



F.No.1-697/15-16/ST

Date: 04-06-2016

ENQUIRY

To _____

Dear Sir,

Sub:- Quotation for Purchase of “Leaf Area Meter with accessories” – reg

We are interested to take up the **Purchase of Leaf Area Meter with accessories**. Detailed specifications, quantity required etc, are detailed in Annexure-I. Please forward your quotation in **two-way bid system** in a sealed cover with super scribing of enquiry number and date to the Director, IIMR, (DSR), Rajendranagar, Hyderabad-500030.

Enquiry should be submitted in sealed envelope. The envelope shall be addressed to the Director, Indian Institute of Millets Research, (IIMR), Rajendranagar; Hyderabad-500030, (purchaser) and it should also bear the tender enquiry number and name of the **Purchase of Leaf Area Meter with accessories**.

A DD of **Rs.200/-** towards enquiry fees and **Rs.6000/- towards** EMD in form of DD in favour of” ICAR UNIT-IIMR” Account payable at Hyderabad should be enclosed with technical bid otherwise your enquiry will not be considered except those who are registered with NSIC (copy should be enclosed). In case of non supply of order as per purchase order/supply order the EMD will be forfeited.

Date and time for submission of quotation on or before 27.06.2016 up to 02.00 pm

Date and time for opening of technical bid 27.06.2016 at 02.30 pm

In the event of date specified proposal submission for Enquiry Receipt declared as closed holiday for Office, the due date for the submission of the Enquiry will be the following working day.

PROPOSAL SUBMISSION:

Interested bidders should submit both technical and financial proposals in two parts namely.

- a **Technical Proposal -- Part “A” -- Annexure-I**
- b **Financial Proposal -- Part “B” -- Annexure-II**

The technical and financial proposal must be submitted in two separate sealed envelopes indicating clearly on envelopes as **“TECHNICAL PROPOSAL”** and **“FINANCIAL PROPOSAL”**. Financial proposal to indicate a warning **“DO NOT OPEN WITH THE TECHNICAL PROPOSAL”**. The envelopes containing the Technical and Financial Proposals shall be placed into an outer envelope and sealed. This outer envelope shall bear the title of the assignment **“Quotation for Purchase of Leaf Area Meter with accessories”**.

: 2 :

Technical Proposal should be prepared considering the detailed specifications of the item as mentioned in the Annexure-I. On the basis of detailed specification a check list is attached as **Annexure-I & III** which must be submitted only along with the technical proposal, duly signed and sealed. Brochures of the make & model of the equipment for which quotation is being submitted must be attach with the technical bid for technical verification by the committee. If the firm doesn't enclose the requisite documents in support to the checklist their tender will be rejected. The technically qualified bidders will be informed the date & time of opening of Financial Bid.

FINANCIAL PROPOSAL CONTENT

Financial proposal (In Indian Rupees) should be in the form of a lump sum amount inclusive of all taxes etc., for the said **“Purchase of Leaf Area Meter with accessories”** and should be submitted in the attached Annexure – II only.

Price structure:

- a) The tenderer shall quote for the complete requirement of goods & services and for the full quantity as shown in Annexure – 1,
- b) The rates and prices quoted shall be in Indian Rupees or in foreign currency for imported equipments (FOB value).
- c) All duties, taxes and levies payable by the supplier under the contract shall be included in the quoted price. The purchaser will not pay any such duties, taxes and levies separately. “However, sales Tax, as legally and contractually, leviable will be quoted separately by indicating the nature and the current rate of sales Tax, as applicable at the time of quoting. The Sales Tax will be paid extra at actual at the time of supply, provided the transaction of sale is legally liable to sales Tax and the amount of the sales Tax is contractually payable. If the supplier in its quotation does not ask for sales Tax extra, the same shall not be paid even if it asks for the same at a later date.
- d) The rates and prices quoted by the supplier shall remain firm and fixed during the currency of the contract and shall not be subject to variation on any account, whatsoever, including statutory variations, if any.

Yours faithfully,

Administrative Officer

Technical bid
Technical bid for “Leaf Area Meter with accessories”
(If any tenderer is having equipments of higher/latest specifications than our specifications, kindly quote for them also in the tender)
 (Related brochures should be enclosed)

Sl.No	Specifications	Qty	Yes/No
1.	<p>The system should be suitable for Leaf Area Measurement of non-destructive (intact leaves) as well as for destructive (detached levels) And should store 25,000 data sets in the memory</p> <ul style="list-style-type: none"> • Resolution :1 mm² (1mm x 1 mm scanning area) • Accuracy :within +/- 2% • Display Capacity :Area 9,999,999.99 cm² Length : 99,999,999.9 cm Width :12.8 cm or more • Display :2 line 16 character LCD • Real Time Clock with accuracy : ± 3minutes per month(0-55°C) • Keyboard :Sealed , Tactile response • Internal Memory :> 2 MB RAM • Sample Dimension:Width :127mm max. , 1 mm min. Thickness : 8 mm max. • Length: 1 meter max. • Power requirement ;Rechargeable 6V lead acid battery • Battery capacity :12-15 hours of continuous operation • Battery Charging time : 5-8 hours • Scanning Head : LED Light source <p>Conveyer Belt Accessory for Laboratory Use:</p> <ul style="list-style-type: none"> • Resolution :1mm² • Conveyer Belt Speed :5.4cm s⁻¹ at 50Hz or more • Transparent Belts: Rugged Clear Vinyl • Power requirement:: 216-252 V AC • Accessories: At least one set of spare conveyer and other all accessories, <p>Warranty: Minimum 3 years</p>	1 No	

Before submitting the quotation you are requested to read the detailed instructions mentioned overleaf.

