

TENDER DOCUMENT

SUBJECT: Supply and Installation of Desktop 4GHz
Vector Network Analyser

TENDER NO. : SMR/PUR/CP015/2020I/PT

DUE ON : 26/09/2019

EMD : Rs. 1,50,000.00

TENDER FEE : Rs. 590.00 (inclusive of GST)



SOCIETY FOR APPLIED MICROWAVE ELECTRONICS ENGINEERING & RESEARCH

IIT CAMPUS, POWAI, MUMBAI 400 076. TEL. : 022-25723030, 25727100
WEB SITE : www.sameer.gov.in E-mail : purchase@sameer.gov.in

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SECTION - I

INSTRUCTIONS FOR SUBMITTING THE OFFER

1. Tender document can be purchased from the Accounts Section of SAMEER located at IIT Campus, Powai, Mumbai-76, between 1.30 pm to 4.30 pm, on cash payment, on all days except Saturdays, Sundays and public holidays.

If the Tender document is downloaded from our website <http://www.sameer.gov.in> , <https://eprocure.gov.in/eprocure/app> or <http://tenders.gov.in/department.asp?id=1288> , then **Tender fee as well as EMD** should be paid, **along with Technical Bid**, (EMD & Tender Fee should be paid separately). In such case Tender Fee should be paid in the form of Demand Draft drawn in favour of **“Society for Applied Microwave Electronics Engineering and Research”**, from any Indian Commercial Bank.

If the Tender Fee is not paid for any reason , offer will be treated as invalid.

2. Earnest Money Deposit (EMD) :

- A. Earnest Money Deposit should be submitted in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any commercial bank of India, drawn in favour of **“Society for Applied Microwave Electronics Engineering and Research”**. If the EMD is Given in Bank Guarantee or Fixed Deposit form then it should valid 15 days beyond the validity of the quotation.
 - B. **Refund of EMD:** Unsuccessful tenderer's earnest money will be returned to them **without any interest** after expiry of the tender validity period/ once the tender is finalized. Successful bidder's earnest money will be returned **without any interest** only after execution of order and submission Security Deposit (Performance Security).
 - C. **Forfeit of EMD:** Earnest money of a tenderer will be forfeited, if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender. Successful tenderer's earnest money will be forfeited if tenderer does not execute purchase order / contract as per the terms and conditions mentioned therein.
 - D. **Exemption from submission of EMD & Tender Fee :** Firms which are registered with MeitY or All MSEs having registration as per provisions of the MSME Policy i.e. registration with District Industries Centre (DIC) or Khadi and Village Industries Commission (KVIC) or Khadi and Industries Board (KVIB) or Coir Board or National Small Industries Commission (NSIC) or directorate of Handicrafts and Handlooms or Udyog Aadhaar Memorandum or any other body specified by Ministry of MSME are also exempt from payment of EMD. Proof of valid registration should be attached along with the Technical Bid, failing which the Tender will be rejected.
3. A. In a tender, either the Indian Agent on behalf of the Principal / OEM (Original Equipment manufacturer) or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender.
B. If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same tender for the same item/product.

Failure to adhere to the above conditions will lead to automatic disqualification of bid. Tenders submitted by the Indian agent on behalf of his principal /OEM should be supported with a letter of authority from the Principal/ OEM.

In case the manufacturer does not have an authorised representative in India at the time of submission of the bids and the company appoints a representative later on, SAMEER will only correspond with the manufacturer.

4. Performance Security

- a. The successful bidder has to give Performance Security Deposit in the form of an Account Payee Demand Draft / Fixed Deposit Receipt from an Indian commercial bank / Bank Guarantee from an Indian commercial bank / a counter Letter of Credit (LC) from our bankers (in case of foreign order), for 10 % of Order Value, immediately after receiving the purchase order. Performance Security should remain valid for a period of sixty days beyond the date of all contractual obligations including warranty obligations.
- b. Successful tenderers Performance Security will be forfeited if the purchase order / contract is not executed as per the terms and conditions mentioned therein.
- c. Performance Security Deposit without any interest will be returned only after complete execution of purchase order (including warranty period), as per purchase order 's terms and conditions.

