

SCHOOL OF PLANNING AND ARCHITECTURE, BHOPAL
(An Institution of National Importance under Ministry of HRD, Govt. of India
Neelbad Road, Bhauri, Bhopal – 462 030 (M.P.)
Phone no: 0755-2526800, 803 & 829
Website: www.spabhopal.ac.in

No: SPAB/RGO/ADVT./2017/19

Date: 09.03.2017

**TENDER DOCUMENT
FOR
SUPPLY AND INSTALLATION OF LAB EQUIPMENTS FOR
ENVIRONMENTAL MONITORING AND ASSESSMENT LAB**

1. School of Planning and Architecture, Bhopal (SPA, Bhopal) invites tenders under 2 bid system i.e., technical & financial from reputed, experienced and financially sound Companies/Firms/Agencies for supply and installation of Lab Instruments/ Equipments for establishment of Environmental Monitoring and Assessment Lab. Those who are in the similar business for the last five years and providing the same service to Central/State Govt. offices/Reputed Universities/ Institutions may send their bids both Technical and Commercial in sealed envelopes. Complete Tender Document may be downloaded from the Institute website i.e., www.spabhopal.ac.in

2. The interested Companies/Firms/Agencies may send their bid complete in all respect along with Tender Fees and Earnest Money Deposit (EMD) as mentioned in "SCHEDULE" in the form of Demand Draft issued in favor of Director, SPA, Bhopal, drawn on any scheduled bank payable at Bhopal and other requisite documents to the Asst. Registrar (Stores & Purchase) School of Planning and Architecture, Bhopal, Neelbad Road, Bhauri, Bhopal – 462030 (M.P.) duly superscripted "SUPPLY AND INSTALLATION OF LAB EQUIPMENTS FOR ENVIRONMENTAL MONITORING AND ASSESSMENT LAB" on or before 14:30 hrs of 27.03.2017. The bids received after this deadline shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible. NOTE: The EMD and Tender Fee draft should be put in the envelope containing Technical Bid failing which the tender shall be rejected forthwith.

3. The sealed envelopes are to be deposited in the tender box placed at the office of Asst. Registrar (Stores & Purchase), SPA, Bhopal or may be sent through registered/speed post addressed to The Asst. Registrar (Stores & Purchase) School of Planning and Architecture, Bhopal, Neelbad Road, Bhauri, Bhopal – 462030 (M.P.).

Please note: You may please visit the Institute on any working days from 9:00 am to 5:30 pm for any query in this regard OR you may call on 0755-2526800, 803 & 829

- *Institute reserves the right to accept or reject any/all tenders without assigning any reason, thereof.*
- *Institute reserves the right to cancel the entire tendering process at any stage, before awarding the contract.*
- *Institute has reserves the right to evaluate the lowest bidder on aggregate basis or individual work basis.*
- *Quotations not adhering to the specification, above conditions and without EMD will be out rightly rejected.*

4. SCHEDULE

a.	Name of work	SUPPLY AND INSTALLATION OF LAB EQUIPMENTS FOR ESTABLISHEMENT OF ENVIRONMENTAL MONITORING AND ASSESSMENT LAB
b.	Tender fee (in form of DD from any Nationalized bank)	Rs. 1,000/- (non-refundable) in favour of Director, SPA, Bhopal payable at Bhopal
c.	Earnest Money Deposit (EMD) (in form of DD from any Nationalized bank)	Rs. 20,000/- (refundable but non-interest bearing) <ul style="list-style-type: none"> • Refunded to all unsuccessful bidders • Refunded to successful bidder after successful supply & installation report from the user end and after demo/training, if required.
d.	Prescribed format for submission of two-bid system	Shall be submitted in two separate sealed covers separately for technical and price bids respectively. Such covers shall be super scribed as "TECHNICAL BID FOR SUPPLY AND INSTALLATION OF LAB EQUIPMENTS FOR ESTABLISHEMENT OF ENVIRONMENTAL MONITORING AND ASSESSMENT LAB" and "PRICE BID FOR SUPPLY AND INSTALLATION OF LAB EQUIPMENTS FOR ESTABLISHEMENT OF ENVIRONMENTAL MONITORING AND ASSESSMENT LAB". Both the sealed covers shall be enclosed in another sealed (third) bigger cover which should also be super scribed as "BID FOR SUPPLY AND INSTALLATION OF LAB EQUIPMENTS FOR ESTABLISHEMENT OF ENVIRONMENTAL MONITORING AND ASSESSMENT LAB"
e.	Last time/date for submission of tender	on or before 14:30 hrs of 27.03.2017
f.	Pre-bid meeting	15:00 hrs of 20.03.2017 in the conference room of the Institute
g.	Opening of technical bid	16:30 hrs of 27.03.2017 in the conference room of the Institute in the presence of bidders or their authorized representatives who wish to participate in the bidding process
h.	Opening of financial bid	will announce separately only to those, who qualify the technical bid process
i.	Tenders to be submitted	To be deposited in the tender box placed at the office of Asst. Registrar (Stores & Purchase), SPA, Bhopal or may be sent through registered/speed post/ by-hand addressed to The Asst. Registrar (Stores & Purchase) School of Planning and Architecture, Bhopal, Neelbad Road, Bhauri, Bhopal – 462030 (M.P.).

5. Selection of the Bidder: For the purpose of selection of the bidder, a two-stage bidding process will be followed. The response to the tender should be submitted in two parts viz. Technical Bid & Financial Bid & must be submitted in separate sealed envelopes.

