** ODISHA UNIVERSITY OF TECHNOLOGY AND RESEARCH**

**TECHNO CAMPUS, GHATIKIA, P.O. MAHALAXMI VIHAR,**

**BHUBANESWAR-751029**

**No. 832/SES/OUTR Dated: 14.03.2024**

TENDER CALL NOTICE

Sealed tenders are invited under two bid systems from reputed original equipment manufacturers/ registered firms/ Agencies for the supply of **various equipments of Basic Electrical Engineering lab** for **School of Electrical Sciences of Odisha University of Technology and Research, Bhubaneswar.** The sealed tender will be received by speed post/ registered post/Courier only. **No hand delivery will be accepted. The authority will not be held responsible for any postal delay**. Tender received after the scheduled date and time will not be accepted. The date of opening the tender is mentioned in the tender document, which will be opened in the office of the HoS, School of Electrical Sciences, Odisha University of Technology and Research, Bhubaneswar in the presence of bidders and/or their nominees. **The last date of tender submission is: 04/04/2024 up to 3:00 P.M**. The tender bid documents with details of terms and conditions may be downloaded from the University/College Website: [**www.cet.edu.in**](http://www.cet.edu.in/) **or** [**www.outr.ac.in**](http://www.outr.ac.in/)

The authority reserves the right to reject/cancel the tenders in whole or in part without assigning any reason thereof.

**Sd/-**

# REGISTRAR

**Bid Ref No. 832/SES/OUTR Dated: 14.03.2024**

# BIDDING DOCUMENTS AND INSTRUCTION TO BIDDERS FOR SUPPLY OF VARIOUS EQUIPMENTS OF BASIC ELECTRICAL ENGINEERING LAB

**FOR**

# SCHOOL OF ELECTRICAL SCIENCES



**ODISHA UNIVERSITY OF TECHNOLOGY AND RESEARCH**

# (A Unitary University under the Government of Odisha)

# Techno Campus, Mahalaxmi Vihar, Ghatikia, Bhubaneswar – 751 029

**INVITATION FOR BIDS**

**Registrar, Odisha University of Technology & Research**, Bhubaneswar invites sealed bids from eligible bidders for supply of **various equipments of new BEE lab** for School of Electrical Sciences. Interested eligible Bidders may obtain detail information and list of items with technical specifications from **the website of the University** [**www.cet.edu.in**](http://www.cet.edu.in/)/[**www.outr.ac.in**](http://www.outr.ac.in/)

Particulars about submission of bidding document are as follows:

1. cost of tender document : **Rs. 2,000 + GST@18%= 360**

**Total = Rs 2,360.00**

(non-refundable) (By DD/Banker’s cheque in favor **of Odisha**

**University of Technology and Research,**

**Bhubaneswar** drawn on any scheduled bank

payable at **Bhubaneswar**)

1. EMD : **Rs. 18,140.00**

(By DD/Banker’s cheque in favor of **Odisha University of Technology and Research, Bhubaneswar** drawn on any scheduled bank payable at **Bhubaneswar**)

1. Date of availability of Bidding Document in the website: **15/03/.2024**
2. Last date and time for submission of bids : **04/04/2024 upto 03 p.m**.
3. Time and date of opening of technical bids : **04/04/2024 at 4 p.m.**
4. Time and date of opening of financial bids will be communicated to the successful bidders. By telephone or e-mail
5. Place of opening of bids: **Head of the Schools, School of Electrical Sciences,**

## Odisha University of Technology and Research,

## Techno-Campus, Ghatikia, Mahalaxmi Vihar,

**Bhubaneswar-751029**

1. **For any technical query Please Contract : Prof. Minakhi Behera,**

**Electrical Sciences,**

**Ph. No. 8895638889,**

**e-mail Id : mbeheraee@outr.ac.in**

1. Address for communication : **Registrar**

## Odisha University of Technology and Research,

## Techno-Campus, Ghatikia, Mahalaxmi Vihar, Bhubaneswar-751029

**Financial bid & Technical bid must be enclosed separately.**

**The Tender documents can be downloaded from our website** [**www.cet.edu.in**](http://www.cet.edu.in/)/[**www.outr.ac.in**](http://www.outr.ac.in/) **and the tenderer has to submit a separate draft of Rs.4000/-(non-refundable) towards cost of tender document along with submitted tender, otherwise the offer submitted by the tenderer will be cancelled.**

**Sd/-**

**REGISTRAR**

# Eligibility of Tenderer and General Instructions

## Eligibility

Those who fulfill the following criteria are eligible to participate in the tender.

* + 1. The tenderer should preferably be a reputed Original Equipment Manufacturer/Authorized Distributor, who should provide the documents relating to their Manufacturing Capabilities as follows**.**
       1. The tenderer should possess valid GSTIN No.
       2. The Company should be registered with Tax Department.
       3. The turn-over of the company should be average Rs. 50 Lakhs per annum in the last five years.
       4. The company must have cleared all Tax payment up to date. Attested copies of all Tax Clearance Certificate or non-assessment certificate from the concerned Tax Authority valid up to date and attested copy of Income Tax Clearance Certificate or non-assessment certificate, as the case may be, from the competent authority, up to date and PAN Number and GSTIN No. must be enclosed along with the Tender documents.
       5. If the tenderer is an Authorized Distributor of an Original Equipment manufacturer (OEM), necessary certificate to this effect from his manufacturer must be enclosed.
       6. All after sales support should be provided directly by the manufacturer or Tenderer.
       7. The tenderer must provide evidence of successful execution of supply orders with installation and successful after sales support in reputed organizations like NITs/IITs/Central Research Laboratories since last 3 years.

