

**SARDAR VALLABHBHAI NATIONAL INSTITUTE  
OF TECHNOLOGY, SURAT – 395 007**



**TENDER DOCUMENT**

**SUPPLY OF**

**SERVO HYDRAULIC ACTUATOR ASSEMBLY AND  
ACCESSORIES**

**AT**

**STRUCTURAL DYNAMICS LABORATORY  
APPLIED MECHANICS DEPARTMENT  
S. V. NATIONAL INSTITUTE OF TECHNOLOGY  
SURAT – 395 007, GUJARAT**

**2018-19**

## **TENDER NOTICE**

Sealed Tenders are invited for **SERVO HYDRAULIC ACTUATOR ASSEMBLY AND ACCESSORIES** at STRUCTURAL DYNAMICS Laboratory in Applied Mechanics Department. The Tender details documents, technical specifications of SERVO HYDRAULIC ACTUATOR ASSEMBLY AND ACCESSORIES, schedule of issue, receipts of Tender documents are available on Institute website [www.svnit.ac.in](http://www.svnit.ac.in).

**DIRECTOR**

**TENDER DOCUMENT FOR SUPPLY OF SERVO HYDRAULIC ACTUATOR ASSEMBLY AND ACCESSORIES AT STRUCTURAL DYNAMICS LABORATORY IN APPLIED MECHANICS DEPARTMENT AT SVNIT, SURAT**

**Tender reference no: AMD/SDL/Tender/2018-19/3278**

**Date: 28.01.2019**

---

**Section I: PREAMBLE**

The Sardar Vallabhbhai National Institute of Technology, Ichchhantah, Surat (SVNIT, Surat) invites sealed bids from eligible bidders for Supply, Installation, Commissioning and training of laboratory personnel for use of **SERVO HYDRAULIC ACTUATOR ASSEMBLY AND ACCESSORIES at STRUCTURAL DYNAMICS** Laboratory in Applied mechanics Department as per the requirements and technical compliance, defined in the section “Schedule of Technical Requirements” in this tender document; at the terms and conditions specified in the section “General Terms & Conditions”.

- The entire tender document comprises of various sections, as listed below:
  - i. Preamble (this page)
  - ii. Schedule of Tender, Tender Form, Covering letter
  - iii. Pre- qualification requirements
  - iv. Schedule of Technical Requirements and other requirements
  - v. General Terms & Conditions
  - vi. Declaration to be honored and signed by the bidder
  - vii. Summary Sheet
- The tender form should be downloaded from the institute website; the tender fees have to be remitted with the bid. Without the tender fees being remitted, the tender will not be considered. For tender fee, the Demand Draft in favor of Director, Sardar Vallabhbhai National Institute of Technology, payable at Surat must be submitted along with tender document.
- All bids must be accompanied by a bid security as specified in the bid document and must be delivered to the above office latest by the date and time indicated.

- 
- Bids will be opened in the presence of Bidders' representatives who may choose to attend on the specified date and time.
  
  - In the event of the date specified for the bid receipt and opening, being declared as a closed holiday for SVNIT, the due date for submission of bids and opening of bids will be the following working day at the appointed times.

**The bid from the vendor who is found in fraud activity with SVNIT or on the name of SVNIT shall not be allowed for bidding and the bid from such vendor will not be accepted and will be rejected. The bid submitted in consortium with such vendor will not be considered, and if such information is found later, then the work order issued will be terminated immediately without any notice.**

**Section II: SCHEDULE OF TENDER**

1. Issue of the Blank Tender Form: 28<sup>st</sup> January 2019
2. Pre-Bid meeting 4<sup>th</sup> February 2019
3. Last date of submission of Tender at SVNIT: 1<sup>st</sup> March 2019 (before 3:00 pm)
4. Date of Opening of Technical proposal: 5<sup>th</sup> March 2019 (before 3:00 pm)
4. Date of Opening of Financial proposal: 6<sup>th</sup> March 2019 (before 3:00 pm)
5. Place of opening of bids: Applied Mechanics department, SVNIT, Surat
6. Address for communication: Director, S V National Institute of Technology, Ichchhanath, Surat – 395007
7. Tender fee of Rs. 2,000/- (Rupees Two Thousand Only) to be remitted with tender by DD drawn in favor of “Director, SVNIT-MHRD Fund, Surat.”  
D. D. No. \_\_\_\_\_ Date: \_\_\_\_\_  
Name of Bank: \_\_\_\_\_  
Branch: \_\_\_\_\_
8. EMD of Rs. 1,60,000/- (One lack sixty thousand rupees only) to be remitted with tender by DD/FDR drawn in favor of “Director, SVNIT-MHRD Fund, Surat.”  
D.D. / FDR No. \_\_\_ Date: \_\_\_\_\_  
Name of Bank:.....  
Branch:.....

**Important Notes:**

- a. Demand Draft of EMD and Tender Fee must be separate otherwise tender will be rejected.**
- b. Tender offers must be sent by Registered Post A.D./Speed Post/Hand delivery only during office hours**

**TENDER FORM**

**FROM:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

To,  
The Director,  
SVNIT, Surat

Sub.: Tender for Supply of **SERVO HYDRAULIC ACTUATOR ASSEMBLY AND ACCESSORIES** at Structural Dynamics Laboratory in Applied Mechanics Department at SVNIT, Surat

Sir,

With reference to above, we submit the following particulars of our Firm/Agency.

