

LIMITED TENDER
for
FABRICATION, SUPPLY AND INSTALLATION OF COOKSTOVE TESTING
HOOD ALONG WITH DUCT

in
SARDAR SWARAN SINGH NATIONAL INSTITUTE OF BIO ENERGY
KAPURTHALA, PUNJAB

TENDER NO.: 348-26/18/2023-R and D
TENDER DATE: 03/01/2024
LAST DATE OF SUBMISSION: 23/01/2024



SARDAR SWARAN SINGH NATIONAL INSTITUTE OF BIO ENERGY (SSS NIBE)
12TH KM STONE, JALANDHAR-KAPURTHALA ROAD, WADALA KALAN, PUNJAB-
144603

Ph. No.: 0182-225-5544; **Email:** sss.nibe@nibe.res.in

Website: <https://www.nibe.res.in/>

CHAPTER - 1
INSTRUCTIONS TO BIDDERS

Sardar Swaran Singh National Institute of Bio Energy (SSS NIBE), Kapurthala invites bids for fabrication, supply, installation, and commissioning of Cookstove Testing Hood along with Duct, as per specifications given below (Chapter-4) and in annexure attached to the tender file. All offers should be made in English and should be written in both figures and words.

The bidders are requested to read the tender document carefully and ensure compliance with all specifications/instructions herein. Non-compliance with specifications/instructions in this document may disqualify the bidders from the tender exercise. The Director General, SSS NIBE, Kapurthala reserves the right to select the item or to reject any quotation wholly or partly without assigning any reason. Incomplete tenders, amendments and additions to tender after opening or late tenders are liable to be ignored and rejected.

Preparation and submission of bids:

- 1) Bidder should consider all corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please take note of the quantity of covers in which the bid documents must be submitted, as well as the titles and contents of each document that must be submitted. Any deviations from these may lead to rejection of the bid.
- 3) The tenders will be received through speed post or by hand at Director General, SSS NIBE, Kapurthala - Jalandhar Rd, Near Pushpa Gujral Science City, Rasulpur, Punjab 144603 or can be received by email at sss.nibe@nibe.res.in (in case of email submission simultaneously a hard copy should be submitted) latest by the due date.
- 4) In the Technical Bids, the bidders are required to provide all the documents that support technical specifications, experience etc.
- 5) The quotation (both Technical and Financial) should be submitted in the different sealed envelopes.
- 6) In case of financial bids, a standard BOQ format has been provided (Annexure II). Bidders are required to download the BOQ and fill their financial offer on the same BOQ format. If the BOQ format file is found to be modified by the bidder, the bid will be rejected.
- 7) The bidder must sign each page and provide the required bid documents one by one as indicated in the tender document.
- 8) The provided tender documents are readable only after the tender opening by the authorized bid openers.
- 9) Bidder should submit the bid in advance for bid submission so that bid reach in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

- 10) The Vendors who have earlier Supplied/Fabricated/Installed such systems in Government Organizations/PSUs etc., may provide the details of such institutions and the cost with name of equipment may also be supplied with the bids.
- 11) The financial bid should include the cost of main equipment/item and its accessories. If there is any separate cost involved etc. that should be quoted separately.
- 12) Each bid should be marked with the following reference on the bid envelope mentioning Technical bid, Financial bid, submitted through speed post or by hand: “Tender number: 348-26/18/2023-R and D; Item Name: COOKSTOVE TESTING HOOD ALONG WITH DUCT; Dated: 03/01/2024”.
- 13) The bidders should submit copies of suitable documents in support of their reputation, credentials and past performance.
- 14) The rates should be quoted in figures (typed or printed) and in word and cutting should be avoided. The final amount should be in figures as well as in words. If there are cuttings, they should be duly initialled, failing which the bids are liable to be rejected.
- 15) Assistant to Bidders: Any queries relating to the tender document and the terms & conditions contained therein should be addressed to tender Inviting Authority for a tender or relevant contact person indicated in the tender.
- 16) If the supplier/firm is original equipment manufacturer (OEM)/authorized dealer/sole distributor of any item, the certificate to this effect should be submitted with the bid.
- 17) Clarifications: In case the bidder requires any clarification regarding the tender documents, they are requested to contact our office (or e-mail: sss.nibe@nibe.res.in) on or before 18/01/2024.
- 18) Tender expenses and documents: All costs incurred by the bidder in the preparation of the tender shall be at the entire expense of the bidder.

