



INDRAPRASTHA INSTITUTE *of*
INFORMATION TECHNOLOGY
DELHI

TENDER FOR SUPPLY OF LASER CUTTING MACHINE
FOR PERMANENT CAMPUS OF THE INSTITUTE AT
OKHLA PHASE-III, NEW DELHI-110020

(Tender no. IIITD/S&P/19/2017)

INVITATION FOR BIDS

1. Indraprastha Institute of Information Technology (IIITD), Delhi a State University created by an Act of Govt. of NCT of Delhi invites sealed tenders for purchase of one number of Laser Cutting Machine (as per specifications mentioned under Scope of Work below) for its permanent campus at Okhla Phase-III New Delhi-110020 (behind Govind Puri Metro Station).
2. An amount of Rs.15, 000/- (Rupees Fifteen Thousand only) towards earnest money (EMD) must be deposited in the form of demand draft in favor of IIIT-Delhi, payable at New Delhi. No interest shall be payable on the earnest money deposited by the bidder. Tender Document without earnest money will be summarily rejected.
3. Please enclose non-refundable Tender Document Fee of Rs.1, 000/- (One Thousand only) in the form of Demand draft drawn in favor of IIIT-Delhi payable at New Delhi.
4. The last date for submission of bids is 23rd August, 2017 up to 3:00 PM. The Tender Document should be addressed to:

Registrar,
Indraprastha Institute of Information Technology, Delhi
Okhla Phase-III
(Behind Govind Puri Metro Station)
New Delhi-110020.

The document may be deposited in the Tender Box kept in the Store Room of the Service Block of the Institute. Bids after 3:00 PM will not be accepted or considered under any circumstances.

5. The bid shall be opened on the same day i.e. 23rd August, 2017 at 3:30 PM. in the presence of the bidder or their authorized representatives. Bids must be submitted in sealed envelopes.

Scope of Work

The Scope of Work is the supply of one number of Laser Cutting machine as per technical specifications below :-

Laser Cutter requirements:-

- Cutting area: 3ft x 4ft
- Laser power:
 - Minimum 80 watt if meets material requirements mentioned below. Otherwise, 100 watt and above is desirable.
- Materials:
 - Should be able to cut wood (upto 10 mm thickness), acrylic (upto 10 mm thickness), MDF (upto 10 mm thickness)
- Cutting software:
 - Must be compatible with Adobe Illustrator software.
 - Must allow configuration of laser power and speed.
 - Must show options for both engraving and cutting.
- Laser cutter interface panel:
 - Must allow adjustment of cutting bed height and/or distance of laser head from cutting bed.
 - Must have a function to send laser head to home position.
 - Must allow repeating of previous jobs.
 - Must allow cancellation of jobs while running.
 - Must show progress of a cutting job in time elapsed and percentage completed.
 - Must allow a trial run of a cutting job without actual cutting.
 - Must notify of any errors in the equipment.
- Exhaust machine and pipe should be included
- UPS should be included
- Power supply:
 - Input: 220 V
 - 6 m long cable with a plug
- Cutting speed: 60,000mm/min or better

Please provide following information necessary for evaluating bid.

1	Name, address and telephone number of the firm/company	
2	Name of the contact person and contact details (mobile/telephone number etc.)	
3	Name of the Bank and full address	
4	Bank Account Number	
5	PAN & GSTN (Attach self certified copy)	
6	Latest Income Tax Assessment Order / copy of the ITR filed for the FY-2015-16	
7	Copy of Partnership Deed/ Certificate of registration of company or any other document evidencing registration of the bidder	
8	Date/Year of commencement of business	
9	A self-certified copy of authorized dealership in cases where bidder is not the manufacturer	
10	Details of DD towards EMD	
11	Details of work orders executed during last three years (attested copies of the Orders to be enclosed)	
12	List of service centers, nearest location of support centre.	
13	Turnover of the bidder in the financial years: 2013-14 2014-15 2015-16 Please attach CA certified copy of the turnover.	
15	03 years comprehensive warranty	

16	ISO 9000 Certification (please attach certified copy)	
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TERMS AND CONDITIONS

1. The financial bid should be valid for a period of not less than 30 days from the date of opening of bid.
2. The product is to be supplied within a period of 2-3 weeks from the date of issue of Purchase Order (PO) by the Institute.
3. Bids will be opened in the presence of bidder's representatives, who choose to attend on the specified date and time. Only one representative shall be allowed to attend.
4. Sealed bid can be sent either by post or by messenger. The responsibility of delivery of bid lies entirely with the bidder.
5. Payment will be released after successful commissioning as certified by Officer in Charge of the Institute. The bidders, who are not agreeing to above payment terms, are requested not to submit their tender.
6. In the event of dispute, Director, IIIT-Delhi shall be the sole arbitrator and his decision shall be final and binding on both the parties.
7. IIIT-Delhi does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.
8. In case the reseller is not able to execute the Order, EMD amount of Rs.15, 000/- (Rupees Fifteen Thousand only) shall be forfeited.
9. The bidder shall furnish performance security to IIIT-D the extent of 10% of the value in the form of Performance Bank guarantee (PBG) within 15 days of placing of the Order failing which necessary action including forfeiture of the Earnest Money Deposit will be taken against the contractor.
10. The PBG will be valid for a period of 90 days beyond the stipulated date for cessation of the contract which is co-terminus with the warranty period.
11. No interest is payable on the PBG.
12. PBG will be realized by IIIT-D in case of termination of the contract for unsatisfactory performance and/or nonperformance of the contract.

13. Full payment for the item to be supplied by the vendor against the purchase order shall be made after successful installation.
14. Parties should specify the make and model along with all other details.
15. The bidder must be an ISO-9000 certified organization.
16. The bidder should be Original Equipment Manufacturer (OEM) or authorized distributor of the OEM (attach documentary proof). The authorization issued by the OEM must be enclosed.
17. Both the bidder and OEM must have sales and support service centers in India. Any service request must be attended to within the next business day. Bidder should provide details of its support, certification to this effect from the OEM.

PROFORMA FOR FINANCIAL BID

S. No.	Details	All Inclusive Cost (Rs.)
1	Supply of Laser Cutting machine as per technical specifications as above (without warranty of 03 years)	
2	Warranty cost for 03 years	
	Total Cost	

The discount, if any should be mentioned herein and nowhere else.

Total Cost (all inclusive) of quantity mentioned above (in words):

We accept that the rate quoted above shall remain valid for a period of 30 days from the date mentioned below. The product/part shall be supplied within a period of 2-3 weeks from the date of placing Purchase Order on us.

(Signature and seal of the Bidder)

Date: