



वै.औ.अ.प - केन्द्रीय विद्युत रसायन अनुसंधान संस्थान

(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद)

कारैकुडी - ६३० ००३, तमिलनाडु

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(COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH)

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सं./No. CECRI / 2016 / 41952

दिनांक/ Date: 13<sup>th</sup> नवम्बर /November 2016

बहुसरणी बैटरी साइकलिंग (चार्ज / डिस्चार्ज) यूनिट

के क्रय के लिए

निविदा दस्तावेज

**TENDER DOCUMENT**

**FOR**

**THE PURCHASE OF**

**Multichannel Battery Cycling (Charge / Discharge) Unit**

## बोली - आमंत्रण / निविदा आमंत्रण सूचना

## INVITATION FOR BIDS / NIT

01. निदेशक, सीएसआईआर-केन्द्रीय विद्युतरसायन अनुसंधान संस्थान (सीएसआईआर-सीईसीआरआई), कारैकुडी - 630 003, तमिलनाडु, भारत, इसमें इसके पश्चात क्रेता के नाम से जाना जाएगा, नीचे सूचीबद्ध मदों के क्रय के लिए विनिर्माताओं, उनके वितरकों और विदेशी प्रमुख या उनके भारतीय अभिकर्ताओं (जो कि डीजीएस&डी में विदेशी प्रमुख के भारतीय एजेंट के रूप में पंजीकृत हैं) से मुहरबंद बोलियाँ आमंत्रित करते हैं

Director, CSIR – CENTRAL ELECTROCHEMICAL RESEARCH INSTITUTE, KARAIKUDI 630003, TAMIL NADU INDIA, (CSIR-CECRI) hereinafter known as “Purchaser” invites sealed bids from manufacturers, their distributors and Indian Agents (who are registered with DGS&D as Indian Agents of Foreign Principals) of Foreign principals for purchase of items listed below.

क्रमांक Sl. No.	निविदा संख्या Tender No.	सामग्री - विवरण Description of items	मात्रा Qty.	एकल / द्वि- बोली Single/Double bid	बयाना जमा Bid Security (EMD)#
01.	CECRI / 2016 / 41952	Multichannel Battery Cycling (Charge / Discharge) Unit	1 No	Double Bid	INR 680000 EURO 9000 USD 9800

# बयाना जमा उल्लिखित तीन मुद्रा में से किसी एक मुद्रा में देय है (आइटीबी का 1.15 देखें)

# EMD is payable in any of the three currencies mentioned (See 1.15 of ITB)

02. इच्छुक बोलीदाता इस सम्बंध में अधिक जानकारी भंडार एवं क्रय अधिकारी, सीएसआईआर-केन्द्रीय विद्युतरसायन अनुसंधान संस्थान, कारैकुडी 630 003, तमिलनाडु, भारत के कार्यालय से प्राप्त कर सकते हैं।

Interested Bidders may obtain further information from the office of the Stores & Purchase Officer, CSIR - Central Electrochemical Research Institute, Karaikudi 630 003 Tamil Nadu, INDIA.

03. बोली दस्तावेज हमारे वेबसाइट [www.cecni.res.in](http://www.cecni.res.in) से निःशुल्क डाउनलोड किए जा सकते हैं। बोलियाँ ०५ दिसम्बर २०१६ को पूर्वाह्न 11.00 बजे (भा.मा.स) तक या इससे पूर्व डाक/ कूरियर के माध्यम से अथवा क्रय अनुभाग में रखी निविदा पेट्टी में व्यक्तिशः जमा की जा सकती हैं। तकनीकी बोलियाँ ०५ दिसम्बर २०१६ को पूर्वाह्न 11.30 बजे (भा.मा.स) खोली जाएंगी। तकनीकी मूल्यांकन के पश्चात पात्र बोलीदाताओं को कीमत - बोली के खोले जाने की सूचना दी जाएगी।

The bidding documents can be downloaded directly from our website [www.cecni.res.in](http://www.cecni.res.in) free of cost. The bids must reach this office on or before **5th December 2016 up to 11.00hours. (IST)** by Post / Courier or in Person be deposited in the Tender Box kept in Purchase Section. Technical Bids will be opened **on 5<sup>th</sup> December 2016 at 1130hrs IST**. Price Bid opening will be intimated to eligible vendor (s) after Technical Evaluation.

04. सभी बोलियाँ उपर्युक्तानुसार बयाना जमा सहित उपर्युक्त कार्यालय में उक्त तिथि एवं समय तक जमा की जाएं। बोलियाँ, बोलीदाता के प्राधिकृत प्रतिनिधि, जो उक्त तिथि एवं समय में उपस्थित रहें, की उपस्थिति में खोली जाएंगी। यदि, बोली प्राप्त करने तथा खोलने की निर्धारित तिथि को क्रेता कार्यालय के लिए सार्वजनिक अवकाश घोषित किया जाता है, तो ऐसी स्थिति में आगामी कार्य दिवस को निर्धारित समय पर बोली जमा की तथा खोली जाएगी।

All bids must be accompanied by a bid security as specified above and must be delivered to the above office at the date and time indicated above. Bids will be opened in the presence of Bidders' authorized representatives who choose to attend on the specified date and time. In the event of the date specified for bid receipt and opening being declared as a closed holiday for purchaser's office, the due date for submission of bids and opening of bids will be the following working day at the appointed time.

05. निदेशक, सीएसआईआर -सीईसीआरआई को बिना कोई कारण बताए सभी कोटेशन को पूर्ण या आंशिक रूप से स्वीकार करने अथवा कार्य को विभाजित करने का पूर्ण अधिकार है।

The Director, CSIR - CECRI, reserves the right to accept any or all tenders either in part or in full or to split the order without assigning any reasons there for.

**IMPORTANT NOTE** Amendment, Corrigendum if any to this tender document, **WILL BE HOSTED ONLY IN CSIR-CECRI WEBSITE** and no separate Press Notification will be issued. Bidders are advised to visit our website regularly to know such details.

**INDEX**

<b><u>Chapter</u></b>	<b><u>Contents</u></b>
1	बोलीदाताओं के लिए अनुदेश Instructions to Bidders
2	संविदा की सामान्य शर्तें (जीसीसी) और संविदा की विशेष शर्तें (एससीसी) General Conditions of Contract (G.C.C ) & Special Conditions of Contract(S.C.C)
3	अपेक्षाओं की अनुसूची Schedule of Requirements
4	विनिर्देशन और मिश्रित तकनीकी ब्योरे Specifications and Allied Technical Details
5	मूल्य अनुसूची प्रपत्र Price Schedule Forms
6	पात्रता मापदंड और योग्यता संबंधी अपेक्षाएं Eligibility Criteria & Qualification Requirements
7	संविदा प्रपत्र Contract Form
8	तकनीकी बोली के साथ संलग्न के लिए अन्य प्रपत्र Other Forms to be Enclosed With Technical Bid

## CHAPTER - 1

## बोलीदाताओं के लिए अनुदेश INSTRUCTIONS TO BIDDERS

Contents of Chapter – 1

Sl. No.	Clause
<b>A. Introduction</b>	
1.1	पात्र बोलीदाता Eligible Bidders
1.2	बोली की कीमत Cost of Bidding
1.3	कपट और भ्रष्टाचार Fraud and Corruption
<b>B. The Bidding Document</b>	
1.4	बोली दस्तावेजों की कीमत Cost of Bidding Documents
1.5	बोली दस्तावेजों की विषय-वस्तु Content of Bidding Documents
1.6	बोली दस्तावेजों का स्पष्टीकरण Clarification of bidding documents
1.7	बोली दस्तावेजों में संशोधन Amendment of Bidding Documents
<b>C. Preparation of Bids</b>	
1.8	बोली की भाषा Language of Bid
1.9	बोली के दस्तावेज Documents Comprising the Bid
1.10	बोली प्रपत्र और मूल्य अनुसूची Bid form and price schedule
1.11	बोली के मूल्य Bid Prices
1.12	बोली की मुद्राएं Bid Currencies
1.13	बोलीदाताओं की पात्रता और योग्यताओं को प्रमाणित करने वाले दस्तावेज Documents Establishing Bidder's Eligibility and Qualifications
1.14	माल की पात्रता और बोली दस्तावेजों की अनुरूपता को प्रमाणित करने वाले दस्तावेज Documents Establishing Goods' Eligibility and Conformity to Bidding Documents
1.15	बोली प्रतिभूति Bid Security
1.16	बोलियों की वैधता अवधि Period of Validity of Bids
1.17	बोली का फॉर्मेट और बोली पर हस्ताक्षर Format and Signing of Bid
<b>D. Submission and Sealing of Bids</b>	
1.18	बोलियां प्रस्तुत करना, सीलबंद करना और अंकित करना Submission, Sealing and Marking of Bids
1.19	बोलियां प्रस्तुत करने की समय-सीमा Deadline for Submission of Bids
1.20	विलंबित बोलियां Late Bids
1.21	बोलियां वापस लेना, प्रतिस्थापित करना और आशोधित करना Withdrawal, substitution and Modification of Bids

<b>E. Opening and Evaluation of Bids</b>	
1.22	खरीदार द्वारा बोलियां खोला जाना Opening of Bids by the Purchaser
1.23	गोपनीयता Confidentiality
1.24	बोलियों का स्पष्टीकरण Clarification of Bids
1.25	प्रारंभिक जांच Preliminary Examination
1.26	बोलियों की अनुक्रियाशीलता Responsiveness of Bids
1.27	अननुरूपता, भूल और लोप Non-Conformity, Error and Omission
1.28	निबंधन और शर्तों की जांच, तकनीकी मूल्यांकन Examination of Terms & Conditions, Technical Evaluation
1.29	एकल मुद्रा में परिवर्तन Conversion to Single Currency
1.30	बोलियों का मूल्यांकन और उनकी तुलना Evaluation and Comparison of bids
1.31	बोलियों की तुलना Comparison of Bids
1.32	खरीदार से संपर्क करना Contacting the Purchaser
1.33	उत्तर-योग्यता Post qualification
<b>F. Award of Contract</b>	
1.34	परक्रामण Negotiations
1.35	अवार्ड मानदंड Award Criteria
1.36	अवार्ड करते समय मात्राओं में अंतर करना खरीदार का अधिकार Purchaser's right to vary Quantities at Time of Award
1.37	किसी बोली को स्वीकार करना और किसी बोली या सभी बोलियों को अस्वीकार करना खरीदार का अधिकार Purchaser's right to accept any Bid and to reject any or all Bids
1.38	अवार्ड की अधिसूचना Notification of Award
1.39	संविदा पर हस्ताक्षर करना Signing of Contract
1.40	आर्डर स्वीकृत करना Order Acceptance
1.41	निष्पादन प्रतिभूति Performance Security

**A. प्रस्तावना INTRODUCTION****1.1. पात्र बोलीदाता Eligible Bidders**

1.1.1 This Invitation for Bids is open to all suppliers especially manufacturers, Distributors, foreign principals, Indian agent of foreign principals (More conditions about Indian agents in 1.1.2) etc.

1.1.2 In case there is involvement of an /Indian agent/representative in any form an authority letter /copy of agreement from the principal manufacturer must be submitted with the quotation. Further, "As per the compulsory Enlistment Scheme of the Department of Expenditure, Ministry of Finance, it is compulsory for such agents, to get themselves enlisted with Central Purchase Organization i.e., Directorate General of Supplies and Disposals, Jeevantara Building, 3 Sansad Marg, New Delhi – 110 001. Registration Certificate issued by DGS&D should be submitted along with bid, if bid is to submitted by Indian Agent, failing which the bid will be summarily rejected.

OR

The bid of suppliers, in the absence of Registration Certificate, who submit documentary evidence of their application with DGS&D along with undertaking that their application has not been rejected, will be considered.

OR

Where quoting party/Indian representative claims to be the subsidiary or branch office or an authorized representative of the principal foreign manufacturer/supplier in India, then a copy of approval from RBI/Ministry for operating business in India as Subsidiary/Branch/Liaison office or Joint-Venture may be submitted with offer.

The details of all supplies involving the foreign exchange shall be furnished to the Enforcement Directorate, New Delhi as per rule. It may be noted that only the quoting parties & their principals shall be responsible for violation of Foreign Exchange Management Act (FEMA) for not declaring the actual bilateral mutual interests, if any.

Indian agency commission shall be paid only to the Indian Agents in Indian Rupee out of the quoted FOB/Ex-works prices, after receipt of goods in good working condition & satisfactory installation/demonstration/commissioning of the items.

INDIAN AGENT'S COMMISSION, if any: If you have any Agents in India, please show specifically whether the amount of commission payable to them is included or excluded in the FOB Price. Moreover, they should have registered with DGSD, Parliament Street, New Delhi. Please note that under the Government of India regulations, Commission to Indian Agents is payable only in Indian Currency. Please note that the Agency Commission will not be admitted for payment unless the Indian Agents provide their DGS&D Registration Number on their Agency Commission Bill. The role played by the Indian Agents in rendering assistance to your customers may also be specified, if possible.

1.1.3 Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Purchaser to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation of Bids.

1.1.4 No Indian Agent can quote for more than one principal for the same product in the same bid. (CVC GUIDELINES).

1.1.5 No foreign principal and the Indian Agent / distributor / reseller can quote for the same product in the bid simultaneously. Only one of them is eligible to participate in the same bid. (CVC GUIDELINES)

**1.2 बोली की कीमत Cost of Bidding**

1.2.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and "the Purchaser", will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

**1.3 कपट और भ्रष्टाचार Fraud and corruption**

1.3.1 The purchaser requires that the bidders, suppliers and contractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the following are defined:

"corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution;

"fraudulent practice" means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;

"collusive practice" means a scheme or arrangement between two or more bidders, with or without the knowledge of the purchaser, designed to establish bid prices at artificial, noncompetitive levels; and

"coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.

1.3.2 The purchaser will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

**B बोली दस्तावेज THE BIDDING DOCUMENTS****1.4 बोली दस्तावेजों की कीमत Cost of Bidding Documents**

1.4.1 Bidding documents can be downloaded from our Website [www.cecricri.res.in](http://www.cecricri.res.in) as indicated in the Invitation for Bids / NIT free of cost.