CHAPTER - 2

CONDITIONS OF CONTRACT

- 1) Bidders should be the manufacturer / authorized dealer. Letter of Authorization from original equipment manufacturer (OEM) on the same and specific to the tender should be enclosed.
- 2) Any bids received after 23/01/2024 05:00 PM shall not be considered
- 3) The Technical Bids will be opened on 24/01/2024. The date for opening of Financial Bids of the technically qualified bidders will be 25/01/2024.
- 4) While sending rates, the firm shall give an undertaking to the effect that “The terms/conditions mentioned in the enquiry letter/Tender Notice against which the rates are being given are acceptable to the firm.”. In case the firms do not give this undertaking, their rates will not be considered. Undertaking format is given in the Annexure III.

- 5) For any correspondence regarding tender, is to be done on below address: “Director General Sardar Swaran Singh national Institute of Bio energy, Kapurthala - Jalandhar Rd, Near Pushpa Gujral Science City, Rasulpur, Punjab 144603”.
- 6) In the event of any dispute or difference(s) between the vendee Institute (SSS NIBE) and the vendor(s) arising out of non-supply of material or supplies not found according to specifications or any other cause whatsoever relating to the supply or purchase order before or after the supply has been executed, shall be referred to “The Director General, SSS NIBE”, Kapurthala who may decide the matter himself or may appoint arbitrator(s) under the arbitration and conciliation Act,1996. The decision of the arbitrator shall be final and binding on both the parties. The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator.
- 7) All disputes shall be subject to Kapurthala Jurisdiction only.
- 8) All tenders in which any of the prescribed conditions is not fulfilled or any condition is put forth by the tenderer shall be summarily rejected.
- 9) All items listed below may not be necessarily ordered.
- 10) The bidders or their authorized representatives may also be present during the opening of the Technical Bid, if they desire so, at their own expenses. Note: Financial bids of only those bidders will be opened whose technical bids are found suitable by the committee appointed for the purpose. In exceptional situation, an authorized committee may negotiate price with the qualified bidder quoting the lowest price before awarding the contract.
- 11) An undertaking from the OEM is required stating that they would facilitate the bidder on a regular basis with technology/product troubleshooting and extend support for the warranty as well.
- 12) 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.
- 13) Furnishing of wrong/ambiguous information in the compliance statement may lead to rejection of bid and further black listing of the bidder, if prima-facie it appears that the information in the compliance statement was given with a malafide/fraudulent intent.
- 14) Delivery: The Equipment should be delivered and installed within the period as specified in the purchase order. If the bidder fails to deliver and place any or all the Equipment’s or perform the service by the specified date, penalty at the rate of 1% per week of the total order value subject to the maximum of 10% of total order value will be deducted.
- 15) Installation, Training & Demonstration: Bidders need to provide adequate training to the nominated persons of SSS NIBE at their cost. SSS NIBE will not bear any training expenditure. The supplier is required to do the installation and demonstration of the equipment within two weeks of arrival of materials at the SSS NIBE site of installation, otherwise the penalty clause will be the same as per the supply of material.

- 16) Warranty Declaration: Bidders must give the comprehensive on-site warranty as required from the date of successful installation of Equipment against any manufacturing defects and also give the warranty declaration that “everything to be supplied by us here, under shall be free from all defects and faults in material, workmanship and shall be of the highest quality and material of the type ordered, shall be in full conformity with the specification and shall be complete enough to carry out the work, as specified in the tender document.” SSS NIBE should not be liable for repair/replace of any part of setup under warranty if it is from third party also. It will be sole responsibility of the bidder.
- 17) Any deviation in the material, and the specifications from the accepted terms may liable to be rejected and the bidders need to supply all the goods in the specified form to the satisfaction/specifications specified in the order / contract and demonstrate at their own cost.
- 18) Tender Evaluation Criteria: The technical bids will be opened and evaluated by a duly constituted committee. After evaluation of the technical bid, the financial bid for only those offers which have qualified in the evaluation of technical bid will be opened.
- 19) The SSS NIBE reserves the right to cancel the tender at any stage (point of time) without assigning any reason.
- 20) Bidders should go through the tender terms, conditions and specifications carefully and fill in the attached compliance statement accurately and unambiguously. They should ensure that all the required documents are furnished along with the bid.

