

**CENTRE FOR MATERIALS FOR ELECTRONICS TECHNOLOGY (C-MET)***(Scientific Society, Ministry. of Electronics and Information Technology (MeitY), Govt. of India)*

IDA PHASE – III, CHERLAPALLY, HCL (PO), HYDERABAD – 500 051

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ENQUIRY LETTER

ENQ. NO.: HD/PUR/SP-35/OBL/53/2018-19/10777

Date: 11.03.2019

**Subject: Procurement of “OBJECTIVE LENSES FOR OPTICAL MICROSCOPE”
– Regarding**

Due date/CLOSING for receipt of the quotations	04	04	2019	TIME BY:17.30 hours
DATE OF OPENING OF TECHNICAL BID	05	04	2019	TIME BY:10.30 hours

Sir,

Sealed quotations conforming to the specifications are invited for the following item(s) in Two Bid System from dealers/stockiest/agent of M/s Olympus Corporation, Japan. Please see srl No 16 of special terms and conditions of the tender as given below. Quotation may please be submitted, keeping in view, the terms and conditions given below and overleaf, otherwise quotations will be rejected.

S. No.	Description of the item	Quantity
01	OBJECTIVE LENSES FOR OPTICAL MICROSCOPE MODEL NO DSX510 OF M/S OLYMPUS CORPORATION, JAPAN	1 No. each (Specifications as per Annexure-I)

Note: Bidders who downloaded tender documents from our web site shall send an email to venkatesan@cmet.gov.in as well as to lakshmi@cmet.gov.in immediately giving the tender reference number, date of downloading, your full address and contact details. This will help us post any corrigendum or addendum to the tender taken place after the bidder downloaded it. Addendum/corrigendum will be posted in our website as well as in CPP portal only. It will also be sent to bidder who had informed after downloading of the document from our website.

Note:

- The envelope super-scribed with [a] Quotation No. [b] Due Date & [c] Description of the Item and be sent to the undersigned before the due date.
- Firms or their authorized representatives are requested to attend the opening of ~~Combined~~ **Technical bids** after closing time i.e. **on 05.04.2019 at 1030 hours**. If there is any delay in opening of technical bids will be intimated to all bidders.
- The Technical & Financial bids should be in separate sealed covers. Combined quotations will be **REJECTED**.
- The quotation should be submitted in the enclosed format only.
- The Enquiry Letter No. & date should be clearly indicated in the quotation, otherwise quotation will be rejected.
- These details are also available in our website: <http://www.cmet.gov.in>

Thanking you,

Prepared by

Sd/-XXX
(A.L. VASUDHA)
OA-I

Encl.: As above.

