

भारतीय सूचना प्रौद्योगिकी संस्थान गुवाहाटी
Indian Institute of Information Technology Guwahati
बंगरा गुवाहाटी 781 015, भारत
Bongora, Guwahati 781 015, India



(e-Tender Notice)
Notice Inviting e-Tender (NIT)
for Supply & Installation of
Arbitrary Function Generator

Notice Inviting e-Tender (NIT) for
Supply & Installation of Arbitrary Function Generator

NIT No: IIITG/SnP/2022/235/105

Date: 07.11.2022

1	Name of the Tender	SUPPLY & INSTALLATION OF ARBITRARY FUNCTION GENERATOR
2	Tender Document	The bid form can be freely downloaded from IIITG Website: https://mhrd.euniwizarde.com as well as https://www.iiitg.ac.in from 07.11.2022 onwards. However, the bidder has to submit online bids i.e. Technical Bid and Commercial Bid through e-procurement portal https://mhrd.euniwizarde.com only.
3	Cost of Tender Form	Nil
4	EMD (Earnest Money Deposit)	₹15000.00 (<i>Rupees Twenty Thousand Only</i>) to be paid through e-payment in the e-procurement portal. Bidders registered with National Small Industries Corporation (NSIC)/ Ministry of Micro Small Medium Enterprises are exempted as per govt. guidelines.
5	Due date and time for submission of Tender	21.11.2022 up to 1500 Hours
6	Date of Opening of Technical Bid	21.11.2022 up to 1530 Hours (To be opened electronically in the online e-procurement portal)
7	Opening of Price Bid	Date and time will be communicated vide corrigendum notice in due course of time in the e-procurement portal https://mhrd.euniwizarde.com
8	Mode of Submission of Tender	The bidder has to submit online bids i.e. Technical Bid and Commercial Bid through e-procurement portal https://mhrd.euniwizarde.com . No manual bid will be accepted. Bidders can witness electronic opening of bid.
9	Contact person	Associate Dean (Admin) Indian Institute of Information Technology Guwahati Bongora, Guwahati-7810153 e-mail: adadmin@iiitg.ac.in , snpoffice@iiitg.ac.in

INDEX

Sl. No.	Description	Page No.
1	Instruction to Bidders	04-0
2	Eligibility Criteria	06
3	Scope of Supply	06
4	Terms & Conditions	06-08
5	Annexures	10-15
6	Annexure-I (ELIGIBILITY COMPLIANCE)	10
7	Annexure-II (BIDDERS DETAIL)	11
8	Annexure-III (PRODUCT SPECIFICATION, QUANTUTY DETAILS)	12-13
9	Annexure-IV (Format of BOQ)	14
10	Annexure-V (Self-Declaration that the service provide has not been Black Listed)	15



भारतीय सूचना प्रौद्योगिकी संस्थान गुवाहाटी
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY GUWAHATI
बंगरा गुवाहाटी- 781015, भारत
Bongora, Guwahati-781015, India

**NOTICE INVITING E-TENDER (NIT) FOR SUPPLY
& INSTALLATION OF ARBITRARY FUNCTION
GENERATOR**

The Director, Indian Institute of Information Technology Guwahati, invites online bids (e-Tender) in Two Bid system from eligible bidders for Supply & Installation of Arbitrary Function Generator as per Product Specification details in the Annexure-III attached herewith. The quotation in two bid is to be submitted via <https://mhrd.euniwizarde.com>

Please note –

- A. Intending bidders may download the NIT document(s) from the website <https://mhrd.euniwizarde.com> directly.
- B. The NIT is also published in the Institute's Website <http://www.iiitg.ac.in>
- C. There is No Tender Fee/Cost of Tender.
- D. NIT document is divided into four parts i.e.
 - (1) Instruction to Bidders
 - (2) Eligibility Criteria
 - (3) Scope of Supply
 - (4) Terms & Conditions and
 - (5) Annexures
- E. The bid documents are not transferable and should be digitally signed by the authorized bidder.

