranty period or else 10% of the amount will be released after two months beyond warranty period.
8. **Warranty period** : 03 years onsite warranty warranty certificate from OEM to be provided.
9. **Insurance** : Transit insurance covering all risk for all the items is to be arranged by the Tenderer/supplier.
10. **Special Cause:** **Any or All the tender can** be rejected by the order of the Director, Vigyan Prasar , Noida without assigning any reason whatsoever.
11. **Prices should be quoted on F.O.R. VP, C-24, Qutub Institutional Area, New Delhi-16 basis only.** The buyback old 10KVA DG Set is also to be shipped from the above address. The prices should include installation & Commissioning and taking in to account the price of old 10KVA DG Set.
12. If the item is found to have any defect during of its uses or during the warranty Period, The same has to be replaced free of cost.
13. **Sealed tender should reach "Director, Vigyan Prasar,A-50,Sector -62,Noida-201309" by stipulated date.** Tender received after due date and time by whatsoever reason will not be accepted at all.

14. Penalty for Delayed Services

Penalty / Liquidated Damages shall be charged @0.5% of the contract value per day subject to maximum of 10% of total order value, in case of delay beyond the stipulated time period as given in Clause 3 above. However, if due to unavoidable reasons, extension incompleteness of work is required, then tenderer may apply at least one week before from last date of completion of job to Director VP clearly citing the reason. Extension may be granted in deserving cases only at the discretion of Director VP.

15. The equipment must be supported by a Service Centre manned by the bidder'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 provide toll free number / web / email so that it should be possible to contact the Principal Bidder's (OEM's) support Centre.

16. The bid should be accompanied with an EMD in the form of DD, drawn in favour of Director, Vigyan Prasar, which should be 5 % of the total value of the bid. The EMD of selected bidder(s) will be kept as security deposit till completion of the work and the rest will be released within 45 days from the date of opening of the bids.

In case any deviation from the general terms and condition the bid is liable to be rejected.

17. Material must be properly packed against any damage and insured up to the destination. The material should be directly dispatched to SITE i.e. Vigyan Prasar, C-24, Qutub Institutional Area, New Delhi-16.. All the expenses involved in delivering, unloading, Loading, Installation & Commissioning etc. the equipment at our site, shall be borne by the Bidder. All aspects of safe delivery shall be the exclusive responsibility of the Bidder. Vigyan Prasar will have the right to reject the component/equipments supplied, if it does not comply with the specifications at any point of installation, inspection and testing.

18. Price to purchase the old generator is to be furnished separately in price bid. Vigyan Prasar may change its decision to sale the old gen set.

B. Eligibility Criteria:

Should be reputed, eligible and resourceful Contractors/manufacturer/Authorized Dealer and give an “**UNDERTAKING**”, that they would facilitate their regular support during the warranty period. **In absence of such undertaking, the Bid is liable to be rejected.**

Should have authorized service centre / branch office in New Delhi, NCR area ensuring satisfactory after sales service support. Give complete contact details.

Should have successfully completed three similar types of works. **Enclose copies of three major work orders as otherwise the Bid is liable to be rejected.**

Should be having all the necessary registrations like Service Tax, TIN, PAN etc. **Enclose proof thereof. In absence of supporting documents, the Bid is liable to be rejected.**

Complete contact details of technical staff with name, telephone nos., mobile nos., e-mail etc. for after – sales service support at Vigyan Prasar, C-24, Qutub Institutional Area, New Delhi. **In absence of such details, the bid is liable to be rejected.**

In case any deviation from the general terms and condition the bid is liable to be rejected.

Before submission of the tender, please verify the eligibility criteria and ensure fulfilling all the terms and conditions.

CHECK LIST
Documents to be attached

1. EMD 5% of the total bid price in form of DD in favour of “ Vigyan Prasar” payable at New Delhi.
2. Address of authorized service centre and detail of technical staff with Mobile No: E-Mail for after – sale service support.
3. Proof of three similar works.
4. Documents in support of all necessary registration TIN, PAN, VAT etc.
5. Certificate accepting all the terms and condition of the tender.
6. Undertaking to facilitate regular support during warranty period.
7. If technical and Financial/Price bid not submitted separately, the same (Bid) will not be considered.

Note: Please quote the tender no. and opening date on the top of the cover containing tenders.

Yours sincerely,

(Dr TV Venkateshwaran)
Scientist-E & Registrar