1. Name of the firm & address with direct phone numbers :
2. Name of the proprietor/chief of the firm :
3. Registration number and date:
4. Date of establishment:

**AUTHORIZED SIGNATURE WITH STAMP**

**SECTION III: PREQUALIFICATION REQUIREMENTS OF THE BIDDER**

Following are the specification pre-qualification requirements which must be satisfied by the supplier or manufacturer (henceforth refer to as “bidder”) for being primarily being considered for bidding for aforementioned supply at SVNIT, at the terms and conditions, mentioned in the appropriate section in this document.

Sr. No.	Details	Required documents as an evidence has been attached (Yes/No)	Compliance (Yes/No)
1	Bidder must have supplied this type of servo hydraulic actuator with accessories of minimum 100 kN or above in IITs/ NITs / CSIR – Labs or other government of India’s reputed laboratories of minimum 3 in quantity within last 5 years.		
2	The bidder must be a NABL accredited and must have sufficient calibration capacity for the equipment.		
3	The bidder shall provide comprehensive warranty for a minimum period of three years from the data of satisfactory installation of the equipment with one full service and calibration in 2 <sup>nd</sup> and 3 <sup>rd</sup> year on intimation by purchaser.		
4	Technical support and hardware with necessary spare for the equipment must be provided for minimum 10 years after installation.		
5	If the authorized dealer quoting on behalf of manufacturer, a copy of certificated stating that the equipment being quoted by the bidder is on behalf of concerned manufacturer and manufacturer undertakes the responsibility to provide the after sales maintains of the equipment must be enclosed.		
6	Firm should have local service support facility in India and should submit address and contact details.		

If complying all the above conditions and appearing to be qualifying to bid, the prospective bidder shall provide appropriate documents stating compliance of above, **put them in a separate envelope along with a compliance statement** stating compliance to all the above requirements and Form No. 1, super scribe with “**Prequalification requirements of the bidder**” and enclose it in the main envelope along with the techno-commercial bid (Which should to supplied in other separate envelop)

Place:

signature of the bidder:

Date:

Name and address of the bidder with office stamp



**SECTION IV: TECHNICAL REQUIREMENTS**

Technical Specification for SERVO HYDRAULIC ACTUATOR ASSEMBLY AND ACCESSORIES: -

<b><u>Sr. No.</u></b>	<b><u>Parameter and Specifications</u></b>	<b><u>Whether vendor Met the specification Yes / No</u></b>
<b>1</b>	<b>Actuator</b>	
1.1	<b>Type:</b> Double acting double ended actuator with heat treated alloy steel piston.	
1.2	<b>Compression capacity:</b> Static and dynamic = 100 kN	
1.3	<b>Tension Capacity:</b> Static and dynamic = 100 kN	
1.4	<b>Total Stroke:</b> +/- 125 mm or 250 mm measured by LVDT or better	
1.5	Minimum frequency capacity: 0.01 Hz	
1.6	Maximum Frequency Capacity: 50 Hz	
1.7	Maximum working pressure should be adjustable up to 240 kg / cm <sup>2</sup>	
1.8	Performance curve to be provided for total stroke vs. working frequency rates and forces	
1.9	The actuator must be servo valve controlled with minimum 38 LPM or of higher capacity	
1.10	Lifting shackles configured for balanced lifting of actuator assembly	
1.11	Rubber rest pads to prevent damage to actuator when not in use	
<b>2</b>	<b>Swivel base and head assembly</b>	
2.1	<b>Swivel capacity:</b> +/- 100 kN Dynamic Capacity	
2.3	<b>Swivel angle:</b> +/- 75 degree	
2.4	<b>Tilt angle:</b> +/- 15 degree	
2.5	Swivels must be provided of type to withstand the given fatigue and monotonic loading.	
2.6	Sufficient size of high strength threaded mounting bolts must be provided.	
2.7	Swivel must have adjustable bearing clearance to minimize backlash	
<b>3</b>	<b>Dynamic load cell</b>	
3.1	<b>Capacity:</b> +/- 100 kN	
3.2	<b>Overload Capacity:</b> 150% of read capacity	
3.3	<b>Fatigue life:</b> > 10 <sup>9</sup> full stress reversed cycles at full capacity	
3.4	<b>Non-Linearity:</b> < +/- 0.15% of FSR (Full scale reading)	
3.5	<b>Creep (30 minutes):</b> < +/- 0.05% of FSR	
3.6	<b>Operating Temperature range:</b> 0° C to +50° C	
3.7	Load accuracy must be ≤0.5% of indicated value	