Date: _____

Signature & Seal of the Firm

Email: _____

Ph .No (Office): _____

Cell: _____

**Financial Proposal
Purchase of Leaf Area Meter with accessories”**

Sl.No	Specifications	Qty	Unit Rate	Total Amount (Including TAXES)
1.	<p>The system should be suitable for Leaf Area Measurement of non-destructive (intact leaves) as well as for destructive (detached levels) And should store 25,000 data sets in the memory</p> <ul style="list-style-type: none"> • Resolution :1 mm² (1mm x 1 mm scanning area) • Accuracy :within +/- 2% • Display Capacity :Area 9,999,999.99 cm² Length : 99,999,999.9 cm Width :12.8 cm or more • Display :2 line 16 character LCD • Real Time Clock with accuracy : ± 3minutes per month(0-55°C) • Keyboard :Sealed , Tactile response • Internal Memory :> 2 MB RAM • Sample Dimension:Width :127mm max. , 1 mm min. Thickness : 8 mm max. • Length: 1 meter max. • Power requirement ;Rechargeable 6V lead acid battery • Battery capacity :12-15 hours of continuous operation • Battery Charging time : 5-8 hours • Scanning Head : LED Light source <p>Conveyer Belt Accessory for Laboratory Use:</p> <ul style="list-style-type: none"> • Resolution :1mm² • Conveyer Belt Speed :5.4cm s⁻¹ at 50Hz or more • Transparent Belts: Rugged Clear Vinyl • Power requirement:: 216-252 V AC • Accessories: At least one set of spare conveyer and other all accessories, <p>Warranty: Minimum 3 years</p>	1 No		

Note:

- 1) Items should be delivered at IIMR.
- 2) Sales tax/VAT should be indicated clearly.

We are herewith undertaking that the details provided above are true and to abide by the terms and conditions contained in the bid document of IIMR.

Place:

Date:

Signature of authorised official
(With seal and stamp)

Name: _____
Designation: _____

IMPORTANT INSTRUCTIONS

1. No advance payment will be made.
2. Payments will be made by RTGS/electronically within 30 days only on receipt of the stores in good condition. RTGS details may also be submitted with the tender/enquiry/quotation. (Financial Bid)
3. The price quoted should be F.O.R, RAJENDRANAGAR, HYD-30, preferably door delivery to IIMR (DSR) premises.
4. The sales tax etc., should be clearly indicated separately wherever chargeable.
5. The acceptance of the quotation will rest solely with the Director, IIMR and reserves the right to reject or partially accept any or all the quotations received without assigning any reasons thereof.
6. Time is the essence of the order as our requirements are connected with time targeted research programme or other assignments. The date of delivery should be strictly adhered to. Liquidated damages @ 2% per week subjected to maximum of 10% of the order value will be levied as per ICAR/Govt.. of India orders from time to time, if the delivery schedule is not adhered to. Part supplies will not be accepted under any circumstances.
7. YOUR QUOTATION SHOULD BE VALID ATLEAST FOR THREE MONTHS FROM THE DATE OF SUBMISSION.
8. This office will not be held responsible for any postal delay.
9. The consignment has to be supplied in 4-6 weeks time from the receipt of supply order.
10. Submit related Catalogues, otherwise, your tender will not be considered.
11. Any disputes arising out of this order will be subject to the Jurisdiction of RangaReddy district.
12. You should also prepare to deposit Security money @ 10% of the quoted price in case of finalization of the order in your favour.

Check list

Annexure-III

Minimum requirements to be checked at the time of opening technical proposal by the committee.

1	Enquiry/Tender fees DDNO. Dt:	Y/N	Page No
2	EMD DD.No. Dt: (If availing NSIC exemption, Pl. provide Certificate)	Y/N	
3	Validity of the quotation :90 Days	Y/N	
4	Delivery period :4-6 weeks	Y/N	
5	Original Tender form must be submitted duly signed and Stamped on each page	Y/N	
6	One supplier one Quotation only	Y/N	
7	Tax Identification Number copy of the firm (Self attested copy)	Y/N	
8	Copy of the PAN (Self attested copy)	Y/N	
9	Price Quote must be in the format enclosed Annexure-II	Y/N	
10	Turn over should equal to or more than ₹ 20,00,000/- in any of the three years out of last five years-Copy must be enclosed. (copy of IT returns and copy of Annual Accounts Certified by CA or self attested must be enclosed as proof) 2014-2015 : Rs. _____ 2013-2014: Rs. _____ 2012-2013: Rs. _____ 2011-2012: Rs. _____ 2010-2011 : Rs. _____	Y/N	
11	Any refusal or Non- supply of previous order. In case of refusal or non-supply of previous orders (Beyond the given time) the bid of such firms will not be considered.	Y/N	

I have gone through the conditions and certified that all the information provided are true. In case of any false information given by me, my tender may be rejected for which the purchaser will not be held responsible.

Place:

Date:

Signature of the bidder

Name:- _____

Seal and stamp:- _____