



# भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament  
Deoghat, Jhalwa, Allahabad-211015 (U.P.) INDIA

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Ref. No. : IIIT-A/ENQ/FIP/42/6257/2018

Date : 24<sup>th</sup> March 2018

## Tender Notice

Sealed tenders are invited under **Two Bid Systems** for the **Purchase of Baxter Robot & Its Accessories** at Indian Institute of Information Technology, Allahabad. The detailed specifications and terms & conditions are given in **Annexure I, II, III, IV, V**. Tender document may be downloaded from the Institute website, [www.iiita.ac.in](http://www.iiita.ac.in)

You are requested to submit the quotation by courier/speed post with complete details of specifications, terms & conditions, warranty/guarantee etc. Quotation should be in two separate sealed envelopes "Technical and Commercial Bids" and placed in a single envelope with name of the tender, ref. number and closing date superscripted on the envelope, addressed to the Faculty In-charge Purchase, IIIT-Allahabad upto **20/04/2018 at 12:00 noon**. Quotations duly sealed may also be dropped in the tender box placed in the office of the Faculty In-charge Purchase, IIIT-Allahabad. Basic rate, taxes and freight charges etc. must be quoted separately, F.O.R. destination at IIIT-A, Jhalwa, Allahabad.

The technical bid received in prescribed proforma will be opened in the presence of the tenderers, or authorized representatives interested to be present, on **20/04/2018 at 04:00 P.M.** The Financial bids of only technically qualified tenderers will be opened after evaluation by the Technical Committee. Basic rate, taxes and freight charges etc. must be quoted separately.

Faculty In-charge (Purchase)

### Copy to:

- **PS to Director - for kind information of Hon'ble Director.**

## Annexure-I

### Technical Bid

(On letter head of the Firm & in a separately sealed envelope)

#### PROFORMA FOR APPLICATION

1. Name of the firm: - .....
2. Address of the firm: - .....  
.....
3. Phone Number (With Code):- .....
4. Proprietor's name: - .....
5. Address of Proprietor: - .....
6. Proprietor's Phone No. :- .....
7. Email Id: .....
8. Details of the firm:-
  - (a) Date from which the firm is operating: - .....
  - (b) Turnover of the firm during: - FY 2015-16 (₹).....  
FY 2016-17 (₹).....  
**(Please attach documentary evidence)**
  - (c) PAN No. :- .....
  - (d) GSTIN No. :- .....

9. **E.M.D.:** The tenders should be accompanied in a form of a **Demand Draft/FDR** or **Bank Guarantee** in favour of **Indian Institute of Information Technology Allahabad** payable at **Allahabad** (Any bid without EMD will not be considered). EMD should be enclosed with the Technical Bid document in a separate envelop. The EMD will be returned to the unsuccessful bidders within 15 days and to the **successful bidders have to submit bank guarantee of 10% of total value, valid beyond 2 months of warranty period.**

**Amount of EMD as below:**

Sl. No	Description	EMD Amount	DD No./FDR Date
1.	<b>Baxter Robot &amp; Its Accessories</b>	<b>₹50,000/-</b>	



## Annexure-II

### Technical Specification and Compliance

(To be attached with technical bid)

#### Baxter robot & its accessories

The followings are the technical specifications of Baxter Robot & its Accessories to be delivered as per the Tender / Enquiry –

Item	Specifications	Other Description	Qty	Compliance	Deviation
ROBOT	BAXTER ROBOT	Including One Baxter Torso.	01		
	Mobil Pedestal	Pedestal adjustable to common workplace height, on casters for movement with locking feet for	01		
	Electrical parallel Gripper Kit	<b>Complete Electrical Parallel Gripper (EPG) Kit.</b> Includes – Parallel Gripper, Fingers – 4 Types, Finger Kit – A, Hex key for Installation, Custom hard Plastic Carry Case and a User Guide	01		
	Vacuum Array Gripper Bundle (Includes Vacuum Gripper Starter Kit & Vacuum Array Gripper Pack)	<b>Vacuum Gripper Starter Kit:</b> Vacuum Gripper Platform w/Manifold Block, Adapter Plate, Integrated Vacuum Ejector Kit, Vacuum Cups (3 Types), Extensions (*2), Tubing, latching Valve, Spring Return Valve, Zip Tie Tube Anchors, Hex Keys, Plastic Carry Case and a User Guide. <b>Vacuum Array Gripper Pack:</b> Includes vacuum Cups – 3 Types (*3), Aluminium Extrusion, Extrusion Mounting Hardware (*6), Adjustable Mounting Plates (*2), Tubing, T-fitting (*1), WYE-Fitting (*2), Plastic Carry Case and Idea Book	01		

**Note-** Vendors are required to submit technical compliance sheet as prescribed Proforma. Unfilled signed compliance sheet will not be accepted.