Kindly read both the Instructions and Terms properly and see that instructions and terms are fully understood and complied. No correspondence shall be entertained in case your quotation is rejected on ground of not complying with our instructions, terms and conditions. In case of doubt please contact us before 3 (three) working days of the deadline for submission of online bid at through e-mail only to snpoffice@iiitg.ac.in

1. INSTRUCTION TO BIDDERS

1.1 Important Date & Time:

(i)	Date of NIT publishing	:	07.11.2022
(ii)	Document download start date	:	07.11.2022
(iii)	Bid submission start date	:	07.11.2022
(iv)	Deadline for submission of online bid	:	21.11.2022 ; 1500 Hrs
(v)	Time and date for Technical bid opening	:	21.11.2022 ; 1530 Hrs
(vi)	Time and date for Price bid opening	:	Will be communicated vide corrigendum notice in due course of time in the e-procurement portal https://mhrd.euniwizarde.com

- 1.2 Quotations will have to be submitted in Two Bid [Technical Bid & Financial Bid to be submitted separately].
- 1.3 Tender document can be freely downloaded from MHRD's e-Procurement portal <https://mhrd.euniwizarde.com> as well as <https://www.iiitg.ac.in> from 07.11.2022 onwards. However, the bidder has to submit bids i.e. Technical Bid and Commercial Bids through the e-procurement portal <https://mhrd.euniwizarde.com> only. Submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Point -1.1.
- 1.4 Submission of bids: Bids are to be submitted through online to the website <https://mhrd.euniwizarde.com> in two bids, one in Technical bid & the other is Financial bid, before the prescribed date and time using Digital Signature Certificate (DSC). The documents duly digitally signed are to be uploaded.
[The process of registering on the MHRD's e-tender Portal, and submitting bid online by the prospective bidders may be obtained at: <https://mhrd.euniwizarde.com>]
- 1.5. **Technical Bid (Cover-1):** The technical bid should contain scanned PDF copies of the following documents with seal and signature of the authorized official of on all the documents uploaded:-
- 1.5.1 Copy(s) of documents supporting Eligibility Criteria (e.g. Turnover, Experience, etc.).
 - 1.5.2 Compliance certificate as per Annexure-I.
 - 1.5.3 Bidder's detail as per format at Annexure-II .
 - 1.5.4 **Details of the Quoted Product (Product Brochure to be submitted) in compliance to Product Specification mentioned in Annexure-III.**
 - 1.5.5 Self Declaration as per Annexure-V.
 - 1.5.6 PAN and GST Registration Certificate- enclose a copy of the Certificates.
 - 1.5.7 Banker's Detail.
- 1.6 **Financial Bid (Cover-2):** The financial bid should contain Bill of Quantities (BOQ) in excel format to be downloaded from the e-procurement portal <https://mhrd.euniwizarde.com> only. The bidder is to quote the rate in the space marked for quoting rate in the BOQ. Only downloaded copy with same file name of BOQ document must be uploaded by the bidder after filling up. A sample copy of the BOQ is at **Annexure-IV**.
- 1.7 Query, if any, may be made before 3 working days of the deadline for submission of online bid through e-mail only to snpoffice@iiitg.ac.in .
- 1.8 **Evaluation of Process:**
The technical bid envelopes will be opened right after the time and last date of tender submission. These bids will be examined for compliance with the requirements of the tender. Bids that are substantially responsive to the tender will be shortlisted and the price bids of only the shortlisted bidders will be opened at a date and time to be notified later. The bidder with the lowest price among the opened tenders will be awarded the contract.
- 1.9 **Subcontracting:** No subcontracting is allowed under any circumstance.
- 1.10 **Award:** The Institute will award the work to the successful bidder. The successful bidder will be notified in writing and the bidder will confirm the same in writing. The decision taken by the Institute in process of Tender evaluation will be full and final and binding on all the bidders.

2. ELIGIBILITY CRITERIA

- 2.1 **Registration:** Bidders should be the manufacturer / authorized dealer and must be registered in India as required by law.
- 2.2 **Letter of Authorization :** Letter of Authorization from original equipment manufacturer (OEM) specific to the equipment mentioned in the tender should be enclosed. OEM as a bidder need not submit the same.
- 2.3 **Undertaking from the OEM:** An undertaking from the OEM is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support for the warranty as well. The OEM also has to declare that they will be solely responsible for providing warranty during the entire warranty/AMC period.
- 2.4 **Turnover:** Bidder should have average annual Turn Over of at least ₹15 Lakhs in the last three financial years.
- 2.5 **Experience:** The bidder and the OEM should have minimum two years of experience in supplying Arbitrary Function Generator to reputed Institutes i.e. IIT/IIIT/NIT/Central or State Universities etc. during the last four years.
- 2.6 Non-compliance of tender terms, non-submission of required documents, lack of clarity of the specifications, contradiction between bidder specification and supporting documents etc. may lead to rejection of the bid.
- 2.7 In the tender, either a bidder on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender.
- 2.8 If a bidder submits bid on behalf of the Principal/OEM, the same bidder shall not submit a bid on behalf of another Principal/OEM in the same tender for the same item/product.