5. Tender is to be submitted in **two separate sealed covers, superscribed as `Technical Bid` and `Price Bid`** respectively and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed. Tender should be addressed to **'The Purchase Officer, SAMEER, IIT Campus, Powai, Mumbai 400 076'**. Tender reference including 'Due Date' should be clearly mentioned on all covers. Name, Address and contact details of the vendor should be mentioned at back side of all covers.

6. Further details concerning 'Technical Bid' and 'Price Bid' are given below:

A. Technical Bid:

- ❖ Original manufacturer's technical specification sheet must support details provided in the Technical bid with all the specifications/ relevant technical Literatures/Brochures/Catalogues for the item. Bids received without the printed technical specification sheet/brochures/catalogues for item will be technically disqualified.
- ❖ The Technical Bid should not contain any **price information.**
- ❖ The item and accessories quoted must be from original manufacturer and must be first purchased (**No second hand item/sub-item will be accepted**)
- ❖ In case the bidder is the authorised representative of a foreign manufacturer/supplier, a certificate from the principal must be included in the technical bid.
- ❖ In case of deviation or substitution from the particular specification contained in the tender document, please indicate clearly as 'Alternative offer' and should contain sufficient details to show that the alternative would equally serve the purpose. All relevant technical data should be enclosed. In case of equipment, the itemised cost of essential accessories, optional accessories and spares required need to be specified.
- ❖ **Technical Bid that does not contain the following will not be considered:**
 - a. **Earnest Money Deposit (EMD)**
 - b. **Tender Fee** (if tender document is not purchased from The Accounts Section, SAMEER, Mumbai).
 - c. **Technical Specification**
 - d. **SECTION III** of Tender Document i.e. Commercial Terms & Conditions duly filled, stamped and signed.
 - e. A copy of '**Price Bid**' with all financial figures **suppressed/deleted**.

Technical Bid without the above information will not be considered.

B. Price Bid:

Price bid shall contain the following information:

- a. Quotation for the items (including the price break up for all options and accessories).
- b. TAXES, DUTIES AND LEVIES if applicable should be clearly specified.
- c. Discount on quoted price (considering that SAMEER is a R&D organisation).
- d. Total price should be mentioned in both figures and words. Alterations, if any, should be attested/initiated
- e. The bid shall be free of hidden costs / ambiguity.
- f. There shall be no overwriting.

6. Tenders/Bids should be dropped in **Tender Box** only.

7. Tender received via email, fax and **Late Tenders will** not be considered.

8. Unsuccessful bidders will **not be formally informed** of the result of their tender.

9. Only **Technical Bid** will be opened on the next day of the due date. The tenderers or authorised representatives may make themselves available at that time. The Price Bids of the technically short listed tenderers will be opened at a later date, on intimation to the short listed tenderers.

10. **Date and Timing for opening Tender:** Next day after due date at 10.30 AM

11. For any clarification please mail at purchase@sameer.gov.in

12. For any clarification please mail to purchase@sameer.gov.in

13 **Corrigenda:** Corrigenda, if any, to this tender will be published on our website www.sameer.gov.in. The bidders are advised to check our website, before submitting the bid.

SECTION - II
TECHNICAL SPECIFICATIONS & COMPLIANCE FOR 4 GHz DESKTOP VNA

Sr. No.	Product Specification / Service requirements	Required specifications	Remarks
1	Frequency Range	9 kHz to 4 GHz or better	YES/NO/Better (provide Model No)
2	No. of VNA test ports	2	YES/NO
3	Frequency Resolution	1 Hz	YES/NO
4	Test Port connector interface	N- Female	YES/NO
5	Measurement/IF bandwidth	1 to 10 MHz or better	YES/NO/Better
6	Dynamic range at N-Female test port @ 3 GHz	> 95 dB	YES/NO/Better
7	Frequency accuracy	± 0.5 ppm or better	YES/NO/Better
8	Frequency stability	± 0.05 ppm or better	YES/NO/Better
9	Test port output @ 4 GHz	(-) 55 to (+) 5 dBm	YES/NO/Better
10	Harmonics @ 4 GHz	<-120 dBm	YES/NO/Better
11	Noise floor @ 4 GHz	<0.004 dBrms	YES/NO/Better
12	External Interfaces	USB- 4 Nos., LAN	YES/NO
13	Measurement of S parameters (S11, S12, S21, S22)	Confirmation Required	YES/NO
14	Display type	Touch screen	Available/Not Available
15	Display size	12 inch or better	Available/Not Available
16	Software availability (Results to be provided in csv or xls format for given spot frequencies)	Confirmation Required	YES/NO
17	VNA calibration kit	Manual	YES/NO
18	Low Loss VNA grade 2 meter cable	Qty. 2 Nos.	YES/NO
19	Power Supply available	230 V± 10 V at 50 Hz	Confirm product compliance
20	Operating temperature range	20 to 30° C or better	Confirm product compliance