**Signature of the tenderer**

**Seal of the firm**

**Technical Terms and Conditions**

1. **Authorization:** The tenderer should be an authorized dealer/reseller of the Equipment /Original Equipment Manufacturer (OEM) and a certificate to this effect should be enclosed with the technical bid (Enclosed Authorization certificate).
2. Bidder should quote and render all items, specifications and services required in the tender document.
3. Annual Turnover of the firm should be 50 Lakh or more for the last two financial years i.e. 2015-16 & 2016-17. (Profit and loss account duly certified by CA should be provided as attachment with technical bid).
4. An undertaking (self certificate) is to be submitted by bidder that the organization has not been blacklisted by any Central/State Government Department/Organization and educational institutes.
5. Bidder must submit minimum 2 copies of purchase order from Central or State Govt. Institutes/organizations for qualification in the bid.
6. The vendor should have supplied minimum one order of 22 lakh or above for related equipments in last two year i.e. financial year -2015-16 & 2016-17 (Documentary proof required).
7. **Compliance statement:** Compliance statement needs to be provided by vendors clearly specifying **COMPLIANCE/DEVIATION** with remarks of all of the points of **Annexure-II.**

Signature of the tenderer

Seal of the firm



## Annexure-IV

### General Terms and Conditions of the Tender

1. **Submission of quotations:** kindly mention enquiry number, subject, due date, contact address etc., on your quotation. ***Incomplete quotation will not be accepted.***
2. **Meaning of "Supply":** "Supply, installation, commissioning and satisfactory demonstration of the equipment on turnkey basis". If any charges extra are payable for installation and commissioning, the same should be specified in the Financial Bid.
3. **Bid:** The tenders are to be submitted in two part viz. "**Technical Bid**" and "**Commercial Bid**" in two separate sealed envelopes separately. Clearly marked as "Technical Bid and Commercial Bid respectively. Both the sealed envelopes should be placed in a third larger envelope. The main envelope which will contain both the bids should be super scribed with our tender enquiry Number, due date. The commercial bid will be opened only after acceptance of "Technically Bid".
4. Detailed specifications, catalogue/literature of all the items quoted should be supplied with the technical bid.
5. **Warranty:** Warranty will start from the date of successful installation report at IIIT-A. Warranty start and end date should be clearly mentioned in the bill duly signed & stamped and warranty card (as applicable) also.
6. **SECURITY DEPOSIT:** L1 bidder will have to submit Bank Guarantee/FDR of 10% of total contract value from Nationalized Bank against performance bank guarantee. Above amount shall be taken as a security deposit valid beyond 2 months of warranty period. EMD will be released after receiving of Bank Guarantee/Demand Draft.
7. EMD shall be forfeited if the Bidder withdraws the bid during the period of bid validity specified in the tender or in case a successful Bidder fails to furnish the Performance Bank Guarantee (if applicable).
8. **Delivery Schedule:** The supply and Installation period shall commence from the date of issue of confirm purchase order and completion period may be strictly 7-8 weeks.
9. **Payment:** Payment for the items to be supplied by the vendor against the purchase order shall be made by IIIT-A as follows:-  
  
80% payment will be made after 100% delivery of the material on submission of original invoice and original delivery challans duly signed and stamped by the authorised representative of IIIT-A along with performance Bank Guarantee.  
  
Balance 20% payment will be released on submission of installation and warranty certificate duly signed and stamped by the authorized representative of the user department along with submission of performance Bank Guarantee.  
  
