



भारतीय सूचना प्रौद्योगिकी संस्थान गुवाहाटी  
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY GUWAHATI  
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**INVITATION LETTER**

Package Code: TEQIP-III/2019/iiit/118/416  
Package Name: IIITG/ ECE Lab Equipment\_FG

Current Date: 19-Aug-2019  
Method: Shopping Goods

To,  
**All interested vendors**  
\_\_\_\_\_  
\_\_\_\_\_

Sub: INVITATION LETTER FOR PURCHASE OF FUNCTION GENERATOR.

Dear Sir,

1. You are invited to submit your most competitive quotation for the following equipment with item wise detailed specifications given at Annexure I,

Sr. No	Item Name	Quantity	Place of Delivery	Delivery Period	Installation Requirement (if any)
1	Function Generator	12 Nos	IIIT Guwahati, Bongora, Guwahati 781015	30 Days	Yes

2. Government of India has received a credit from the International Development Association (IDA) towards the cost of the Technical Education Quality Improvement Programme [TEQIP]-Phase III Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.
3. Quotation
  - 3.1 The contract shall be for the full quantity as described above.
  - 3.2 Corrections, if any, shall be made by crossing out, initialling, dating and re writing.
  - 3.3 All duties and other levies payable by the supplier under the contract shall be included in the unit Price.
  - 3.4 Applicable taxes shall be quoted separately for all items.
  - 3.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
  - 3.6 The Prices should be quoted in Indian Rupees (₹) only.
4. Each bidder shall submit only one quotation.
5. Quotation shall remain valid for a period not less than 90 days after the last date of quotation submission.
6. Evaluation of Quotations: The Purchaser will evaluate and compare the quotations determined to be Substantially responsive i.e. which
  - 6.1 are properly signed; and
  - 6.2 Confirm to the terms and conditions, and specifications.

- 6.3 You are also requested to submit the following documents:-
- Proof of Registration under relevant law, such as Companies Act, and / or Shops & Establishment Act or Trade License from appropriate authority etc.
  - Dealership/authorisation certificate from the OEM (Original Equipment Manufacturer).
  - Copy of PAN, GSTIN
  - Details of the after sales service facilities available at Guwahati, Assam responsible for maintaining the computers during the entire period of warranty.
- 6.4 In addition to above, bidders intending to offer bids in response to advertisement published in the official website of the Institute (i.e. [www.iiitg.ac.in](http://www.iiitg.ac.in) ) should submit the following :-
- Details of the similar items ordered by Government/ Autonomous Institute(s) during last three years as per Annexure-II.
  - Copies of the Purchase order(s) of similar items from Government/ Autonomous Institute(s) during last three years.
7. The Quotations would be evaluated for all items (full quantity) together.
8. Award of contract The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- 8.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of Contract.
- 8.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be Incorporated in the purchase order.
9. Payment shall be made in Indian Rupees as follows:
- Satisfactory Delivery & Installation - 90% of total cost  
Satisfactory Acceptance - 10% of total cost
10. All supplied items are under comprehensive onsite warranty of 36 months from the date of successful acceptance of equipment.
11. You are requested to provide your offer latest by 16:00 hours on 02-September-2019.
12. Detailed specifications of the items are at Annexure I.
13. Testing/Installation Clause (if any) yes
14. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
15. Sealed quotation to be submitted/ delivered at the address mentioned below,
- The Director ,  
Indian Institute of Information Technology Guwahati  
Bongora, Guwahati, Pin-781015**
- Note:- The quotation must be enclosed in a sealed envelope superscribed with –“IQ no:- TEQIP-III/2019/iiit/Shopping/118 , due date: 02.09.2019 and time 1600 Hrs”**
16. We look forward to receiving your quotation and thank you for your interest in this project.

Sd/-  
(Authorized Signatory)  
Name & Designation  
Gautam Barua, Director

## Annexure-I

### Name of Equipment:- Function Generator

SL No.	Parameters	Required Specifications
01	Bandwidth	20 MHz
02	Waveforms	Sine, Square, Pulse, Ramp, Noise, DC, Sin( x)/ x, Gaussian, Lorentz, Exponential Decay, Haversine or more
03	Channel	2
04	Sine Wave	1 $\mu$ Hz to 20 MHz
05	Square Wave	1 $\mu$ Hz to 10 MHz or better
06	Ramp Wave	1 $\mu$ Hz to 200 kHz or better
07	Pulse Wave	1mHz to 10 MHz or better
08	Other Waveforms if any	1 $\mu$ Hz to 200 kHz or better
09	Arbitrary Waveforms	1mHz to 10 MHz or better
10	THD	<0.2 % (20 Hz to 20 kHz, 1 Vp- p) or better
11	Amplitude, 50 $\Omega$ Load	10mVp- p to 10 Vp-p ( Minimum)
12	Amplitude, Open Circuit	20mVp- p to 10 Vp-p ( Minimum)
13	Output Impedance	50 $\Omega$ (Standard)
14	Load Impedance	May be selectable: 50 $\Omega$ , High Z
15	Protection	Overload Protection
16	Accuracy	$\pm$ (1% of setting +1 m V), ( 1 kHz sine waveform, 0 V offset, >10 mVp-p amplitude) or better
17	Resolution	0.1 mV (p-p), 0.1 mV (rms), 0.1 dBm, or 4 digits
18	DC Offset Range, 50 $\Omega$ Load	$\pm$ (5Vpeak - amplitude Vp-p/2) or better
19	DC Offset Range, Open Circuit	$\pm$ (10Vpeak - amplitude Vp-p/2) or better
20	Modulation	AM, FM, PM, FSK, BPSK, PWM (Minimum)
21	Sweep	Linear, Logarithmic
22	Rise/Fall Time	$\leq$ 20 ns or better
23	Nonvolatile Memory	Min 4 Waveforms or equivalent
24	2 Channel Characteristics	Independent Operation, Equal or differential; Relative Phase 0° to 360 °;
25	Line Supply Voltage	220 V AC ~ 50Hz (Indian)
26	Trigger/ Gate/Mod. Input	External
27	Interface	USB, LAN ( 10 /100 Base- T) Interface
28	Any other added feature	Vendor should clearly mention other features if any

### Annexure-II

Details of the similar equipment ordered by Government/ Autonomous Institute(s) during last three years

SI No	Date of Order	Institute's Name	Name of Equipment ordered	Quantity	Order value in ₹	Whether successfully completed the Order (Yes/No)

Signature of Supplier

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No: \_\_\_\_\_

**FORMAT FOR QUOTATION SUBMISSION**

(In letterhead of the supplier with seal)

Date: \_\_\_\_\_

To:

\_\_\_\_\_  
\_\_\_\_\_

Sl. No.	Description of Equipment (with full Specifications)	Qty.	Unit	Quoted Unit rate in ₹ (Including Ex-Factory price, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)	Total Price (A)	GST and other taxes payable (₹)	
						In %	In figures (B)
1	Function Generator	12					
<b>Total Cost</b>							

Gross Total Cost (A+B): ₹ \_\_\_\_\_

We agree to supply the above Equipment in accordance with the technical specifications for a total contract price of ₹ \_\_\_\_\_ (Amount in figures) (Rupees \_\_\_\_\_ amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of \_\_\_\_\_ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No: \_\_\_\_\_