Note:

- Vendors should specify whether the required specifications are complied/not complied in remarks column
- Vendors are requested to provide all the information/documentation/brochure for the product quoted supporting the all the technical specifications
- Bids received without technical compliance will not be accepted

SECTION- III Commercial & Other Terms and conditions

III (A) Commercial Terms and Conditions

Vendor to state Complied / Not Complied – Deviations in the REMARKS column

S.N.	DESCRIPTION	ESSENTIAL CONDITIONS	REMARKS
a.	PRICES	<p>a. For Import Order: Prices quoted should be on FOB / FCA (nearest Intl. Airport at shipper's country), Name of the Airport should be mentioned clearly.</p> <p>b. For Local Order: Prices should include delivery charges up to; SAMEER- EMC Centre, Sector 7, Rain Tree Marg, CBD-Belapur, Navi Mumbai. Any additional charges, taxes and levies should be clearly mentioned. In the event of a Purchase Order, it will be the responsibility of the supplier to pay whatever charges are payable to different agencies in their country. The purchaser will not pay any charges other than the agreed price as per the contract.</p>	
b.	TAXES , DUTIES AND LEVIES APPLICABLE	<p>(Existing applicable rates should be mentioned)</p> <p>1.</p> <p>2.</p> <p>3.</p> <p>4.</p> <p>5.</p>	
c.	PACKING	<p>All the items should be packed in suitable boxes, crated and protected from damages during the transit till it deliver to destination.</p>	
d.	FREIGHT AND INSURANCE	<p>a. For Local Order : To be arranged by supplier.</p> <p>All the items shall be delivered to Stores Officer, SAMEER- EMC Centre, Sector 7, Rain Tree Marg, CBD-Belapur, Navi Mumbai after obtaining a shipping release in the appropriate pro-forma from the purchaser. The Vendor shall be fully responsible for the safe delivery of all the items from and to SAMEER –Navi Mumbai and shall satisfy the purchaser that adequate measures have been taken for the same.</p> <p>b. For Import Order : Will be arranged by SAMEER from FOB/FCA International Airport.</p>	
<p>Vendor's Signature: _____ Seal: _____</p>			

S.N.	DESCRIPTION	ESSENTIAL CONDITIONS	REMARKS
e.	ANY OTHER CHARGES APPLICABLE	SUPPLIER TO SPECIFY	
f.	MODE OF DELIVERY	a. For Local Order : By road b. For Import Order : By Air	
g.	DELIVERY SCHEDULE	SUPPLIER TO SPECIFY	
h.	WARRANTY	Minimum 1 year or more	
i.	PAYMENT TERMS	a. For Import order : 90 % against Irrevocable Letter of Credit or Sight Draft and balance 10 % through wire transfer after acceptance of material at SAMEER b. For Local order : 75 % after delivery followed by inspection balance 25 % against Test, Installation & acceptance (whichever is applicable) of material / consignment, at SAMEER.	
j.	VALIDITY OF QUOTATION	90 DAYS MIN FROM THE DUE DATE.	
k.	Tender Fees	If not paid in cash then by Demand Draft from any commercial bank of India, drawn in favour of " Society for Applied Microwave Electronics Engineering and Research ". If the Tender Fee is not paid for any reason, offer will be treated as invalid.	
l.	Earnest Money Deposit (EMD)	Earnest Money Deposit (EMD) should be submitted in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any commercial bank of India, drawn in favour of " Society for Applied Microwave Electronics Engineering and Research ". For exemption, please refer SECTION I, 2 d	
<p>Vendor's Signature: _____ Seal: _____</p>			