-----		
<b>4</b>	<b>Displacement transducer</b>	
4.1	It should be co-axially mounted of 250mm capacity.	
4.2	Actuator provided with Linear Variable Differential Transducer (LVDT) co-axially mounted with actuator for accurate measurement of stroke.	
4.3	<b>Minimum range:</b> 250mm	
4.4	<b>Full scale output:</b> 10 V	
4.5	<b>Independent Linearity minimum:</b> +/- 0.02% of full scale	
4.6	<b>Operating temperature range around:</b> -30°C to +55°C	
4.7	Displacement accuracy must be $\leq 0.5\%$ of indicated value.	
<b>5</b>	<b>Servo Hydraulic Power Pack (HPS)</b>	
5.1	<b>A suitable type of cooling system &amp; temperature controller has to be provided to restrict the oil temperature below 50°C.</b>	
5.2	<b>Noise level maximum of 65 dB</b>	
5.3	<b>Power supply of type: 440V, 3Phase, 50 Hz</b>	
5.4	<b>HPS must be provided with anti-vibrating mountings.</b>	
5.5	Pressure line filter must be attached. Filtration in high pressure filter must be 3 $\mu$ absolute.	
5.6	HPS has to be provided with pressure sensor and temperature sensor	
5.7	HPS pack must have minimum flow capacity of <b>38 lpm</b> or higher	
<b>6</b>	<b>Electronic Controller</b>	
6.1	The servo hydraulic test system shall be controlled by a fully digital, closed-loop control system based on 24 or 32-bit architecture.	
6.2	It must be possible to run tests either by manual hardware based control panel or through application programs running on PC	
6.3	It must have capacity to sends the signal to computer and accept the command from the software to operate in desire manner.	
6.4	Waveforms: Sine, Square, Triangle, Ramp, True sine, Random, Sine-sweep etc. should be processed.	
6.5	No of control channels minimum – 2 (load / displacement control for actuator)With these minimum 4 slots must be available for additional control channels with minimum data acquisition capacity of 5khz in all slots.	
6.6	<b>Servo loop update and data acquisition rate: 5kHz or better</b>	
6.7	Logged data must include a time and cycle stap for each logged point	
6.8	The controller must have facility for limiting the load applied during specimen set-up. The load threshold must be user adjustable. Auto calibration and digital auto zero capacity.	
6.9	Mode of control: load and displacement	
6.10	It should acquire data from all feedback channels	

<b>7</b>	<b>Cables and hoses</b>	
7.1	Ground HPU cable of 25 ft / 7.5m is required	
7.2	Cable consists of 1-channel, 1-Station Cable kit, Servo valve, load cell.	
7.3	Minimum of 7.5 m of hydraulic hose sets are required.	
7.4	All hoses should be of specific design diameter to withstand fluid pressure safely.	
<b>8</b>	<b>Control Software requirements</b>	
8.1	Control software must be provided with host PC and properly installed with accurate performance. PC should be of reputed make like HP / Dell / Lenovo etc.	
8.2	Digital signal processor based closed loop servo controller Servo loop update and data acquisition rate: 5kHz or better	
8.3	Windows base user friendly software is required and properly installed with accurate performance	
8.4	<b>Different type of loading can be given through this software to actuator assembly of various types like – Sine, triangular, Square, Random wave form, ramp signals and time history of various type between the frequency of 0.01 Hz to 50 Hz</b>	
8.5	This software must have programmable safety limits for each load and displacement	
8.6	Software must have capacity to online display Load vs. displacement, Load vs. time, displacement vs. time graph and other required data of all channels and this data can be exported in excel, ASCII, text and other standard formats.	
8.7	Perform test in stroke, load or strain mode control	
8.8	Perform static and dynamic test, multistep programming and time history play back step.	
8.9	It should have facility to display current read outs, max –min, peak valley, set point, cycle counter, etc.	
8.10	It should have program safety interlock for load, displacement, strain etc.	
8.11	Software must have facility for auto zeroing, auto tuning and auto adjustment.	
<b>9</b>	<b>Host computer system minimum requirements:</b>	
9.1	Processor type: Minimum Intel I5 latest generation.	
9.2	Other minimum requirements :- RAM : 8 GB, Hard Drive size 1 TB, DVD RW drive, 4 USB ports	
9.3	Operating system Windows 7 / Windows 10	
9.4	Monitor size 21” diagonal	
9.5	Monitor type: LCD / LED	
9.6	MS Office basic package (MS Word, MS Excel, MS PowerPoint Minimum)	
9.7	UPS with minimum back up time of 20 minute of 1.5 kVA is required	

**Other requirements:**

- 1) The above mentioned technical aspects of the equipment will be checked and measured at the site of your mentioned previous customer.
- 2) The required technical aspects must be fulfilled at the mentioned site of precious customer at the time of measurement. Their feedbacks for the equipment performance and for the services will be checked may considered and bed review from them may lead to rejection from the competition.

---

**SECTION V: GENERAL TERMS AND CONDITIONS**

The bidder must comply all the pre-qualification conditions mentioned in the head “**PREQUALIFICATION REQUIREMENTS OF THE BIDDER**”

1. A complete set of bidding documents must be downloaded from the institute web-site <http://www.svnit.ac.in> Non-refundable tender fee as specified in the bid document by way of demand draft have to be remitted with the bid in favor of **Director, SVNIT-MHRD Fund, payable at Surat** with tender document. Without the tender fees being remitted, the tender will not be considered.
2. The manufacturer and or bidder must provide the details for “**Section IV Schedule of Technical requirements.**”
3. Tenders should be enclosed in a sealed cover, super scribed “Tender for Supply of SERVO HYDRAULIC ACTUATOR ASSEMBLY AND ACCESSORIES at STRUCTURAL DYNAMICS Laboratory in Applied Mechanics Department at SVNIT, Surat addressed to the “Director, SardarVallabhbhai National Institute of Technology, Ichhanath, Surat–395 007.”
4. The main sealed cover should contain within it, apart from the other required documents/items, the following at least Four envelopes viz.
  - a) A sealed envelope super scribed as “Prequalification requirements of the bidder”
  - b) A sealed envelope to contain the Demand Draft/FDR for EMD and the Demand Draft for tender fees.
  - c) A sealed Envelope superscripted as “Technical Bid.”
  - d) A sealed Envelope superscripted as “Financial Bid.”

It should very clearly be noted that **any bid without these Four envelopes, enclosed in the main envelope, will be treated as an incomplete bid and is liable to be rejected.**

5. Bids will be opened in the presence of Bidders' representatives who may choose to attend on the specified date and time.
6. In the event of the date specified for the bid receipt and opening, being declared as a holiday for SVNIT, the due date for submission of bids and opening of bids will be the following working day at the appointed times.
7. All bids must be accompanied by a **bid security (Earnest Money Deposit - EMD)** as specified in the bid document by way of demand draft, have to be remitted with the bid in favor of **Director, SVNIT-MHRD Fund, payable at Surat** with tender documents.
8. EMD shall not bear any interest and no claim shall be entertained against the institute in respect of the same. EMD will be refunded on receipt of written request from the bidder by A/C Payee cheque only to the Bidder who does not qualify or receive the work order.

- 
9. Tenders not accompanied by earnest money will not be considered and will be summarily rejected. As the institute is managed by an autonomous body and hence registration with the **State Government Store Purchase Department and Small Scale Industry shall not be the reason for exemption from EMD.**
10. The tender documents with earnest money deposited previously for any other tender will not be considered and in such case tender will be rejected.
11. The tenders received after due date will be rejected.
12. The techno commercial offer of those tender will be considered who satisfy the pre-qualification criteria.
13. Deviation from the mentioned condition if any should be mentioned in technical proposal itself.
14. The rate should be quoted including standard accessories and spare etc. to be supplied with the unit.
15. The bidder must meet necessary statutory and legal compliance. SVNIT will not be responsible for any legal action arising out of non-compliance to statutory and other legal similar compliance.
16. The bidder must take necessary insurance for their personnel deputed at the institute. The institute will not be responsible for any damage cause to these personal by way of accident including the loss of life.
17. In case of Two Bid Tender the envelope containing the commercial/Price bid shall be opened only after the appropriate satisfaction and verification of the Technical Bid and other requirements, by the SVNIT tender committee.
- 18. The bidder shall explicitly express the compliance to all the terms and conditions with the signature, along with official stamp on each page of the tender document.**
19. The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid. not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of its bid.
20. In case of the authorized dealers quoting on behalf of manufacturers, a copy of certificate stating that the equipment being quoted by the bidder is on behalf of the concerned manufacturer and the manufacturer undertakes the responsibility to provide the after sales maintenance of the equipment must be enclosed without which bid will be rejected.

- 
21. Consortium in any manner is not allowed in this Tender participation and no negotiation meeting will be conducted.
22. The bidder should clearly mention the after sales service facility/capability and provide the same during guarantee/warranty period.
- 23. The bidder must have to quote a price including transportation charges, packaging charges, training charges, custom duty charges etc.**
24. The bidder shall arrange for repair/replace of the defective/worn out components of the equipment at this Institute premises during the guarantee period at purchaser's first instructions within stipulated time. This will be carried out at the cost of prospective Supplier and no charges whatsoever will be paid including Transportation, Courier Charges or T.A. and D.A. of the Service Engineer for the same.
25. Supplier is not able to rectify the defect or make the alternate arrangement within stipulated time limit. Institute can get it rectified and the amount so spent will be deducted from security deposit plus 10 % of the expense made.
26. The rates shall be quoted separately for each item, stating the specific model & part-code no etc, including the standard items to be supplied with the unit. The detailed specifications, physical dimensions, guarantee period, after sale services, etc should be clearly stated.
27. The rate for individual equipment should be quoted in Indian rupees for all Indigenous goods. In case of imported equipment's/instrument the institute is exempted from the payment of Excise and Customs duty only against the DSIR certification no. **TU/V/RG-CDE (403)/2016** dated 21-02-2017 vide Government Notification No. 51/96. In case of foreign instruments, prospective Supplier should handle the custom clearance and transportation up to the destination i.e. SVNIT Surat, bearing all the cost for the same.
28. SVNIT being an Educational Technical Institute, the concession applicable in rates/Taxes under state/central govt. notification should be considered while quoting.
29. The institute CANNOT issue 'C' or 'D' forms. However, a certificate regarding the exclusive use of equipment/Instrument/services to be procured, for the purpose of teaching /research, can be issued if any concession in this regard be made available to the purchaser. CST shall be charged as concession rate on scientific equipment/instruments as per notification of the state in which the city is situated. The certificate for CST concession (Concessional rate of Central Sales Tax) for the availing the concessional rate will be issued by this institute in respect of its purchase mode in course of interstate trade or commerce from dealer/manufacturer outside the Gujarat State.
- The bid shall be finalized on the basis of the **Net Amount in rupees** (including cost of the Installation, Packing, Forwarding, Transportation, Custom duty, Trainings, **all other Taxes, etc.**) F.O.R. on SVNIT, Surat. **If quoted in any other currency than it will be converted**

**into INR. The conversion rate will be considered as on day of financial bid opening.** For Indian bidder the GST number is mandatory to mention with this.