3. SCOPE OF SUPPLY

Technical specification and quantity required is attached at Annexure-III (page-12-13)

4. TERMS & CONDITIONS

- 4.1 **Rates :** Rates quoted for items should be in INR(₹) . Rate should be quoted in BOQ sheet provided in the Cover-2 section of this NIT , failing which the bid shall be disqualified. A copy of the BOQ format is attached as Annexure-IV. Incomplete BOQ submitted will lead to rejection of the bid.
- 4.2 **Validity of Quotation:** Quoted rates must be valid for 90 days from the last date of submission of quotation.
- 4.3 **Earnest Money Deposit:** The tenderer/bidder should submit an EMD amount of ₹15,000.00 (*Rupees Fifteen Thousand Only*) through **E-Payment**. The Technical Bid without EMD would be considered as UNRESPONSIVE and will not be accepted. The EMD will be refunded without any interest to the unsuccessful bidders after the award of contract. Earnest Money Deposit (EMD / Bid Security (BS) has to be submitted by bidders except those who are registered with National Small Industries Corporation (NSIC)/ Ministry of Micro Small Medium Enterprises or as per GFR 2017 guidelines.
- 4.4 **Late Quotation:** Any Quotation uploaded after the deadline for submission of Quotations will be rejected.

- 4.5 Amendments:** At any time prior to the deadline of submission of Quotations, the purchaser, for any reason may modify the NIT documents by amendment.
- 4.6 Performance Bank Guarantee (PBG):** The successful bidder must submit a valid bank guarantee on any nationalized bank amounting to 3% of the order value towards performance Security valid for the period of warranty plus 60 days. PBG should be submitted within 30 days from the date of receipt of the purchase order . The same will be released on application by the supplier after the completion of the said period (warranty period + 60 days).
- 4.7** The bidder or any of its partners should not have been blacklisted by any Govt./Semi Govt./Dept or any other organization in the last three years. Self-declaration in the attached format at Annexure-V to be provided/uploaded.
- 4.8 Conditional Quotation not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional Quotations shall not be accepted on any ground and shall be rejected straightway. Printed conditions mentioned in the bids submitted by bidders will not be binding on IIITG.
- 4.9 Goods and Service Tax (GST):**
4.9.1 GST Registration number of the firm will have to accompany the quotation
4.9.2 GST Deduction at source as per Order/ notification of the Govt.
4.9.3 GST No of IIIT Guwahati is 18AAAAI7284H1ZF
- 4.10 Delivery schedule:** Delivery of ordered equipment should be made within a maximum of 30 days from the date of placement of purchase order.
- 4.11 Supplier Integrity:** Supplier Integrity The Supplier is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state of the art methods and economic principles and exercising all means available to achieve the performance specified in the contract.
- 4.12. Installation & Demonstration;** On-site installation and demonstration of the equipment should be provided within one month of the delivery of the item at IIIT Guwahati. In case of any mishap/damage to equipment and supplies during the carriage of supplies from the origin of equipment to the installation site, the supplier has to replace it with new equipment/supplies immediately at its own risk. Supplier will settle its claim with the insurance company, IIIT Guwahati will not be liable to any type of losses in any form.
- 4.13 Warranty:** On-site Warranty of 03 (Three) years period shall be from the date of installation of the item at IIIT Guwahati site of installation. The Supplier shall in addition, comply with the performance and/or consumption guarantees specified under the contract. If for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall at its discretion make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense. The warranty should be comprehensive on site which will commence on the date of the satisfactory installation/commissioning of the equipment without any manufacturing defect, workmanship and poor quality of the components.

IIIT Guwahati shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall arrange to repair or replace the

defective goods or parts thereof free of cost at buyer's site within 07 days failing which the purchaser may proceed to take actions as may be necessary, at the supplier's risk and expenses and without prejudice to any other rights.

4.14 Training of Personnel: The supplier shall be required to undertake to provide technical training to the personnel involved in the use of the equipment at the Institute premises.