## General Instructions

1. **The selection for procurement of equipment will be based on technical specification, quality, and performance along with cost. In this context decision of technical committee is final based on documentary evidence or actual physical verification.**
2. Submission of more than one bid by a particular tenderer under different names is strictly prohibited. In case it is discovered later that, this condition is violated, all the tenders submitted by such tenderer/s would be rejected or contract cancelled.
3. The tender should mention in the tender paper, the location of its service center in or nearest to Bhubaneswar.
4. All offers should be in English and the price quoted for each item should be firm.
5. Warranty period, Delivery period and After-Sale-Service conditions, etc. are also to be clearly indicated.
6. The rates and the conditions of the offer will remain valid for three months from the date of opening of the tender and no change or alteration of the rate will be acceptable on any account.
7. Submitted tender forms with overwriting or erased or illegible specifications and rates will be rejected.
8. Request from tenderer in respect of additions, alterations, modifications, corrections, etc. of either terms & conditions or rate after opening of the bid shall not be considered. However, negotiation may be made before finalization.
9. Tenderers shall carefully examine the bid documents and fully inform themselves of all the conditions, which may in any way affect the work on the cost thereof.
10. If a tenderer find discrepancies or omissions from the specification or other documents and any doubt as to their meaning, he should at once notify the purchaser and obtain clarification in writing.
11. This, however, does not entitle the tenderer to ask for time beyond the due date fixed for receipt of tenders.
12. Verbal clarification and/or information given by the purchaser or its employees or representatives shall not be binding on the purchaser.
13. Submission of sealed bid will carry with the implication that the tenderer agrees to abide by the conditions laid down in the detailed particulars of the bid notice.
14. Conditional offers and offers qualified by vague and indefinite expression, as ‘subject to immediate acceptance’ ‘subject to prior sale’, etc. will not be considered.
15. While tenders are under consideration, tenderers and their representatives or other interested parties are advised to refrain from contacting by any means, to the purchaser's personnel or representatives on matter relating to the tenders under study.
16. The purchaser, if necessary, will obtain clarification on tenders by requesting such information from any or all the tenderers either in writing or through personal contact as may be necessary.
17. The tenderer will not be permitted to change the substance of his offer after the tenders have been opened. In the event of non-compliance with this provision, the tenderer is liable to be disqualified.
    1. **Procedure for Submission of Tenders**

The Tenderers must submit their bids as required in two parts in separate sealed covers Prominently super scribed as Part-I “**Technical Bid**” and Part-II “**Financial Bid**” and also indicating on each of the covers the “**Tender call Notice Name, Number & Date**” and **due date and time** as mentioned in Tender Call Notice.

## Part-I (Technical Bid)

1. Excepting the price schedule, all other documents in support of eligibility as mentioned in para 1.1 i.e., details of **technical specifications, leaflet, Copy of Firm Registration Certificate from the competent authorities, All Tax Clearance certificates, PAN Card copy, proof of GSTIN No., list of clients, authorization certificate from Manufacturer in case of Dealer**, **etc**. along with **tender document duly signed** by the authorized person in each page shall be covered in Part-I (Technical Bid).

## Part-II (Financial Bid)

All indications of price shall be given in Part-II (Financial Bid)

1. Both sealed covers Part-I **“Technical Bid”** and Part-II “**Financial Bid**” should be placed in a third cover along with requisite **EMD & cost of Tender documents** (separately in the form of DD drawn in favour of **Odisha University of Technology and Research, Bhubaneswar** at any Nationalized Bank payable at Bhubaneswar), others requisite supporting documents etc. and sealed. The sealed cover containing tender documents as per procedure indicated above should be submitted by speed post /Registered Post/Courier to the **‘Registrar’, Odisha University of Technology and Research, Techno- campus, Mahalaxmi Vihar, Ghatikia, Bhubaneswar-751029, Odisha** within the due date and time as stipulated in Tender. **No hand or Courier delivery is accepted.** The sealed envelope must show the name of the tenderer and his address and should be super scribed as **“*Tender for supply of* various equipments of Basic Electrical Engineering lab *for School of Electrical Sciences****”* on the top of the envelope.
2. All the documents submitted must be in the papers showing signature of the tenderer with official seal.
3. All the documents must be submitted in a **sequential manner** with **separator/ flags** to help in quick scanning of the topics. Wherever possible, data in tabular form should be given.

# Requirements by Tenderer before Supply

## Packaging

All the equipment is to be suitably protected, and crated to prevent damage or deterioration during transit and storage till the time of installation. The supplier shall be responsible for any loss or damage caused during transportation, handling or storage till their successful installation.

# Requirements by Tenderer after Supply

## Supply

1. The material would be delivered by the supplier at **School of Electrical Sciences, Odisha University of Technology and Research, Techno Campus,** P.O. Mahalaxmi Vihar, Ghatikia, Bhubaneswar – 751029, Odisha.
2. The equipment should conform to the latest relevant National/International standards and shall be completed in all respect.
3. In case, equipment is found damaged in transit or found short at the time of delivery the full cost of the same will be deducted from the bill of the supplier in case the supplier does not replace the stock within a week from the date of the complaint.
4. The equipment/articles ordered must be supplied in one lot within **4 (four) weeks** of placing of the order.
5. OUTR, Bhubaneswar reserves the right to procure the materials from alternative sources at the risk and cost of the successful tenderer giving 15 days’ notice in the event of delay in supply.
6. Any increase in tax and duties after expiry of delivery period will be borne by the supplier.
7. In case the items supplied by the supplier are found not up to the specification shall be rejected.
8. The supplier will be intimated to take back the stocks at his own cost within three days from the date of rejection and to replace the same within 7 days, failing which the EMD will be invoked in addition to taking legal actions.
9. The equipment shall be delivered and installed at site at the cost of the tenderer.
10. All taxes, levies, surcharges including the customs clearance and handling freight and insurance should be paid and handled by the tenderer.
11. In case of delay in supply, the university will recover L.D. at the rate of 1% of the value of the undelivered/uninstalled equipment per month or part thereof, subject to a maximum 5% of the value of the undelivered/uninstalled equipment.

## Installation and Commissioning:

Installation and Commissioning shall include the following:

1. Installation and Testing of the equipment should be done by the tenderer at no extra cost.
2. It will be the responsibility of the tenderer to provide all necessary spares and consumables, which may be required during installation and commissioning, at no extra cost to purchaser.
3. The tenderer is to bring their own testing and measuring instruments required for installation, testing, commissioning, which can be taken back after completion.
4. Installation must be completed within a week after delivery on site.

## Documentation:

1. Detailed **technical manuals, handbooks, drawings, Warranty card** and **Factory Quality Assurance checklist, test results** and any other certifications mentioned in the technical specifications shall be supplied along with the consignment.
2. Supplied manuals / handbooks must cover detailed technical specifications and installation, maintenance, and System Safety procedures.

## On-Site Warranty:

1. The equipment may be used continuously in Laboratory. The reliability and safety of the total installed system and trouble-free operation are, therefore, of prime importance. The supplied equipment shall be covered under **one year** comprehensive on-site warranty from the date of issue of successful completion of Performance Guarantee Report.
2. During the period of warranty, it shall be the responsibility of the tenderer to provide all essential spares and consumables, which may be required for maintenance at the tenderer’s cost.

## After Sales Service:

1. During the warranty period the tenderer shall attend to the problems reported by the users of OUTR on a priority basis.
2. For any problem reported the tenderer shall attend and rectify the problem within 7 (seven) days or provide a standby system of the similar configuration.
3. The report on any problem will be informed through phone number of which shall be given by the tenderer.
4. The branch office of the concerned manufacturing firm will be fully responsible to provide maintenance service, in case of any negligence, in providing the service EMD and security deposit will be invoked.