CHAPTER - 3

TENTATIVE SCHEDULE OF REQUIREMENT

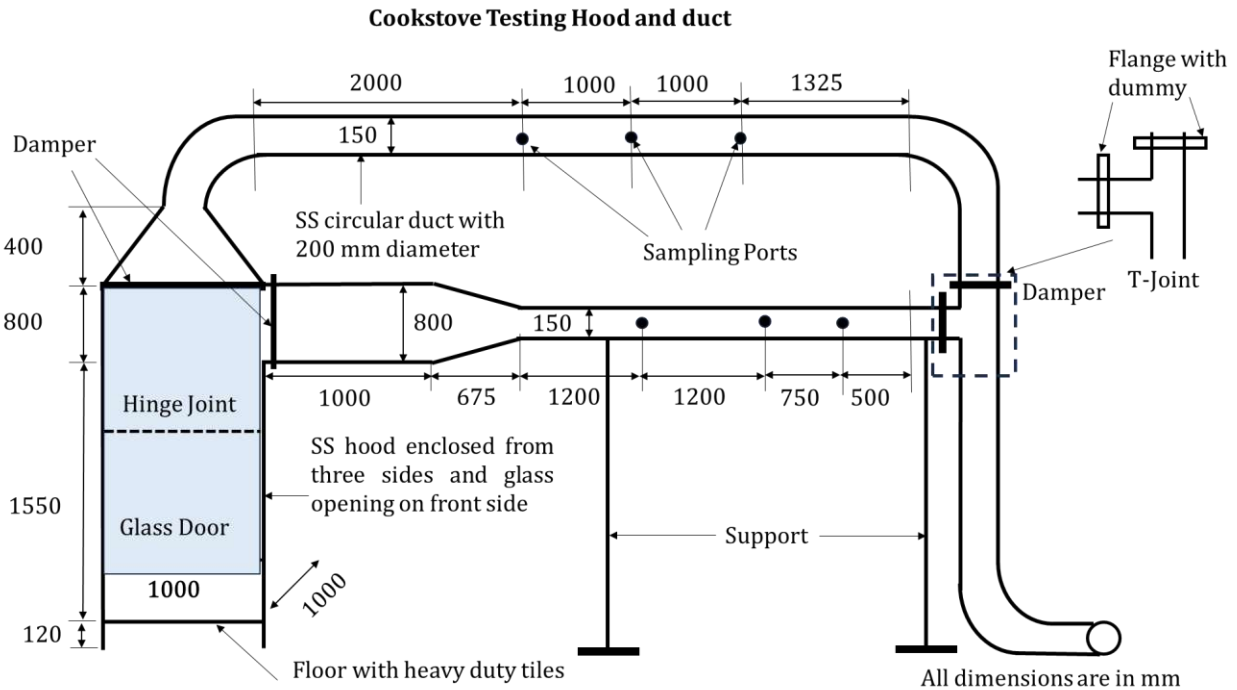
Piece of Work	Date and Time
Publishing on institute website and e-mailing of the tender document	03/01/2024
Start of the Bidding process	03/01/2024
Assistance for Correspondence	18/01/2024
Last date for Bidding Process	23/01/2024
Opening of Technical bid	24/01/2024
Opening of Financial bid (to be notified to qualifiers of technical bid)	25/01/2024
Release of the work order	To be decided

CHAPTER - 4

SPECIFICATIONS AND ALLIED TECHNICAL DETAILS

Technical Specifications of Fabrication and Installation of Cookstove Testing Hood Along with Ducting:

- Detailed Specification of Cookstove Testing Hood



Specification of Cookstove Testing Hood and Duct

- 1) Clear working height – 2000 mm (Approx.)
- 2) Toughened glass with counter weight balancing pattern sliding upwards / downwards on front side.
- 3) 2 x 40 watts FL tubes fitted in the work chamber.
- 4) Electrical built-in extension board with 5 Nos. Switch / Sockets.
- 5) Exhaust ducting diameter 150 mm, SS material with necessary flanges / cones & bends etc.
- 6) Work Table of Glazed tiles inside hood of height 100 mm.
- 7) Dimensions of Hood: 1000 mm × 1000 mm × 2870 mm (L × W × H)
- 8) Dimensions of Gas Mixing chamber: 1000 mm × 1000 mm × 800 mm
- 9) Total length of ducting would be around 12000 mm.
- 10) Material of construction for complete system must be Stainless Steel (SS-304).