In case of imports 100% payment will be made through Letter of Credit. 80% will be paid after submission of original shipping documents & balance 20% will be released after satisfactory installation and commissioning along with submission of performance Bank Guarantee.
10. **Penalty:** If the supply delayed beyond the stipulated time of completion, ~~penalty of 1% to 10% of the contract value may be imposed at the discretion of competent authority, during next two weeks.~~
11. **Exemption:** The institute is exempted from custom in terms of notification No. 51/96-custom dated 23/07/96 and is a University established under M.H.R.D. Govt. of India. Certificate to this if, required shall be provided by the Institute.
12. **Transit Permit (E way bill):** Transit road permit in the prescribe proforma shall be made available as per rule by the Institute on the request of the supplier if, required.
13. **Price Basis & applicable Tax claim:** Price should be quoted by interested tenderer is inclusive of all up to F.O.R. IIITA, Allahabad basis. Vendor should clearly mention the Rate of applicable GST Tax separately, if firm will not mentioned the Taxes clearly on their Price Quotation, IIIT - Allahabad will assume that the quoted price is inclusive of all and no extra

amount in later stage shall be paid by IIIT, Allahabad on account of Taxes. The applicable GST/Taxes if any shall be deducted by IIIT, Allahabad from the supplier Agency Bill/Invoices and deposit to the concerned Statutory Body as per prevailing applicable rules and regulations. The detail of IIIT, Allahabad GST Registration is attached herewith.

14. If it is found that items are fake or of sub-standard quality and not conforming to the required specifications, the firm will have to replace the fake/ sub-standard items with genuine ones immediately but they will also be liable to be blacklisted.
15. Rate quoted by the firm should not be higher than the MRP/ prevailing market rate.
16. Conditional quotations are liable to be rejected. In the event of acceptance, Director's decision will be final. The rates should be quoted as per our required specifications.
17. The rates should be quoted in Indian rupees. Evaluation of offers will be made on the basis of total amount of all items inclusive of all charges, taxes, duties, etc., for the indicated quantity in the attached format. Rate for all the items is to be quoted by the tenderer. In case of any item has not been quoted by any bidder that bid for such items will be loaded with the highest rate received for that item as evaluation is to be done on the total amount of all the items for the indicated quantity. However, while awarding the rate contract successful bidder has to supply all the items and for those items for which bidder has not quoted the rates will get the lowest rate received in the tender. Every bidder has to agree to this condition failing which its offer will not be considered for award of work.
18. The right to accept or reject any tender/ quotation, partially or wholly, including lowest quotation without assigning any reason whatsoever thereof or incurring any liability thereby is reserved with the Director, IIIT, Allahabad. The Director, also reserves the right to split the tender and place the orders for supply of item(s), mentioned in the enquiry letter on one or more tenderer. The decision of the Director, with regard to enforcement of these terms and conditions herein contained, as a result of breach of these conditions by successful Tenderer/s, shall be final and the Director, shall not be liable for any damage/liability put forth by the Tenderers at any stage of the transaction arising out of the enforcement of any or all herein contained terms and conditions.
19. Payment will be made within fifteen days after supply of workstation, satisfactory inspection & satisfactory report. No conditions/ clause with regard to interest etc. shall be entertained.
20. The quantity shown in this tender is only approximate requirement and is subject to alteration at the time of placing the supply order and during the pendency of the quotation it will be binding on the part of the successful Tenderers to honour and comply with such orders placed by this Institute.
21. All the documents submitted must be legible and self attested. Otherwise it is likely to be rejected.
22. In case the firm fails to complete the job within maximum specified period, Institute reserves the right to get the job done by any other firm and the difference of cost if any, will be recovered from the defaulting firm.
23. The EMD shall be returned to the bidder (s) whose offer is not accepted by the Institute within 15 days after finalisation and award of the contract without any interest. Unsuccessful bidders may collect the EMD (within next 10 days after finalization & award of the contract) from Purchase Section, IIIT-A between 3PM to 5PM on any working day after providing a copy of any Photo Identity Card. After these 10 days EMD will be sent by registered post to the postal address provided by the firm/bidder at point no.25 Representative may also collect the EMD on behalf of the bidder, after providing an authorization letter from the bidder along with a copy of his photo identity card. If the return of EMD is delayed for any reason, no interest/penalty shall be payable to the bidder.
24. 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 part of the successful tenderer.
25. **Complete Postal address of tenderer/bidder along with email id & mobile number (to dispatch the EMD to unsuccessful bidder):**