# Financial Terms:

## EMD

1. The tenderer has to submit a Demand Draft / Banker’s Cheque / Pay order of **Rs. 18,140/- except MSEs (the certificate to be attached to this effect)** in favour of **Odisha University of Technology and Research, Bhubaneswar** payable at Bhubaneswar drawn on any Scheduled Bank towards EMD. **Without EMD & tender fee, the tender will be summarily rejected.**
2. In no case, the EMD Money in cash or other forms will be accepted at the time of opening of the bid.
3. No request for adjustment of claims, if any, will be accepted.
4. The EMD of unsuccessful tenderers will be refunded within 30 days after the tenders are finalized without interest.
5. **TENDER FEE** : The tenderer has to submit DD for Rs. 2,360/- in favour of **Odisha University of Technology and Research, Bhubaneswar** payable at Bhubaneswar drawn on any scheduled Bank

## Performance Security Deposit

In case of successful Bidder, **EMD** will be returned on receipt of performance security @7.5% of contract/agreement value. It will be **refunded after expiry of stipulated warranty periods from the completion date of installation and commissioning on satisfactory performance of the equipment.**

## Prices:

1. Price quoted should be **for Odisha University of Technology and Research, Bhubaneswar only. Tax components as applicable should be mentioned clearly in the financial bid.**
2. Price should be quoted for unit item.
3. The financial bid will be evaluated on the basis of entire 26 items taken together as L1 bid.
4. Purchase order will be placed as a single lot for the whole item taken together.

## Payments:

Payment of 100 percent of the ordered value will be made after successful installation and commissioning of the equipment subject to submission of satisfactory performance report by the concerned Head of School.

# Instruction to the Tenderer:

1. Include the printed catalogue and pricelist if any for each of the equipment quoted.
2. Specify the list of Accessories required along with each of the equipment.

## Solving Disputes:

1. OUTR, the tenderer and the manufacturer shall make all efforts to resolve amicably by direct informal negotiation on any disagreement or dispute arising between them under or in connection with this contract.
2. All disputes arising out of the contract shall be referred to courts under the jurisdiction of the Bhubaneswar court only.

***The above terms and conditions except those otherwise agreed upon, shall form a part of the Purchase Order***.

***Sign on each page of this tender document and Return it along with the offer enclosing this part together with the Technical Offer.***

***\*\* \* The OUTR authority has all rights to accept / reject any tender without assigning any reasons thereof.***

# Technical Specifications

## Financial Bid will be opened only if Tenders qualify in Technical evaluation.

**List of materials with technical specification required for Basic Electrical Engineering laboratory of School of Electrical Sciences**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the item** | **Specification** | **Unit** | **Qty. Required** |
| 1. | Digital multimeter | * 5/6 Digits 6000 Counts Autoranging Digital Multimeter * DC voltage (200mV – 1000V) * AC voltage (200mV-700V) * Resistance (200 Ω - 2000M Ω ) * DC current (2mA – 20 A) * AC current (2mA – 20 A) * Frequency (2KHz – 10MHz) * Inductance (2mH – 20H) * Capacitance (20nF - 200µF) | No | 10 |
| 2. | Digital clampmeter | * 3½ Digits 2000 Counts autoranging digital clampmeter * AC Current upto 1000A (50Hz ~ 60Hz) * AC Voltage upto 750V (45Hz ~ 450Hz) * DC Voltage upto 1000V * Resistance upto 20KΩ * Over Load Protection * Over Volt Protection * Audible Continuity * Data Hold Low Battery * Test Leads x 1 Pair * 9V Battery x 1 Pc | No | 05 |
| 3. | DC regulated power supply | * 0-30 V DC output voltage * 0-5 A DC output current * Dual channel | No | 05 |
| 4. | AC Analog Voltmeter | * Portable analog voltmeter * 0-150/300 V | No | 05 |
| 5. | AC Analog Voltmeter | * Portable analog voltmeter * 0-125/250/500 V | No | 05 |
| 6. | DC Analog voltmeter | * Portable analog voltmeter * 0-125/250 V | No | 05 |
| 7. | AC Analog Ammeter | * Portable analog voltmeter * 0-1.25/2.5/5 A | No | 05 |
| 8. | AC Analog Ammeter | * Portable analog ammeter * 0-2.5/5/10 A | No | 05 |
| 9. | AC Analog Ammeter | * Portable analog ammeter * 0-500-1000 mA | No | 05 |
| 10. | DC Analog Ammeter | * Portable analog ammeter * 0-1.25/2.5/5 A | No | 05 |
| 11. | DC Analog Ammeter – | * Portable analog ammeter * 0-5/10/20 A | No | 05 |
| 12. | Tachometer | Range- 0.5 ~ 99,999 RPM  Resolution: 0.05 ~ 1999.9m/min ,10,000 ~ 99,999 ~ 1 RPM  Accuracy: + (0.03% +2d)  Sampling frequency- 4 times/sec  Testing Distance: 3cm ~ 2m; angle : 120°  5 digit backlit LCD | No | 1 |
| 13. | Single phase variac | Single phase variable autotransformer – 0-270V, 8 A | No | 03 |
| 14. | Three phase variac | Three phase variac 0-5 /10 A, 0-470 V | No | 02 |
| 15. | Single phase transformer | * 2KVA /5 KVA * Voltage Primary : 230V AC Voltage * Secondary : 115V AC with tappings | No | 02 |
| 16. | watt meter | * single phase dynamo meter type low power factor watt meter * (0-2/10/20 A & 0-125/250/500 V) | No | 05 |
| 17. | watt meter | * single phase dynamo meter type UPF power factor watt meter * (0-2/10/20 A & 0-125/250/500 V) | No | 05 |
| 18. | energy meter | * Single phase induction type * 230V, (10/20) A, R/Kwh-600 | No | 02 |
| 19. | DSO -100Mz, 4 channel, 1 Gsa/s dual | * Automated measurements * Dual window FFT, simultaneously monitors both the time and frequency domains * Built-in waveform limit and trend plot testing * Dual channel frequency counter * Zoom Function * Automated, extended data logging feature * Autoset and auto-ranging functions * Built-in context-sensitive help * Minimum 5-year warranty | No | 02 |
| 20. | Power factor meter- 1-phase | * 0.5/1A, 1/2A, 2.5/5A/ 5/10A, Potential Coil: 125/250/500V | No | 05 |
| 21. | Rheostat | * Single tube * 0-200 ohm, 3 A | No | 05 |
| 22. | Rheostat | * Single tube * 0-50 ohm, 5A | No | 05 |
| 23. | Rheostat | * Single tube * 0-10 ohm, 10 A | No | 05 |
| 24. | Rheostat | * Single tube * 0-100 ohm, 3 A | No | 05 |
| 25. | Inductive Load | * Variable inductive load 0.5 - 2.5 µH in steps, 230 V,3A, 50 Hz | No | 02 |
| 26. | Capacitive load | * Variable capacitive load - 4,6, 8 mF in different values, 230 V, 50 Hz | No | 02 |

