



**DATE: 03/01/2022**

**INVITATION OF BIDS FOR OPTICAL ASSEMBLY FOR CRYOSTAT AND GLOVEBOX**

**ENQUIRY NO: IITGOA/2021-22/047 DTD 03/01/2022**

1. Quotations are invited in two bid system for the procurement of Optical Assembly for Cryostat and Glovebox in separate envelopes. Please mention the above-mentioned title, enquiry number and due date for submission of bids on the sealed cover to avoid the bid being declared invalid.
2. The address and contact numbers for sending bids or seeking clarifications regarding this RFP are given below –  
  
**Deputy Registrar  
(Stores & Purchase)  
IIT GOA, At GEC Campus,  
Farmagudi, Ponda – Goa.  
403401  
[dr\\_sp@iitgoa.ac.in](mailto:dr_sp@iitgoa.ac.in) / [purchase@iitgoa.ac.in](mailto:purchase@iitgoa.ac.in)**
3. This bid enquiry is divided into three parts as follows:
  - a. Part I – Contains General Information such as the time, place of submission and opening of tenders, Validity period of tenders, etc.
  - b. Part II – Contains Instructions for the Bidders and essential details of the items/services required, such as the Schedule of Requirements (SOR), Technical Specifications, Delivery Period, Place of Delivery and Consignee details.
  - c. Part III – Contains Price Bid format, other details etc.
4. This bid enquiry is being issued with no financial commitment and the Institute reserves the right to change or vary any part thereof at any stage and to withdraw it at any stage.



**Part I – General information**

Tender No.	IITGOA/2021-22/047		
Tender Date	03.01.2022		
Tender Category	Goods		
Tender Type	Open		
No. of Envelopes	2		
Covers Information / Submission of Bids			
Cover No.	Cover Type	Description	Document Type
1	Technical	Technical Specification, Tender Document, Schedule of Requirement and Compliance, Bidders Information/Indian Agent Information, PAC, Declaration of Local Content, Undertaking for Bid Security etc.	.pdf
2	Financial	Financial Bid	.pdf
<p>Two Bid System:</p> <ul style="list-style-type: none"> <li>❖ The two-bid system will be followed for this tender. In this system bidder must submit their offer in separate sealed envelopes as – Technical Bid and Financial Bid.</li> <li>❖ Separate technical bid and financial bid envelopes should be clearly marked as "Envelope No. 1 - Technical Bid" and "Envelope No. 2 - Financial Bid".</li> <li>❖ Both these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed with our Tender No., Due Date and Name of the items quoted and to be submitted to the concern department/section mentioned in tender document.</li> <li>❖ Bids should be forwarded by Bidders under their original memo / letter head inter alia furnishing details like GST number, Bank Details etc. and complete postal &amp; e-mail address of their office.</li> </ul> <p>Note:</p> <ul style="list-style-type: none"> <li>• The technical offer should not contain any price information. If the price quoted is submitted in technical bid the tender will be rejected at the sole discretion of IIT Goa.</li> <li>• Initially Technical Bids will be opened and evaluated by the purchase committee. Financial Bid of only Technically qualified bidders will be opened later.</li> <li>• Contract/ Purchase Order will be awarded to the lowest bidder(L1) of Financial Bid among them.</li> </ul>			
Form of Contract	Supply		
Bid Validity (Days):	120 days		

Period of Work/Delivery Period (Days):	30 days
Pre-Bid Meeting Date & Time:	Will be decided on request
Pre-Bid Meeting Place & Address:	N/A
Modification and Withdrawal of Bids:	A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the Buyer in writing about the clarifications sought not later than 7 (Seven) days prior to the date of opening of the Bids. Copies of the query and clarification by the purchaser will be sent to all prospective bidders who have participated the bidding documents.
Clarification regarding contents of the tender document/RFP:	A bidder may modify or withdraw his bid after submission provided that the written notice of modification or withdrawal is received by the Buyer prior to deadline prescribed for submission of bids. A withdrawal notice may be sent by email but it should be followed by a signed confirmation copy to be sent by post and such signed confirmation should reach the purchaser not later than the deadline for submission of bids. No bid shall be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in Bidder's forfeiture of bid security.
Rejection of bids:	Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.
Unwillingness to quote:	Bidders unwilling to quote should ensure that intimation to this effect reaches before the due date and time of opening of the Bid, failing which the defaulting Bidder may be delisted for the given range of items as mentioned in this RFP.
Contract Type:	Tender
Delivery Location:	Indian Institute of Technology Goa At Goa Engineering College Campus, Bhauasaheb Bandodkar Technical Education Complex, Veling, Farmagudi, Ponda, Goa
Pin Code:	403401
Bid Submission End Date/Date & Time Submission:	31.01.2022 at 17:00hrs
Place of Submission of Bid:	Stores & Purchase Section, IIT Goa, Admin Block, At GEC Campus, Farmagudi, Ponda, Goa-403401
Bid Opening Date & Time:	01.02.2021 at 15:00 hrs
Bid Opening Place:	IIT Goa, Admin Block, At GEC Campus, Farmagudi, Ponda, Goa-403401

Other Terms & Conditions:	As mentioned in technical specification
Technical Clarification:	Name: Dr. Santosh Kumar School of Physical Sciences IIT Goa Email: skumar@iitgoa.ac.in
Tender Inviting Authority:	Name: Registrar Address: IIT Goa Email: <a href="mailto:dr_sp@iitgoa.ac.in">dr_sp@iitgoa.ac.in</a> / <a href="mailto:purchase@iitgoa.ac.in">purchase@iitgoa.ac.in</a> IIT Goa, Admin Block, At GEC Campus, Farmagudi, Ponda, Goa - 403401
Signing Authority:	Registrar



**Part II: Instructions to Bidders**

1. **Schedule of Requirements** – List of items are attached as **Annexure ‘A’**
2. **Technical Details:** Technical details are attached in **Annexure ‘B’**
3. **Two-Bid System:** In respect of Two-bid system, Bidders are required to furnish clause by clause compliance of specifications bringing out clearly the deviations from specification, if any.

**i) The Bidders are advised to submit the following documents along with Technical Bid–**

- a) Compliance certificate in the following format;

Para of tender enquiry specification item-wise (As per annexure B)	Specification of Item offered	Compliance – whether YES/NO	In case of non-compliance, deviation to be specified in unambiguous terms

The offers must strictly be as per the specifications given in Annexure-A. At the same time, it must be kept in mind that mere copying of our specifications in the quotation shall not make the technical bid eligible for consideration. **A bid has to be supported with original catalogue (not of photo copy) of the quoted model duly signed by the OEM and the same must be sent along with the technical bid.** The quoted model should not become obsolete for a minimum period of 5 years (This is for the availability of spares). Therefore, the model quoted should invariably be highlighted in the leaflet/literature enclosed with the quotation. Non-compliance with above shall be treated as incomplete/ambiguous and the bid may be ignored without giving an opportunity to the bidder for further clarification/negotiation etc.

- b) Bidders & Indian Agent's Information (**Annexure C**).
- c) A copy of Indian Agent Agreement / Authorization letter from OEM / OEMs along with tender to be submitted by All Indian Agents, if the manufacturer/supplier is based in abroad.
- d) GST and PAN details
- e) The Bidder should provide a list of customers of previous supply of a similar/ same range of equipment to IIT's/ NIT's/Universities with contact details.
- f) IIT Goa shall compare all substantially responsive bids to determine the lowest evaluated bid. The Institute is following and abide with the revised Public Procurement (Preference to Make in India), Order 2017 P- 45021/2/2017 – B. E. -II dated 16.09.20 issued by DPIIT, Ministry of Commerce and Industry, Govt. of India & subsequent amendments/instructions of Ministry. Accordingly, preference will be given to the make in India products while evaluating the bids. However, it is sole responsibility of the bidder(s) to specify the product quoted by them is of Make in India along with respective documentary evidence in the technical bid itself.
- g) Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Department for Promotion of Industry and Internal Trade (DPIIT). This is also applicable for bidders bidding for finished goods procured directly/indirectly from the vendors from the countries sharing land border with India.

**ii) The following documents should be submitted along with Financial Bid–**

- a) Price Bid. (**Annexure D**)
- b) Previous order of supplies/Justification of quoted rates. (**Annexure E**)

4. **Delivery Period** – Supply to be made within **30 days** from the effective date of issuance of Purchase Order. Please note that P.O. can be cancelled unilaterally by the Institute in case items are not received within the delivery period. Extension of delivery period will be at the sole discretion of the Institute, with applicability of LD clause.