Yours faithfully,

Sd/-XXX
(G.K.VENKATESAN)
Administrative Officer
venkatesan@cmet.gov.in

Specific terms and conditions to the tender:-

1. Please submit the Technical Details/Catalogue/Data Sheets.
 2. The offer should be valid for a period of 90 days from the date of opening of Tender.
 3. Please send the quotations ONLY in 'SEALED COVER' indicating our tender enquiry No. and due date by Hand/speed post/courier so as to reach us on or before the due date & time. C-MET will not be responsible for any postal delays.
 4. **E-Mail/fax quotations 'WILL NOT BE ACCEPTED'.**
 5. **All Tax invoices shall invariably bear your GST Registration No. (GSTIN) and the applicable GST rates. In the absence of which, the invoice(s) shall not be processed for payment.**
 6. Our standard delivery term is FOR, C-MET. In case any vendor offers delivery term of Ex-works, Packing and Forwarding charges if any should be indicated separately either as a percentage of the quoted rate or as a Lumpsum amount.
 7. **PAYMENT OF GST/IGST:** C-MET is registered under Department of Scientific and Industrial Research (DSIR) and eligible for concessional GST rates @ 5% for Research Institutions as per Notification No. 45/2017- Central Tax (Rate) AND 47/2017 - IT(Rate) both dated 14.11.2017. The requisite certificate for availing concessional IGST/GST Rate along with documents will be provided. **PAYMENT OF CUSTOM DUTY:** We are ELIGIBLE for concessional custom duty @ 5.15% as per DSIR issued certificate in terms of **Notification No. No. 51/96-Customs dated 23.07.1996** and necessary exemption certificate shall be issued upon request.
 8. Our standard payment term is 100% within 30 days for indigenous orders and sight draft for foreign orders. Firm should provide Bank details for RTGS remittance.
 9. **Liquidated Damages:** – The delivery period quoted should be realistic. The delivery period so quoted and mentioned in the order is the essence of the order/contract. In case of delay in delivery of material as per the delivery schedule, Liquidated Damage @ 0.5% per week or part thereof on the undelivered portion subject to a maximum of 10% of the contract value shall be levied. Wherever, installation and commissioning is also involved, the supply will be deemed to have been completed only when the entire stores is supplied, installed and accepted.
 10. **Security Deposit:-** Wherever the offer value is Rs. 5.00 lakhs or above, the successful tenderer should submit Security Deposit@10% of the order value by way of Bank Guarantee /FC Receipt. The Bank Guarantee shall be obtained from any Scheduled Bank on Rs. 200/- Non Judicial Stamp paper and should be valid beyond 2 months from the completion of all contractual obligations.
- Note: Clause NO. 9 & 10 are mandatory and offers of the vendors who have not agreed for the above conditions will be excluded from the procurement process. Micro and Small Vendors are not exempted from the submission of Security Deposit.**
11. In order to avail of the benefits extended to by Govt. of India to the Micro and Small Sectors, please submit attested copy of the valid Entrepreneur Memorandum Part-II signed by the General Manager, District Industries Centre/ Udyog Adhar / NSIC Registration Certification along with your offer.
 12. If any bidder submits forged / false document along with the tender, offer of such vendors will be summarily rejected and such bidders will be blacklisted for all future tenders.
 13. Wherever samples are required to be submitted along with the quotation, offer without sample will not be considered.
 14. **Price Reasonability Certificate:** Prescribed form enclosed.
 15. **Detailed information regarding previous supply of similar item:** Prescribed form enclosed
 16. **Manufacturer's authorization letter :** Only those Dealers/stockists/agent of M/s Olympus Corporation Japan authorized to sell Objective Lenses for Optical Microscope only can participate in the tender. A copy of **manufacturer's authorization letter** for participating in the bid should be attached. BID WILL BE REJECTED IF IT IS NOT ATTACHED WITH TECHNICAL BID.

NOTE: Bidder should sign on each of the page as read and accepted thereof with signature and official stamp of the firm.

Administrative Officer
C-MET, Hyderabad

CHECK LIST

Documents to be submitted along with the bids
(TECHNICAL BID)

S No	Description	Yes/No	Page No
1	Covering/introduction letter from the Firm referring to C-MET's tender enquiry No and date towards participation in the tender		
2	Acceptance of terms & conditions of tender enquiry		
3	Signed copy of tender enquiry		
4	Price Reasonability Certificate		
5	Bid form and Price schedule with commercial terms WITHOUT PRICE (BOQ)		
6	Manufacturer's Authorization letter		
7	Previous experience details alongwith documents like POWO etc. (not more than 3 years old)	NA	
8	Undertaking and declaration		
9	Technical compliance statement with/without deviation		
10	Technical brochure of the Product offered or drawings		
11	GST Registration certificate or No		
12	Bank details for NEFT/RTGS		
13	Warranty and additional warranty		

**Documents to be submitted alongwith Commercial bids
(PRICE BID)
(Separate sealed cover)**

S No	Description	Page No
1	Bid form and Price schedule with commercial terms WITH PRICE for main system	