**Note: All the items must have ISI standard also the brand of item must be mentioned in the technical bid.**

# ODISHA UNIVERSITY OF TECHNOLOGY & RESEARCH, BHUBANESWAR SCHOOL OF ELECTRICAL SCIENCES

**(A unitary University under Govt. of Odisha)**

## Techno Campus, Ghatikia, P.O. Mahalaxmi Vihar, Bhuabaneswar, Khordha, Odisha, Pin-751029, [www.cet.edu.in](http://www.cet.edu.in/)

**Email:**[**info@cet.edu.in**](mailto:info@cet.edu.in)

## \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\* TECHNICIAL BID

(To be enclosed in separate sealed cover)

**Particulars of Bidder :**

1. Name of the bidder
   1. Full postal address
   2. Full address of the premises
   3. Telephone number
   4. E-mail id

2. a) Tender Cost: Rs……………………...D.D. No……….……………date………………

b) EMD: Rs………………………D.D. No……….……………date………………

1. Registration No. of Firm:

(Copy of Document showing Registration of Firm shall be enclosed)

1. Tax Clearance Certificate and GSTIN No:

(Copy of Tax Clearance Certificate and GSTIN No. proof shall be enclosed)

1. Income Tax Clearance Certificate:

(Copy of IT Clearance Certificate and PAN No. proof shall be enclosed)

1. Total annual turn-over (value in Rupees) (Previous year):

(Copy of Balance Sheet / Audit Statement / IT returns, etc. to be attached as proof)

1. Whether similar job work undertaken in the past, if so details:

**Customer Quantity supplied Year**

1. **Bank details : Name of the Account Holder**
   * **Bank Name and branch :**
   * **Account No.**
   * **IFS Code :**

**Signature with Date and Seal of the Bidder/ Tenderer**

# ODISHA UNIVERSITY OF TECHNOLOGY & RESEARCH, BHUBANESWAR

# SCHOOL OF ELECTRICAL SCIENCES

**(A unitary University under Govt. of Odisha)**

## Techno Campus, Ghatikia, P.O. Mahalaxmi Vihar, Bhuabaneswar, Khordha, Odisha, Pin-751029,

[**www.cet.edu.in**](http://www.cet.edu.in/)

## \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

**FINANCIAL BID**

(To be enclosed in separate sealed cover)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.**  **No.** | **Item Description** | **Unit** | **Qty. Req.** | **Unit Cost** | **Total** | **GST**  **applicable** | **Total cost including GST** |
| 1. | Digital multimeter | **No** | 10 |  |  |  |  |
| 2. | Digital clampmeter | **No** | 05 |  |  |  |  |
| 3. | DC regulated power supply | **No** | 05 |  |  |  |  |
| 4. | AC Analog Voltmeter | **No** | 05 |  |  |  |  |
| 5. | AC Analog Voltmeter | **No** | 05 |  |  |  |  |
| 6. | DC Analog voltmeter | **No** | 05 |  |  |  |  |
| 7. | AC Analog Ammeter | **No** | 05 |  |  |  |  |
| 8. | AC Analog Ammeter | **No** | 05 |  |  |  |  |
| 9. | AC Analog Ammeter | **No** | 05 |  |  |  |  |
| 10. | DC Analog Ammeter | **No** | 05 |  |  |  |  |
| 11. | DC Analog Ammeter – | **No** | 05 |  |  |  |  |
| 12. | Tachometer | **No** | 1 |  |  |  |  |
| 13. | Single phase variac | **No** | 03 |  |  |  |  |
| 14. | Three phase variac | **No** | 02 |  |  |  |  |
| 15. | Single phase transformer | **No** | 02 |  |  |  |  |
| 16. | Watt meter | **No** | 05 |  |  |  |  |
| 17. | Watt meter | **No** | 05 |  |  |  |  |
| 18. | Energy meter | **No** | 02 |  |  |  |  |
| 19. | DSO -100Mz, 4 channel, 1 Gsa/s dual | **No** | 02 |  |  |  |  |
| 20. | Power factor meter- 1-phase | **No** | 05 |  |  |  |  |
| 21. | Rheostat | **No** | 05 |  |  |  |  |
| 22. | Rheostat | **No** | 05 |  |  |  |  |
| 23. | Rheostat | **No** | 05 |  |  |  |  |
| 24. | Rheostat | **No** | 05 |  |  |  |  |
| 25. | Inductive Load | **No** | 02 |  |  |  |  |
| 26. | Capacitive load | **No** | 02 |  |  |  |  |
|  | **Grand Total**  **(Rupees** | | | | | |  |

**Signature and seal of the bidder**

# PROFORMA FOR SUBMITTING ELIGIBILITY REQUIREMENT AND UNDERTAKING

To

The Registrar, OUTR Bhubaneswar-751029

**Sub: Submission of Tender for Supply, Installation & Commissioning of various equipments of Basic Electrical Engineering lab of** School of Electrical Sciences.

Sir/ Madam,

Having examined the conditions of contract and specifications including addenda, I/we, the undersigned, offer to undertake to, Supply, Installation, Testing & Commissioning of **various equipments of Basic Electrical Engineering lab** for various Labs of School of Electrical Sciences, OUTR, Bhubaneswar, in conformity with the specifications, terms & conditions of Tender.

1. I/We agree to abide by the terms and provisions of the said conditions of the contract and provisions contained in the notice inviting tender. I/We hereby unconditionally accept(s) the tender conditions.

It is certified that I/we have not stipulated any condition(s) in our tender offer. In case any condition(s) are found in our tender offer violated after opening tender, I/We agree that the tender shall be rejected without prejudice to any other right or remedy and the OUTR will be at liberty to forfeit the EMD absolutely.

1. I/We hereby submit the earnest money of [Rs. …………..……….……] for the above Tender in the form of demand draft.
2. I/We hereby submit the Tender Cost of [Rs, …………..……….……] for the above Tender in the form of demand draft.
3. That, I/We declare that I/We have not paid and shall not pay any bribe to any officer of OUTR for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of OUTR asks for bribe/gratification, I/We shall immediately report it to the OUTR authorities.
4. That, I/We undertake that OUTR’s tender document shall form part of contract agreement.

I/We understand that you are not bound to accept the lowest or any bid, you shall receive.