(a) **TECHNICAL BID:**

1.	Company/Firm Registration details	Attached proof (Self attested)
2.	Authorized dealers/distributor certificate in prescribed format from Original Equipment Manufacturers (OEM)Authorization letter OR Authorization letter from manufacturer in case of dealer/s for the said equipment enclosed 15 with the technical specifications	-do-
3.	Clientele list (List of the institutes/organizations, where the similar order has been executed during the last three years) and work done list	-do-
4.	Performance certificate from clients	-do-
5.	The bidder/OEM self-declaration stating that he/she is not banned/debarred or black listed by any Central/State Govt. of India/PSU/Organizations/Institutes in India or abroad	-do-
6.	Business turnover for the FY 2013-14, 2014-15 & 2015-16 (Self-attested photocopy of annual turnover, IT clearance Certificate, Audited Balance Sheet, etc.)	-do-
7.	Experience and other details of the firm to judge the suitability of the bidder	-do-
8.	Supporting documents (couple of orders without any alteration/modification, copies of installation report) must be enclosed	-do-
9.	Purchase Order (PO) to whom such items/stores have been supplied should be mentioned in the technical bid	-do-

6. DETAILS OF REQUIRED LAB EQUIPMENTS FOR ENVIRONMENTAL MONITORING AND ASSESSMENT LAB:

S. No.	Particular	Specifications
1.	Respirable Dust Monitor (Portable air quality monitoring equipment for 2.5 mm & 10 mm particulate matter, along with filters & other accessories)	<p>High sensitive and accurate portable air quality monitoring equipment for sampling and testing the following:</p> <ul style="list-style-type: none"> • 2.5 and 10-μm particulate matter • Gravimetric analysis of respirable aerosols <p>The equipment shall have the following features:</p> <ul style="list-style-type: none"> • Internal Air Sampling pump • Gravimetric filter cassette holder • Rechargeable lead-acid battery for 24-hour operation • Immediate display and data storage • Easy to use data analysis and software for PC • Minimum one year storing capacity of sample data for monitoring • Necessary filters for gravimetric analysis
2.	Environmental Monitoring test kit (portable) & Turbidity Meter for testing water quality Or Water Analyser	<p>Portable water quality testing kit/water analyser shall have the LCD display. It shall have the capacity of testing the following parameters for the range mentioned therein :</p> <ul style="list-style-type: none"> • pH: 0 to 14.00pH • Conductivity: 0 to 100mS • TDS: 0-1000ppm • Salinity: 0 to 40ppt • Dissolved Oxygen: 0-20ppm • Turbidity: 0 to 100 NTU • Temperature: 0-100°C • Colorimeter: 400-700 nm
3.	Analytical balance	<ul style="list-style-type: none"> • Weighing capacity: 300-400 gms • Readability: 0.001 gm • Linearity (+/-) : 0.002 gm • Pan Size: 120 mm X 120 mm – 130mm X 130mm • Response time : 2-3 seconds • Automatic External Calibration • USB Interface desirable

7. TERMS & CONDITIONS:

a) SPECIFICATIONS: Specifications are basic essence of the product/contract. It must be ensured that the offers must be strictly as per adhere to our specifications. At the same time it must be kept in mind that merely copying our specifications in the quotation shall not make the parties eligible for consideration of the quotation. A quotation has to be supported with the printed technical leaflet/literature of the quoted model of the item by the quoting party/manufacturer and the specifications mentioned in the quotation must be reflected /supported by the printed technical leaflet/literature. Therefore the model quoted invariably be highlighted in the leaflet/literature enclosed with the quotation.

b) Non-compliance of the above shall be treated as incomplete/ambiguous and the offer can be ignored without giving an opportunity for clarification/negotiation etc. to the quoting party.

c) Detailed firm & company details, copy of registrations must be enclosed. In case of authorized dealers/distributor certificate in prescribed format from Original Equipment Manufacturers (OEM), on the same should be enclosed for participation in the said tender OR Authorization letter from manufacturer in case of dealer/s for the said equipment enclosed 15 with the technical specifications.

d) Institute reserves the right to carry out a technical inspection and performance evaluation (benchmarking) of the offers, made by shortlisted vendors. The shortlisted vendors may be asked to come and give out presentation / demonstration.

e) A write up on service and maintenance capability, mitigation of risks or breakdown and replacement capability, with the escalation support matrix suggested for the University. Vendors must indicate their sales and support service centre in India and their plan to address issues about services, maintaining minimum service inventory etc.

f) Signed & Stamped compliance sheet of the technical specification of the offered equipment with technical printed literature must be enclosed with the technical bid in the prescribed format.

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8. **FINANCIAL BID:**

S. No.	Item	Nos.	Offered brand, model no. & warranty	Rate per unit (inclusive of all taxes, installation, Demo/training & F.O.R. at SPA, Bhopal)	Amt. (inclusive of all taxes, installation, Demo/training & F.O.R. at SPA, Bhopal)	Remarks, if any
1.	Respirable Dust Monitor (Portable air quality monitoring equipment for 2.5 mm & 10 mm particular matter, along with filters & other accessories)	01 no.				
2.	Environmental Monitoring test kit (portable) & Turbidity Meter for testing water quality Or Water Analyser	02 nos.				
3.	Analytical balance	01 no.				
				TOTAL		

Seal and Signature of the bidder with date