Note: The aspects mentioned below must be noted while submitting bids for the above-mentioned cookstove testing hood and duct

1. SSSNIBE, Punjab reserves the right for the minor modifications in the specifications system as and when required based on feedbacks.
2. Any other accessories to make the design fully functional must be supplied by the vendor.
3. The vendor should submit their best price while submitting their bids itself and they will not be allowed to revise the price any time thereafter.
4. Electrical wiring for interconnection of the extension board, and other electrical components up to main supply wherever necessary should be supplied.
5. In case of support for ducting for installation, necessary bolts, pads, washers etc. should be supplied by the vendor.

CHAPTER – 5
PRICE SCHEDULE

- 1) The Prices quoted should be inclusive of all taxes or duties, packing, forwarding, freight, insurance, delivery and commissioning etc. at destination site (SSS NIBE, Kapurthala).
- 2) In case of indigenous item, the vendor should clearly mention the final FOR SSS NIBE, Kapurthala Price, as applicable in their bid.
- 3) Validity: The bid should be valid for acceptance up to a period of 30 Days. The Bidders should be ready to extend the validity, if required without any additional financial implications.
- 4) Terms of Payment: The broad Payment terms shall be as indicated in the below table, however the actual payment terms shall depend on case-to-case basis and will be indicated in the work/purchase order.

Advance upon issuance of the work order	30%
Based on the final installation and inspection at SSS-NIBE	60 %
Upon completion of the performance guarantee period (3 month to 1 year)	10%

Sd/-
Administration

CHECKLIST FOR BIDDERS

Documents to be submitted

Document Name	✓
Bid Particulars	
Technical Bid	
Financial Price Schedule	
Covering letter in Supplier letterhead	
Compliance Statement	
Any other Supporting document i.e. OEM certificate, authorized dealer certificate	

FORMAT FOR SUBMISSION OF BIDDER/ VENDOR DATA

Company/Firm Contact Details	
Name of Company/Firm :	
Type of Registration of the company/firm:	
Date of Registration/ Establishment of company/firm: (Copy of registration document to be enclosed).	
PAN No.:(Copy of certificate to be enclosed).	
GST No.:(Copy of certificate to be enclosed).	
Registered address for the Company/Firm:	
Website of the Company/Firm:	
Contact Address of the Company/Firm:	
Telephone of the Company/Firm :	
Authorized Contact Person for the Company/Firm:	
Mobile No. the Company/Firm:	
Fax for the Company/Firm:	
Email for the Company/Firm:	
Annual Turnover:	
MSME Reg. No. (if Small Scale Industrial UEOI):	
Previous Experience Details (Fabrication/installation of such systems to Government Organizations/PSUs etc.):	
Bank related information	
<ul style="list-style-type: none">• Bank Name:• Branch Name and address:• Bank MICR Code (9 digit):• RTGS-IFC Code :• Account type:• Account no.:• Swift Code:	

I certify that the information given herein is correct to the best of my knowledge and belief.

Signature of Proprietor/CEO/Chairman

Seal of the company/concern

Annexure-I

Ref: -ENQUIRY NO: - 348-26/18/2023-R and D / Cookstove Testing Hood along with Duct