Thanking you

Dated:

Yours faithfully

Witness…...................

Signature....................

Address......................

Enclosures

Signature of Bidder

Name: ……………………

Telephone:…………….

## ODISHA UNIVERSITY OF TECHNOLOGY AND RESEARCH

**TECHNO CAMPUS, GHATIKIA, P.O. MAHALAXMI VIHAR, BHUBANESWAR-751029**

**No. /OUTR Dated:**

TENDER CALL NOTICE

Sealed tenders are invited under two bid systems from reputed original equipment manufacturers/ registered firms/ Agencies for the supply of **various equipments of Basic Electrical Engineering lab** for **School of Electrical Sciences of Odisha University of Technology and Research, Bhubaneswar.** The sealed tender will be received by speed post/ registered post/Courier only. **No hand delivery will be accepted. The authority will not be held responsible for any postal delay**. Tender received after the scheduled date and time will not be accepted. The date of opening the tender is mentioned in the tender document, which will be opened in the office of the HoS, School of Electrical Sciences, Odisha University of Technology and Research, Bhubaneswar in the presence of bidders and/or their nominees. **The last date of tender submission is: 03/04/2024 up to 3:00 P.M**. The tender bid documents with details of terms and conditions may be downloaded from the University Website: [**www.cet.edu.in**](http://www.cet.edu.in/) **or** [**www.outr.ac.in**](http://www.outr.ac.in/)

The authority reserves the right to reject/cancel the tenders in whole or in part without assigning any reason thereof.

# REGISTRAR

**Bid Ref No. /OUTR Dated:**

# BIDDING DOCUMENTS AND INSTRUCTION TO BIDDERS FOR SUPPLY OF VARIOUS EQUIPMENTS OF BASIC ELECTRICAL ENGINEERING LAB

**FOR**

# SCHOOL OF ELECTRICAL SCIENCES



**ODISHA UNIVERSITY OF TECHNOLOGY AND RESEARCH**

# (A Unitary University under the Government of Odisha)

# Techno Campus, Mahalaxmi Vihar, Ghatikia, Bhubaneswar – 751 029

**INVITATION FOR BIDS**

**Registrar, Odisha University of Technology & Research**, Bhubaneswar invites sealed bids from eligible bidders for supply of **various equipments of new BEE lab** for School of Electrical Sciences. Interested eligible Bidders may obtain detail information and list of items with technical specifications from **the website of the UNIVERSITY** [**www.cet.edu.in**](http://www.cet.edu.in/)/[**www.outr.ac.in**](http://www.outr.ac.in/)

Particulars about submission of bidding document are as follows:

1. cost of tender document : **Rs. 2,000.00 (GST is included)**

(non-refundable)

(By DD/Banker’s cheque in favor **of Odisha University of Technology and Research, Bhubaneswar** drawn on any scheduled bank payable at **Bhubaneswar**)

1. EMD : **Rs. 18,000.00**

(By DD/Banker’s cheque in favor of **Odisha University of Technology and Research, Bhubaneswar** drawn on any scheduled bank payable at **Bhubaneswar**)

1. Date of availability of Bidding Document in the website : 13/03/2024
2. Last date and time for submission of bids : 03/04/2024 upto 03 p.m.
3. Time and date of opening of technical bids : 03/04/2024 at 4 p.m.
4. Time and date of opening of financial bids will be communicated to the successful bidders. By telephone or e-mail
5. Place of opening of bids: **Head of the Schools, School of Electrical Sciences,**

## Odisha University of Technology and Research,

## Techno-Campus, Ghatikia, Mahalaxmi Vihar,

**Bhubaneswar-751029**

1. **For any technical query Please Contract : Prof. Minakhi Behera,**

**Electrical Sciences,**

**Ph. No. 8895638889,**

**e-mail Id : mbeheraee@outr.ac.in**

1. Address for communication : **Registrar**

## Odisha University of Technology and Research,

## Techno-Campus, Ghatikia, Mahalaxmi Vihar, Bhubaneswar-751029

**Financial bid & Technical bid must be enclosed separately.**

The Tender documents can be downloaded from our website [www.cet.edu.in](http://www.cet.edu.in/)/[www.outr.ac.in](http://www.outr.ac.in/) and the tenderer has to submit a separate draft of Rs.2000/-(non-refundable) towards cost of tender document along with EMD of Rs, 18,000/- , otherwise the offer submitted by the tenderer will be cancelled.

**REGISTRAR**

# Eligibility of Tenderer and General Instructions

## Eligibility

Those who fulfill the following criteria are eligible to participate in the tender.

* + 1. The tenderer should preferably be a reputed Original Equipment Manufacturer/Authorized Distributor, who should provide the documents relating to their Manufacturing Capabilities as follows**.**
       1. The tenderer should possess valid GSTIN No.
       2. The Company should be registered with Tax Department.
       3. The turn-over of the company should be more than Rs. 50 Lakhs per annum in the last five years.
       4. The company must have cleared all Tax payment up to date. Attested copies of all Tax Clearance Certificate or non-assessment certificate from the concerned Tax Authority valid up to date and attested copy of Income Tax Clearance Certificate or non-assessment certificate, as the case may be, from the competent authority, up to date and PAN Number and GSTIN No. must be enclosed along with the Tender documents.
       5. If the tenderer is an Authorized Distributor of an Original Equipment manufacturer (OEM), necessary certificate to this effect from his manufacturer must be enclosed.
       6. All after sales support should be provided directly by the manufacturer or Tenderer.
       7. The tenderer must provide evidence of successful execution of supply orders with installation and successful after sales support in reputed organizations like NITs/IITs/Central Research Laboratories since last 3 years.