- **It is bidder's responsibility to handle the custom clearance process on behalf of SVNIT – Surat. The required document for this will be given and after the process the custom charges will be reimburse by the SVNIT. After custom clearance it is vendor's responsibility to transport and install the equipment at structural dynamic laboratory of applied mechanics department SVNIT-Surat.**
  - **In case of delay in custom clearances or for any other requirements or in any other case, no extra charges will be given to vendor in any circumstances by SVNIT.**
30. The bidder must deposit a **Security Deposit** at a rate of **10%** of work order at the time of accepting the work order within 15 days of receipt of work order otherwise penalty of 2% of the work order will be charged for every week delay and delay of maximum 15 days will be allowed else order will be treated as cancelled without any notice and vender will be **blacklisted. The contract will commence only after Security Deposit and penalty if applicable is deposited.**
31. The Security Deposit shall be in the form of Bank guarantee and will remain **valid for the entire warranty period plus one month.** Failure on the part of the prospective Supplier to provide the services as per the terms and conditions in this document shall constitute a breach of the terms and conditions of the contract and will entail forfeiture of the security deposit solely to the discretion of the Director, SVNIT.
32. Security deposit shall be released only after the satisfactory completion of work, due if any and faithful performance of the work and after receipt of application from bidder for the same. No interest will be paid on security deposit, in case of any default on the part of the bidder, the security deposit will be forfeited and the decision of SVNIT authorities in this regard will be treated as final and abiding to the bidder/supplier.
33. Failure of the successful bidder to comply with the above requirement shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security (EMD), in which event SVNIT may make the award to the next lowest evaluated bidder or call for new bids at the discretion of Director, SVNIT.
34. The prospective Supplier should clearly state the delivery period and time period required for installation and commissioning of the equipment/services, from the date of receipt of firm order. In case, if prospective Supplier anticipates delivery of any or all items being delayed due to the reasons beyond his control, the prospective Supplier shall apply for suitable extension, starting the reason for the same and state his firm date of delivery. The Director, if feels suitable may extend the delivery date.



- 
35. In case of delay of delivery of the unit beyond the stipulated / stated period, a **penalty of 1% (One percent) of total value of the ordered equipment** will be levied for each week of delay of part thereof.
36. The bidder may offer the Tender on their letter heads giving full specifications and references to the serial number of the item and schedule. Bid must be written in ink, or typewritten, and correction, if any, should be attested. Penciled quotations will not be accepted.
37. Individuals signing the offers or documents connected with the contract must specifically state whether (s)he (they) is(are):
- Signing as sole proprietor
  - Whether signing for the firm, and
  - In the case of companies or firms registered under the India partnership Act, the capacity in which (s) he(they) is (are) signing i.e. Secretary, manager, partner etc. or their attorney by production of document empowering him to do so.
38. Tender forms and schedules are not transferable.
39. Acceptance to abide by the conditions stipulated by the SVNIT, should be duly signed along with the offer. The absence of the acceptance of the conditions may result in the rejection of the offer.
40. The acceptance or rejection of the tender is left entirely to the discretion of the SVNIT. The SVNIT does not bind himself to accept the lowest or any tender and SVNIT, reserves the right to split the tenders and place orders for the equipment covered by the lists on one or more tenders.
41. The Institute does not make payment in an advance against delivery/documents through Bank and hence, the prospective Supplier should specifically note that no advance payment will be made.
42. Packing: The supplier shall be responsible for the material being properly packed for the transport by Rail/Road/Air/Sea (as per the choice of mode of transportation) so as to ensure there being free from lost or damage or arrival at destination.
43. The Prospective Supplier warrants that the Goods supplied under this Contract are new, unused, of the most recent or current type and they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Prospective Supplier further warrants that all Goods supplied under this Contract shall have no defect arising from design, materials or workmanship (except when the design and/or material is required by the SVNIT's Specifications) or from any act or omission of the Prospective Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.

