

## INVITATION OF QUOTATION

**Subject: Quotation for Supply of Instruments**

- A. Punjab State Council for Science & Technology is a Scientific and Industrial Research Organization approved by Department of Scientific & Industrial Research (DSIR) and Central Govt., Department of Finance under clause (ii) of subsection (i) of section 35 of Income Tax Act 1961. We require instruments mentioned in the table below for carrying out R&D work and Energy Audits in industries such as Brick Kilns, under MoEF&CC sponsored project on, **“Technological Adaptation for Gainful Utilisation of Paddy Straw as Fuel to replace Fossil Fuel”**. The work environment in brick kilns & industries is generally quite dusty and use coal/boimass as fuel.
- B. Sealed quotations in separate envelope for each instrument, super scribing the name of instrument are invited from sole manufacturers, authorized stockists and sole selling agents along with detailed technical specification for supply of following instruments by courier/ registered post only:

S. No.	Name of Instrument/item	Technical Specifications	Quantity (No.)	Delivery Period
1.	Non Contact Type Pyrometer*	<ul style="list-style-type: none"> <li>• Temp. Range: 0 to 1500°C</li> <li>• Optics D:S 50:1</li> <li>• Spot marking- Single/Dual/four point laser</li> <li>• Emissivity 0.1-1.0 (Adjustable)</li> <li>• Accuracy: <math>\pm 2\%</math></li> </ul>	<b>1</b>	4 weeks (FOR Chandigarh)
2.	Vane Type Anemometer with Humidity Meter*	<p><b>A. Anemometer</b></p> <ul style="list-style-type: none"> <li>• Air Velocity range: 0.5-30 m/s</li> <li>• Accuracy: <math>\pm 3\%</math></li> <li>• Resolution: 0.1 m/s</li> <li>• Operating Temperature: Up to 50°C</li> </ul> <p><b>B. Humidity Meter</b></p> <ul style="list-style-type: none"> <li>• Measuring Range: 10-95% RH with resolution: 0.1% RH and accuracy: <math>\pm 4\%</math> RH</li> <li>• Temp. Range: 0-50°C with resolution 0.1°C &amp; Accuracy <math>\pm 1^\circ\text{C}</math></li> </ul>	<b>1</b>	4 weeks (FOR Chandigarh)
3.	Digital Differential Pressure Meter *	<ul style="list-style-type: none"> <li>• Measuring Range: <math>\pm 40</math> inches WC</li> <li>• Accuracy: <math>\pm 3\%</math> FS</li> <li>• Temp. Range: 0-50°C</li> </ul>	<b>1</b>	4 weeks (FOR Chandigarh)

\* The bidders are required to quote for the above instruments along with accessories including calibration certificate, battery, carry case & instructions manual etc.

## **TERMS & CONDITIONS**

### **1. Submission of Quotation**

- i. The bidder can submit quotations for single, two or all the three instruments. However, the technical specifications (including make and model) and rates for each quoted instrument should be enclosed in separate envelopes superscripting the name of instrument on it.
- ii. The specifications are only guidelines but the model quoted must incorporate all the features laid out in the specifications.
- iii. The party should preferably quote for only one model for each instrument whose features are similar to or better than the given specifications.
- iv. There should be clear differentiation between main unit, optional accessories and spare kit while quoting.

### **2. Bid Price**

- i. All duties, taxes and other levies payable on the services shall be quoted separately to arrive at the total cost of instrument.
- ii. Corrections, if any, shall be made by crossing out, initialling dating and re-writing.
- iii. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subjected to adjustment on any account.
- iv. The prices shall be quoted in Indian Rupees only.
- v. The damage/loss during transportation of instrument has to be borne by the supplier.

### **3. Validity of quotation**

- i. Quotation shall remain valid for a period for 60 days after the deadline date specified for submission. The quotation should include:
  - a) Supporting documents in proof of sole manufacturer, authorized stockists and sole selling agents are to be submitted along with the quotation.
  - b) Quotation must include original technical literature/ catalogue of the instrument.

### **4. Warranty**

- i. The supplier shall give performance warranty for one year from the date of satisfactory supply of instrument. Any malfunctioning/ failure of any part shall be repair/replaced to the satisfaction of the competent authority without any cost.
- ii. The supplier shall also certify service backup including commitment for the availability of the spare of the system for a minimum period of 5 years from the date of supply of instrument.
- iii. In case of any breakdown of the instrument, during the warranty period, PSCST reserves the right to get the repair done at the risk, cost and responsibility of the supplier. If the supplier fails to do so within a reasonable time period, punitive action as considered suitable by PSCST may be taken against the supplier.

## 5. Evaluation of Quotations

The purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- a) are properly signed
- b) conform to the terms and conditions
- c) where there is a discrepancy between the rate in figures and words, the rates in words will govern.
- d) where there is discrepancy between the unit rate and the line items total resulting from multiplying the unit rate by quantity, the unit rate quoted shall govern.

The quotation would be evaluated as per the description of services and specifications for the each item /instrument. No preference shall be given for higher specifications/efficiency.

## 6. Award of contract

PSCST 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.

- a) Notwithstanding the above, PSCST reserve the right to accept or reject any quotations at any time prior to the award of contract.
- b) The bidder, whose bid is accepted, will be notified of the award of contract by the PSCST prior to expiry of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

7. Payment shall be made within 30 days after delivery of the instrument.

You are requested to submit you quotation latest by 15:00 hrs on 19/01/2017, which will be opened on the same day at 15:30 Hrs. in the presence of bidders, who may like to be present.

We look forward to receiving your quotations.

**Senior Engineer**  
**Punjab State Council for Science & Technology,**  
**Sector 26, Chandigarh**

### CHECKLIST FOR ENCLOSURES

<b>S. No.</b>	<b>Description of Document</b>	<b>Attached/ Not Attached</b>
1	Technical specifications of the proposed instrument offered alongwith Technical literature/Catalogue in original.	
2	Copy of quotation Letter duly signed and stamped in token of acceptance to the terms and conditions.	
3	Supporting documents in proof of sole manufacturer, authorized stockists and sole selling agents are to be submitted alongwith the quotation.	
4	Warranty for One year from the date of satisfactory supply of instrument	
5	Certificate for service backup including commitment for the availability of the spare of the system for a minimum period of 5 years from the date of supply of instrument.	
6	Price Bid as per enclosed format	
7	Any other.	

**SIGNATURE WITH STAMP**

### Format of Quotation

Sr. No.	Description of Services	Technical Specifications	Qty.	Quoted Unit Rate in Rs.		Total Amount (in Rs.)
				In figures	In Words	
1.	Non Contact Type Pyrometer	<ul style="list-style-type: none"> <li>• Temp. Range: 0 to 1500°C</li> <li>• Optics D:S 50:1</li> <li>• Spot marking- Single/Dual/four point laser</li> <li>• Emissivity 0.1-1.0 (Adjustable)</li> <li>• Accuracy: ±2%</li> </ul>	1			
<b>Total</b>						
<b>Taxes &amp; Duties*</b>						
<b>Grand Total Cost</b>						

\* Taxes & Duties should be mentioned separately.

Grand Total Cost: Rs.....

I/We agree to supply the above service in accordance with the description of services of a total contract price of Rs...../- (in figures) (Rs.....) within the period specified in the invitation for quotations.

I/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 with Rubber Stamp**

### Format of Quotation

Sr. No.	Description of Services	Technical Specifications	Qty.	Quoted Unit Rate in Rs.		Total Amount (in Rs.)
				In figures	In Words	
1.	Vane Type Anemometer with Humidity Meter	<p><b>A. Anemometer</b></p> <ul style="list-style-type: none"> <li>• Air Velocity range: 0.5-30 m/s</li> <li>• Accuracy: <math>\pm 3\%</math></li> <li>• Resolution: 0.1 m/s</li> <li>• Operating Temperature: Up to 50°C</li> </ul> <p><b>B. Humidity Meter</b></p> <ul style="list-style-type: none"> <li>• Measuring Range: 10-95% RH</li> <li>• Accuracy: <math>\pm 4\%</math> RH</li> <li>• Resolution: 0.1% RH</li> <li>• Temp. Range: 0-50°C with resolution 0.1°C &amp; Accuracy <math>\pm 1^\circ\text{C}</math></li> </ul>	1			
<b>Total</b>						
Taxes & Duties*						
<b>Grand Total Cost</b>						

\* Taxes & Duties should be mentioned separately.

Grand Total Cost: Rs.....

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### Format of Quotation

S. No.	Description of Services	Technical Specifications	Qty.	Quoted Unit Rate in Rs.		Total Amount (in Rs.)
				In figures	In Words	
1.	Digital Differential Pressure Meter	<ul style="list-style-type: none"> <li>• Measuring Range: <math>\pm 40</math> inches WC</li> <li>• Accuracy: <math>\pm 3\%</math></li> <li>• Temp. Range: 0-50°C</li> </ul>	1			
Total						
Taxes & Duties*						
Grand Total Cost						

\* Taxes & Duties should be mentioned separately.

Grand Total Cost: Rs.....

I/We agree to supply the above service in accordance with the description of services of a total contract price of Rs...../- (in figures) (Rs.....) within the period specified in the invitation for quotations.

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