## General Instructions

1. **The selection for procurement of equipment will be based on technical specification, quality, and performance along with cost. In this context decision of technical committee is final based on documentary evidence or actual physical verification.**
2. Submission of more than one bid by a particular tenderer under different names is strictly prohibited. In case it is discovered later that, this condition is violated, all the tenders submitted by such tenderer/s would be rejected or contract cancelled.
3. The tender should mention in the tender paper, the location of its service center in or nearest to Bhubaneswar.
4. All offers should be in English and the price quoted for each item should be firm.
5. Warranty period, Delivery period and After-Sale-Service conditions, etc. are also to be clearly indicated.
6. The rates and the conditions of the offer will remain valid for three months from the date of opening of the tender and no change or alteration of the rate will be acceptable on any account.
7. Submitted tender forms with overwriting or erased or illegible specifications and rates will be rejected.
8. Request from tenderer in respect of additions, alterations, modifications, corrections, etc. of either terms & conditions or rate after opening of the bid shall not be considered. However, negotiation may be made before finalization.
9. Tenderers shall carefully examine the bid documents and fully inform themselves of all the conditions, which may in any way affect the work on the cost thereof.
10. If a tenderer find discrepancies or omissions from the specification or other documents and any doubt as to their meaning, he should at once notify the purchaser and obtain clarification in writing.
11. This, however, does not entitle the tenderer to ask for time beyond the due date fixed for receipt of tenders.
12. Verbal clarification and/or information given by the purchaser or its employees or representatives shall not be binding on the purchaser.
13. Submission of sealed bid will carry with the implication that the tenderer agrees to abide by the conditions laid down in the detailed particulars of the bid notice.
14. Conditional offers and offers qualified by vague and indefinite expression, as ‘subject to immediate acceptance’ ‘subject to prior sale’, etc. will not be considered.
15. While tenders are under consideration, tenderers and their representatives or other interested parties are advised to refrain from contacting by any means, to the purchaser's personnel or representatives on matter relating to the tenders under study.
16. The purchaser, if necessary, will obtain clarification on tenders by requesting such information from any or all the tenderers either in writing or through personal contact as may be necessary.
17. The tenderer will not be permitted to change the substance of his offer after the tenders have been opened. In the event of non-compliance with this provision, the tenderer is liable to be disqualified.
    1. **Procedure for Submission of Tenders**

The Tenderers must submit their bids as required in two parts in separate sealed covers Prominently super scribed as Part-I “**Technical Bid**” and Part-II “**Financial Bid**” and also indicating on each of the covers the “**Tender call Notice Name, Number & Date**” and **due date and time** as mentioned in Tender Call Notice.

## Part-I (Technical Bid)

1. Excepting the price schedule, all other documents in support of eligibility as mentioned in para 1.1 i.e., details of **technical specifications, leaflet, Copy of Firm Registration Certificate from the competent authorities, All Tax Clearance certificates, PAN Card copy, proof of GSTIN No., list of clients, authorization certificate from Manufacturer in case of Dealer**, **etc**. along with **tender document duly signed** by the authorized person in each page shall be covered in Part-I (Technical Bid).

## Part-II (Financial Bid)

All indications of price shall be given in Part-II (Financial Bid)

1. Both sealed covers Part-I **“Technical Bid”** and Part-II “**Financial Bid**” should be placed in a third cover along with requisite **EMD & cost of Tender documents** (separately in the form of DD drawn in favour of **Odisha University of Technology and Research, Bhubaneswar** at any Nationalized Bank payable at Bhubaneswar), others requisite supporting documents etc. and sealed. The sealed cover containing tender documents as per procedure indicated above should be submitted by speed post /Registered Post/Courier to the **‘Registrar’, Odisha University of Technology and Research, Techno- campus, Mahalaxmi Vihar, Ghatikia, Bhubaneswar-751029, Odisha** within the due date and time as stipulated in Tender. **No hand or Courier delivery is accepted.** The sealed envelope must show the name of the tenderer and his address and should be super scribed as **“*Tender for supply of* various equipments of Basic Electrical Engineering lab *for School of Electrical Sciences****”* on the top of the envelope.
2. All the documents submitted must be in the papers showing signature of the tenderer with official seal.
3. All the documents must be submitted in a **sequential manner** with **separator/ flags** to help in quick scanning of the topics. Wherever possible, data in tabular form should be given.

# Requirements by Tenderer before Supply

## Packaging

All the equipment is to be suitably protected, and crated to prevent damage or deterioration during transit and storage till the time of installation. The supplier shall be responsible for any loss or damage caused during transportation, handling or storage till their successful installation.

# Requirements by Tenderer after Supply

## Supply

1. The material would be delivered by the supplier at **School of Electrical Sciences, Odisha University of Technology and Research, Techno Campus,** P.O. Mahalaxmi Vihar, Ghatikia, Bhubaneswar – 751029, Odisha.
2. The equipment should conform to the latest relevant National/International standards and shall be completed in all respect.
3. In case, equipment is found damaged in transit or found short at the time of delivery the full cost of the same will be deducted from the bill of the supplier in case the supplier does not replace the stock within a week from the date of the complaint.
4. The equipment/articles ordered must be supplied in one lot within **4 (four) weeks** of placing of the order.
5. OUTR, Bhubaneswar reserves the right to procure the materials from alternative sources at the risk and cost of the successful tenderer giving 15 days’ notice in the event of delay in supply.
6. Any increase in tax and duties after expiry of delivery period will be borne by the supplier.
7. In case the items supplied by the supplier are found not up to the specification shall be rejected.
8. The supplier will be intimated to take back the stocks at his own cost within three days from the date of rejection and to replace the same within 7 days, failing which the EMD will be invoked in addition to taking legal actions.
9. The equipment shall be delivered and installed at site at the cost of the tenderer.
10. All taxes, levies, surcharges including the customs clearance and handling freight and insurance should be paid and handled by the tenderer.
11. In case of delay in supply, the university will recover L.D. at the rate of 1% of the value of the undelivered/uninstalled equipment per month or part thereof, subject to a maximum 5% of the value of the undelivered/uninstalled equipment.

## Installation and Commissioning:

Installation and Commissioning shall include the following:

1. Installation and Testing of the equipment should be done by the tenderer at no extra cost.
2. It will be the responsibility of the tenderer to provide all necessary spares and consumables, which may be required during installation and commissioning, at no extra cost to purchaser.
3. The tenderer is to bring their own testing and measuring instruments required for installation, testing, commissioning, which can be taken back after completion.
4. Installation must be completed within a week after delivery on site.

## Documentation:

1. Detailed **technical manuals, handbooks, drawings, Warranty card** and **Factory Quality Assurance checklist, test results** and any other certifications mentioned in the technical specifications shall be supplied along with the consignment.
2. Supplied manuals / handbooks must cover detailed technical specifications and installation, maintenance, and System Safety procedures.

## On-Site Warranty:

1. The equipment may be used continuously in Laboratory. The reliability and safety of the total installed system and trouble-free operation are, therefore, of prime importance. The supplied equipment shall be covered under **one year** comprehensive on-site warranty from the date of issue of successful completion of Performance Guarantee Report.
2. During the period of warranty, it shall be the responsibility of the tenderer to provide all essential spares and consumables, which may be required for maintenance at the tenderer’s cost.

## After Sales Service:

1. During the warranty period the tenderer shall attend to the problems reported by the users of OUTR on a priority basis.
2. For any problem reported the tenderer shall attend and rectify the problem within 7 (seven) days or provide a standby system of the similar configuration.
3. The report on any problem will be informed through phone number of which shall be given by the tenderer.
4. The branch office of the concerned manufacturing firm will be fully responsible to provide maintenance service, in case of any negligence, in providing the service EMD and security deposit will be invoked.