- 
44. The Prospective supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to final destination as indicated in the Contract (In case of material damage, supplier have to bare all expenses/responsibility before material reaches to the final destination). The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.
45. The tender should reach the SVNIT office on or before the last date and time specified earlier. Tenders received thereafter will not be considered, in any case.
46. The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract including additional requirements if any, specified and in any subsequent instructions ordered by the SVNIT.
47. The Goods supplied under the Contract shall be fully insured by the bidder in Indian Rupees against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery to the place of destination within India defined as structural dynamic laboratory, SVNIT Surat. The insurance shall be arranged by the supplier and the related cost shall be included in the contract price. Full coverage insurance against any accidental loss or damage during the transportation and testing at the site shall be provided y the supplier for minimum period of **Three years** after successful installation and the related cost shall be included in the contract price.
48. Payment Terms: -
- The Prospective Supplier's request(s) for payment shall be made to SVNIT in writing, accompanied by an invoice describing, as appropriate, the Goods delivered, and the Services performed, and by documents, submitted. Also along with these documents, the **prospective Supplier shall have to obtain a satisfactory installation certificate from the Structural Dynamics Laboratory, AMD of SVNIT –only after which the bill may be processed.**
  - No advance payment will be released for annual contract.
  - The necessary deduction of income tax at source will be done as per government norms.
  - The institute is a Technical Education National Institute under MHRD Government of India. All payment should be made as per the prevailing norms of Government of India and SVNIT Surat.
  - Payment shall be made in Indian National Rupees (INR) only. If quoted in any other currency than it will be converted into INR. The conversion rate will be considered as on day of financial bid opening.

- 
- For Foreign Import goods/ Equipment the rates should be quoted on FOB (Free On Board)(international port) basis with separately mentioning of CIF (Cost Insurance and Freight) (international port)charges. The complete description viz Make and model of the Equipment / item and name of the manufacturer must be clearly indicated. SVNIT Surat reserved the right to place order on CIF or FOB basis.
  - Also include agency commission payable to your Indian agents with clearly showing the following i) ex-works price ii) packing & forwarding iii) freight iv) any other relevant expenses or taxes payable by the institute should be mention separately.
  - Where the Equipment /Item are composed of several sub units/components, the rate should be quoted for each subunit/component separately. SVNIT Surat reserves the right to increase or decrease the number of sub units/components and number of Equipment /Item according to its requirements
49. Deviation from any requirements, specification, terms and condition mentioned in the tenderdocument will not be entertained and tender will be rejected.
50. **The SVNIT reserves the right to reject any or all the tenders without assigning any reasons.**
51. **The bid from the vendor who has received the work order for providing such service to SVNIT and was unable to provide the service will be rejected.**
52. **The bid from the bidder who was found in fraud activity with SVNIT or on the name of SVNIT will not be allowed for bidding. The bid from such bidder will not be accepted and will be straight away rejected. Also, the bid submitted in consortium with such bidder will be rejected and if such information is found later then the purchase order issued will be terminated immediately without any notice.**
53. **All prospective bidders should keep looking at the institute website for information concerning the changes/amendments on the website.** No claim of any nature on any ground on inadequate information or knowledge or misunderstanding or otherwise in such respects will be admissible, later on.
54. Arithmetical errors will be rectified on the following basis: If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail. If the prospective Supplier does not accept the correction of errors, its bid will be rejected and its bid security (EMD) may be forfeited.
55. **No Bidder shall contact the SVNIT authorities on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded. If the bidder wishes to bring additional information to the notice of the SVNIT, should be done in writing.**

56. Any effort by a Bidder to influence the SVNIT and its decisions on bid evaluation, bid comparison or contract award may result in rejection of the Bidder's bid.
57. Bidders shall not be under a declaration of ineligibility for any corrupt and fraudulent practices prosecuted by the court of law.
58. The tender, as quoted once shall be considered final. No change, alterations and modifications shall be permitted at a later stage. Incomplete tenders will be rejected without assigning any reason.
59. It is compulsory to attach all the mentioned and required documents at time of submission of tender. No additional attachment is permitted later on.
60. All documents along with tender form must be numbered. (1...n) and corresponding page number must be entered in the pre-qualify sheet, no further clarification will be entertained.
61. The bid from the vendor or its sister concern or group of company who has been black listed at any Government organization / Semi-Government Organization / public sector etc. will be rejected.
62. The bid for OEM who has been black listed at any Government organization / Semi-Government Organization / public sector etc. will be rejected.
63. The supplier shall arrange for repair/replacement of the defective/worn out components of the unit at this Institute premises during the warranty period and within 15 (fifteen) days of purchaser's first communication in this regard. This will be carried out at the cost of supplier, and no charges whatsoever will be paid by the Purchaser including T. A. and D.A. of the Service Engineer for the same.
- 64. The minimum validity period for the offer should be for 120 days.**
- 65. The financial offer of only those tenders will be considered who satisfies the technical specifications and other essential requirements mentioned in Section IV: Schedule of Technical and other requirements.**
66. Successful bidder should raise the bill of the items actually installed, quantity shown in the tender document are for mere guideline and show approximate quantity.
67. The supplier or the Indian representative should install the system and bring into complete operation, at Structural dynamic laboratory, Applied Mechanics Department, SVNIT Surat and to satisfaction, without any charge.
68. The supplier or the Indian representative should give comprehensive warranty for the complete system for the warranty period specified by the supplier from the date of the completion of the

---

satisfactory installation. The warranty period will be **Three years** from the date of satisfactory installation, commissioning and training of personnel for use of the equipment.