**1.5 बोली दस्तावेजों की विषय-वस्तु Content of Bidding Documents**

1.5.1 The goods required, bidding procedures and contract terms are prescribed in the bidding documents which should be read in conjunction. The bidding documents, apart from the invitation for bids have been divided into 8 chapters as under:

- Chapter 1 : Instructions to Bidder (ITB)
- Chapter 2 : General Conditions of Contract (GCC) and Special Conditions of Contract (SCC)
- Chapter 3 : Schedule of Requirements
- Chapter 4 : Specifications and Allied Technical Details
- Chapter 5 : Price Schedule Forms
- Chapter 6 : Qualification requirements
- Chapter 7 : Contract Form



Chapter 8 : Other Standard Forms comprising:

Bidder Information Form

- 1) Manufacturers' Authorization Form
- 2) Bid Security Form
- 3) Performance Statement Form
- 4) Technical Compliance Statement
- 5) Deviation Statement Form
- 6) Previous Supply Details
- 7) Pre-Installation Requirement
- 8) Service Support Detail Form
- 9) Bid Form
- 10) Performance Security Form
- 11) Acceptance Certificate Form

1.5.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of its bid.

### **1.6 बोली दस्तावेजों का स्पष्टीकरण Clarification of bidding documents**

1.6.1 A prospective Bidder requiring any clarification of the Bidding Documents shall contact the Purchaser in writing at the Purchaser's address specified in the Special Conditions of Contract (SCC) . The Purchaser will respond in writing to any request for clarification, provided that such request is received not later than ten (10) days prior to the deadline for submission of bids. The Purchaser shall forward copies of its response to all those who have acquired the Bidding Documents directly from it, including a description of the inquiry but without identifying its source. Should the Purchaser deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under *clause* relating to amendment of Bidding documents and Clause relating to Deadline for Submission of Bids. The clarifications and amendments issued would also be hosted on the website of the purchaser for the benefit of the other prospective bidders who are expected to take cognizance of the same before formulating and submitting their bids.

### **1.7 बोली दस्तावेजों का संशोधन Amendment of Bidding Documents**

1.7.1 At any time prior to the deadline for submission of bids, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by amendment. The same would also be hosted on the website of the Purchase and all prospective bidders are expected to surf the website before submitting their bids to take cognizance of the amendments.

1.7.2 In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bids, the Purchaser, at its discretion, may extend the deadline for the submission of bids and host the changes on the website of the Purchaser.

## **C. बोलियां तैयार करना PREPARATION OF BIDS**

### **1.8. बोली की भाषा Language of Bid**

1.8.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser, shall be written in English language only especially when the

details are technical. However, if GOI makes it mandatory under Rajbhasha Abhniyam, in that case views of Rajbhasha unit of CSIR may be sought.

- 1.8.2 The Supplier shall bear all costs of translation, if any, to the English language and bear all risks of the accuracy of such translation, for documents provided by the Supplier.

### **1.9. बोली के दस्तावेज Documents Comprising the Bid**

1.9.1 The bid prepared by the Bidder shall include:

- (a) Bidder Information Form (Technical Bid);
- (b) Bid security as specified in the Invitation to Bid. (Technical Bid);
- (c) Service support details form (Technical Bid);
- (d) Deviation Statement Form (Technical Bid);
- (e) Performance Statement Form (Technical Bid);
- (f) Manufacturer's Authorization Form (Technical Bid);
- (g) Documentary evidence establishing that the bidder is eligible to bid and is qualified to perform the contract if its bid is accepted (Technical Bid);
- (h) Bid form (Technical Bid);
- (i) Documents establishing goods eligibility and conformity to bidding documents (Technical Bid);
- (j) Applicable Price Schedule Form ( Price Bid only);
- (k) DGS&D Registration certificate in case the items under procurement falls under the restricted category of the current export-import policy of the Govt. of India (Technical Bid);
- (l) Schedule of requirements (Technical Bid);
- (m) Technical Compliance Statement (Technical Bid);
- (n) Previous supply details (Technical Bid);
- (o) Pre-Installation requirement (Technical Bid);

### **1.10. बोली प्रपत्र और मूल्य अनुसूची Bid form and price schedule**

- 1.10.1 The bidder shall complete the Bid Form and the appropriate price schedule form furnished in the bidding documents. These forms must be completed without any alterations to its format and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested. The Bid Form and the appropriate Price Schedule form shall be submitted in accordance with Clause 1.18.3 of the bidding documents.

### **1.11. बोली मूल्य Bid Prices**

- 1.11.1 The Bidder shall indicate on the appropriate price schedule form, the unit prices and total bid prices of the goods it proposes to supply under the contract.
- 1.11.2 Prices indicated on the price-schedule form shall be mentioned separately in the following manner:

#### **(a) For Goods manufactured within India**

- (i) The price of the goods quoted Ex -works including taxes already paid.

- (ii) For R&D Equipments this Institute is exempted from payment of Excise Duty as per notification No. 10/97 - Central Excise, dated 1<sup>st</sup> March 1997. Your bid should be free of excise duty.
- (iii) The rate of VAT payable on the goods if the contract is awarded should be indicated clearly. This Institute is not eligible to issue "C", "D" or any other concessional Form.
- (iv) The charges for inland transportation, insurance and other local services required for delivering the goods at the desired destination as specified in the price schedule form.
- (v) The installation, commissioning, cost of spares, cost of optional items, Annual maintenance contract and training charges including any incidental services, if any.

**(b) For Goods manufactured abroad**

- (i) The price of the goods, quoted on FCA (named place of delivery abroad) or FOB (named port of shipment), as specified in the price schedule form. The Airport must be International Gateway airport and the seaport must be international gateway seaport for FCA and FOB respectively.
- (ii) The charges for insurance and transportation of the goods to the port/place of destination (CIP / CIF Chennai Airport).
- (iii) This Institute is also exempted from payment of Customs Duty as per notification No.51/96 – Customs. However from 1<sup>st</sup> March 2002 the Government of India has imposed a ad-valorem Customs Duty up to 5% vide Notification 24/2002–Customs on all imports covered under Notification No.51/96.
- (iv) The agency commission charges, if any.
- (v) The installation and commissioning charges, cost of spares, cost of optional items, Annual maintenance contract and training charges including any incidental services, if any.

1.11.3 The terms FOB, FCA, CIF, CIP etc shall be governed by the rules prescribed in the current edition of the Incoterms published by the International Chambers of Commerce, Paris. Currently Incoterms 2010 applies.

1.11.4 **Where there is no mention of packing, forwarding, freight, insurance charges, taxes etc. such offer shall be rejected as incomplete.**

1.11.5 The price quoted shall remain fixed during the contract period and shall not vary on any account

1.11.6 All lots and items must be listed and priced separately in the Price Schedules. If a Price Schedule shows items listed but not priced, their prices shall be assumed to be included in the prices of other items. Lots or items not listed in the Price Schedule shall be assumed to be not included in the bid.

1.11.7 The purchases made by the purchaser for scientific purpose are exempt from excise duty. For Imports Customs Duty at a concessional rate is leviable.

**Note:** All payments due under the contract shall be paid after deduction of statutory levies at source (like ESIC, IT, etc.), wherever applicable.

**1.12. बोली मुद्राएं Bid Currencies**

1.12.1 Prices shall be quoted in Indian Rupees for offers received for supply within India and in freely convertible foreign currency in case of offers received for supply from foreign countries.

**1.13. बोलीदाता की पात्रता और योग्यता प्रमाणित करने वाले दस्तावेज****Documents Establishing Bidder's Eligibility and qualifications**

1.13.1 The bidder shall furnish, as part of its bid, documents establishing the bidders' eligibility to bid and its qualification to perform the contract if its bid is accepted.

1.13.2 The documentary evidence of the bidders qualification to perform the contract if the bid is accepted shall establish to the purchasers satisfaction that;

- (a) The bidder meets the qualification criteria listed in bidding documents, if any.
- (b) Bidder who doesn't manufacture the goods, but offers to supply shall submit Manufacturers' Authorization Form (MAF) using the form specified in the bidding document to demonstrate that it has been duly authorized by the manufacturer of the goods to quote and / or supply the goods.
- (c) In case of a bidder not doing business within India, it shall furnish the certificate to the effect that the bidder is or will be represented by an agent in India equipped and able to carry out the supply, maintenance, repair obligations etc. during the warranty and post warranty period or ensure a mechanism at place for carrying out the supply, maintenance, repair obligations etc. during the warranty and post-warranty period.
- (d) In case of Indian Agent of Foreign Principal, one Agent can represent only one supplier (for the item sought in the bid) and submit valid authorization from the Principal to be an Agent in this specific Tender.

1.13.3 **Conditional tenders shall not be accepted.**

**1.14. माल की पात्रता और बोली दस्तावेजों की अनुरूपता प्रमाणित करने वाले दस्तावेज****Documents Establishing Goods' Conformity to specifications**

1.14.1 To establish the origin of goods a certificate of origin at the time of Shipment, to be furnished.

1.14.2 To establish the conformity of the goods and services to the specifications and schedule of requirements of the bidding document, the documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings and data, and shall consist of :

- (a) A detailed description of the essential technical and performance characteristics of the goods;
- (b) A list giving full particulars, including available sources and current prices, of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods during the warranty period following commencement of the use of the goods by the Purchaser in the Priced- bid ; and
- (c) An item-by-item commentary on the Purchaser's Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications or a statement of

deviations and exceptions to the provisions of the Technical Specifications. (Refer to Technical Compliance Statement – Annexure V, VI).

- 1.14.3 For purposes of the commentary to be furnished pursuant to above, the Bidder shall note that standards for workmanship, material and equipment, designated by the Purchaser in its Technical Specifications are intended to be descriptive only and not restrictive. The Bidder may substitute these in its bid, provided that it demonstrates to the Purchaser's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

### **1.15. बोली प्रतिभूति Bid Security**

- 1.15.1 The Bidder shall furnish, as part of its bid, a bid security (BS) for an amount as specified in the Invitation for Bids. In the case of foreign bidders, the BS shall be submitted either by the principal or by the Indian agent and in the case of indigenous bidder, the BS shall be submitted by the manufacturer or their specifically authorized dealer/bidder.
- 1.15.2 The bid security is required to protect the Purchaser against the risk of Bidder's conduct, which would warrant the security's forfeiture.
- 1.15.3 The bid security shall be in Indian Rupees for offers received for supply within India and denominated in the currency of the bid or in any freely convertible foreign exchange in the case of offers received for supplies from foreign countries in equivalent Indian Rupees. The bid security shall be in one of the following forms at the bidders' option:
- (a) A bank guarantee issued by a Nationalized/Scheduled bank/Foreign Bank operating in India in the form provided in the bidding documents and valid for 45 days beyond the validity of the bid. In case a bidder desires to submit a BG issued from a foreign bank, then the same should be confirmed by a Nationalised/Scheduled Indian bank; or
- (b) A Banker's cheque or demand draft in favour of the purchaser issued by any Nationalised/Scheduled Indian bank.
- 1.15.4 The bid security shall be payable promptly upon written demand by the purchaser in case the conditions listed in the ITB clause 1.15.11 are invoked.
- 1.15.5 The bid security should be submitted in its original form. Copies shall not be accepted.
- 1.15.6 **Failure to submit the prescribed Bid Security (EMD) will make the tender ineligible *ab initio*.**
- 1.15.7 The bid security of unsuccessful bidder will be discharged /returned as promptly as possible positively within a period of 30 days after the expiration of the period of bid validity or placement of order whichever is later, without any interest.
- 1.15.8 The successful Bidder's bid security will be discharged upon the Bidder furnishing the performance security, without any interest. Alternatively, the BS could also be adjusted against PS, if it is paid through DD/BC.
- 1.15.9 The firms registered with DGS&D, NSIC, are exempted from payment of BS provided such registration includes the item they are offering which are manufactured by them and not for selling products manufactured by other companies.

- 1.15.10 In case a bidder intimates at the time of tender opening in writing that the bid security is kept inside the financial bid, then in such cases, the technical bid of the party would be accepted provisionally till opening of the financial bids with which the party has attached the bid security.
- 1.15.11 The bid security may be forfeited:
- If a Bidder withdraws or amends or modifies or impairs or derogates its bid during the period of bid validity specified by the Bidder on the Bid Form; or
  - In case of a successful Bidder, if the Bidder fails to furnish order acceptance within 15 days of the order or fails to sign the contract and/or fails to furnish Performance Security within 21 days from the date of contract/ order.
- 1.15.12 Whenever the bidder chooses to submit the Bid Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.**

#### **1.16. बोलियों की वैधता अवधि Period of Validity of Bids**

- 1.16.1 Bids shall remain valid for minimum of 180 days after the date of bid opening prescribed by the Purchaser. A bid valid for a shorter period shall be rejected by the Purchaser as non-responsive.
- 1.16.2 In exceptional circumstances, the Purchaser may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing (or by cable, telex, fax or e-mail). The bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.
- 1.16.3 Bid evaluation will be based on the bid prices without taking into consideration the above corrections.

#### **1.17. बोली का फॉर्मेट और बोली पर हस्ताक्षर करना Format and Signing of Bid**

- 1.17.1 The bids may be submitted in single bid or in two parts as specified in the Invitation for Bids / NIT.
- 1.17.2 In case the bids are invited on single bid basis, then the Bidder shall prepare the bid and clearly mark "Original Bid" .
- 1.17.3 In case the bids are invited on two-bid system, the Bidder shall submit the bids in two separate parts. One part shall contain Technical bid comprising all documents listed under clause relating to Documents Comprising the Bid excepting bid form and price schedules. The other part shall contain the priced-bid comprising bid form and price schedules.
- 1.17.4 The original bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.
- 1.17.5 Any interlineations, erasures or overwriting shall be valid only if they are initialed by the persons or persons signing the bid.

- 1.17.6 All prices in Price Bid / Bid should be given in figures and in words. If there is any discrepancy between the Prices given in figures and words the higher of the two shall be taken for our comparison.