5. **Delivery and Transportation** - Place for supply / installation is '**Indian Institute of Technology Goa, Ponda – Goa**'. The transportation cost & insurance charges up to the destination is to be borne by the bidder.

### **Part III: Conditions of Contract**

1. Award of Contract:

- i. IIT Goa shall award the contract to the technically qualified eligible BIDDER whose bid has been determined as the lowest evaluated financial bid.
- ii. If more than one BIDDER happens to quote the same lowest price, IIT Goa reserves the right to award the contract to more than one BIDDER or any BIDDER.

2. Prices:

**For Import Supplies:**

- i. It is mandatory to quote prices in both, FOB and CIP Mumbai basis.
- ii. In case of multiple options of same product, bidders are requested to quote only one best option and not multiple options.

**For Indigenous Supplies:**

- i. It is mandatory to quote prices in FOR, IIT Goa basis only.
- ii. In case of multiple options of same product, bidders are requested to quote only one best option and not multiple options.

3. Pre-installation:

- i. Please also mention the pre-installation requirements for the equipment like ambient temperature, humidity, civil work, weather specifications, power specifications, etc. When items are provided full performance satisfaction should be demonstrated.

4. Installation:

- i. Supplier shall be responsible for installation / demonstration wherever applicable and for after sales service during the warranty period and thereafter as mentioned in the contract.
- ii. Installation / demonstration to be arranged by the supplier free of cost and the same is to be done within 15 days of the arrival of the equipment at site.

5. Training:

- i. The supplier shall submit training proposal for the operation and maintenance to the personnel of IIT Goa on the offered equipment/machinery.
- ii. Wherever needed, our technical persons should be trained by the supplier at the project site free of cost. In case the person is to be trained at supplier's site abroad or in India it should be mentioned in the quotation clearly. The supplier should bear all the expenses for such training including 'to & fro' fares and lodging & boarding charges.

6. Terms of Payment:

- i. For foreign currency payments: 90% payment by letter of credit and balance 10% will be paid by wire transfer after satisfactory installation and commissioning.
- ii. For payments in INR: 100% within 30 days after the delivery and successful installation of the items at IIT Goa.

7. Legal Matter:

- i. All disputes are subject to Goa jurisdiction only.

8. Rights to Accept, Reject, Amend, Modify:

- i. The basic eligibility conditions and conditions of contract are broad guidelines for pre-qualification and the Director, IIT Goa reserves the right to relax / alter / modify / add/delete any or all the conditions without notice. The Director, IIT Goa also reserves the right to accept or reject any or all bids without assigning any reason in public interest.

9. Penalty/ Liquidated Damages:

- i. Timely delivery is essence of the contract and hence if any consignment be delayed, liquidated damages at the rate 0.5% of the price of the delayed consignment, for each week or part whereof shall be levied and recovered subject to maximum of 10% of total purchase order value.
- ii. IIT Goa reserves the right to cancel the order in case the delay is more than 6 weeks. Penalties if any will be recovered by forfeiting PBG at vendor's cost and risks.

10. Supervision of Erection and Commissioning:

- i. Successful BIDDER shall depute concerned specialist, for supervision of erection & commissioning of the machine to be carried out. The successful BIDDER shall make necessary arrangement at their own expenses for stay, transport and other expenses of their Specialist during their stay in Goa which also includes imparting free of cost training to IIT Goa personnel.

11. Performance Guarantee (GFR 2017 Rule 171):

- i. Performance Guarantee Bond is mandatory.
- ii. Successful tenderer/ bidder should submit performance guarantee as prescribed above to be sent to The Deputy Registrar, Stores & Purchase Department, IIT Goa on or before 15 days from the due date of issue of order acknowledgement. The PBG to be furnished in the form of bank guarantee as per pro forma or annexure of the tender documents, for an amount covering 5% of the purchase order value.
- iii. The Performance Guarantee should be established in favor of "The Registrar, IIT Goa".
- iv. PBG to be established through any of the National Banks (whether situated at Goa or outstation) with a clause to enforced the same on their local branch of Goa or any scheduled bank (other than national bank) situated at Goa. Bonds issued by co-operative banks will not be accepted.
- v. Performance Guarantee Bond shall be for the due and faithfully performance of the contract and shall remain binding, notwithstanding such variations, alterations for extensions of time as may be made, given, conceded or agreed to between the successful tenderer and the purchaser under the terms & conditions of acceptance to the tender.
- vi. The successful tenderer is entirely responsible for due performance of the contract in letter and spirit and all other documents referred to in the acceptance of tenders.
- vii. The PBG shall be kept valid during the period of contract and shall continue to be enforceable for a period of one year/two years (as mentioned in the tender document) or up to warranty period, plus 60 days whichever is later from the date of order acknowledge. In case PBG needs extensions up to warranty period then supplier shall initiate extensions to PBG one month prior to expiry of PBG.
- viii. **No interest shall be payable by the buyer to the Bidder on PBG.**



### List of items required

Sl. No.	Description of Items	Qty
1	Optical Assembly for Cryostat and Glovebox	Refer Annexure - B

#### **Additional terms and conditions**

- 1) To ensure the compatibility, the bidders must bid for Optomechanics and Optics elements from a single manufacturer or from the manufacturers that are associated the parent manufacturer.
- 2) Unless otherwise specified, all Optomechanics and Optics elements should follow the Metric System.
- 3) Each Optomechanics elements must have to be compatible with other Optomechanics parts, and their drawings must be readily available, either online or upon request. All Optics elements should have standard sizes so that they could easily be mounted within their corresponding Optomechanics elements.
- 4) The bidders/manufacturers must provide part numbers of all Optomechanics and Optics elements so that their detailed specifications can be collected either from the manufacturer website or upon request to the manufacturer.
- 5) The anti-reflection (AR) coatings curves for optics elements must be provided. The AR-coated optics elements with lowest reflectivity will be preferred and the comparison will be done in a wavelengths window of 475 – 575 nm (700 – 900 nm) for the visible (NIR) range.

**\*All items to be quoted in a single quotation as bundle price. Individual items will not be considered.**

## Annexure – B

### Technical Specification for Optical Assembly for Cryostat and Glovebox

Sr. No.	Sr. No.	Category	Details	Qty
1	1a	<b>White light in Fiber</b>	Protected Silver Reflective Collimator, with average reflectivity of >95% in the wavelength range of 460 nm - 15 µm or wider, shall deliver Ø8.5 mm Beam, with SMA connector	1
	1b		Optomechanics adapter with External SM1 Threads (1.035" - 40) and Internal SM05 Threads (0.535" - 40), with Knurled Edge for easy handling	1
	1c		Stabilized (Temperature - 0.2% or better per degC & intensity - 0.05% or better) Fiber-Coupled Broadband Tungsten-Halogen Light Source with Universal Power Adapter, with a bulb having a lifespan 10,000 hours or more, shall provide SMA fiber-coupled light in the wavelength range of 370 - 2500 nm, shall be compatible to 30 mm cage system, M6 Taps, Metric	1
	1d		Replacement bulb for Tungsten-Halogen Light source	1
	1e		Ø25 µm, 0.10 NA (Numerical Aperture) , FC/PC (2 mm Narrow Key) to SMA905 Fiber Patch Cable, 1 m	1
	1f		FC/PC (2 mm Narrow Key) to SMA Fiber Optic Mating Sleeve	1
	1g		FC/PC to FC/PC or FC/APC to FC/APC Mating Sleeve, Narrow Precision Key (2.0 mm)	1
	1h		Single Mode Patch Cable, Operating wavelength range 640 - 770 nm, hybrid FC/PC to FC/APC connectors, Ø3 mm Jacket, 1 m Long	1
	1i		Single Mode Patch Cable, Operating wavelength range 790 - 960 nm, hybrid FC/PC to FC/APC connectors, 1 m Long	1
2	2	<b>CMOS Camera</b>	Compact & lightweight (<90 g) 1.6 MP Monochrome CMOS Camera, with 1/2.9" optical format, with 1440 x 1080 pixels, with square shape pixel size <4 micrometer, Analog-to-digital Converter (ADC) resolution 10 bits or better, with global shutter, with USB 3.0 interface, with compatible with 30 mm Cage system, with SM1 internal threading, M6 Taps, Metric	1
3	3a	<b>Cage Rods</b>	30 mm Cage Assembly Rod, 1/2" Long, Ø6 mm, 4 Pack	9
	3b		30 mm Cage Assembly Rod, 2" Long, Ø6 mm, 4 Pack	2
	3c		30 mm Cage Assembly Rod, 4" Long, Ø6 mm, 4 Pack	4
	3d		30 mm Cage Assembly Rod, 6" Long, Ø6 mm, 4 Pack	3
4	4a	<b>Mic. Body</b>	Microscope Body with Epi-Illumination Arm with Female D1N Dovetail such that it provide at least 7" throat depth, Arm shall be compatible for mounting the small optical breadboard, the body shall have 600 mm height 95 mm Rail mounting platform for mounting the multiple Arms	1
	4b		Breadboard Top, 450.0 mm x 116.8 mm, M6 x 1.0 Taps, with Male D1N Dovetail for mouting it on the Epi-Illumination Arm	1
	4c		Fixed Arm for microscope body, with Internal SM2 Threads (2.035" - 40) centered with the optical axis of epi-arm , 60 mm Cage Compatible	1
	4d		Optomechanics adapter with External SM2 Threads and Internal SM1 Threads	1
	4e		Optomechanics adapter with External SM1 Threads and Internal RMS-Threaded (0.800"-36) for mounting the microscope objective	1

	4f		Optomechanics adapter with External SM1 Threads and Internal M26 x 0.706 Threads for mounting the Mitutoyo microscope objective	1
	4g		Optomechanics adapter with External SM1 Threads and Internal M27 x 0.75 Threads for mounting the Zeiss microscope objective	1
5	5a	<b>Mic. Body Optical-head top</b>	Epi-Illuminator Module for 1 Cube, Male & Female D1N Dovetails	2
	5b		Optomechanics adapter with Female D1N Dovetail and Bores for 60 mm Cage System	1
	5c		Microscope Trinocular Adapter, Male D1N Dovetail, Internal SM30 Threads, 30 and 60 mm Cage Compatibility	1
6	6a	<b>Cage cube &amp; adapters</b>	60 mm to 30 mm Cage System Right-Angle Adapter	3
	6b		30 mm to 60 mm Cage Plate Adapter, M4 Tap	5
	6c		30 mm Cage Cube	4
	6d		30-mm-Cage-Compatible Rectangular Filter Mount	1
	6e		Ø1" Optic Mount with SM1-Threaded Bore for 30 mm Cage Cube, Mounts Optics up to 6.3 mm Thick	2
	6f		30 mm Cage Cube Connector for C4W and C6WR Series Cubes	1
	6g		30 mm Cage Cube Precision Kinematic Rotation Platform (Metric)	2
	6h		30 mm Cage Cube Rotation Platform (Metric)	1
	6i		Blank Cover Plate for cage cube, Metric	5
	6j		Fixed Cage Cube Platform for C4W/C6WR for mounting the 1" optics, Metric	2
	6k		Externally SM1-Threaded End Cap for cage cube	4
7	7a	<b>In- and Out-coupling of light</b>	Right-Angle Kinematic Mirror Mount with Tapped Cage Rod Holes, 30 mm Cage System and SM1 Compatible, M4 and M6 Mounting Holes, Metric	1
	7b		Right-Angle Kinematic Mirror Mount with Smooth Cage Rod Bores, 30 mm Cage System and SM1 Compatible, M4 and M6 Mounting Holes, Metric	2
	7c		±2.5 mm XY Translator of 1" optics with Micrometer Drives with 0.5 mm per Revolution and 10 µm per Graduation Micrometer Screws, with 30 mm cage system compatibility, Metric	2
	7d		±5 degree tip/tilt Kinematic, SM1-Threaded, 30 mm-Cage-Compatible Mount for Ø1" Optic, Metric	2
	7e		SM1 (1.035"-40) Coupler, External Threads, 1" Long, Two Locking Rings	2
	7f		SM1 (1.035"-40) Locking Ring, 1.25" Outer Diameter, Slots for Spanner Wrench	2
	7g		SM1-Threaded 30 mm Cage Plate, 0.35" Thick, 2 Retaining Rings, M4 Tap	10
	7h		2 mm Z-Axis Translation Mount for 1" optics, with 0.05 mm or lower travel per revolution drive, 30 mm Cage Compatible	3
	7i		FC/APC Single-mode Fiber Adapter Plate with External SM1 (1.035"-40) Threads, Narrow Key (2.0 mm)	2
	7j		30 mm Cage System, ±1 mm XY Translating Mount for Ø1" Optics, with 100 TPI Adjusters	2
	7k		Tip/Tilt Rotation Beam Steering Assembly for 1" Mirror, Metric	2
	7l		Ø25.0 mm Pillar Post, M6 Taps, L = 150 mm	1

	7m		Clamping Fork, 1.75" Counterbored Slot, Universal	3
	7n		Single Mode Patch Cable, 640 - 770 nm, FC/APC connectors on both ends, Ø3 mm Jacket , 5m long	2
	7o		Single Mode Patch Cable, 790 - 960 nm, FC/APC connectors on both ends, Ø3 mm Jacket, 5m long	3
8	8a	<b>Optics items</b>	25 mm x 36 mm Protected Silver Mirror, 1 mm thick Fused-silica Substrate, >95% reflectivity in wavelength range 460 - 15000 nm	2
	8b		Ø1" UV Fused-silica Broadband Precision Window, Uncoated, Thickness = 5 mm	1
	8c		f = 50.0 mm, Ø1" Achromatic Doublet, SM1-Threaded Mount, ARC: 400 - 1100 nm	3
	8d		0.15 NA, Mounted Aspheric Lens with Anti Reflection Coating in the Wavelength range of 360 - 690 nm	2
	8e		0.15 NA, Mounted Aspheric Lens with Anti Reflection Coating in the Wavelength range of 610 - 1040 nm	2
	8f		Ø1" Protected Silver Mirror, 10 Pack, >95% reflectivity in the wavelength range 460 - 15000 nm	1

**(To be printed on letterhead of the bidder)**

**Annexure - C**

**Bidders Information**

1.	Name of the Bidder	
2.	Address of the Bidder	
3.	PAN No.	
4.	GSTN No.	
5.	State of GST Registration	
6.	E-mail	
7.	Contact Person's Name & Designation	
8.	Mobile No.	

**Indian Agent's Information**

1.	Name of Indian Agent	
2.	Address of Indian Agent	
3.	Indian Agent PAN No.	
4.	Indian Agent GSTN No.	
5.	State of GST Registration	
6.	E-mail	
7.	Contact Person's Name & Designation	
8.	Mobile No.	

**(To be printed on letterhead of the bidder)**

**Annexure - D**

**PRICE BID FORMAT**

S.No.	Item description & short specification	HSN Code/SAC Code	Qty in Units	GST %	Price Basis	Total Bid Price
1.	Optical Assembly for Cryostat and Glovebox					
2.	<b>Installation and Commissioning Charges</b> (if any, quote in INR)					
3.	<b>Agency Commission</b> (if any, quote in %)					
4.	Other Charges (if any, please specify)					
Grand Total						

#HSN Code: "Harmonized System of Nomenclature Code No." and SAC Code: "Service Accounting Codes Code No."

1. Delivery Period: 30 days.

2. Validity of the bid: 120 days from the date of submission of quotation/tender.

Place: Signature.....  
Name .....  
Company Name & Address: .....

Date: Affix Rubber Stamp: .....

**Note: Price Bid should be submitted in given format only. For additional information/extra items above format may be typed and used.**

**Reasonability of Prices**

Please quote best minimum prices applicable for a premier Educational and Research Institution. The party must give details of at least two purchase orders identical or similar equipment, supplied to any IITS/Research Institutions/ other organisation as per below Format (to be enclosed in Financial Bid) along with the final price paid and details are mandatory.

**Previous Supply Orders**

**Name of the Firm** \_\_\_\_\_

S.No.	PO No. & Date	Description & Quantity of ordered equipment	Value of Order	Date of completion of delivery as per contract	Remarks indicating reasons for late delivery, if any and justification of price difference of their supply order & those quoted to us	Has the equipment being installed satisfactorily (attach a certificate from the Purchaser/ Consigner)	Contact Person along with Telephone no., Fax No. and e-mail address

Place: \_\_\_\_\_

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

Signature and Seal of the Manufacturer / Bidder

## FORMAT FOR PERFORMANCE GUARANTEE BOND

(To be typed on **Non-judicial stamp paper** of the value of Indian Rupees of One Hundred) (TO BE ESTABLISHED THROUGH ANY OF THE NATIONAL BANKS (WHETHER SITUATED AT GOA OR OUTSTATION) WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT GOA OR ANY SCHEDULED BANK SITUATED AT GOA. BONDS ISSUED BY CO-OPERATIVE BANKS ARE NOT ACCEPTED.

To,  
The Registrar,  
Indian Institute of Technology, Goa  
Farmagudi, Ponda,  
Goa – 403401

### LETTER OF GUARANTEE

WHEREAS Indian Institute of Technology, Goa (Buyer) have invited Tenders vide Tender No..... Dt. .... for purchase of .....

AND

WHEREAS the said tender document requires that any eligible successful tenderer (seller) wishing to supply the equipment / machinery, etc. in response thereto shall establish an irrevocable Performance Guarantee Bond in favour of “**Registrar, Indian Institute of Technology, Goa**” in the form of Bank Guarantee for Rs ..... (**5% (Five percent) of the purchase value**) and valid till **one year or up to warranty period plus sixty days whichever is later** from the date of issue of Purchase Order. Performance Guarantee Bond may be submitted within 15 (Fifteen) days from the date of Order Acknowledgment as a successful bidder.

NOW THIS BANK HEREBY GUARANTEES that in the event of the said tenderer (seller) failing to abide by any of the conditions referred in tender document / purchase order / performance of the equipment / machinery, etc. this Bank shall pay to Indian Institute of Technology, Goa on demand and without protest or demur Rs..... (Rupees.....).

This Bank further agrees that the decision of Indian Institute of Technology, Goa (Buyer) as to whether the said Tenderer (Seller) has committed a breach of any of the conditions referred in tender document / purchase order shall be final and binding.

We, ..... (name of the Bank & branch) hereby further agree that the Guarantee herein contained shall not be affected by any change in the constitution of the Tenderer (Seller) and/ or Indian Institute of Technology, Goa (Buyer).

#### Notwithstanding anything contained herein:

1. Our liability under this Bank Guarantee shall not exceed Rs. ....  
(Indian Rupees ..... only).
2. This Bank Guarantee shall be valid up to .....(date) and
3. We are liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if IIT Goa serve upon us a written claim or demand on or before .....(date).
4. This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at ..... situated at .....  
(Address of local branch).

Date:

Yours truly,  
Signature and seal of the Guarantor:

Name of Bank:

**Instruction to Bank:** Bank should note that on expiry of Bond Period, the Original Bond will not be returned to the Bank. Bank is requested to take appropriate necessary action on or after expiry of bond period.



**UNDERTAKING FOR BID SECURITY**

(To be issued by the bidder on company's letterhead in lieu of EMD)

To,  
The Registrar,  
Indian Institute of Technology Goa,  
At GEC Campus, Farmagudi, Ponda – Goa

We, M/s ..... (name of the firm), with ref. to enquiry no. .... dtd ..... hereby undertake that:

- 1) We accept all the terms and conditions of the tender document.
- 2) We accept that, we will not modify our bid during the bid validity period, submit performance guarantee within the stipulated period and honor the contract after award of contract.
- 3) In the event of any modification to our bid by us or failure on our part to honor the contract after final award or failure to submit performance guarantee, our firm may be debarred from participation in any tender/contract notified by Indian Institute of Technology, Goa for a period of one year.

Yours faithfully,  
(Signature of the bidder with date and seal)

## DECLARATION OF LOCAL CONTENT

(To be given on company letter head - For tender value below Rs.10 crores)  
(To be given by Statutory Auditor/Cost Auditor/Cost Accountant/CA for tender value above  
Rs.10 crores)

Date:

To,  
The Registrar,  
Indian Institute of Technology Goa,  
At GEC Campus, Farmagudi, Ponda - Goa

Sub: Declaration of Local content

Tender Reference No: \_\_\_\_\_

Name of Tender: - \_\_\_\_\_

**Country of Origin of Goods** being offered: \_\_\_\_\_

We hereby declare that an item offered has \_\_\_\_\_ % local content. \_\_\_\_\_

“Local Content” means the amount of value added in India which shall, be the total value of the item being offered minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.

We understand that, as per Office Memorandum dated 04/03/2021 issued by Ministry of Commerce and Industry, services such as transportation, insurance, installation, commissioning, training and after sales support like AMC/CMC etc. are not considered as local value addition.

“\*False declaration will be in breach of Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.”

Yours faithfully,

(Signature of the Bidder, with Official Seal)