69. The Goods supplied under the Contract shall be fully insured in Indian Rupees against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery to the place of destination within India defined as Structural dynamic laboratory, Applied Mechanics Department, SVNIT Surat. The insurance shall be arranged by the Supplier, and the related cost shall be included in the Contract Price.
70. The bidder should provide necessary handy professional training for Management & troubleshooting with valid certification of Six (06) concerned SVNIT staff for operation, configuration, management, and servicing of entire system at Structural dynamic laboratory, Applied Mechanics Department, SVNIT Surat. No extra charges will be paid for the training, total expenses including TA / DA and any other expense towards the same will be bare by the bidder. (training must be given for minimum 7days of time)
71. If Supplier is not able to rectify the defect or make the alternate arrangement within stipulated time limit i.e. 15 days. Institute can get it rectified and the amount so spent will be deducted from security deposit plus 10 % of the expense made.
72. In the event of material supplied are not being in accordance to the specifications of items ordered or is found in damaged condition, the supplier will at his cost and risk, arrange to replace the same without any claims whatsoever for the same.
73. The prospective supplier immediately on intimation after successful bidder shall furnish the Security Deposit which will be equivalent to 10% of the overall cost of the bid. The prospective Supplier will agree with the Director, S V National Institute of Technology Surat, (hereinafter referred to as THE DIRECTOR) for the due fulfillment of the contract.
74. This security shall be in the form of Bank guarantee and will remain valid for the entire warranty period of three years or more as specified. Failure on the part of the prospective Supplier to provide the service as per the terms and conditions in this document shall constitute a breach of the terms and conditions of the contract and will entail forfeiture of the security money deposit, solely to the discretion of the Director, SVNIT.
- 75. After accepting work order, the bidder shall complete the installation, commissioning and providing training of the entire system within 90 days.**
76. The financial bid shall not contain any conditions. The financial bid shall also contain cost of extra items as proposed by the bidder in the technical bid.
77. The successful bidder must submit a letter of accepting the work order within 15 days of receipt of work order otherwise the work order is liable to be canceled without intimation.

- 
78. AMC: comprehensive AMC i.e. after completion of warranty period shall be quoted for the subsequent years at list for five years. However, the purchaser reserves the right to enter into AMC or not.
79. Inspection and test: The purchaser's right to inspect, test and where necessary reject the goods after the good's arrived at site shall in no way be limited or waived by reason of the goods having previously been inspected, tested and passed by the purchaser prior to the goods shipment. The inspection and test certificates shall accompany the goods invoice
80. In the event of any correction of defects or replacement of defective material during the warranty period, the warranty for the corrected/replaced material shall be extended to a further period of 36 months and the Performance Bank Guarantee for proportionate value shall be extended 60 days over and above the extended warranty period.
81. Arithmetical errors will be rectified on the following basis: If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail. If the prospective Supplier does not accept the correction of errors, its bid will be rejected and its bid security may be forfeited.
82. Language of the Bids: The Language of the documentation & details in the Bids must be in ENGLISH.
83. The leaflets catalogue, etc. should be sent invariably so that a proper evaluation of the equipment offered is possible.
84. CANCELLATION OF TENDER: Not withstanding anything specified in this tender document, Purchaser / SVNIT-Surat in his sole discretion unconditionally and without having to assign and reasons, reserve the rights:
- a) To accept OR reject lowest tender or any other tender or all the tenders.
  - b) To accept any tender in full or in part.
  - c) To reject the tender offer not confirming to the tender's terms.
  - d) To give purchase preference to Public Sector undertakings when applicable as per Govt. policy guidelines
- In case any BIDDER is silent on any clauses mentioned in this tender documents, SVNIT Surat shall construe that the BIDDER had accepted the clauses as per the invitation to tender no further claim will be entertained.
  - In case of multiple option of product, bidders are requested to quote only one best option and not multiple options.
85. The equipment must be brand new, including all its parts, equipments and accessories. In future if any of the part or component found to be second handed than those parts and accessories must be replaced within 10-day time and if vendor could not manage to do so the security deposit will not be given back & vendor will be blacklisted for any future deal with SVNIT – Surat.

86. Detail about the service center for the quoted Equipment /Item in India maybe mention.

- Please attach list dully signed by you, for such spare parts and tools which are absolutely essential for proper maintenance and operation of machine for a period of two years giving full particulars of spare and tool with a price of each spare parts and tools separately.
- Please confirm that you have adequate servicing and spare parts facilities in India in respect of Equipment /Item tendered for by you or that you should arrange to provide such facilities simultaneously.
- Please indicate that you guarantee that before going out of production of spare parts you will give adequate advance notice to the purchaser so that the later may order his requirements of spares in one lot, if he so desire.
- Please indicate that you further guarantee that if you go out of production of spare parts, then you will make available prints, drawings of the spare parts and specifications of the material at no cost if and when required in connection with Equipment /Item to enable the purchaser to fabricate or procedure spare parts from other sources.
- Please confirm that you undertake to enter into a rate contact with the purchaser to supply spare parts on an agreed basis or an agreed period. Maintenance and service support of system during and after the warranty period

87. Maintenance and service support of system during and after warranty period: -

- The vendor should have competent and reliable service network in India for quick and necessary repair and maintenance of the equipment.
- The vendor should provide the list of users of similar equipment (viz. IITs, NITs, etc.) along with their contact details.
- Details of the nature of service support the vendor can provide should be given along with the proposal.
- Warranty should be for at least three years (3 years) after installation.
- The vendor should commit to provide maintenance service and supply necessary spares for the equipment for at least 5 years after successful installation and commissioning. Other terms and conditions two sets of operation and maintenance manuals along with all necessary drawings should be supplied along with the testing system.