#### D बोलियां प्रस्तुत करना और सीलबंद करना SUBMISSION AND SEALING OF BIDS

##### 1.18. बोलियां प्रस्तुत करना, सीलबंद करना और अंकित करना Submission, Sealing and Marking of Bids

- 1.18.1 The bidders may submit their duly sealed bids generally by post or by hand.
- 1.18.2 In the case of bids invited on single envelop basis, the Bidders shall seal the original of the bid in envelopes, duly marking the envelopes as "original" The envelope shall then be sealed in an outer envelop.
- 1.18.3 In the case of bids invited on two part basis, the Bidder shall seal the un-priced commercial and technical bid comprising the documents as listed in ITB 1.9.1 excepting for h & j and the priced bid in two separate envelopes duly marked as "Technical bid" and "priced bid". Both the envelopes shall then be sealed in one outer envelope.
- 1.18.4
- (a) The inner and outer envelopes shall be addressed to the Purchaser indicated in the SCC.
- (b) **Bear the name and address of the bidder, "Tender No. CECRI / 2016 / 41952 due date 5<sup>th</sup> December 2016 1100hrs IST." and a warning "Do not open before 5<sup>th</sup> December 2016 1130hrs IST"**
- 1.18.5 If the outer envelope is not sealed and marked as required above, the Purchaser will assume no responsibility for the bid's misplacement or premature opening. In such cases, bids received in open condition within the due date and time will be accepted at the risk of the bidder if the same is presented to the Controller of Stores & Purchase before expiry of the due date and time of opening of the bids.
- 1.18.6 Firms submitting bids in a single envelope against the requirement of two-bid system would be considered for further evaluation at the risk & responsibility of the bidder. However, the opened priced bid would be sealed immediately by the TOC without disclosing the price.

##### 1.19. बोलियां प्रस्तुत करने की समय-सीमा Deadline for Submission of Bids

- 1.19.1 Bids must be received by the Purchaser at the address specified in Invitation for bids not later than the time and date specified therein. In the event of the specified date for the submission of Bids being declared a holiday for the Purchaser, the Bids will be received up to the appointed time on the next working day.
- 1.19.2 The Purchaser may, at its discretion, extend the deadline for submission of bids by amending the bid documents in accordance with Clause relating to Amendment of Bidding Documents in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

**1.20. विलंबित बोलियां *Late Bids***

- 1.20.1 Any bid received by the Purchaser after the deadline for submission of bids prescribed by the Purchaser will be rejected.
- 1.20.2 Such tenders shall be marked as late and not considered for further evaluation. They shall not be opened at all and be returned to the bidders in their original envelope without opening.

**1.21. बोलियां वापस लेना, प्रतिस्थापित करना और आशोधित करना  
*Withdrawal, substitution and Modification of Bids.***

- 1.21.1 A Bidder may withdraw, substitute, or modify its Bid after it has been submitted by sending a written notice in accordance with ITB Clause 1.18 duly signed by an authorized representative, and shall include a copy of the authorization in accordance with ITB Sub-Clause 1.17.4 (except that no copies of the withdrawal notice are required). The corresponding substitution or modification of the bid must accompany the respective written notice. All notices must be:
- (a) Submitted in accordance with ITB Clauses 1.17 and 1.18 (except that withdrawal notices do not require copies), and in addition, the respective envelopes shall be clearly marked "WITHDRAWAL," "SUBSTITUTION," or "MODIFICATION"; and
- (b) Received by the Purchaser prior to the deadline prescribed for submission of bids, in accordance with ITB Clause 1.19.
- 1.21.2 Bids requested to be withdrawn in accordance with ITB Sub-Clause 1.21.1 shall be returned unopened to the Bidders. No bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form or any extension thereof.

**E. बोलियां खोलना और उनका मूल्यांकन करना OPENING AND EVALUATION OF BIDS****1.22 खरीदार द्वारा बोलियां खोला जाना *Opening of Bids by the Purchaser***

- 1.22.1 The Purchaser will open all bids one at a time in the presence of bidders' authorized representatives who choose to attend, as per the schedule given in invitation for bids. The Bidders' representatives who are present shall sign the quotation opening sheet evidencing their attendance. In the event of the specified date of Bid opening being declared a holiday for the Purchaser, the Bids shall be opened at the appointed time and location on the next working day. In two- part bidding, the financial bid shall be opened only after technical evaluation.
- 1.22.2 First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding bid shall not be opened, but returned to the Bidder. No bid withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at bid opening. Next, envelopes marked "SUBSTITUTION" shall be opened and read out and exchanged with the corresponding Bid being substituted, and the substituted Bid shall not be opened, but returned to the Bidder. No Bid substitution shall be permitted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out at bid



opening. Envelopes marked "MODIFICATION" shall be opened and read out with the corresponding Bid. No Bid modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Bid opening. Only envelopes that are opened and read out at Bid opening shall be considered further.

- 1.22.3 The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Purchaser, at its discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for late bid(s). The contents of the bid forms and price schedules would however be announced only at the time of opening of Priced-bids in the case of two-bid system.
- 1.22.4 Bids that are received late shall not be considered further for evaluation, irrespective of the circumstances.
- 1.22.5 **Bidders interested in participating in the bid opening process, should depute their representatives along with an authority letter to be submitted to the purchaser at the time of bid opening.**

### **1.23. गोपनीयता Confidentiality**

- 1.23.1 Information relating to the examination, evaluation, comparison, and post qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until publication of the Contract Award.
- 1.23.2 Any effort by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post qualification of the bids or contract award decisions may result in the rejection of its Bid.

### **1.24. बोलियों का स्पष्टीकरण Clarification of Bids**

- 1.24.1 To assist in the examination, evaluation, comparison and post qualification of the bids, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted. However, no negotiation shall be held except with the lowest bidder, at the discretion of the purchaser. Any clarification submitted by a bidder in respect to its bid which is not in response to a request by the purchaser shall not be considered.

### **1.25. प्रारंभिक जांच Preliminary Examination**

- 1.25.1 The Purchaser shall examine the bids to confirm that all documents and technical documentation requested in ITB Clause 1.9 have been provided, and to determine the completeness of each document submitted.
- 1.25.2 The Purchaser shall confirm that the following documents and information have been provided in the Bid. If any of these documents or information is missing, the offer shall be rejected.
- (a) Bid Form and Price Schedule, in accordance with ITB Clause 1.10;
- (b) All the tenders received will first be scrutinized to see whether the tenders meet the basic requirements as incorporated in the tender enquiry document. The tenders, who do not meet the basic requirements, are to be treated as unresponsive and ignored. The following are some of the important points, for which a tender may be declared as unresponsive and to be ignored, during the initial scrutiny:

- (i) The Bid is unsigned.
- (ii) The Bidder is not eligible.
- (iii) The Bid validity is shorter than the required period.
- (iv) The Bidder has quoted for goods manufactured by a different firm without the required authority letter from the proposed manufacturer.
- (v) Bidder has not agreed to give the required performance security.
- (vi) The goods quoted are sub-standard, not meeting the required specification, etc.
- (vii) Against the schedule of Requirement (incorporated in the tender enquiry), the tenderer has not quoted for the entire requirement as specified in that schedule.
- (viii) **The tenderer has not agreed to some essential condition(s) incorporated in the tender enquiry.**
- (ix) **The Indian agent has not enclosed in the technical bid the "Enlistment certificate from DGS& D as Indian agent".**

### **1.26 बोलियों की अनुक्रियाशीलता *Responsiveness of Bids***

- 1.26.1 Prior to the detailed evaluation, the purchaser will determine the substantial responsiveness of each bid to the bidding documents. For purposes of this clause, a substantive responsive bid is one, which conforms to all terms and condition of the bidding documents without material deviations, reservations or omissions. A material deviation, reservation or omission is one that:
- (a) Affects in any substantial way the scope, quality, or performance of the Goods and Related Services specified in the Contract; or
  - (b) Limits in any substantial way, inconsistent with the Bidding Documents, the Purchaser's rights or the Bidder's obligations under the Contract; or
  - (c) If rectified, would unfairly affect the competitive position of other bidders presenting substantially responsive bids.
  - (d) Deviations from or objections or reservations to critical provisions such as those concerning Bid security / Performance security, warranty, Force Majeure, Applicable law and taxes & duties etc. will be deemed to be a material deviation.
- 1.26.2 The purchasers' determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.
- 1.26.3 If a bid is not substantially responsive, it will be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation or omission.

### **1.27 अननुरूपता, भूल और लोप *Non-Conformity, Error and Omission***

- 1.27.1 Provided that a Bid is substantially responsive, the Purchaser may waive any nonconformities or omissions in the Bid that do not constitute a material deviation.
- 1.27.2 Provided that a bid is substantially responsive, the Purchaser may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.

- 1.27.3 Provided that the Bid is substantially responsive, the Purchaser shall correct arithmetical errors on the following basis:
- if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected;
  - if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
  - if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
- 1.27.4 Provided that a bid is substantially responsive, the purchaser may request that a bidder may confirm the correctness of arithmetic errors as done by the purchaser within a target date. In case, no reply is received then the bid submitted shall be ignored and its Bid Security may be forfeited.

## **1.28 निबंधन और शर्तों की जांच तथा तकनीकी मूल्यांकन** **Examination of Terms & Conditions, Technical Evaluation**

- 1.28.1 The Purchaser shall examine the Bid to confirm that all terms and conditions specified in the GCC and the SCC have been accepted by the Bidder without any material deviation or reservation.
- 1.28.2 The Purchaser shall evaluate the technical aspects of the Bid submitted in accordance with ITB Clause 1.14, to confirm that all requirements specified in Schedule of Requirements of the Bidding Documents have been met without any material deviation or reservation.
- 1.28.3 If, after the examination of the terms and conditions and the technical evaluation, the Purchaser determines that the Bid is not substantially responsive in accordance with ITB Clause 1.26, it shall reject the Bid.
- 1.28.4 The Terms and Conditions of the firm sent with the bid which are contrary, either in full or part, with any of the clauses in GCC or SCC will not be binding on CSIR-CECRI.

## **1.29 एकल मुद्रा में परिवर्तन** **Conversion to Single Currency**

- 1.29.1 To facilitate evaluation and comparison, the Purchaser will convert all bid prices expressed in the amounts in various currencies in which the bid prices are payable to Indian Rupees at the selling exchange rate established by any bank in India as notified in the Newspapers on the date of bid opening in the case of single part bidding and the rates prevalent on the date of opening of the Priced bids in the case of two-part bidding. For this purpose, exchange rate notified in www.xe.com or RBI Website or any other website could also be used by the purchaser.

**1.30** बोलियों का मूल्यांकन और उनकी तुलना ***Evaluation and comparison of bids***

- 1.30.1 The Purchaser shall evaluate each bid that has been determined, up to this stage of the evaluation, to be substantially responsive.
- 1.30.2 To evaluate a Bid, the Purchaser shall only use all the factors, methodologies and criteria defined below. No other criteria or methodology shall be permitted.
- 1.30.3 The bids shall be evaluated on the basis of final landing cost which shall be arrived as under:

**For goods manufactured in India**

- (i) The price of the goods quoted ex-works including all taxes already paid.
- (ii) VAT and other taxes like excise duty (if payable) etc. which will be payable on the goods if the contract is awarded.
- (iii) Charges for inland transportation, insurance and other local services required for delivering the goods at the desired destination.
- (iv) The installation, commissioning, cost of spares, cost of optional items, Annual maintenance contract and training charges including any incidental services, if any.

**For goods manufactured abroad**

- (i) The price of the goods, quoted on FCA (named place of delivery abroad) or FOB (named port of shipment), as specified in the bidding document. The Port of shipment will be Gateway International Airport or Seaport as the case may be.
  - (ii) The charges for insurance and transportation of the goods to the port/place of destination.
  - (iii) The agency commission etc., if any as a percentage on Ex-Works Value.
  - (iv) The installation, commissioning, cost of spares, cost of optional items, Annual maintenance contract and training charges including any incidental services, if any.
- 1.30.4 The comparison between the indigenous and the foreign offers shall be made on FOR destination basis and CIF/CIP basis respectively. However, the CIF/CIP prices quoted by any foreign bidder shall be loaded further as under:
- (a) Towards customs duty and other statutory levies—as per applicable rates.
  - (b) Towards custom clearance, inland transportation etc. - 2% of the CIF/CIP value.

**Note: Where there is no mention of packing, forwarding, freight, insurance charges, taxes etc. such offers shall be rejected as incomplete.**

- 1.30.5 In the case of Purchase of many items against one tender, which are not inter- dependent or, where compatibility is not a problem, normally the comparison would be made on ex-works, ( in case of indigenous items) and on FOB / FCA (in the case of imports) prices quoted by the firms for identifying the lowest quoting firm for each item.

- 1.30.6 Orders for imported stores need not necessarily be on FOB/FCA basis rather it can be on the basis of any of the incoterm specified in ICC Incoterms 2010 as may be amended from time to time by the ICC or any other designated authority and favorable to CSIR Labs. /Institutes or Headquarters.
- 1.30.7 Wherever the price quoted on FOB/FCA and CIF/CIP basis are the same, the Contract would be made on CIF / CIP basis only.
- 1.30.8 The GCC and the SCC shall specify the mode of transport i.e., whether by air/ocean/road/rail.

### **1.31 बोलियों की तुलना *Comparison of Bids***

- 1.31.1 The Purchaser shall compare all substantially responsive bids to determine the lowest valuated bid, in accordance with ITB Clause 1.30.

### **1.32 खरीदार से संपर्क करना *Contacting the Purchaser***

- 1.32.1 Subject to ITB Clause 1.24, no Bidder shall contact the Purchaser on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded.
- 1.32.2 Any effort by a Bidder to influence the Purchaser in its decisions on bid evaluation, bid comparison or contract award may result in rejection of the Bidder's bid.

### **1.33 उत्तर-योग्यता *Post qualification***

- 1.33.1 In the absence of pre-qualification, the Purchaser will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB Clause 1.13.
- 1.33.2 The determination will take into account the eligibility criteria listed in the bidding documents and will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information as the Purchaser deems necessary and appropriate.
- 1.33.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid.

## **F. AWARD OF CONTRACT**

### **1.34 परक्रामण *Negotiations***

- 1.34.1 There shall not be any negotiation normally. Negotiations, if at all, shall be an exception and only in the case of items with limited source of supply. Negotiations shall be held with the lowest evaluated responsive bidder. Counter offers tantamount to negotiations and shall be treated at par with negotiations in the case of one time purchases.

### **1.35 संविदा प्रदान किए जाने का मापदंड *Award Criteria***

- 1.35.1 Subject to ITB Clause 1.37, the Purchaser will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated

bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily. The details of the award would be hosted on the website of the Purchaser.

### **1.36 संविदा प्रदान किए जाने के समय मात्राओं में अंतर करना खरीदार का अधिकार**

#### **Purchaser's right to vary Quantities at Time of Award**

- 1.36.1 The Purchaser reserves the right at the time of Contract award to increase or decrease the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions. Further, at the discretion of the purchaser, the quantities in the contract may be enhanced by 30% within the delivery period.

### **1.37 किसी बोली को स्वीकार करना और किसी या सभी बोलियों को अस्वीकार करना खरीदार का अधिकार**

#### **Purchaser's right to accept Any Bid and to reject any or All Bids**

- 1.37.1 The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders.

### **1.38 संविदा प्रदान किए जाने की अधिसूचना Notification of Award**

- 1.38.1 Prior to the expiration of the period of bid validity, the Purchaser will notify the successful bidder in writing by registered letter or by cable or telex or fax or e mail that the bid has been accepted and a separate purchase order shall follow through post.
- 1.38.2 Until a formal contract is prepared and executed, the notification of award should constitute a binding contract.
- 1.38.3 Upon the successful Bidder's furnishing of the signed Contract Form and performance security pursuant to ITB Clause 1.41, the Purchaser will promptly notify each unsuccessful Bidder and will discharge its bid security.

### **1.39 संविदा पर हस्ताक्षर करना Signing of Contract**

- 1.39.1 Promptly after notification, the Purchaser shall send the successful Bidder the Agreement/PO.
- 1.39.2 Within twenty-one (21) days of date of the Agreement, the successful Bidder shall sign, date, and return it to the Purchaser.

### **1.40 आर्डर की स्वीकृति Order Acceptance**

- 1.40.1 The successful bidder should submit Order acceptance within 21 days from the date of issue, failing which it shall be presumed that the vendor is not interested and his bid security is liable to be forfeited pursuant to clause 1.15.11 of ITB.
- 1.40.2 The order confirmation must be received within 21 days. However, the Purchaser has the powers to extend the time frame for submission of order confirmation and submission of Performance Security (PS). Even after extension of time, if the order confirmation /PS are not received, the contract shall be cancelled and limited tenders irrespective of the value shall be invited from the responding firms after forfeiting the bid security of the defaulting firm, where applicable, provided there is no change in

specifications. In such cases the defaulting firm shall not be considered again for re-tendering in the particular case.

#### **1.41 निष्पादन प्रतिभूति Performance Security**

- 1.41.1 Within 21 days of receipt of the notification of award/PO, the Supplier shall furnish performance security in the amount specified in SCC, valid till 60 days after the warranty period. Alternatively, the PS may also be submitted at the time of release of final payment in cases where part payment is made against delivery & part on installation. The PS, where applicable, shall be submitted in advance for orders where full payment is to be made on Letter of Credit (LC) or on delivery. In this case, submission of PS at the time of negotiation of documents through Bank would be stipulated as a condition in the LC and the BS should be kept valid till such time the PS is submitted.
- 1.41.2 The proceeds of the performance security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.
- 1.41.3 The Performance Security shall be denominated in Indian Rupees for the offers received for supplies within India and denominated in the currency of the contract in the case of offers received for supply from foreign countries.
- 1.41.4 In the case of imports, the PS may be submitted either by the principal or by the Indian agent and, in the case of purchases from indigenous sources, the PS may be submitted by either the manufacturer or their authorized dealer/bidder.
- 1.41.5 The Performance security shall be in one of the following forms:
- (a) A Bank guarantee or stand-by Letter of Credit issued by a Nationalized/ Scheduled bank located in India or a Foreign bank with preferably its operating branch in India in the form provided in the bidding documents. Or
- (b) A Banker's cheque or Account Payee demand draft in favour of the purchaser.
- 1.41.6 The performance security will be discharged by the Purchaser and returned to the Supplier not later than 60 days following the date of completion of the Supplier's performance obligations, including any warranty obligations, unless specified otherwise in SCC, without levy of any interest.
- 1.41.7 In the event of any contract amendment, the supplier shall, within 21 days of receipt of such amendment, furnish the amendment to the performance security, rendering the same valid for the duration of the contract, as amended for further period of 60 days thereafter.
- 1.41.8 The order confirmation should be received within 21 days from the date of notification of award. However, the purchaser has the powers to extend the time frame for submission of order confirmation and submission of Performance Security (PS). Even after extension of time, if the order confirmation /PS are not received, the contract shall be cancelled and limited tenders irrespective of the value would be invited from the responding firms after forfeiting the bid security of the defaulting firm, where applicable provided there is no change in specifications. In such cases the defaulting firm would not be considered again for re-tendering in the particular case.
- 1.41.9 Whenever, the bidder chooses to submit the Performance Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.**

## अध्याय 2 CHAPTER – 2

## संविदा की शर्तें CONDITIONS OF CONTRACT

## A GENERAL CONDITIONS OF CONTRACT

## Table of Contents

Sl. No.	Clause
2.1.	Definitions
2.2.	Contract Documents
2.3.	Fraud and Corruption
2.4.	Joint Venture, Consortium or Association
2.5.	Scope of Supply
2.6.	Suppliers' Responsibilities
2.7.	Contract price
2.8.	Copy Right
2.9.	Application
2.10.	Standards
2.11.	Use of Contract Documents and Information
2.12.	Patent Indemnity
2.13.	Performance Security
2.14.	Inspections and Tests
2.15.	Packing
2.16.	Delivery and Documents
2.17.	Insurance
2.18.	Transportation
2.19.	Incidental Services
2.20.	Spare Parts
2.21.	Warranty
2.22.	Terms of Payment
2.23.	Change Orders and Contract Amendments
2.24.	Assignment
2.25.	Subcontracts
2.26.	Extension of time
2.27.	Penalty Clause
2.28.	Termination for Default
2.29.	Force Majeure
2.30.	Termination for insolvency
2.31.	Termination for Convenience
2.32.	Settlement of Disputes
2.33.	Governing Language
2.34.	Applicable Law
2.35.	Notice
2.36.	Taxes and Duties
2.37.	Right to use Defective Goods
2.38.	Protection against Damage
2.39.	Site preparation and installation
2.40.	Import and Export Licenses
2.41.	Risk Purchase Clause



**2.1 Definitions**

2.1.1 The following words and expressions shall have the meanings hereby assigned to them:

- (a) "Contract" means the Contract Agreement entered into between the Purchaser and the Supplier, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.
- (b) "Contract Documents" means the documents listed in the Contract Agreement, including any amendments thereto.
- (c) "Contract Price" means the price payable to the Supplier as specified in the Contract Agreement, subject to such additions and adjustments thereto or deductions there from, as may be made pursuant to the Contract.
- (d) "Day" means calendar day.
- (e) "Completion" means the fulfillment of the Related Services by the Supplier in accordance with the terms and conditions set forth in the Contract.
- (f) "GCC" means the General Conditions of Contract.
- (g) "Goods" means all of the commodities, raw material, machinery and equipment, and/or other materials that the Supplier is required to supply to the Purchaser under the Contract.
- (h) "Related Services" means the services incidental to the supply of the goods, such as transportation, insurance, installation, training and initial maintenance and other such obligations of the Supplier under the Contract.
- (i) "SCC" means the Special Conditions of Contract.
- (j) "Subcontractor" means any natural person, private or government entity, or a combination of the above, to whom any part of the Goods to be supplied or execution of any part of the Related Services is subcontracted by the Supplier.
- (k) "Supplier" means the natural person, private or government entity, or a combination of the above, whose bid to perform the Contract has been accepted by the Purchaser and is named as such in the Contract Agreement.
- (l) The "Council" means the Council of Scientific & Industrial Research (CSIR), registered under the Societies Registration Act, 1860 of the Govt. of India having its registered office at 2, Rafi Marg, New Delhi-110001, India and the "Purchaser" means Stores & Purchase officer, on behalf of the Director, CSIR- Central Electrochemical Research Institute, Karaikudi, INDIA as specified in SCC.
- (m) "The final destination," where applicable, means the place named in the SCC.

## **2.2 Contract Documents**

2.2.1 Subject to the order of precedence set forth in the Contract Agreement, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory. The Contract Agreement shall be read as a whole.

## **2.3 Fraud and Corruption**

2.3.1 The purchaser requires that bidders, suppliers, contractors and consultants, if any, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy,

- (a) the terms set forth below are defined as follows:
  - (i) "Corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution;
  - (ii) "Fraudulent practice" means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;
  - (iii) "Collusive practice" means a scheme or arrangement between two or more bidders, with or without the knowledge of the Borrower, designed to establish bid prices at artificial, noncompetitive levels; and
  - (iv) "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract;
- (e) the purchaser will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question;

## **2.4 Joint Venture, Consortium or Association**

2.4.1 If the Supplier is a joint venture, consortium, or association, all of the parties shall be jointly and severally liable to the Purchaser for the fulfillment of the provisions of the Contract and shall designate one party to act as a leader with authority to bind the joint venture, consortium, or association. The composition or the constitution of the joint venture, consortium, or association shall not be altered without the prior consent of the Purchaser.

## **2.5 Scope of Supply**

2.5.1 The Goods and Related Services to be supplied shall be as specified in Chapter 4 i.e. Specifications and allied technical details.

**2.6 Suppliers' Responsibilities**

- 2.6.1 The Supplier shall supply all the Goods and Related Services included in the Scope of Supply in accordance with Scope of Supply Clause of the GCC, and the Delivery and Completion Schedule, as per GCC Clause relating to delivery and document.

**2.7 Contract price**

- 2.7.1 Prices charged by the Supplier for the Goods supplied and the Related Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid.

**2.8 Copy Right**

- 2.8.1 The copyright in all drawings, documents, and other materials containing data and information furnished to the Purchaser by the Supplier herein shall remain vested in the Supplier, or, if they are furnished to the Purchaser directly or through the Supplier by any third party, including suppliers of materials, the copyright in such materials shall remain vested in such third party

**2.9 Application**

- 2.9.1 These General Conditions shall apply to the extent that they are not superseded by provisions in other parts of the Contract.

**2.10 Standards**

- 2.10.1 The Goods supplied and services rendered under this Contract shall conform to the standards mentioned in the Technical Specifications and Schedule of Requirements, and, when no applicable standard is mentioned, to the authoritative standard appropriate to the Goods' country of origin and such standards shall be the latest issued by the concerned institution.

**2.11 Use of Contract Documents and Information**

- 2.11.1 The Supplier shall not, without the Purchaser's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the Purchaser in connection therewith, to any person other than a person employed by the Supplier in performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far, as may be necessary for purposes of such performance.
- 2.11.2 The Supplier shall not, without the Purchaser's prior written consent, make use of any document or information enumerated above except for purposes of performing the Contract.
- 2.11.3 Any document, other than the Contract itself, enumerated above shall remain the property of the Purchaser and shall be returned (in all copies) to the Purchaser on completion of the Supplier's performance under the Contract if so required by the Purchaser.

**2.12 Patent Indemnity**

- 2.12.1 The Supplier shall, subject to the Purchaser's compliance with GCC Sub-Clause 2.12.2, indemnify and hold harmless the Purchaser and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature,

including attorney's fees and expenses, which the Purchaser may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract by reason of:

- (a) the installation of the Goods by the Supplier or the use of the Goods in India; and
- (b) the sale in any country of the products produced by the Goods.

2.12.2 If any proceedings are brought or any claim is made against the Purchaser, the Purchaser shall promptly give the Supplier a notice thereof, and the Supplier may at its own expense and in the Purchaser's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.

### **2.13 Performance Security**

2.13.1 Within 21 days of receipt of the notification of award/PO, the Supplier shall furnish performance security in the amount specified in SCC, valid till 60 days after the warranty period. Alternatively, the PS may also be submitted at the time of release of final payment in cases where part payment is made against delivery & part on installation. The PS, where applicable, shall be submitted in advance for orders where full payment is to be made on Letter of Credit (LC) or on delivery. In this case, submission of PS at the time of negotiation of documents through Bank would be stipulated as a condition in the LC and the BS should be kept valid till such time the PS is submitted.

2.13.2 The proceeds of the performance security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

2.13.3 The Performance Security shall be denominated in Indian Rupees for the offers received for supplies within India and denominated in the currency of the contract in the case of offers received for supply from foreign countries.

2.13.4 In the case of imports, the PS may be submitted either by the principal or by the Indian agent and, in the case of purchases from indigenous sources, the PS may be submitted by either the manufacturer or their authorized dealer/bidder.

2.13.5 The Performance security shall be in one of the following forms:

- (a) A Bank guarantee or stand-by Letter of Credit issued by a Nationalized/Scheduled bank located in India or a bank located abroad in the form provided in the bidding documents.

(Or)

- (b) A Banker's cheque or Account Payee demand draft in favour of the purchaser.

2.13.6 The performance security will be discharged by the Purchaser and returned to the Supplier not later than 60 days following the date of completion of the Supplier's performance obligations, including any warranty obligations, unless specified otherwise in SCC, without levy of any interest.

2.13.7 In the event of any contract amendment, the supplier shall, within 21 days of receipt of such amendment, furnish the amendment to the performance security, rendering the same valid for the duration of the contract, as amended for further period of 60 days thereafter.

- 2.13.8 The order confirmation and Performance Security should be received within 15 days from the date of notification of award. However, the Purchaser has the powers to extend the time frame for submission of order confirmation and submission of Performance Security (PS). Even after extension of time, if the order confirmation/PS are not received, the contract shall be cancelled and limited enders irrespective of the value would be invited from the responding firms after forfeiting the bid security of the defaulting firm, where applicable provided there is no change in specifications. In such cases the defaulting firm would not be considered again for re-tendering in the particular case.
- 2.13.9 **Whenever, the bidder chooses to submit the Performance Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.**

#### **2.14 Inspections and Tests**

- 2.14.1 The inspections & test, training required would be as detailed in Chapter-4 of the Bidding Document relating to Specification and Allied Technical details.

#### **2.15 Packing**

- 2.15.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.
- 2.15.2 The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract including additional requirements, if any, specified in SCC and in any subsequent instructions ordered by the Purchaser.

#### **2.16 Delivery and Documents**

- 2.16.1 Delivery of the Goods and completion and related services shall be made by the Supplier in accordance with the terms specified by the Purchaser in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 2.16.2 The terms FOB, FCA, CIF, CIP etc shall be governed by the rules prescribed in the current edition of the Incoterms published by the International Chambers of Commerce, Paris. Currently it is Incoterms 2010.
- 2.16.3 The mode of transportation shall be as specified in SCC.

#### **2.17 Insurance**

- 2.17.1 Should the purchaser elect to buy on CIF/CIP basis, the Goods supplied under the Contract shall be fully insured in Indian Rupees against any loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in SCC.

- 2.17.2 Where delivery of the goods is required by the purchaser on CIF or CIP basis the supplier shall arrange and pay for Cargo Insurance, naming the purchaser as beneficiary and initiate & pursue claims till settlement, on the event of any loss or damage.
- 2.17.3 Where delivery is on FOB or FCA basis, insurance would be the responsibility of the purchaser.
- 2.17.4 With a view to ensure that claims on insurance companies, if any, are lodged in time, the bidders and /or the Indian agent shall be responsible for follow up with their principals for ascertaining the dispatch details and informing the same to the Purchaser and he shall also liaise with the Purchaser to ascertain the arrival of the consignment after clearance so that immediately thereafter in his presence the consignment could be opened and the insurance claim be lodged, if required, without any loss of time. Any delay on the part of the bidder/Indian Agent would be viewed seriously and he shall be directly responsible for any loss sustained by the purchaser on the event of the delay.

## **2.18 Transportation**

- 2.18.1 Where the Supplier is required under the Contract to deliver the Goods FOB, transport of the Goods, up to and including the point of putting the Goods on board the vessel at the specified port of loading, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract price. Where the Supplier is required under the Contract to deliver the Goods FCA, transport of the Goods and delivery into the custody of the carrier at the place named by the Purchaser or other agreed point shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract price.
- 2.18.2 Where the Supplier is required under the Contract to deliver the Goods CIF or CIP, transport of the Goods to the port of destination or such other named place of destination in the Purchaser's country, as shall be specified in the Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.
- 2.18.3 In the case of supplies from within India, where the Supplier is required under the Contract to transport the Goods to a specified destination in India, defined as the Final Destination, transport to such destination, including insurance and storage, as specified in the Contract, shall be arranged by the Supplier, and the related costs shall be included in the Contract Price.

## **2.19 Incidental Services**

- 2.19.1 The supplier may be required to provide any or all of the services, including training, if any, specified in Chapter 3 & 4.

## **2.20 Spare Parts**

- 2.20.1 The Supplier shall be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:
- (a) Such spare parts as the Purchaser may elect to purchase from the Supplier, providing that this election shall not relieve the Supplier of any warranty obligations under the Contract; and
  - (b) In the event of termination of production of the spare parts:
    - (i) Advance notification to the Purchaser of the pending termination, in sufficient time to permit the Purchaser to procure needed requirements; and

- (ii) Following such termination, furnishing at no cost to the Purchaser, the blueprints, drawings and specifications of the spare parts, if requested.

2.20.2 The Supplier should furnish a guarantee that spares will be available for a minimum period of 10 Years from the date of installation of the equipment.

## **2.21 Warranty**

2.21.1 The Supplier warrants that all the Goods are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.

2.21.2 The Supplier further warrants that the Goods shall be free from defects arising from any act or omission of the Supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in India.

2.21.3 Unless otherwise specified in; the SCC the warranty shall remain valid for Twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the SCC, or for eighteen (18) months after the date of shipment from the port of place of loading in the country of origin, whichever period concludes earlier.

2.21.4 The Purchaser shall give notice to the Supplier stating the nature of any such defects together with all available evidence thereof, promptly following the discovery thereof. The Purchaser shall afford all reasonable opportunity for the Supplier to inspect such defects.

2.21.5 Upon receipt of such notice, the Supplier shall, within a reasonable period of time, expeditiously repair or replace the defective Goods or parts thereof, at no cost to the Purchaser.

2.21.6 If having been notified, the Supplier fails to remedy the defect within reasonable period of time, the Purchaser may proceed to take within a reasonable period such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.

2.21.7 Goods requiring warranty replacements must be replaced on free of cost basis to the purchaser if the warranty replacement are to be imported it should be supplied on DDP basis.

## **2.22 Terms of Payment**

2.22.1 The method and conditions of payment to be made to the Supplier under this Contract shall be as specified in the SCC.

2.22.2 The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and the Services performed, and by documents, submitted pursuant to Delivery and document Clause of the GCC and upon fulfillment of other obligations stipulated in the contract.

2.22.3 Payments shall be made promptly by the Purchaser but in no case later than thirty (30) days after submission of the invoice or claim by the Supplier.

2.22.4 Payment shall be made in currency as indicated in the contract.

**2.23 Change Orders and Contract Amendments**

- 2.23.1 The Purchaser may at any time, by written order given to the Supplier pursuant to Clause on Notices of the GCC make changes within the general scope of the Contract in any one or more of the following:
- (a) Drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser;
  - (b) The method of shipping or packing;
  - (c) The place of delivery; and/or
  - (d) The Services to be provided by the Supplier.
  - (e) The delivery schedule.
- 2.23.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within fifteen (15) days from the date of the Supplier's receipt of the Purchaser's change order.
- 2.23.3 No variation or modification in the terms of the contract shall be made except by written amendment signed by the parties.

**2.24 Assignment**

- 2.24.1 The Supplier shall not assign, in whole or in part, its obligations to perform under the Contract, except with the Purchaser's prior written consent.

**2.25 Subcontracts**

- 2.25.1 The Supplier shall notify the Purchaser in writing of all subcontracts awarded under this Contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the Supplier from any liability or duties or obligation under the Contract. Sub contracts can be made only for bought-out items and sub-assemblies. Sub contracts cannot be given wherein the contract warrants so or the contract is such that personal performance by the supplier is required.

**2.26 Extension of time.**

- 2.26.1 Delivery of the Goods and performance of the Services shall be made by the Supplier in accordance with the time schedule specified by the Purchaser.
- 2.26.2 If at any time during performance of the Contract, the Supplier or its sub-contractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may, at its discretion, extend the Supplier's time for performance with or without penalty, in which case the extension shall be ratified by the parties by amendment of the Contract.
- 2.26.3 Except as provided under the Force Majeure clause of the GCC, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of penalty pursuant to Penalty Clause of the GCC unless an extension of time is agreed upon pursuant to above clause without the application of penalty clause.



**2.27 Penalty clause**

- 2.27.1 Subject to GCC Clause on Force Majeure, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as penalty, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services or contract value for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the Percentage specified in SCC. Once the maximum is reached, the Purchaser may consider termination of the Contract pursuant to GCC Clause on Termination for Default. The SCC shall also indicate the basis for ascertaining the value on which the penalty shall be applicable.

**2.28 Termination for Default**

- 2.28.1 The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part
- (a) If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the contract, or within any extension thereof granted by the Purchaser pursuant to GCC Clause on Extension of Time; or
  - (b) If the Supplier fails to perform any other obligation(s) under the Contract.
  - (c) If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent or collusive or coercive practices as defined in GCC Clause on Fraud or Corruption in competing for or in executing the Contract.
- 2.28.2 In the event the purchaser terminates the contract in whole or in part, he may take recourse to any one or more of the following action:
- (a) The Performance Security is to be forfeited;
  - (b) The purchaser may procure, upon such terms and in such manner as it deems appropriate, stores similar to those undelivered, and the supplier shall be liable for all available actions against it in terms of the contract.
  - (c) However, the supplier shall continue to perform the contract to the extent not terminated.

**2.29 Force Majeure**

- 2.29.1 Notwithstanding the provisions of GCC Clauses relating to extension of time, penalty and Termination for Default the Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- 2.29.2 For purposes of this Clause, "Force Majeure" means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may include, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

- 2.29.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof within 21 days of its occurrence. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- 2.29.4 If the performance in whole or in part or any obligations under the contract is prevented or delayed by any reason of Force Majeure for a period exceeding 60 days, either party may at its option terminate the contract without any financial repercussions on either side.

### **2.30 Termination for Insolvency**

- 2.30.1 The Purchaser may at any time terminate the Contract by giving written notice to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the Purchaser.

### **2.31 Termination for Convenience**

- 2.31.1 The Purchaser, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.
- 2.31.2 The Goods that are complete and ready for shipment within 30 days after the Supplier's receipt of notice of termination shall be accepted by the Purchaser at the Contract terms and prices. For the remaining Goods, the Purchaser may elect:
- (a) To have any portion completed and delivered at the Contract terms and prices; and/or
  - (b) To cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and for materials and parts previously procured by the Supplier.

### **2.32 Settlement of Disputes**

- 2.32.1 The Purchaser and the supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- 2.32.2 If, after Thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Purchaser or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract.
- 2.32.3 The dispute settlement mechanism/arbitration proceedings shall be concluded as under:
- (a) In case of Dispute or difference arising between the Purchaser and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any

statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Director General, Council of Scientific & Industrial Research and if he is unable or unwilling to act, to the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.

- (b) In the case of a dispute between the purchaser and a Foreign Supplier, the dispute shall be settled by arbitration in accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules.

2.32.4 The venue of the arbitration shall be the place from where the purchase order or contract is issued.

2.32.5 Notwithstanding any reference to arbitration herein,

- (a) the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and  
(b) the Purchaser shall pay the Supplier any monies due the Supplier.

### **2.33 Governing Language**

2.33.1 The contract shall be written in English language which shall govern its interpretation. All correspondence and other documents pertaining to the Contract, which are exchanged by the parties, shall be written in the English language only.

### **2.34 Applicable Law**

2.34.1 The Contract shall be interpreted in accordance with the laws of the Union of India and all disputes shall be subject to place of jurisdiction as specified in SCC.

### **2.35 Notices**

2.35.1 Any notice given by one party to the other pursuant to this contract/order shall be sent to the other party in writing or by cable, telex, FAX, e-mail or and confirmed in writing to the other party's address specified in the SCC.

2.35.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

### **2.36 Taxes and Duties**

2.36.1 For goods manufactured outside India, the Supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside India.

2.36.2 For goods Manufactured within India, the Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred till its final manufacture/production.

2.36.3 If any tax exemptions, reductions, allowances or privileges may be available to the Supplier in India, the Purchaser shall make its best efforts to enable the Supplier to benefit from any such tax savings to the maximum allowable extent.

- 2.36.4 **All payments due under the contract shall be paid after deduction of statutory levies (at source) (like ESIC, IT, etc.) wherever applicable.**
- 2.36.5 **Excise Duty** – If the supply is within India, this institute is exempted from payment of Excise Duty as per notification No.10/97 – Central Excise, dated 1<sup>st</sup> March, 1997.  
**Customs Duty** – If the supply is from abroad this Institute is permitted to import goods as per notification No.51/96 – Customs and pay a concessional duty up to 5% as per notification 24/2002 – Customs on all imports. The Education and Higher Education Cess are also payable.

### **2.37 Right to use Defective Goods**

- 2.37.1 If after delivery, acceptance and installation and within the guarantee and warranty period, the operation or use of the goods proves to be unsatisfactory, the Purchaser shall have the right to continue to operate or use such goods until rectifications of defects, errors or omissions by repair or by partial or complete replacement is made without interfering with the Purchaser's operation.

### **2.38 Protection against Damage**

- 2.38.1 The responsibility lies with the successful Tenderer, if any damage or loss to the property or person of the Institute occurs while undertaking the contract.

### **2.39 Site preparation and installation**

- 2.39.1 The Purchaser is solely responsible for the construction of the equipment sites in compliance with the technical and environmental specifications defined by the Supplier. The Purchaser will designate the installation sites before the scheduled installation date to allow the Supplier to perform a site inspection to verify the appropriateness of the sites before the installation of the Equipment, if required. The supplier shall inform the purchaser about the site preparation, if any, needed for installation, of the goods at the Purchaser's site immediately after notification of award/contract.

### **2.40 Import and Export Licenses**

- 2.40.1 If the ordered materials are covered under restricted category of EXIM policy in India the Vendor / Agent may intimate such information for obtaining a necessary license in India.
- 2.40.2 If the ordered equipment is subject to Vendor procuring an export license from the designated government agency / country from where the goods are shipped /sold, the vendor has to mention the name, address of the government agency / authority. The vendor must also mention the time period within which the license will be granted in normal course.

### **2.41 Risk Purchase Clause**

- 2.41.1 If the supplier fails to deliver the goods within the maximum delivery period specified in the Purchase Order, CSIR-CECRI may procure, upon such terms and in such a manner as it deems appropriate, Goods or Services similar to those undelivered and the Supplier be liable to CSIR-CECRI for any excess costs incurred for such similar goods or services.

**B. SPECIAL CONDITIONS OF CONTRACT**

<u>Sl. No.</u>	<u>GCC Clause</u>
01.	GCC 2.1.1 (l)
02.	GCC 2.1.1 (m)
03.	GCC 2.13.1
04.	GCC 2.15.2
05.	GCC 2.16.1
06.	GCC 2.16.3
07.	GCC 2.17.1
08.	GCC 2.21.3
09.	GCC 2.22.1
10.	GCC 2.27.1
11.	GCC 2.27.1
12.	GCC 2.34.1
13.	GCC 2.35.1
14.	GCC 2.39.1

**SPECIAL CONDITIONS OF CONTRACT (SCC)**

The following Special Conditions of Contract (SCC) shall supplement and / or amend the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

GCC 2.1.1(l)	The Purchaser is: The Director, CSIR - Central Electrochemical Research Institute, Karaikudi 630 003 Tamil Nadu INDIA
GCC 2.1.1(m)	<p><b>The Final Destination is:</b>  <b>CSIR - Central Electrochemical Research Institute, CSIR COMPLEX, CHENNAI UNIT, TARAMANI, Tamil Nadu INDIA</b></p> <p><b>Contact Person: Stores &amp; Purchase Officer Tel: 91-04565 – 227 206, 241226, 241217</b>  <b>Email ID: <a href="mailto:spo@cecric.res.in">spo@cecric.res.in</a>, <a href="mailto:purchase@cecric.res.in">purchase@cecric.res.in</a></b></p>
GCC 2.13.1	The amount of the Performance Security shall be 10 % of the contract value.
GCC 2.15.2	<p>The marking and documentation within and outside the packages shall be:</p> <p>(a) Each package should have a packing list within it detailing the part No.(s), description, quantity etc.</p> <p>(b) Outside each package, the contract No., the name and address of the purchaser and the final destination should be indicated on all sides and top.</p> <p>(c) Each package should be marked as 1/x, 2/x, 3/x.....x/x, where “x” is the total No. of packages contained in the consignment.</p> <p>(d) All the sides and top of each package should carry an appropriate indication / label / stickers indicating the precautions to be taken while handling/storage.</p>
GCC 2.16.1	<p>Details of Shipping and other Documents to be furnished by the Supplier are :</p> <p><b><u>For goods manufactured within India</u></b></p> <p>Within 24 hours of dispatch, the supplier shall notify the purchaser the complete details of dispatch and also supply following documents by registered post / speed post and copies thereof by FAX and email.</p> <p>(a) Two copies of Supplier’s Invoice indicating, <i>inter-alia</i> Description and specification of the goods, quantity, unit price, total value; Original Invoice duly pre-receipted with revenue stamp for value above Rs.5,000/-</p>

GCC 2.16.1	<p>(b) Delivery Challan / Packing list;</p> <p>(c) Insurance certificate, if required under the contract;</p> <p>(d) Railway receipt/Consignment note;</p> <p>(e) Manufacturer's guarantee certificate and in-house inspection certificate;</p> <p>(f) Inspection certificate issued by purchaser's inspector, if any;</p> <p>(g) Operation Manual, Service and Maintenance Manual in English (Hard Copy / Media)</p> <p>(h) All required drivers and media for software installation if any, with appropriate licenses.</p> <p>(i) Any other document(s) as and when required in terms of the contract.</p>
	<p><b>Note:</b></p> <p>01. The nomenclature used for the item description in the invoices(s), packing list(s) and the delivery note(s) etc. should be identical to that used in the contract. The dispatch particulars including the name of the transporter should also be mentioned in the Invoice(s).</p> <p>02. The above documents should be received by the Purchaser before arrival of the Goods and, if not received, the Supplier will be responsible for any consequent expenses</p>
	<p><b><u>For goods manufactured abroad</u></b></p> <p>Within 24 hours of dispatch, the supplier shall notify the purchaser the complete details of dispatch and also supply following documents by Registered Post/courier and copies thereof by FAX and email.</p>
GCC 2.16.1	<p>(a) Four copies of supplier's Invoice giving full details of the goods including quantity, value, etc.;</p> <p>(b) Packing list;</p> <p>(c) Certificate of country of origin;</p> <p>(d) Manufacturer's guarantee and Inspection certificate;</p> <p>(e) Inspection certificate issued by the Purchaser's Inspector, if any;</p> <p>(f) Insurance Certificate, if required under the contract;</p> <p>(g) Name of the Vessel/Carrier;</p> <p>(h) Bill of Lading/Airway Bill;</p>

	<p>(i) Port of Loading;  (j) Date of Shipment;</p> <p>(k) Port of Discharge &amp; expected date of arrival of goods;</p> <p>(l) Operation Manual, Service and Maintenance Manual in English (Hard Copy / Media)</p> <p>(m) All required drivers and media for software installation if any, with appropriate licenses.</p> <p>(n) Any other document(s) as and when required in terms of the contract.</p> <p><b>Note:</b></p> <ol style="list-style-type: none"> <li>1. The nomenclature used for the item description in the invoices(s), packing list(s) and the delivery note(s) etc. should be identical to that used in the contract. The dispatch particulars including the name of the transporter should also be mentioned in the Invoice(s).</li> <li>2. The above documents should be received by the Purchaser before arrival of the Goods and, if not received, the Supplier will be responsible for any consequent expenses.</li> </ol>
GCC 2.16.3	<p>In case of supplies from within India, the mode of transportation shall be by Road/Courier.</p> <p>In case of supplies from abroad, the mode of transportation shall be by Air.</p>
GCC 2.17.1	<p>The Insurance shall be for an amount equal to 110% of the CIF value of the contract from within “warehouse to warehouse (final destination)” on “all risk basis” including strikes, riots and civil commotion.</p>
GCC 2.21.3	<p>The period of warranty shall be <b>Three Years</b> from the date of installation and acceptance. Warranty shall be comprehensive including all spares and labour, customs charges, clearance charges and other levies if any.</p>
GCC2.22.1	<p>The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:</p> <p><b><u>Payment for Goods supplied from abroad:</u></b></p> <p>Payment of foreign currency portion shall be made in currency of the Contract in the following manner:</p> <p>In the case of Payment through Letter of Credit, (L.C) will be established for 100% after receipt of 10% Performance Bank Guarantee. Performance Bank Guarantee for 10% of Order Value must be furnished along with Order Acknowledgement to cover the Warranty Period + Delivery Period + 2 Months in case of both indigenous and Import Orders.</p> <p>LC payments will be released in two installments: a) 90% against negotiation of shipping documents at sight. B) 10% after installation, acceptance and training of CECRI personnel against acceptance certificate signed by CECRI personnel.</p> <p>Banking Charges outside India to be borne by <b>opener/ beneficiary</b> to be clearly mentioned in the quotation.</p>



	<p>If the Letter of Credit is required to be extended / reinstated for reasons not attributable to CSIR-CECRI, the Bank Charges thereof shall be to the beneficiary's account.</p> <p>The L/C will be confirmed at the suppliers cost, if requested specifically by the supplier. All bank charges abroad shall be to the account of the beneficiary i.e. supplier and all bank charges in India shall be to the account of the opener i.e. purchaser. If L/C is requested to be extended/ reinstated for reasons not attributable to the purchaser, the charges thereof would be to the suppliers' account. Payment of local currency portion shall be made in Indian Rupees within thirty (30) days of presentation of claim supported by a certificate from the Purchaser declaring that the Goods have been delivered and that all other contracted Services have been performed. The LC for 100% value of the contract shall be established after deducting the agency commission payable if any, to the Indian agent from the Ex-Works value.</p>
GCC2.22.1	<p><b><u>Payment for Goods and Services supplied from India:</u></b></p> <p>The payment shall be made in Indian Rupees, as follows:</p> <p style="padding-left: 40px;">100% Payment will be released within 30 days after the date of the acceptance certificate issued by the Purchaser.</p> <p><b>Note:</b>  <b>All payments due under the Contract shall be paid after deduction of statutory levies at source (like ESIC, Income Tax, etc.), wherever applicable.</b></p>
GCC 2.27.1	<p>The penalty shall be 0.5% per week or part of a week towards late delivery and towards delay in installation and commissioning.</p> <p>The maximum amount of penalty shall be 10%. The liquidated damages shall be levied on the delivered price of the delayed Goods or unperformed Services or contract value.</p>
GCC 2.34.1	The place of jurisdiction is Karaikudi, Tamil Nadu, India.
GCC 2.35.1	<p>For notices, the Purchaser's address is  Attention: The Director  Location: CSIR – Central Electrochemical Research Institute,  Karaikudi – 630 003, Tamil Nadu, INDIA  Telephone: 0091-04565- 227 206, 241226, 241 217  Facsimile number: 0091-04565-227 206  Email address: <a href="mailto:spo@cecri.res.in">spo@cecri.res.in</a> , <a href="mailto:purchase@cecri.res.in">purchase@cecri.res.in</a></p>
GCC 2.39.1	<p>Site preparation and Installation to be done for the Instrument / equipment with relevant accessories at the following address.</p> <p>CSIR - Central Electrochemical Research Institute,  CSIR COMPLEX  TARAMANI  CHENNAI  Tamil Nadu INDIA</p>

## अध्याय 3

## CHAPTER 3

**SCHEDULE OF REQUIREMENT**

(To be filled by the bidder and enclosed with the Technical Bid.)

Sl. No.	Brief Description of goods and services	Quantity	Physical Unit	Final destination/ Place	Delivery Schedule (to be filled by the bidder)	Time frame required for conducting installation, commissioning of the eqpt., acceptance test, etc. after the arrival of consignment (to be filled by the bidder)

Term of delivery : FCA (Named Place of Delivery) Incoterms 2010(Bidder to specify Gateway International Airport Only) :

.....

Period of delivery shall count from : .....  
(to be filled by the bidder)

Scope of Supply : .....

Standards : .....

Training requirement : .....  
(Location, no. of persons, period of training, nature of training)

Warranty: .....

Date : .....

Place : .....

**Signature of the Bidder**

**PS:** Authorization standards that ensure at least a equivalent quality than the standard mentioned in the Technical Specification, will also be acceptable.

अध्याय 4CHAPTER 4SPECIFICATIONS AND ALLIED TECHNICAL DETAILS**4.1 SPECIFICATIONS for MULTICHANNEL BATTERY CYCLING (CHARGE / DISCHARGE) UNIT****Multichannel Battery cycling (Charge / Discharge)****Unit:****Total no. Of channels required: 100 Independent Channels****Hard ware specifications:**

Hardware specifications:

Battery testing voltage range: 0- 9 V batteries

Voltage resolution should be 50 micro volt or better

Current resolution should be 40 nA or better

Current required in charge / discharge mode (to control and measure) :

**Channels 1-48(total forty eight channels)** : +/- 1mA to +/- 14 A – must be provided with 4-5 ranges between these current range. During current charge / discharge, measured/ applied current should migrate from one range to another range automatically.

**Channels 49-80( For total thirty two channels)** : +/- 200uA to +/- 1200mA – must be provided with 4-5 ranges between these current range. During current charge / discharge, measured/ applied current should migrate from one range to another range automatically

**Channels 81-100( For total twenty channels)** : +/- 50uA to +/- 100mA – must be provided with 4-5 ranges between these current range. During current charge / discharge, measured/ applied current should migrate from one range to another range automatically

- Current accuracy should not be less than 0.05% of the measured value/ or reading.
- EIS facility: required for all channels on sequential or simultaneous mode.
- EIS freq. Range: 10mHZ to 5KHZ or more
- EIS sine wave : should be able to generate in Voltage & Current ( for very low impedance testing)
- Temperature measurement option should be part of on at least 80 channels or more . (preferably with K-type thermocouple.)
- Channel paralleling facility should be provided to achieve higher current of 100A.( if channel parallel facility not provided, compatible booster may be quoted for 100A current range)

•

**Software capability:**

Complete battery cycling software facility with following software options:

- Charge / discharge cycle controlled with voltage / current / time / power / resistance
- Contact current / constant voltage / constant power / constant resistance mode ,CV,I-V
- Various C-rate applied in single cycle
- EIS measurement required on Potentiostatic and Galvanostatic mode
- Photovoltaic and fuel cell testing software including I–V measurement
- Recording of additional analogue voltage input from external sensors.
- External devices like thermal chambers / controlled atmosphere chambers controlled / synchronised by software.
- Tools required to study on structural transformations in the electrode material and on degradation mechanisms occurring in battery components (electrodes/electrolyte).
- Columbic efficiency determination facility is required to estimate the lifetime of a battery.
- Facility required to study the phase transformations during the use of the battery.
- Software facility required to predict the lifetime of battery.
- X-Co-efficient determination facility should be provided.
- Monitor the status of each tested battery in a global window Displaying the actual battery parameters & T/°C. Facility is required to view of the failed batteries in real time.
- Automatic Recovery software

Cell cables preferably 2.5 M should be provided for all the channels.

Coin cell holders which can be plugged directly to the Instrument should be provided for at least 50 channels.

**Accessories required.**

1. Current collector module is required for channel paralleling application to obtain 120A current
2. High current cable and battery holder-100A should be provided for 50 channels

3. Suitable cell holders for pouch as well for 18650 cells and other required accessories should be provided.
4. Suitable power back up for atleast six hours to support the system

#### **Data Acquisition system.**

A compatible Data Acquisition system with i-5 Processor, 4GB RAM 500GB HDD, 21" Screen DVD R/W, Windows 8 , 2 Nos. should be provided.

#### **Warranty**

03 Years.

### **4.2 Scope of Supply**

**Supply includes supply, installation, satisfactory demonstration, and training of the complete 'MULTICHANNEL BATTERY CYCLING (CHARGE / DISCHARGE) UNIT' as given in the SCC.**

### **4.3 Inspection & Tests**

**NOT APPLICABLE**

#### **4.3.1 General**

01. The Supplier shall at its own expense and at no cost to the Purchaser carry out all such tests and/or inspections of the Goods and Related Services as are specified here.
02. The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at the point of delivery and/or at the Goods final destination.
03. Whenever the Supplier is ready to carry out any such test and inspection, it shall give a reasonable advance notice, including the place and time, to the Purchaser. The Supplier shall obtain from any relevant third party or manufacturer any necessary permission or consent to enable the Purchaser or its designated representative to attend the test and/or inspection.
04. Should any inspected or tested Goods fail to conform to the specifications, the Purchaser may reject the goods and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Purchaser.
05. The Purchaser's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival at final destination shall in no way be limited or waived by reason of the Goods having previously been inspected, tested and passed by the Purchaser or its representative prior to the Goods shipment.
06. The Supplier shall provide the Purchaser with a report of the results of any such test and/or inspection.

07. With a view to ensure that claims on insurance companies, if any, are lodged in time, the bidders and /or the Indian agent, if any, shall be responsible for follow up with their principals for ascertaining the dispatch details and informing the same to the Purchaser and he shall also liaise with the Purchaser to ascertain the arrival of the consignment after customs clearance so that immediately thereafter in his presence the consignment could be opened and the insurance claim be lodged, if required, without any loss of time. Any delay on the part of the bidder/ Indian Agent would be viewed seriously and he shall be directly responsible for any loss sustained by the purchaser on the event of the delay.
08. Before the goods and equipments are taken over by the Purchaser, the Supplier shall supply operation and maintenance Manuals together with Drawings of the goods and equipments built. These shall be in such details as will enable the Purchase to operate, maintain, adjust and repair all parts of the works as stated in the specifications.
09. The Manuals and Drawings shall be in the ruling language (English) and in such form and numbers as stated in the Contract.
10. Unless and otherwise agreed, the goods and equipment shall not be considered to be completed for the purposes of taking over until such Manuals and Drawing have been supplied to the Purchaser.
11. On successful completion of acceptability test, receipt of deliverables, etc., and after the Purchaser is satisfied with the working of the equipment, the acceptance certificate signed by the Supplier and the representative of the Purchaser will be issued. The date on which such certificate is signed shall be deemed to be the date of successful commissioning of the equipment.

**ACCEPTANCE TERMS**

12. Specifications should be strictly adhered to without compromise. At the time of supply, all the parts supplied should be the latest one i.e. should there be a new and improved version of the part(s) developed after the quote was furnished the improved versions should only be supplied and without any additional cost to the buyer. Parts that have become obsolete in the rest of the world (USA, Europe, Japan) should not be supplied here. Proper documents should be furnished to support this.
13. A simple step-by-step operating procedure (max 2 pages) which will be kept near the equipment indicating the precautions for eg. safe pressures, dos and donts for safe and correct use of the entire equipment including software should be provided to help extend the life of the system.
14. With respect to the columns, specific maintenance and handling procedures including during operation as well as idling periods should be provided.
15. Demonstration of the equipment should be done at least for three standard proteins at the extreme ranges and one intermediate (flow rates)

16. The service manual to be given.

#### **4.3.2 Pre-despatch Inspection by CSIR -CECRI**

**Not Applicable**

#### **4.3.3 Manufacturer's Inspection Certificate**

After the goods are manufactured and assembled, inspection and testing of the goods shall be carried out at the supplier's plant by the supplier, prior to shipment to check whether the goods are in conformity with the technical specifications. Manufacturer's test certificate with data sheet shall be issued to this effect and submitted along with the delivery documents. The purchaser reserves the options to be present at the supplier's premises during such inspection and testing.