**CENTRE FOR MATERIALS FOR ELECTRONICS TECHNOLOGY (C-MET)
HYDERABAD LABORATORY**

**BRIEF DESCRIPTION OF OBJECTIVE LENSES FOR OPTICAL MICROSCOPE
MODEL NO DSX510 OF M/S OLYMPUS CORPORATION, JAPAN**

Sl. No.	Description of Item	Quantity
1	M PLAN SEMI APOCHROMAT OBJECTIVE 1.25X mag. Range 17X - 225X	1
2	M PLAN SEMI APOCHROMAT OBJECTIVE 2.5X mag. Range 35X - 451X	1
3	THREAD ADAPTER	1
4	M PLAN SEMI APOCHROMAT BDP OBJECTIVE 5X mag. Range 69X - 901X	1
5	M PLAN SEMI APOCHROMAT BDP OBJECTIVE 20X mag. Range 277X - 3606X	1
6	PLAN APO N HIGH RESOLUTION OBJECTIVE 50X mag. Range 693X - 9,014X	1

(in the company letter head)

**TECHNICAL COMPLIANCE OF OBJECTIVE LENSES FOR OPTICAL MICROSCOPE
MODEL NO DSX510 OF M/S OLYMPUS CORPORATION, JAPAN**

Sl. No.	Description of Item	Quantity	Offered by the firm
1	M PLAN SEMI APOCHROMAT OBJECTIVE 1.25X mag. Range 17X - 225X	1	
2	M PLAN SEMI APOCHROMAT OBJECTIVE 2.5X mag. Range 35X - 451X	1	
3	THREAD ADAPTER	1	
4	M PLAN SEMI APOCHROMAT BDP OBJECTIVE 5X mag. Range 69X - 901X	1	
5	M PLAN SEMI APOCHROMAT BDP OBJECTIVE 20X mag. Range 277X - 3606X	1	
6	PLAN APO N HIGH RESOLUTION OBJECTIVE 50X mag. Range 693X - 9,014X	1	

Signature of Tenderer_____

Name_____

Business Address_____

Seal of the Tenderer_____

(in the company letter head)

BIDDER'S DETAILS

1	Name of the supplied/party/firm	
2	Name of the authorized representative	
3	Communication address	
4	Telephone Nos	
5	Mobile Nos	
6	Fax and e-mail address	
7	Web address	
8	Bank details for payment through NEFT/RTGS	
9	Name of Bank	
	Branch	
	Account No	
	IFSC No	
	MICR No	
	Cancelled cheque for verification of above details	

(Signature & seal of the bidder)

(in the company letter head)

PRICE REASONABILITY CERTIFICATE

It is certified that the rates quoted _____ are not more than as charged to other Govt. /PSU's for similar supplies made in recent past. Copies of the supply orders received from other Govt/PSU's are enclosed alongwith the technical bid.

Signature of Tenderer_____

Name_____

Business Address_____

Seal of the Tenderer_____

(TO BE SUBMITTED ALONG WITH TECHNICAL BID)

(in the company letter head)

To,

Date:

The Administrative Officer
C-MET, IDA Phase III
Cherlapally,
Hyderabad 500 051

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No. ----- dated _____

Name of the Tender/Work: - **OBJECTIVE LENSES FOR OPTICAL MICROSCOPE**

Sir/Madam,

I/We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/Work' for the web site(s) namely:

as per your advertisement, given in the mentioned website(s)/enquiry letter.

2. I/we hereby certify that I/we have read the entire terms & conditions of the tender documents from Page No. _____ to _____ (including all documents like Annexure(s), schedules(s), etc.) which form part of the contract agreement and I/We shall abide hereby by the terms/conditions/clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/organization too have all been taken into consideration, while submitting this acceptance letter.

4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document (s)/Corrigendum(s) in its totally/entirely.

5. In case any provisos of this tender are found violated, then your Department/Organizations shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

Name & Signature of the Supplier/Contractor/
Authorized signatory with Official stamp/seal

(TO BE SUBMITTED ALONG WITH TECHNICAL BID)

(in the company letter head)

UNDERTAKING/ DECLARATION

I/We having our office at _____ declare that I/we have never been blacklisted by any State Government/Central Government or any State/Central PSU.