88. Other terms and conditions

- Two sets of operation and maintenance manual along with necessary drawings should be supplied with testing system.

- 
- The vendor should enclose all the relevant technical documents and catalogues for all the components included in the proposal.
  - Necessary consumables like connecting cables, hoses, etc. will be in the vendor's scope.
  - The load cells and actuator to be factory calibrated up to full range and calibration certificates for the same to be provided with the machine with yearly calibration to be performed at SVNIT during the warranty period.
  - Training to SVNIT personnel by the experts from the headquarter branch after installation and commissioning at SVNIT (7 man days of training).
  - Prices should include the installation and training cost.
  - Quotation should carry proper certifications like agency certificate, proprietary certificate, etc.
  - Up-gradation of software free for 5 years that will be compatible to any higher version of windows operating system.
  - Pre-bid conference will be organized seven days before the last date of submission of tender document
  - Site Preparation: The supplier shall inform SVNIT Surat about the site preparation, if any, needed for the installation, immediately after receipt of the supply order. Supplier must provide complete details regarding space and all infrastructural requirements needed for the Equipment /Item which SVNIT Surat should arrange before the arrival of Equipment /Item/to ensure its early installation and smooth operation thereafter. The supplier may offer his advice and render assistance to SVNIT Surat in the preparation of the site and other pre installation requirements.

89. In case of any dispute, the matter will be subjected to SURAT jurisdiction only.

**DIRECTOR, SVNIT**

**Contact details for communications: -**

Dr G. R. Vesmawala

Associate professor

Applied mechanics department

Email: [grv22@yahoo.com](mailto:grv22@yahoo.com)

SV National Institute of technology – Surat



**Section VI: DECLARATION**

**Tender reference no: AMD/SDL/Tender/2018-19/3278**

**Date: 28.01.2019**

I/We hereby declare I/We have read all the terms and conditions of the Tender stated in all the sections in this tender document and as may be modified/mutually agreed upon, are acceptable and binding to me/us.

I/We have also verified that the bidding document contains at least the following

- a) **A sealed envelope to contain the Demand Draft/FDR for EMD and the Demand Draft for tender fees.**
- b) A sealed Envelope superscripted as **“Technical Proposal”** to contain at least the following:
- c) The Tender document appropriately signed and stamped at all pages
- d) General Conditions of Contract
- e) Acceptance to mentioned Requirements;
- f) A sealed Envelope superscripted as **“Financial Proposal”** should contain;
- g) **Price of the equipment with all the accessories as per the technical specifications in Section IV Price should also include comprehensive warranty of THREE years from the date of**
- h) **Satisfactory installation, commissioning and training of personnel for use of the equipment at SDL, SVNIT. 1 full service and NABL accredited calibration of equipment’s is required on 2<sup>nd</sup> and 3<sup>rd</sup> year on intimation by the purchaser**
- i) **Above Price should also include full coverage insurance against any accident or damage during transportation and testing for a minimum period of THREE years**
- j) **All the applicable taxes should be clearly mentioned**

**I also understand that my bid without these four envelopes, enclosed in the main envelope, superscripted as “Tender for Supply of SERVO HYDRAULIC ACTUATOR ASSEMBLY AND ACCESSORIES at Structural Dynamics Laboratory in Applied Mechanics Department at SVNIT, Surat” will be treated as an incomplete bid and is liable to be rejected.**

Place:

Signature:

Date:

Name & Address of the Bidder with office Stamp with all contact details

---

## Section VII: Summary Sheet (Form No 1)

Tender reference no: AMD/SDL/Tender/2018-19/3278

Date: 28.01.2019

- The Bidder (Manufacturer or Supplier) should be supplying SERVO HYDRAULIC ACTUATOR ASSEMBLY AND ACCESSORIES since last 10 financial years.
- Name of the Manufacturer:
- Name of the Supplier:

Sr. No.	Name and address of the Customer	Supply Order/Satisfactory performance certificate attached (Yes/No) If yes, give page no.	Date of issue of supply Order/Satisfactory Performance Certificate

Note: - Please attach Supply Order/ Satisfactory Performance Certificate for SERVO HYDRAULIC ACTUATOR ASSEMBLY AND ACCESSORIES under successful operation.

Date:

Signature & Stamp of Bidder

Place:

Tender reference no: AMD/SDL/Tender/2018-19/3278

Date: 28.01.2019

Sr. No.	Description	Qty	Brand/Make model	Unit Rate	Total Amount
	Servo Hydraulic Actuator Assembly and other accessories as per specification mentioned in technical specification section	1			
	Total in Rs.				
	Rebate / Concession in Rs.				
	Net Amount in Rs.				
	<b>Rupees (in words)</b>				

Notes:

(i) All taxes should be inclusive.

(ii) This summary sheet must be enclosed in Techno-Commercial envelop, otherwise the bid will be rejected.

(iii) RTO Charges, Insurance, SMC Tax, TCS will be paid at actual should be mentioned.

(iv) