

St. Peter's Engineering College
(St. Peter's University)
TECHNOLOGY BUSINESS INCUBATOR (SPEC – TBI)
Avadi, Chennai – 600 054.

(Phone : 044 – 26558080- 84 Fax : 044 - 26555430)

Website : www.spec.ac.in Email : spectbi@spec.ac.in

NOTICE INVITING TENDER

Tender No.: SPEC/TBI/2009/01/Dated 27.10.2009

Sealed Tenders are invited for the under mentioned machinery including HMT CNC Lathe, HMT Grinder, HMT Milling, HMT Drilling, Pipe Bending, Shearing machine, Sheet Bending machine, Brazing Transformer, Refrigerant charging kit, Air Compressor, Refrigerant Gas, Software Packages, Office Equipments, Furniture, Generator, etc. from reputed suppliers.

Detailed Tender documents can be obtained against a written request with Advt No. accompanied by a crossed demand draft for Rs.1000/- drawn in favour of **St. Peter's Engineering College - Technology Business Incubator, Avadi, Chennai-54.**

- i) Sale of tender documents : 01.11.2009 to 20.11.2009
(between 9.00am and 4.00pm on all working days at Room No.109, Main block building)
- ii) Cost of tender document : Rs.1000/-
- iii) Last date & time for submission of tenders : 30.11.2009 (up to 12.00 hrs)
- iv) Date & Time of tender opening : 30.11.2009 (13.30 hrs)
- v) Offer by fax/e-mail will be summarily rejected.

Detailed specifications of equipment and Tender documents are available on website: www.spec.ac.in If the tender document is downloaded from the website, please enclose the cost of tender document in the form of a Demand Draft.

- PROJECT MANAGER

**ST. PETER'S ENGINEERING COLLEGE (ST. PETER'S UNIVERSITY)
-TECHNOLOGY BUSINESS INCUBATOR
(SPEC-TBI)
Avadi, Chennai-600054**

TENDER DOCUMENT

To

The Chief Executive Officer (CEO)

SPEC-TBI

St. Peter's Engineering College,

Avadi, Chennai-600054.

Sir,

Having examined the detailed specifications together with "Important Instructions" and "General Conditions" in the tender schedules 'A' 'B' and 'C', we hereby undertake to provide part/whole of the equipment described , in the tender schedule 'A' according to the said specifications and, "GENERAL CONDITIONS" at the rates entered in the attached schedule.

We hereby undertake to deliver materials within the time specified in the schedule.

We,

are,

Yours faithfully,

COMPANY SEAL:

SIGNATURE

Name:

Designation:

SPEC-TBI: CHENNAI 600 054

TENDER SCHEUDLE 'B'

IMPORTANT INSTRUCTIONS TO TENDERERS

1. Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.
2. The tenderer should indicate specifically the Basic Price, Taxes/Excise duty, other duties (if any), and levies chargeable quantitatively against each item. No additional information will be entertained after due date.
 - (iii). The packing and forwarding charges wherever applicable, should be quoted separately.
 - (iv). As per SPEC-TBI Rules, Insurance charge will not be borne by this TBI.
 - (v). The validity of the tender should be not less than three months.
3. The Tenderers should adhere to the general conditions mentioned in tender schedule 'C'. Tenders found defective will summarily be rejected.
4. Tender should be furnished in DUPLICATE. The cover should be sealed and superscribed as follows:

"Tender for the supply of Machinerics for TBI Project"

5. Completed tenders in duplicate for each item should be sent to The CEO, SPEC-TBI, Chennai – 600054 so as to reach him before due date.
6. The tenders will be opened in the office of the undersigned in the presence of such tenderers who may desire to be present at CEO office
7. The TBI reserves the right to cancel in full or part the purchase of any item without assigning any reason therefor even after calling for tenders.

Chief Executive Officer

TENDER SCHEDULE 'C'.

GENERAL CONDITIONS.