2. I/We, _____ hereby declare that the particulars furnished by me/us in this offer are true to the best of my/our knowledge and I/We understand and accept that, if at any stage the information furnished by me/us are found to be incorrect or false, I/We am/are liable for disqualification from this tender and also liable for any penal action that may arise due to the above, besides being black listed.

3. I/We _____ hereby accept to provide Warranty/Guarantee, additional Warranty, Comprehensive AMC

4. I/We _____ of _____ ET to _____, in accordance with the terms and conditions of contract and at the rates or price specified in financial bid (BOQ).

5. This is also certified that the rates quoted in the financial bid are not more than the rates charged from any other Institution/Department/ Organization in the last six months. No Other charges would be payable by the Institute.

6. I/We _____ have gone through the terms and conditions and will abide by them as laid down above. I hereby undertake that the information provided above and elsewhere in the tender is true and the tender is liable to rejection if the same is found to be false or the information is found to have been suppressed by me.

Name & Signature of the Supplier/Contractor/
Authorized signatory with Official stamp/seal

(in the company letter head)

BID FORM AND PRICE SCHEDULE

Tender Reference No. : ENQ. NO.: HD/PUR/SP-35/OBL/53/2018-19/
Date: 11.03.2018

Name of the Stores/
Goods/Equipment : **OBJECTIVE LENSES FOR OPTICAL MICROSCOPE**

Sl. No.	Description	Qty	HSN CODE	Unit Price/ Rate	Amount/ Rs.
	OBJECTIVE LENSES FOR OPTICAL MICROSCOPE				
1	M PLAN SEMI APOCHROMAT OBJECTIVE 1.25X mag. Range 17X - 225X	1			
2	M PLAN SEMI APOCHROMAT OBJECTIVE 2.5X mag. Range 35X - 451X	1			
3	THREAD ADAPTER	1			
4	M PLAN SEMI APOCHROMAT BDP OBJECTIVE 5X mag. Range 69X - 901X	1			
5	M PLAN SEMI APOCHROMAT BDP OBJECTIVE 20X mag. Range 277X - 3606X	1			
6	PLAN APO N HIGH RESOLUTION OBJECTIVE 50X mag. Range 693X - 9,014X	1			

1. Payment Terms:
2. Bid Validity:
3. Delivery Schedule:
4. Place of delivery:
5. Warranty, if applicable:
6. GST Registration No.:
7. Any other relevant information:

Signature of Tenderer _____
Name _____
Seal of the tenderer _____

(NOTE: WITHOUT THIS BID WILL BE REJECT - TO BE SUBMITTED ALONGWITH TECHNICAL BID)

(in the company letter head)

MANUFACTURER'S AUTHORISATION FORM

The Administrative Officer
C-MET, IDA Phase-III
Cherlapally, HCL Post
Hyderabad – 500 051
TELANGANA STATE,
India

Dear Sir,

Ref. Your TE document No _____, dated _____

We, _____ who are proven and reputable manufacturers of _____ (*name and description of the goods offered in the tender*) having factories at _____, hereby authorize Messrs _____ (*name and address of the agent*) to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred TE documents for the above goods manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs. _____ (*name and address of the above agent*) is authorized to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred TE documents for the above goods manufactured by us.

We also hereby extend our full warranty as applicable as per tender clause for the goods and services offered for supply by the above firm against this TE document.

We also hereby confirm that we would be responsible for the satisfactory execution of contract placed on the authorized agent.

We also confirm that the price quoted by our agent shall not exceed than that which we would have quoted directly.

Yours faithfully,

[*Signature with date, name and designation*]

For and on behalf of Messrs _____

[*Name & address of the manufacturers*]

Note: 1. This letter of authorization should be on the letterhead of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.

2. Original letter may be sent.