#### **4.3.4 Third Party Inspection - NOT APPLICABLE**

**Not Applicable**

#### **4.3.5 Acceptance Test**

The acceptance test will be conducted by the Purchaser, their consultant or other such person nominated by the Purchaser at its option after the equipment is installed at Purchaser's site in the presence of supplier's representatives. The acceptance will involve trouble free operation. There shall not be any additional charges for carrying out acceptance test. No malfunction, partial or complete failure of any part of the equipment is expected to occur.

The Supplier shall maintain necessary log in respect of the result of the test to establish to the entire satisfaction of the Purchaser, the successful completion of the test specified. In the event of the ordered item failing to pass the acceptance test, a period not exceeding two weeks will be given to rectify the defects and clear the acceptance test, failing which, the Purchaser reserve the right to get the equipment replaced by the Supplier at no extra cost to the Purchaser.

Successful conduct and conclusion of the acceptance test for the installed goods and equipments shall also be the responsibility and at the cost of the Supplier.

#### **4.4 Training**

**Training of operation and maintenance of the instrument to be provided to the user group by the Indian agent / Supplier**

- **Minimum No. of Persons: TWO**
- **At CSIR – CECRI, CSIR COMPLEX, CHENNAI UNIT, TARAMANI, CHENNAI, TAMILNADU, INDIA**
- **Maximum Period: One week**

**4.5** **Standards**

Not Applicable

**4.6** **Warranty**

Period of warranty shall be **Three Years** from the date of installation and acceptance. Warranty shall be comprehensive including all spares and labour, customs charges, clearance charges and other levies if any.

During the warranty period free upgrades of the software, if any, should be provided.

**4.7** **Annual Maintenance Contract (AMC)**

The supplier has to quote in the Price Bid for non comprehensive AMC after the expiry of the warranty period, detailing the number of breakdown and preventive maintenance visit, exclusions if any and other terms and conditions.

**4.8** **Incidental Services**

Not Applicable



अध्याय 5CHAPTER 5PRICE SCHEDULE FORMSTable of Contents

<u>Sl. No.</u>	<u>Type of Price Schedule Form</u>
5.1	Price schedule for Goods being offered from abroad
5.2	Price schedule for Goods offered from India

**Note:** The bidder may fill in the appropriate Price Schedule Form and enclose with the bidding documents as per Clause 1.10 and 1.18.3 of the bidding documents.

**PRICE SCHEDULE FOR GOODS BEING OFFERED FROM ABROAD**

Name of the Bidder \_\_\_\_\_

TENDER No. \_\_\_\_\_

1	2	3	4	5	6*		7*		8*	9*	10	11	12
Sl. No.	Item Description	Country of origin	Unit	Qty.	Unit price		Total price (5x6)		Charges for Insurance & transportation to port/place of destination Ocean / Air / Courier	Total price (7+8) CIF / CIP	Indian Agents Commission as a percent of ex-works price included in the Quoted price	Gross Weight ; Net weight; volume; method of Packing	Nature of goods ; General / Radio active / Perishable / DGR / ODC
				Ex-Works	FCA (named place of delivery) Gateway Intl. Air port Or FOB (named port of shipment) Gateway International Sea port	Ex-Works	FCA (named place of delivery) Gateway Intl. Air port Or FOB (named port of shipment) Gateway Intl. Sea port)						

**Note:**

Currency \_\_\_\_\_

Total Bid price in foreign currency \_\_\_\_\_  
in words

(a) Indian agents name & address \_\_\_\_\_

Signature of Bidder \_\_\_\_\_

(b) Installation, commissioning & training charges, if any \_\_\_\_\_

Name \_\_\_\_\_

(c) Cost of Spares, if any \_\_\_\_\_

Business Address \_\_\_\_\_

(d) The Indian agent's commission shall be paid in Indian Rupees only based on the Exchange Rate prevailing on the date of negotiation of documents in accordance with clause 2.22.1 of GCC.

(e) The cost of optional items shall be indicated separately.

(f) The cost of non comprehensive Annual maintenance contract \_\_\_\_\_

## PRICE SCHEDULE FOR GOODS BEING OFFERED FROM INDIA

Name of the Bidder \_\_\_\_\_

Tender No. \_\_\_\_\_

1	2	3	4	5	6	7	8	9	10	11
Sl. No.	Item Description	Country of origin	Unit	Quantity	Ex-Works, Ex-warehouse, Ex-show room off the shelf price (inclusive of all taxes already paid)	Total price Ex-Works, Ex-warehouse, Ex-show room off the shelf price (inclusive of all taxes already paid) (5x6)	VAT & other taxes like excise duty payable, if contract is awarded*	Packing & for warding up to station of dispatch, If any	Charges for inland transportation, insurance up to Lab. / Instt.	Installation, commissioning and training charges, if any. Service Tax should be indicated separately.

Total Bid price in Indian Rupees \_\_\_\_\_  
in words.

Signature of Bidder \_\_\_\_\_  
Name \_\_\_\_\_  
Business Address \_\_\_\_\_

**Note :**

- (a) The cost of optional items shall be indicated separately.  
 (b) Cost of Spares, if any \_\_\_\_\_  
 (c) The cost of non comprehensive Annual maintenance contract \_\_\_\_\_

\* Excise Duty Exemption Certificate can be furnished for R&D Items under Notification 10/97.

अध्याय 6CHAPTER 6QUALIFICATION REQUIREMENTSa) **Eligibility criteria:-**

- 1. The Bidder should be a manufacturer/authorized representative of a manufacturer who must have designed, manufactured, tested and supplied the equipment(s) similar to the type specified in the “Technical Specification”. The MAF must be enclosed with the technical bid. Such equipments must be of the most recent series/models incorporating the latest improvements in design. The models should be in successful operation for at least one year as on date of Bid Opening.**
- 2. In case there is involvement of an /Indian agent/representative in any form an authority letter /copy of agreement from the principal manufacturer must be submitted with the quotation. Further, “As per the compulsory Enlistment Scheme of the Department of Expenditure, Ministry of Finance, it is compulsory for such agents, to get themselves enlisted with Central Purchase Organization i.e., Directorate General of Supplies and Disposals, Jeevantara Building, 3 Sansad Marg, New Delhi – 110 001. Registration Certificate issued by DGS&D should be submitted along with bid, if bid is to submitted by Indian Agent, failing which the bid will be summarily rejected.**

**OR**

**The bid of suppliers, in the absence of Registration Certificate, who submit documentary evidence of their application with DGS&D along with undertaking that their application has not been rejected, will be considered.**

**OR**

**Where quoting party/Indian representative claims to be the subsidiary or branch office or an authorized representative of the principal foreign manufacturer/supplier in India, then a copy of approval from RBI/Ministry for operating business in India as Subsidiary/Branch/Liaison office or Joint-Venture may be submitted with offer. The details of all supplies involving the foreign exchange shall be furnished to the Enforcement Directorate, New Delhi as per rule. It may be noted that only the quoting parties & their principals shall be responsible for violation of Foreign Exchange Management Act (FEMA) for not declaring the actual bilateral mutual interests, if any. Indian agency commission shall be paid only to the Indian Agents in Indian Rupee out of the quoted FOB/Ex-works prices, after receipt of goods in good working condition & satisfactory installation/demonstration/commissioning of the items. INDIAN AGENT’S COMMISSION, if any: If you have any Agents in India, please show specifically whether the amount of commission payable to them is included or excluded in the FOB Price. Moreover, they should have registered with DGSD, Parliament Street, New Delhi. Please note that under the Government of India regulations, Commission to Indian Agents is payable only in Indian Currency. Please note that the Agency Commission will not be admitted for payment unless the Indian Agents provide their DGSD Registration Number on their Agency Commission Bill. The role played by the Indian Agents in rendering assistance to your customers may also be specified, if possible.**

3. **Either the Indian Agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. However, the offer of the Indian Agent should also accompany the authorization letter from their principal. Further, to maintain sanctity of tendering system one Indian agent cannot represent two different foreign principals in one tender for the same product.**
4. **The Bidder should furnish the information on all past supplies and satisfactory performance in the proforma (Performance Statement Form).**
5. **Bidders shall invariably furnish documentary evidence (client's certificate) in support of the satisfactory operation of the equipment.**
6. **Details of Service Centres and information on service support facilities that would be provided after the warranty period (in the Service Support Form).**

**b) General criteria:-**

1. List of installations of the model quoted in India with contact details. (Annexure VII)
2. Year of introduction of the model quoted. (In Technical Bid)
3. Spares and service support for the instrument for the period of 10 years from the date of installation. ( Technical details in Technical bid)
4. Details of computer, Printer and other accessories to be supplied along with the equipment. (Technical details in Technical bid)
5. Details of make, model, service support for the outsourced items/ supporting accessories (Technical details in Technical bid)
6. AMC charges after the warranty period- (to be quoted in price Bid)
7. The bidder shall furnish documentary evidence to demonstrate that the bidder satisfies the bidders' eligibility criteria.
8. The Bidder should be a manufacturer/authorized representative of a manufacturer who must have designed, manufactured, tested and supplied the equipment(s) similar to the type specified in the "Technical Specification". The MAF must be enclosed with the technical bid. Such equipments must be of the most recent series/models incorporating the latest improvements in design. The models should be in successful operation for at least one year as on date of Bid Opening.
9. The Indian Agents of foreign manufacturers/ suppliers quoting directly on behalf of their principals for items appearing in the restricted list of the current EXIM policy of the Govt. of India are registered with DGS&D.
10. Either the Indian Agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. However, the offer of the Indian Agent

should also accompany the authorization letter from their principal. Further, to maintain sanctity of tendering system one Indian agent cannot represent two different foreign principals in one tender.

- 11.** The Bidder should furnish the information on all past supplies and satisfactory performance in the proforma (Performance Statement Form).
- 12.** Bidders shall invariably furnish documentary evidence (client's certificate) in support of the satisfactory operation of the equipment.
- 13.** Details of Service Centres and information on service support facilities that would be provided after the warranty period (in the Service Support Form).
- 14.** That adequate and specialized expertise is already available or will be made available following the execution of the contract in the Purchaser's country, to ensure that the support services are responsive and adequate as per 'Instructions To Bidders 1.13.2(c)'.

अध्याय 7CHAPTER 7CONTRACT FORM

Contract No. \_\_\_\_\_ Date: \_\_\_\_\_

THIS CONTRACT AGREEMENT is made

the [ insert: number ] day of [ insert: month ], [ insert: year ].

*BETWEEN*

- (1) The Director, CSIR – CENTRAL ELECTROCHEMICAL RESEARCH INSTITUTE, KARAIKUDI 630 003 TAMIL NADU INDIA , a constituent Laboratory of Council of Scientific and Industrial Research registered under the Societies Registration Act 1860 of the Government of India having its registered office at 2, Rafi Marg, New Delhi-110001, India represented by Stores and Purchase Officer, CSIR – CENTRAL ELECTROCHEMICAL RESEARCH INSTITUTE, KARAIKUDI 630 003 TAMIL NADU INDIA, (hereinafter called “the Purchaser”), and
- (2) [insert name of Supplier], a corporation incorporated under the laws of [insert: country of Supplier] and having its principal place of business at [insert: address of Supplier] (hereinafter called “the Supplier”).

*WHEREAS* the Purchaser invited bids for certain Goods and ancillary services, viz., [insert brief description of Goods and Services] and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of [insert Contract Price in words and figures, expressed in the Contract currency(ies) ] (hereinafter called “the Contract Price”).

***NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:***

01. In this Agreement words and expressions shall have the same meanings as \_\_\_\_\_ are respectively assigned to them in the Conditions of Contract referred to.
02. The following documents shall constitute the Contract between the \_\_\_\_\_ Purchaser and the Supplier, and each shall be read and construed as an \_\_\_\_\_ integral part of the Contract:
  - (a) This Contract Agreement
  - (b) Special Conditions of Contract
  - (c) General Conditions of Contract

- (d) Technical Requirements (including Schedule of Requirements and Technical Specifications)
- (e) The Supplier's Bid and original Price Schedules
- (f) The Purchaser's Notification of Award
- (g) *[Add here any other document(s)]*

03. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.
04. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
05. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Union of India on the day, month and year indicated above.

For and on behalf of the Council of Scientific & Industrial Research

Signed: *[insert signature]*  
in the capacity of *[insert title or other appropriate designation]*  
in the presence of *[insert identification of official witness]*

Signed: *[insert signature]*  
in the capacity of *[insert title or other appropriate designation]*  
in the presence of *[insert identification of official witness]*

For and on behalf of the Supplier

Signed: *[insert signature of authorized representative(s) of the Supplier]*  
in the capacity of *[insert title or other appropriate designation]*  
in the presence of *[insert identification of official witness]*



अध्याय 8CHAPTER 8**OTHER FORMS TO BE ENCLOSED WITH TECHNICAL BID****Table of Contents**

<b>SL. NO.</b>	<b>NAME</b>	<b>ANNEXURE</b>
1	Bidder Information Form	I
2	Manufacturers' Authorization Form	II
3	Bid Security Form	III
4	Performance Statement Form	IV
5	Technical Compliance Statement	V
6	Deviation Statement Form	VI
7	Previous Supply Details	VII
8	Pre-Installation Requirement	VIII
9	Service Support Detail Form	IX
10	Bid Form	X
11	Performance Security Form	XI
12	Acceptance Certificate Form	XII

**BIDDER INFORMATION FORM**

- (a) *[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted. This should be done of the letter head of the firm]*

Date: *[insert date (as day, month and year) of Bid Submission]*

Tender No.: *[insert number from Invitation for bids]*

Page 1 of \_\_\_\_\_ pages

01.	Bidder's Legal Name <i>[insert Bidder's legal name]</i>
02.	In case of JV, legal name of each party: <i>[insert legal name of each party in JV]</i>
03.	Bidder's actual or intended Country of Registration: <i>[insert actual or intended Country of Registration]</i>
04.	Bidder's Year of Registration: <i>[insert Bidder's year of registration]</i>
05.	Bidder's Legal Address in Country of Registration: <i>[insert Bidder's legal address in country of registration]</i>
06.	Bidder's Authorized Representative Information  Name: <i>[insert Authorized Representative's name]</i>  Address: <i>[insert Authorized Representative's Address]</i>  Telephone/Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i>  Email Address: <i>[insert Authorized Representative's email address]</i>
07.	Attached are copies of original documents of: <i>[check the box(es) of the attached original documents]</i> Articles of Incorporation or Registration of firm named in 1, above.

Signature of Bidder \_\_\_\_\_

Name \_\_\_\_\_

Business Address \_\_\_\_\_

**MANUFACTURERS' AUTHORIZATION FORM**

***[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer.]***

Date: *[insert date (as day, month and year) of Bid Submission]*

Tender No.: *[insert number from Invitation For Bids]*

To: *[insert complete name and address of Purchaser]*

WHEREAS

We *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of goods manufactured]*, having factories at *[insert full address of Manufacturer's factories]*, do hereby authorize *[insert complete name of Bidder]* to submit a bid the purpose of which is to provide the following Goods, manufactured by us *[insert name and or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 21 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title: *[insert title]*

Duly authorized to sign this Authorization on behalf of: *[insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

**ANNEXURE III****BID SECURITY FORM**

Whereas \_\_\_\_\_ (hereinafter called the tenderer")

has submitted their offer dated \_\_\_\_\_ for the supply of \_\_\_\_\_ (hereinafter called the tenderer")

Against the purchaser's tender enquiry No. \_\_\_\_\_

KNOW ALL MEN by these presents that WE \_\_\_\_\_ of \_\_\_\_\_ having our registered office at \_\_\_\_\_ are bound unto \_\_\_\_\_ (hereinafter called the "Purchaser")

In the sum of \_\_\_\_\_

For which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

**THE CONDITIONS OF THIS OBLIGATION ARE:**

- (1) If the tenderer withdraws or amends or modifies or impairs or derogates from the Tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-
- (3) If the tenderer fails to furnish the Performance Security for the due Performance of the contract.
- (4) Fails or refuses to accept/execute the contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

\_\_\_\_\_  
(Signature of the authorized officer of the Bank)

Name and designation of the officer

Seal, name & address of the Bank and address of the Branch

**Note: Whenever the bidder chooses to submit the Bid Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.**

**ANNEXURE IV****PERFORMANCE STATEMENT FORM****(For a period of last 3 years)****Name of the Firm.....**

Order Placed by (full address of Purchaser)	Order No. and date	Description and quantity of ordered equipment	Value of order	Date of completion of deliver as per contract	Date of actual completion of delivery	Remarks indicating reasons for late delivery, if any	Has the equipment been installed satisfactory? (Attach a certificate from the purchaser/ Consignee)	Contact person along with Tel No., FAX No. and e-mail address

Signature and Seal of the manufacturer/Bidder .....

Place :

Date :

## ANNEXURE V

## TECHNICAL COMPLIANCE OF SPECIFICATIONS

Sl. No.	Name of Specifications / Parts / Accessories of Tender Enquiry	Specifications of Quote Model / Part / Accessory	Compliance Whether Yes or No	Deviation, if any to be indicated in unambiguous terms (The compliance / Deviation should be supported by relevant Technical Literature)	Technical Justification for the Deviation, if any. If specification is superior / inferior than asked for in the enquiry, it should be clearly brought out in the justification
1	<b>Total no. Of channels required: 100 Independent Channels</b>				
2	Battery testing voltage range: 0- 9 V batteries				
3	Voltage resolution should be 50 micro volt or better				
4	Current resolution should be 40 nA or better				
5	Current required in charge / discharge mode (to control and measure) : <b>Channels 1-48(total forty eight channels)</b> : +/- 1mA to +/- 14 A – must be provided with 4-5 ranges between these current range. During current charge / discharge, measured/ applied current should migrate from one range to another range automatically.				

Sl. No.	Name of Specifications / Parts / Accessories of Tender Enquiry	Specifications of Quote Model / Part / Accessory	Compliance Whether Yes or No	Deviation, if any to be indicated in unambiguous terms (The compliance / Deviation should be supported by relevant Technical Literature)	Technical Justification for the Deviation, if any. If specification is superior / inferior than asked for in the enquiry, it should be clearly brought out in the justification
6	Current required in charge / discharge mode (to control and measure) : <b>Channels 49-80( For total thirty two channels)</b> : +/- 200uA to +/- 1200mA – must be provided with 4-5 ranges between these current range. During current charge / discharge, measured/ applied current should migrate from one range to another range automatically				
7	Current required in charge / discharge mode (to control and measure) : <b>Channels 81-100( For total twenty channels)</b> : +/- 50uA to +/- 100mA – must be provided with 4-5 ranges between these current range. During current charge / discharge, measured/ applied current should migrate from one range to another range automatically				

Sl. No.	Name of Specifications / Parts / Accessories of Tender Enquiry	Specifications of Quote Model / Part / Accessory	Compliance Whether Yes or No	Deviation, if any to be indicated in unambiguous terms (The compliance / Deviation should be supported by relevant Technical Literature)	Technical Justification for the Deviation, if any. If specification is superior / inferior than asked for in the enquiry, it should be clearly brought out in the justification
9	Current accuracy should not be less than 0.05% of the measured value/ or reading.				
10	EIS facility: required for all channels on sequential or simultaneous mode.				
11	EIS freq. Range: 10mHZ to 5KHZ or more				
12	EIS sine wave : should be able to generate in Voltage & Current ( for very low impedance testing)				
13	Temperature measurement option should be part of on at least 80 channels or more . (preferably with K-type thermocouple.)				
14	Channel paralleling facility should be provided to achieve higher current of 100A.( if channel parallel facility not provided, compatible booster may be quoted for 100A current range)				
15	Software Capability : Complete battery cycling software facility with following software options:				



Sl. No.	Name of Specifications / Parts / Accessories of Tender Enquiry	Specifications of Quote Model / Part / Accessory	Compliance Whether Yes or No	Deviation, if any to be indicated in unambiguous terms (The compliance / Deviation should be supported by relevant Technical Literature)	Technical Justification for the Deviation, if any. If specification is superior / inferior than asked for in the enquiry, it should be clearly brought out in the justification
15.1	Software Capability : Charge / discharge cycle controlled with voltage / current / time / power / resistance				
15.2	Contact current / constant voltage / constant power / constant resistance mode ,CV,I-V				
15.3	Various C-rate applied in single cycle				
15.4	EIS measurement required on Potentiostatic and Galvanostatic mode				
15.5	Photovoltaic and fuel cell testing software including I-V measurement				
15.6	Recording of additional analogue voltage input from external sensors.				
15.7	External devices like thermal chambers / controlled atmosphere chambers controlled / synchronised by software.				
15.8	Tools required to study on structural transformations in the electrode material and on degradation mechanisms occurring in battery components (electrodes/electrolyte)				

Sl. No.	Name of Specifications / Parts / Accessories of Tender Enquiry	Specifications of Quote Model / Part / Accessory	Compliance Whether Yes or No	Deviation, if any to be indicated in unambiguous terms (The compliance / Deviation should be supported by relevant Technical Literature)	Technical Justification for the Deviation, if any. If specification is superior / inferior than asked for in the enquiry, it should be clearly brought out in the justification
15.9	Columbic efficiency determination facility is required to estimate the lifetime of a battery.				
15.10	Facility required to study the phase transformations during the use of the battery.				
15.11	Software facility required to predict the lifetime of battery.				
15.12	X-Co-efficient determination facility should be provided.				
15.13	Monitor the status of each tested battery in a global window Displaying the actual battery parameters & T/°C. Facility is required to view of the failed batteries in real time.				
15.14	Automatic Recovery software				
16	Cell cables preferably 2.5 M should be provided for all the channels.				
17	Coin cell holders which can be plugged directly to the Instrument should be provided for at least 50 channels.				

Sl. No.	Name of Specifications / Parts / Accessories of Tender Enquiry	Specifications of Quote Model / Part / Accessory	Compliance Whether Yes or No	Deviation, if any to be indicated in unambiguous terms (The compliance / Deviation should be supported by relevant Technical Literature)	Technical Justification for the Deviation, if any. If specification is superior / inferior than asked for in the enquiry, it should be clearly brought out in the justification
18	<b>Accessories required.</b> Current collector module is required for channel paralleling application to obtain 120A current				
19	<b>Accessories required.</b> High current cable and battery holder-100A should be provided for 50 channels				
20	<b>Accessories required.</b> Suitable cell holders for pouch as well for 18650 cells and other required accessories should be provided.				
21	<b>Accessories required.</b> Suitable power back up for atleast six hours to support the system				
22	A compatible Data Acquisition system with i-5 Processor, 4GB RAM 500GB HDD, 21" Screen DVD R/W, Windows 8 , 2 Nos. should be provided.				
23	Warranty : 3years				

Signature of Tenderer

- If the Tenderer offers more than one model, then the Technical Compliance Statement must be enclosed for each and every model separately.
- **If the Tenderer fails to enclose the compliance statement duly filled, his bid is likely to be rejected.**

**ANNEXURE VI****DEVIATION STATEMENT FORM**

- 1) The following are the particulars of deviations from the requirements of the tender clause:

CSIR-CECRI Tender Clause	DEVIATION	REMARKS (INCLUDING JUSTIFICATION)

Place:

Date:

Signature and seal of the  
Manufacturer/Bidder

**NOTE:** Where there is no deviation, the statement should be returned duly signed with an endorsement indicating "No Deviations".

**ANNEXURE VII****Details of Previous Supply to CSIR Laboratories or Other Public funded R&D/ Educational Institutes**

Sl. No.	Name of the CSIR Laboratory / R &D Institute.	List of similar type of equipments supplied in the past 3 years	Address, Telephone Nos., Fax Nos and e-mail address

Signature and Seal of the manufacturer/Bidder.....

Place :

Date :

**Annexure VIII****PRE-INSTALLATION REQUIREMENT**

Name of Firm.....

File No.....

<b>Sl. No.</b>	<b>Name of Requirement</b>	<b>Supplier Response</b>
01.	Nature of Flooring	
02.	Room Size / Space	
03.	Air-conditioning Yes / No	
04.	Water Yes / No	
05.	Industrial Gases with Purity	
06.	Power Single Phase / Three Phase 230V / 440 V	
07.	Stabilized Power Supply Yes / No If Yes rating	
08.	UPS online / offline, rating, backup	
09.	Drainage / Treatment of Waste	
10.	Protective Garments / Clothing	
11.	Fume Hood / Exhaust for Gases	
12.	Chemicals / Standards	
13.	Distilled Water / Chilled Water	
14.	Any furniture like lab table etc.	
15.	Any other	

**ANNEXURE IX****SERVICE SUPPORT DETAIL FORM**

<b>Sl. No.</b>	<b>Nature of training imparted</b>	<b>List of similar type of equipments serviced in the past 3 years</b>	<b>Address, Telephone Nos. , Fax Nos and e-mail address</b>

Signature and Seal of the manufacturer/Bidder.....

Place :

Date :

ANNEXURE X**BID FORM**

- a) *[The Bidder shall fill in this Form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted. **This must be enclosed in the Technical Bid only**]*

Date: *[insert date (as day, month and year) of Bid Submission]*

Tender No.: *[insert number from Invitation for Bids]*

Invitation for Bid No.: *[insert No of ITB]*

To: *[insert complete name of Purchaser]*

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda No.: *[insert the number and issuing date of each Addenda]*;
- (b) We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services *[insert a brief description of the Goods and Related Services]*;
- (c) Our bid shall be valid for the period of time specified in ITB Sub-Clause 1.16.1, from the date fixed for the bid submission deadline in accordance with ITB Sub-Clause 1.19.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (d) If our bid is accepted, we commit to obtain a performance security in accordance with ITB Clause 1.41 and GCC Clause 2.13 for the due performance of the Contract;
- (e) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (f) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signed: *[insert signature of person whose name and capacity are shown]* In the capacity of *[insert legal capacity of person signing the Bid Submission Form]*

Name: *[insert complete name of person signing the Bid Submission Form]*

Duly authorized to sign the bid for and on behalf of: *[insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

**ANNEXURE XI**

**PERFORMANCE SECURITY FORM**

**MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY**

To,  
.....

WHEREAS .....  
(name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no. .... dated .....to supply (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of ..... (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the .... day of ....., 20.....

(Signature of the authorized officer of the Bank)

.....

Name and designation of the officer

.....

Seal, name & address of the Bank and address of the Branch

**Note: Whenever, the bidder chooses to submit the Performance Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.**



ANNEXURE XIIACCEPTANCE CERTIFICATE FORM

No.

Dated

M/s.

---

---

---

Sub: Certificate of commissioning of equipment (Computer/Server, etc.)

-----

01. This is to certify that the equipment as detailed below has/have been received in good condition along with all the standard and special accessories (subject to remarks in Para 2). The same has been installed and commissioned.

- (a) Contract No. \_\_\_\_\_ Date \_\_\_\_\_
- (b) Description of the equipment \_\_\_\_\_
- (c) Name of the consignee \_\_\_\_\_
- (d) Scheduled date of delivery of the consignment to the Lab./Instts. \_\_\_\_\_
- (e) Actual date of receipt of consignment by the Lab./Instts. \_\_\_\_\_
- (f) Scheduled date for completion of installation/commissioning \_\_\_\_\_
- (g) Training Started Date
- (h) Training Completed Date
- (i) Names of People Trained
- (j) Actual date of completion of installation/commissioning \_\_\_\_\_
- (k) Penalty for late delivery (at Lab./Instts. level) Rs. \_\_\_\_\_
- (l) Penalty for late installation (at Lab./Instts. level Rs. \_\_\_\_\_

Details of accessories/items not yet supplied and recoveries to be made on that account:

<b><u>Sl. No.</u></b>	<b><u>Description</u></b>	<b><u>Amount to be recovered</u></b>
-----------------------	---------------------------	--------------------------------------

02. The acceptance test has been done to our entire satisfaction. The supplier has fulfilled his contractual obligations satisfactorily

(or)

The supplier has failed to fulfill his contractual obligations with regard to the following:

(a) .....

(b) .....

(c) .....

(d) .....

The amount of recovery on account of failure of the supplier to meet his contractual obligations is as indicated at Sr. No. 3.

**For Supplier**

**For Purchaser**

Signature .....

Signature.....

Name .....

Name.....

Designation .....

Designation.....

Name of the firm.....

Name of the .....  
Lab./Instt.

Date .....

Date.....