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26. Tender must be quoted in prescribe format on the company/firm letter head.
  27. **Tenderer should take into account any corrigendum published on the Tender document before submitting their bids. All such corrigendum will be placed on IIIT-A website [www.iiita.ac.in](http://www.iiita.ac.in) Intending tenderers are advised to visit [www.iiita.ac.in](http://www.iiita.ac.in) for regular update, if any, till the closing date of tender for any corrigendum/ addendum/ amendment. IIITA will not be responsible for ignorance of corrigendum.**
  28. If any defect is found in transit it will be the sole responsibility of the supplier to get is corrected and installed as desired by the user.
  29. Quoted rate should be valid at least for 03 months.
  30. The firm/company's black listed at any stage need not to apply.
  31. All pages of the tender documents are to be signed and stamped by the tendering firm.
  32. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender.
  33. Director, Indian Institute of Information Technology, Allahabad will be the sole arbitrator of all the dispute and his decision will be binding on both the parties.
  34. Director, Indian Institute of Information Technology, Allahabad reserves the right to alter/modify any or all conditions of this tender notice.
  35. Quotation should be addressed to Faculty In-charge Purchase, Indian Institute of Information Technology, Allahabad-211012 (U.P.) India.
  36. All disputes are subject to Jurisdiction of Allahabad.

**For any query pertaining to this bid correspondence may be addressed to**

**Faculty In-Charge Purchase**  
**IIIT-Allahabad, Deoghat**  
**Jhalwa, Campus**  
**Phone : +91 0532-2922051.**  
**E-mail: [info.purchase@iiita.ac.in](mailto:info.purchase@iiita.ac.in)**



**Faculty In-charge Purchase**

I/We duly certified that the information provided in the proforma is true. I/We agree to the contents of terms & condition of the quotation/tender.

**Seal and Signature of the Proprietor/Authorized Representative**

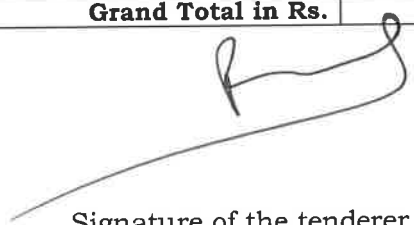
**Annexure-V**

**Financial Bid**

**(On letter head of the Firm & in a separately sealed envelope)**

**Baxter robot & its accessories**

<b>Item</b>	<b>Specifications</b>	<b>Other Description</b>	<b>Qty</b>	<b>Unit Price (in Rs.)</b>	<b>Amount (In Rs.)</b>
ROBOT	BAXTER ROBOT	Including One Baxter Torso.	01		
	Mobil Pedestal	Pedestal adjustable to common workplace height, on casters for movement with locking feet for	01		
	Electrical parallel Gripper Kit	<b>Complete Electrical Parallel Gripper (EPG) Kit.</b> Includes – Parallel Gripper, Fingers – 4 Types, Finger Kit – A, Hex key for Installation, Custom hard Plastic Carry Case and a User Guide	01		
	Vacuum Array Gripper Bundle (Includes Vacuum Gripper Starter Kit & Vacuum Array Gripper Pack)	<b>Vacuum Gripper Starter Kit:</b> Vacuum Gripper Platform w/Manifold Block, Adapter Plate, Integrated Vacuum Ejector Kit, Vacuum Cups (3 Types), Extensions (*2), Tubing, latching Valve, Spring Return Valve, Zip Tie Tube Anchors, Hex Keys, Plastic Carry Case and a User Guide. <b>Vacuum Array Gripper Pack :</b> Includes vacuum Cups – 3 Types (*3), Aluminium Extrusion, Extrusion Mounting Hardware (*6), Adjustable Mounting Plates (*2), Tubing, T-fitting (*1), WYE-Fitting (*2), Plastic Carry Case and Idea Book	01		
				<b>Total in Rs.</b>	
				<b>Taxes (GST)</b>	
				<b>Grand Total in Rs.</b>	

  
Signature of the tenderer

Seal of the firm