S.N.	DESCRIPTION	ESSENTIAL CONDITIONS	REMARKS
m.	PERFORMANCE Security	The successful bidder has to give Security Deposit in the form of an Account Payee Demand Draft / Fixed Deposit Receipt from an Indian commercial bank / Bank Guarantee from an Indian commercial bank / a counter Letter of Credit (LC) from our bankers (in case of foreign order), for 10 % of Order Value, immediately after receiving the purchase order. Performance Security should remain valid for a period of sixty days beyond the date of all contractual obligations including warranty obligations.	
n.	EXEMPTION FOR CUSTOM DUTY AND EXCISE DUTY	SAMEER is registered with Department of Scientific and Industrial Research (DSIR) for the purpose of availing custom duty exemption in terms of Government of India Notification No. 51/96-customs amended to 24/2007-customs dated 1 st March 2007. {approx. 5.20 % duty is applicable under his notification (5 % Basic + cess/surcharge)} and central excise duty exemption in terms of Government Notification no. 10/97-central excise amended to 16/2007-central excise dated 1 st March 2007.	
o.	JURISDICTION	MUMBAI	
<p>Vendor's Signature: _____ Seal: _____</p>			

III (B) Others Terms and Conditions

Sr. No.	Product Specification / Service requirements	Required specifications	Remarks
1.	Calibration certificate for VNA, Calibration Kit & VNA cables	Obtained from ISO/IEC 17025 accredited calibration laboratory	YES/NO
2.	Comprehensive AMC for the period of 5 years beyond standard warranty. Provide terms and conditions of AMC	Confirm	YES/NO
3.	ISO/IEC 17025 accredited calibration of VNA (calibration report should show MU values) for the period of 5 years after standard warranty on per year basis	Confirm calibration	YES/NO
4.	Vendor to confirm upgrade of firmware and software as and when available	Confirm availability for upgrade of firmware & software upgrade	YES/NO
5.	Vendor to confirm after sales support for minimum period of 10 years	Confirm after sales support for 10 years	YES/NO
6.	Confirm availability of software and firmware upgrade for as and when available	Confirmation Required	YES/NO
7.	Availability of soft copy of operational, service and calibration manual for the product	Confirm availability for requested manuals	YES/NO
<div style="display: flex; justify-content: space-between;"> Vendor's Signature: Seal: </div>			

SECTION- IV

Format for Price Bid (in INR)

IMPORTANT

Vendor is required to submit the price bid in the given format on their LETTER HEAD.
One copy of the price bid without the financial figure should be enclosed along with the Technical Bid.

ITEM	DESCRIPTION	QUANTITY	RATE IN INR	PRICE IN INR
I				
II				
III				
IV				
V	OTHER CHARGES			
1.	TAXES AND DUTIES APPLICABLE ON ITEMS			
	I			
	II			
	III			
	IV			
2.	FREIGHT from Vendor's manufacturing facility to SAMEER Navi Mumbai.			
3.	INSURANCE			
4.	ADDITIONAL CHARGES IF ANY			
	TOTAL AMOUNT			
	TOTAL AMOUNT (IN WORDS)			
	Vendor's Signature:		Seal:	

Format for Price Bid (in Foreign currency)

IMPORTANT

Vendor is required to submit the price bid in the given format on their LETTER HEAD.
One copy of the price bid without the financial figure should be enclosed along with the Technical Bid.

ITEM	Description	QTY	Rate (Name of currency)	Price in (Name in currency)
1	Cost of VNA for the Model quoted	1		
2	Cost of VNA calibration kit	1		
3	Cost of cable	2		
4	Charges towards the accredited calibration of VNA as per ISO/IEC 17025 standard. (calibration report should show MU values)	1		
5	Charges towards the accredited calibration of VNA calibration kit as per ISO/IEC 17025 standard. (calibration report should show MU values)	1		
6	Charges towards the accredited calibration of cable as per ISO/IEC 17025 standard per cable. (calibration report should show MU values)	2		
10	Charges towards Comprehensive AMC for the period of 5 years beyond standard warranty <u>on per year basis</u>	5		
12	Charges towards ISO/IEC 17025 accredited calibration of VNA (calibration report should show MU values) for the period of 5 years after standard warranty <u>on per year basis</u>	5		
	ADDITIONAL CHARGES IF ANY			
	FOB/FCA CHARGES (Name of the Intl. airport) from Vendor's manufacturing/shipping facility to Manufacturer's country's Intl. Airport.			
TOTAL AMOUNT				
TOTAL AMOUNT (IN WORDS)				

S/d
Purchase Officer