# Financial Terms:

## EMD

1. The tenderer has to submit a Demand Draft / Banker’s Cheque / Pay order of **Rs. 18,000/-**  in favour of **Odisha University of Technology and Research, Bhubaneswar** payable at Bhubaneswar in any Nationalized Bank towards EMD. **Without EMD & tender fee, the tender will be summarily rejected.**
2. In no case, the EMD Money in cash or other forms will be accepted at the time of opening of the bid.
3. No request for adjustment of claims, if any, will be accepted.
4. The EMD of unsuccessful tenderers will be refunded within 30 days after the tenders are finalized without interest.

4.2 Tender Fee : The tenderer has to submit DD for Rs. 2,000/- in favour of **Odisha University of Technology and Research, Bhubaneswar** payable at Bhubaneswar drawan on any Nationalized Bank

## Performance Security Deposit

In case of successful Bidder **EMD** will be kept as **Performance Security Deposit** and will be **refunded after expiry of stipulated warranty periods from the completion date of installation and commissioning on satisfactory performance of the equipment.**

## Prices:

1. Price quoted should be **for Odisha University of Technology and Research, Bhubaneswar only. Tax components as applicable should be mentioned clearly in the financial bid.**
2. Price should be quoted for unit item.
3. The financial bid will be evaluated on the basis of entire 26 items taken together as L1 bid.
4. Purchase order will be placed as a single lot for the whole item taken together.

## Payments:

Payment of 100 percent of the ordered value will be made after successful installation and commissioning of the equipment subject to submission of satisfactory performance report by the concerned Head of School.

# Instruction to the Tenderer:

1. Include the printed catalogue and pricelist if any for each of the equipment quoted.
2. Specify the list of Accessories required along with each of the equipment.
3. .

## Solving Disputes:

1. OUTR, the tenderer and the manufacturer shall make all efforts to resolve amicably by direct informal negotiation on any disagreement or dispute arising between them under or in connection with this contract.
2. All disputes arising out of the contract shall be referred to courts under the jurisdiction of the Bhubaneswar court only.

***The above terms and conditions except those otherwise agreed upon, shall form a part of the Purchase Order***.

***Sign on each page of this tender document and Return it along with the offer enclosing this part together with the Technical Offer.***

***\*\* \* The OUTR authority has all rights to accept / reject any tender without assigning any reasons thereof.***

# Technical Specifications

## Financial Bid will be opened only if Tenders qualify in Technical evaluation.

**List of materials with technical specification required for Basic Electrical Engineering laboratory of School of Electrical Sciences**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the item** | **Specification** | **Unit** | **Qty. Required** |
| 1. | Digital multimeter | * 5/6 Digits 6000 Counts Autoranging Digital Multimeter * DC voltage (200mV – 1000V) * AC voltage (200mV-700V) * Resistance (200 Ω - 2000M Ω ) * DC current (2mA – 20 A) * AC current (2mA – 20 A) * Frequency (2KHz – 10MHz) * Inductance (2mH – 20H) * Capacitance (20nF - 200µF) | No | 10 |
| 2. | Digital clampmeter | * 3½ Digits 2000 Counts autoranging digital clampmeter * AC Current upto 1000A (50Hz ~ 60Hz) * AC Voltage upto 750V (45Hz ~ 450Hz) * DC Voltage upto 1000V * Resistance upto 20KΩ * Over Load Protection * Over Volt Protection * Audible Continuity * Data Hold Low Battery * Test Leads x 1 Pair * 9V Battery x 1 Pc | No | 05 |
| 3. | DC regulated power supply | * 0-30 V DC output voltage * 0-5 A DC output current * Dual channel | No | 05 |
| 4. | AC Analog Voltmeter | * Portable analog voltmeter * 0-150/300 V | No | 05 |
| 5. | AC Analog Voltmeter | * Portable analog voltmeter * 0-125/250/500 V | No | 05 |
| 6. | DC Analog voltmeter | * Portable analog voltmeter * 0-125/250 V | No | 05 |
| 7. | AC Analog Ammeter | * Portable analog voltmeter * 0-1.25/2.5/5 A | No | 05 |
| 8. | AC Analog Ammeter | * Portable analog ammeter * 0-2.5/5/10 A | No | 05 |
| 9. | AC Analog Ammeter | * Portable analog ammeter * 0-500-1000 mA | No | 05 |
| 10. | DC Analog Ammeter | * Portable analog ammeter * 0-1.25/2.5/5 A | No | 05 |
| 11. | DC Analog Ammeter – | * Portable analog ammeter * 0-5/10/20 A | No | 05 |
| 12. | Tachometer | Range- 0.5 ~ 99,999 RPM  Resolution: 0.05 ~ 1999.9m/min ,10,000 ~ 99,999 ~ 1 RPM  Accuracy: + (0.03% +2d)  Sampling frequency- 4 times/sec  Testing Distance: 3cm ~ 2m; angle : 120°  5 digit backlit LCD | No | 1 |
| 13. | Single phase variac | Single phase variable autotransformer – 0-270V, 8 A | No | 03 |
| 14. | Three phase variac | Three phase variac 0-5 /10 A, 0-470 V | No | 02 |
| 15. | Single phase transformer | 2KVA /5 KVA  Voltage Primary : 230V AC Voltage  Secondary : 115V AC with tappings | No | 02 |
| 16. | watt meter | single phase dynamo meter type low power factor watt meter  (0-2/10/20 A & 0-125/250/500 V) | No | 05 |
| 17. | watt meter | single phase dynamo meter type UPF power factor watt meter  (0-2/10/20 A & 0-125/250/500 V) | No | 05 |
| 18. | energy meter | Single phase induction type  230V, (10/20) A, R/Kwh-600 | No | 02 |
| 19. | DSO -100Mz, 4 channel, 1 Gsa/s dual | * Automated measurements * Dual window FFT, simultaneously monitors both the time and frequency domains * Built-in waveform limit and trend plot testing * Dual channel frequency counter * Zoom Function * Automated, extended data logging feature * Autoset and auto-ranging functions * Built-in context-sensitive help * Minimum 5-year warranty | No | 02 |
| 20. | Power factor meter- 1-phase | 0.5/1A, 1/2A, 2.5/5A/ 5/10A, Potential Coil: 125/250/500V | No | 05 |
| 21. | Rheostat | * Single tube * 0-200 ohm, 3 A | No | 05 |
| 22. | Rheostat | * Single tube * 0-50 ohm, 5A | No | 05 |
| 23. | Rheostat | * Single tube * 0-10 ohm, 10 A | No | 05 |
| 24. | Rheostat | * Single tube * 0-100 ohm, 3 A | No | 05 |
| 25. | Inductive Load | * Variable inductive load 0.5 - 2.5 µH in steps, 230 V,3A, 50 Hz | No | 02 |
| 26. | Capacitive load | * Variable capacitive load - 4,6, 8 mF in different values, 230 V, 50 Hz | No | 02 |