Specification for Cookstove Testing Hood along with Duct

Specification	Yes/No	Remarks, if any
Clear working height – 2000 mm (Approx.)		
Toughened glass with counter weight balancing pattern sliding upwards / downwards on front side.		
2 x 40 watts FL tubes fitted in the work chamber.		
Electrical built-in extension board with 5 Nos. Switch / Sockets.		
Exhaust ducting diameter 150 mm, SS material with necessary flanges / cones & bends etc.		
Work Table of Glazed tiles inside hood of height 100 mm.		
Dimensions of Hood: 1000 mm × 1000 mm × 2870 mm (L × W × H)		
Dimensions of Gas Mixing chamber: 1000 mm × 1000 mm × 800 mm		
Total length of ducting would be around 12000 mm.		
Material of construction for complete system must be Stainless Steel (SS-304).		
At least one year warranty		

Note: The aspects mentioned below must be noted while submitting bids for the above-mentioned cookstove testing hood and duct

1. SSSNIBE, Punjab reserves the right for the minor modifications in the specifications system as and when required based on feedbacks.
2. Any other accessories to make the design fully functional must be supplied by the vendor.
3. The vendor should submit their best price while submitting their bids itself and they will not be allowed to revise the price any time thereafter.
4. Electrical wiring for interconnection of the extension board, and other electrical components up to main supply wherever necessary should be supplied.
5. In case of support for ducting for installation, necessary bolts, pads, washers etc. should be supplied by the vendor.

Financial price schedule
(On Company's Letterhead)

Ref No.

Date:

Indicative Cost

The Deputy Director (Admin)
Sardar Swaran Singh National Institute of
Bioenergy Energy (NIBE) Kapurthala
Punjab, India 144601

Sub: Enlistment of Vendors for Fabrication, Supply and Installation of Cookstove Testing Hood Along with Ducting

The indicative price to be quoted here is for the fabrication, supply and installation cost of the system.

S. No.	Item	Cost (in ₹)
1.	Raw material (SS sheet, Tiles, Toughened glass, counter weights, auxiliaries etc.)	
2.	Fabrication Cost	
3.	Installation Cost	
4.	Transportation Cost	
	Total	

Note:

1. The prices are indicative only. The final price will depend upon the project.
2. The vendor has to fill this price format on the company letter head
3. Total cost of fabrication of system must include all costs including taxes, transportation, etc.
4. Please clearly indicate deviations, if any

Signature:

Name of the Representative Submitting the Bid:

Designation:

Company Seal

Format of covering letter

Ref. No.:.....

Date:.....

Director General
Sardar Swaran Singh National Institute of Bio Energy
Rasulpur, Kapurthala, Punjab
144603

Ref.: Tender No 348-26/18/2023-R and D for supply and installation of Cookstove
Testing Hood along with Duct

Dear Sir,

With reference to above tender notice, we are submitting herewith our offer for above
as per following documents:

1. Technical bid in prescribed format in Annexure-I in sealed envelope no.1 along with
enclosures (No financial figures should be mentioned directly or indirectly in
technical bid).
2. Financial bid in prescribed format in sealed envelope no.2.

We hereby agree to fully abide by all the terms & condition of this tender.

Thanking you,

Yours faithfully,

Name.....

Designation.....

COMPLIANCE STATEMENT FOR THE TENDER
SPECIFICATIONS SSS NIBE, Kapurthala,
Punjab-144603

Ref: - ENQUIRY NO: - 348-26/18/2023-R and D / Cookstove Testing Hood along with Duct

Instructions:

- 1) You have to fill in all columns and ensure that you furnish all the required information accurately and unambiguously.
- 2) If our specification contains any values, you have to provide your values against the column in the same unit as we have specified.
- 3) Deviation in values, materials etc. from our specification may be explained in the remark's column

S. No.	Check list of documents/ Undertakings?	YES/NO	Remarks (Give explanation if answer is No)
1.	Is the bidder original equipment manufacturer (OEM)/ authorized dealer?		
2.	If authorized dealer, recent dated certificate to this effect from OEM, attached or not?		
3.	Undertaking from OEM regarding technical support & extended warranty present.		
4.	Validity of 30 days or not?		
5.	Undertaking from bidder regarding acceptance of tender terms & conditions.		
6.	Whether special discount for SSS NIBE, Kapurthala, Punjab given?		
7.	Does the setup comply with all the specifications as per <u>Annexure-I</u> or mentioned above in the tender file? Attach a separate sheet showing compliance with the specifications and explanations there to if it varies from the requested specifications.		
8.	Whether one year comprehensive onsite warranty offered?		