1. a. The tenderers are expected to furnish their tenders for the equipment whose specifications are given in the detailed specifications. The tenderer may offer alternatively their standard equipment wherever possible which will approximately meet with the specifications contained in the detailed specifications.
- b. The graduation of equipment to be offered should be in the metric system.

2. DRAWINGS AND SPECIAL SPECIFICATIONS:

Detailed drawings of the equipment wherever necessary and complete descriptions of the parts should be furnished to enable complete verification of the equipment to be supplied. Pamphlets on detailed instructions for operation and maintenance of the equipments should be supplied along with each equipment. List of spare parts usually required should also be submitted.

3. PACKING:

The Tenderers shall include and provide for safety, securely protecting and packing the equipment or materials to be supplied, so as to avoid damage in transit.

Tenderer shall be responsible for all loss or damage caused or occasioned by any defect in packing or in handling during transit, when the materials or equipment are delivered at the department concerned.

4. REPLACEMENT OF DEFECTIVE MATERIALS:

- a. If during the assembly or use of the equipment, any unsound or imperfect work or inferior quality material is noted, any person authorized by the Technology

Business Incubator shall decide and notify the tenderer of the same and the tenderer on receiving the details of such defects or deficiency shall at his own expense, proceed to alter or supply fresh materials of the standard laid down in the specification.

b. Rejected goods or materials shall be removed at the expense of the tenderer within seven days after the issue of notice of such rejection. If not, the TBI may cause the equipment or materials to be removed and charge the tenderer with all expenses incurred in such removal.

5. GUARANTEE:

The tenderer shall guarantee the quality of the equipment supplied and their satisfactory operation for a period of not less than one year from the date of commissioning. Warranty shall be given wherever applicable.

6. PRICE AND PERIOD OF VALIDITY:

All tenders must indicate the delivery cost, for delivery at the department concerned and all taxes payable (Central and State etc.,). The period of validity should be furnished in the tender and it should not be less than 3months. Prices should be firm and free from adjustments due to variation in cost of raw materials and labour. Wherever accessories are involved, such items must be indicated separately and rates for them should be shown separately.

7. TIME OF DELIVERY:

Delivery period will be reckoned from the date of receipt of the order by the tenderer. Therefore the time required for supply by the tenderer from the date of receipt of the order should be clearly indicated in the tender for each item. A reasonable extension of time may be considered for genuine reasons beyond the control of the tenderer. Technology Business Incubator reserves the right to cancel in part or in full in the order, if the due date of delivery is not kept up.

8. TERMS OF PAYMENT:

(i) Invoice(s) in duplicate is/are to be sent/furnished by the supplier at the time of delivery of goods/materials. The duplicate will be returned by the Head of the Department concerned or the officer authorised by him with the quantities or numbers received duly noted thereon. The supplier should send his bill(s) after the supply of complete set of items in the tender concerned indicating the amount due correctly calculated according to the prices agreed upon. After examination of the claim subject to any deduction by the Head of the Department the tenderer shall be entitled to the payment of the bill(s) within a reasonable period of time after the satisfactory 'operation of the equipment'.

9. DEDUCTION FROM THE TENDER PRICE:

All costs towards damages or expenses which the TBI might have paid for which the tenderer is liable may be deducted by the TBI authorities concerned from any money due or becoming due to tenderer under the tenders.

10. Rate should be quoted for each and every item separately indicating the serial number of the item in the Tender documents.

11. IN THE CASE OF IMPORT:

The supplier/local agent is required to watch the shipment and advice the CEO, SPEC-TBI by Fax No.26555430 about the shipment on the same day for speedy clearance of cargo. If TBI is forced to pay the demurrage in the absence of the receipt of information of shipment, the local agent will be held responsible for the demurrage; and the demurrage paid will be deducted from the agency commission. If the demurrage exceeds the agency commission then the local agent will be liable to compensate the same.

Chief Executive Officer