**Note: All the items must have ISI standard also the brand of item must be mentioned in the technical bid.**

# ODISHA UNIVERSITY OF TECHNOLOGY & RESEARCH, BHUBANESWAR SCHOOL OF ELECTRICAL SCIENCES

**(A unitary University under Govt. of Odisha)**

## Techno Campus, Ghatikia, P.O. Mahalaxmi Vihar, Bhuabaneswar, Khordha, Odisha, Pin-751029, [www.cet.edu.in](http://www.cet.edu.in/)

**Email:**[**info@cet.edu.in**](mailto:info@cet.edu.in)

## \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\* TECHNICIAL BID

(To be enclosed in separate sealed cover)

**Particulars of Bidder :**

1. Name of the bidder
   1. Full postal address
   2. Full address of the premises
   3. Telephone number
   4. E-mail id

2. a) Tender Cost: Rs……………………...D.D. No……….……………date………………

b) EMD: Rs………………………D.D. No……….……………date………………

1. Registration No. of Firm:

(Copy of Document showing Registration of Firm shall be enclosed)

1. Tax Clearance Certificate and GSTIN No:

(Copy of Tax Clearance Certificate and GSTIN No. proof shall be enclosed)

1. Income Tax Clearance Certificate:

(Copy of IT Clearance Certificate and PAN No. proof shall be enclosed)

1. Total annual turn-over (value in Rupees) (Previous year):

(Copy of Balance Sheet / Audit Statement / IT returns, etc. to be attached as proof)

1. Whether similar job work undertaken in the past, if so details:

**Customer Quantity supplied Year**

1. **Bank details : Name of the Account Holder**
   * **Bank Name and branch :**
   * **Account No.**
   * **IFS Code :**

**Signature with Date and Seal of the Bidder/ Tenderer**

**ODISHA UNIVERSITY OF TECHNOLOGY & RESEARCH, BHUBANESWAR**

# SCHOOL OF ELECTRICAL SCIENCES

**(A unitary University under Govt. of Odisha)**

## Techno Campus, Ghatikia, P.O. Mahalaxmi Vihar, Bhuabaneswar,, Odisha, Pin-751029,

[**www.cet.edu.in**](http://www.cet.edu.in/)

## \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

**FINANCIAL BID**

(To be enclosed in separate sealed cover)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.**  **No.** | **Item Description** | **Unit** | **Qty. Req.** | **Unit Cost** | **Total** | **GST**  **applicable** | **Total cost including GST** |
| 1. | Digital multimeter | **No** | 10 |  |  |  |  |
| 2. | Digital clampmeter | **No** | 05 |  |  |  |  |
| 3. | DC regulated power supply | **No** | 05 |  |  |  |  |
| 4. | AC Analog Voltmeter | **No** | 05 |  |  |  |  |
| 5. | AC Analog Voltmeter | **No** | 05 |  |  |  |  |
| 6. | DC Analog voltmeter | **No** | 05 |  |  |  |  |
| 7. | AC Analog Ammeter | **No** | 05 |  |  |  |  |
| 8. | AC Analog Ammeter | **No** | 05 |  |  |  |  |
| 9. | AC Analog Ammeter | **No** | 05 |  |  |  |  |
| 10. | DC Analog Ammeter | **No** | 05 |  |  |  |  |
| 11. | DC Analog Ammeter – | **No** | 05 |  |  |  |  |
| 12. | Tachometer | **No** | 1 |  |  |  |  |
| 13. | Single phase variac | **No** | 03 |  |  |  |  |
| 14. | Three phase variac | **No** | 02 |  |  |  |  |
| 15. | Single phase transformer | **No** | 02 |  |  |  |  |
| 16. | Watt meter | **No** | 05 |  |  |  |  |
| 17. | Watt meter | **No** | 05 |  |  |  |  |
| 18. | Energy meter | **No** | 02 |  |  |  |  |
| 19. | DSO -100Mz, 4 channel, 1 Gsa/s dual | **No** | 02 |  |  |  |  |
| 20. | Power factor meter- 1-phase | **No** | 05 |  |  |  |  |
| 21. | Rheostat | **No** | 05 |  |  |  |  |
| 22. | Rheostat | **No** | 05 |  |  |  |  |
| 23. | Rheostat | **No** | 05 |  |  |  |  |
| 24. | Rheostat | **No** | 05 |  |  |  |  |
| 25. | Inductive Load | **No** | 02 |  |  |  |  |
| 26. | Capacitive load | **No** | 02 |  |  |  |  |

**Signature and seal of the bidder**

# PROFORMA FOR SUBMITTING ELIGIBILITY REQUIREMENT AND UNDERTAKING

To

The Registrar, OUTR Bhubaneswar-751029

**Sub: Submission of Tender for Supply, Installation & Commissioning of various equipments of Basic Electrical Engineering lab of** School of Electrical Sciences.

Sir/ Madam,

Having examined the conditions of contract and specifications including addenda, I/we, the undersigned, offer to undertake to, Supply, Installation, Testing & Commissioning of **various equipments of Basic Electrical Engineering lab** for various Labs of School of Electrical Sciences, OUTR, Bhubaneswar, in conformity with the specifications, terms & conditions of Tender.

1. I/We agree to abide by the terms and provisions of the said conditions of the contract and provisions contained in the notice inviting tender. I/We hereby unconditionally accept(s) the tender conditions.

It is certified that I/we have not stipulated any condition(s) in our tender offer. In case any condition(s) are found in our tender offer violated after opening tender, I/We agree that the tender shall be rejected without prejudice to any other right or remedy and the OUTR will be at liberty to forfeit the EMD absolutely.

1. I/We hereby submit the earnest money of [Rs. …………..……….……] for the above Tender in the form of demand draft.
2. I/We hereby submit the Tender Cost of [Rs, …………..……….……] for the above Tender in the form of demand draft.
3. That, I/We declare that I/We have not paid and shall not pay any bribe to any officer of OUTR for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of OUTR asks for bribe/gratification, I/We shall immediately report it to the OUTR authorities.
4. That, I/We undertake that OUTR’s tender document shall form part of contract agreement.

I/We understand that you are not bound to accept the lowest or any bid, you shall receive.

Thanking you

Dated:

Witness…...................

Signature....................

Address......................

Enclosures

Yours faithfully

Signature of Bidder

Name: ……………………

Telephone:…………….