4.15 Enquiry during the course of evaluation not allowed: No enquiry shall be made by the bidder(s) during the course of evaluation of the Bids till final decision is uploaded / published in the e-procurement website. However, the Purchase Committee or its authorized representative (IIIT Guwahati) can make any enquiry/seek clarification from the bidders. In such a situation, the agency shall extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short period notice, as such the bidders have to be ready for the same.

4.16 Payment: At the end of successful implementation (Go Live), 85% of the contracted value shall be paid. Remaining 15% shall be paid after completion of 1-year support period from the day of implementation.

4.17 The acceptance of the quotation will rest solely with the Director, IIITG, who in the interest of the Institute is not bound to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotations received without assigning any reasons.

4.18 Force Majeure: If the performance of the obligation of either party is rendered commercially impossible by any of the events hereafter mentioned that party shall be under no obligation to perform the agreement under order after giving notice of 15 days from the date of such an event in writing to the other party, and the events referred to are as follows:

4.18.1 Any law, statute or ordinance, order action or regulations of the Government of India,

4.18.2 Any kind of natural disaster, and

4.18.3 Strikes acts of the Public enemy, war, insurrections, riots, lockouts, sabotage.

4.19 Termination for default: Default is said to have occurred –

4.19.1 If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by IIITG.

4.19.2 If the supplier fails to perform any other obligation(s) under the contract.

4.19.3 Under the above circumstances IIITG may terminate the contract / purchase order in whole or in part.

4.20 Applicable Law:

4.20.1 The contract shall be governed by the laws and procedures established by Govt. of India and subject to exclusive jurisdiction of Competent Court and Forum in Guwahati or India only.

4.20.2 Any dispute arising out of this purchase shall be referred to the Director, IIIT Guwahati, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Director of the Institute. The decision of such Arbitrator shall be final and binding on both the parties.

Sd/-

(Dr. Ferdous Ahmed Barbhuiya)
Associate Dean (Admin)

5. ANNEXURES

5.1 ANNEXURE -I
ELIGIBILITY COMPLIANCE

(A certificate of compliance to NIT term to be enclosed in the Technical bid)

Sl. No	NIT Terms and conditions/ Eligibility Criteria	Supporting document to be provided/uploaded	Yes / No
01	Bidders should be the manufacturer / authorized dealer and must be registered in India as required by law.	Copy of Certificate of incorporation & registration certificate showing type of firm	
02	Letter of Authorization : Letter of Authorization from original equipment manufacturer (OEM) specific to the equipment mentioned in the tender should be enclosed. OEM as a bidder need not submit the same.	From OEM	
03	Undertaking from the OEM : An undertaking from the OEM is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support for the warranty as well. The OEM also has to declare that they will be solely responsible for providing warranty during the entire warranty/AMC period.	Copy of undertaking from OEM	
04	Turnover : Bidder should have average annual Turn Over of at least ₹15 Lakhs in the last three financial years.	CA certified document with name of CA, registration number, signature and stamp to be attached.	
05	Experience: The bidder and the OEM should have minimum two years of experience in supplying Arbitrary Function Generator to reputed Institutes i.e. IIT/IIIT/NIT/Central or State Universities etc. during the last four years.	Copy of Work Order(s) of Bidder and OEM.	
06	Bidder's detail as per format at Annexure-II submitted	As per format	
07	Valid GST Registration Certificate and PAN details	Copy of GST and PAN Certificate	
08	Delivery and Payment term agreed	-	
09	Warranty Term (3 Years on-site) agreed	-	
10	Banker's detail provided	Copy of a cancelled Cheque	
11	Applicable law terms agreed	-	
12	The bidder or any of its partners should not have been blacklisted by any Govt./Semi Govt./Dept or any other organization in the last three years.	Self-declaration in the attached format, Annexure-V	
13	All other terms & Conditions agreed	-	

NIT No.: IITG/SNP/2022/235/105 DATE:07.11.2022

Signature.....

5.2 ANNEXURE -II
BIDDERS DETAIL

Sl No	Name of the company/Firm	To be filled by vendor (Documentary Proof must be attached as applicable)
1	Registered office Name & Address Details of contact person: Name: Designation: Telephone number: e-mail:	
2	Is the company/firm a registered company/firm? If yes, mention year and place of the establishment of the company and submit documentary proof.	
3	PAN No:	
4	GST Registration details:	

NIT No.: IITG/SNP/2022/235/105 DATE:07.11.2022

Signature :

Bidder : M/s.....

Official seal of the bidder

5.3 ANNEXURE -III

PRODUCT SPECIFICATION, Quantity

Name of the Item: Arbitrary Function Generator

Quantity: 12

SL No.	Parameters	Required Specifications
01	Bandwidth	25 MHz or higher
02	Waveforms	Sine, Square, Ramp, Pulse, Noise, DC, Arb, PRBS
03	No of Channels	2
04	Sample Rate of Arbitrary Waveform Generator (Mega Samples/sec)	250 Mega Samples/sec or higher
05	Sine Wave (Frequency Range)	1μHz to 25 MHz or better
06	Square Wave (Frequency Range)	1μHz to 10 MHz or better
07	Ramp Wave (Frequency Range)	1μHz to 200 kHz or better
08	Pulse Wave(Frequency Range)	1mHz to 10 MHz or better
09	Other Waveforms if any (Frequency Range)	1μHz to 200 kHz or better
10	Arbitrary Waveforms	1mHz to 10 MHz or better
11	THD	<0.2% (20Hz to 20 kHz, 1 Vp-p)
12	Amplitude, 50Ω Load	10mVp-p to 10Vp-p (Minimum)
13	Amplitude, Open Circuit	20mVp-p to 10Vp-p (Minimum)
14	Output Impedance	50Ω (Standard)
15	Load Impedance	May be selectable: 50Ω, High Z
16	Protection	Overload Protection

SL No.	Parameters	Required Specifications
17	Accuracy	\pm (1% of setting +1 mV), (1 kHz sine waveform, 0 V offset, >10 mVp-p amplitude) or better
18	Resolution	0.1 mV (p-p), 0.01 mV (rms), 0.1 dBm, or 4 digits
19	DC Offset Range, 50 Ω Load	\pm (5V _{peak} – amplitude V _{p-p} /2) or better
20	Modulation	AM, FM, PM, FSK, BPSK, PWM (Minimum)
21	Sweep	Linear, Logarithmic
22	Rise/Fall Time	\leq 20ns or better
23	Non-volatile Memory	Min 4 Waveforms
24	2 Channel Characteristics	Independent Operation, Combined, Equal or differential
25	Vertical Resolution	16 bit
26	Record Length of Arbitrary Waveform Generator (Kilo Points)	4000 or higher
27	Interface	At least USB, GPIB
28	Operating Temperature Range	0 – 45 °C or better
29	Humidity	At, 30 °C , \leq 90%, At, 40°C, , \leq 50% or better
30	Line Supply Voltage	220V AC ~ 50Hz (Indian)
31	Trigger/Gate/Mod. Input	External
32	Accessories	Compatible Power cord, BNC-Crocodile Cable along with other essential accessories for operation of the equipment.
33	Warranty	3 years onsite
34	Any other added feature	Vendor should clearly mention other features if any

NIT No.: IIITG/SNP/2022/235/105 DATE:07.11.2022

Signature :.....

Bidder : M/s.....

Official seal of the bidder

5.4 Annexure-IV

Format of BOQ*

(*This format will be in MS-Excel and is to be downloaded from the E-Procurement website i.e. <https://mhrd.euniwizarde.com> , to be filled and uploaded in the E-procurement website)

Name of the Equipment	Quantity	Unit Cost (in ₹)	Total Cost (₹)
Arbitrary Function Generator	12		To be filled only in the downloaded version of MS excel file from the e-procurement portal and to be uploaded. This page is for illustration only
GST in ₹			
Grand Total Cost (Including GST) in ₹			

In words: - Rupees.....

Signature :.....

Bidder : M/s.....

Official seal of the bidder

5.5 Annexure-V

[Self-Declaration that the service provide has not been Black Listed]

(On Company letter head duly signed by authorized signatory)

IS/o.....R/o..... police station
.....DistrictDirector/ Partner/ Sole Proprietor of (Firm or
company) do hereby declare and solemnly affirm:

- i) That the firm has not been blacklisted or declared insolvent by any of the Union or State Government / Organization.
- ii) That none of the individual / firm/ company blacklisted or any partners or shareholder thereof has any connection directly or indirectly with or has any subsistence interest in the deponent business/ firm/ company.
- iii) That neither firm not any of its partner has been involved / convicted in any criminal case / economic offense nor any criminal case / economic offense is pending against firm or any partner of the firm before any Court of Law / Police.

Signature :.....

Bidder : M/s.....

Official seal of the bidder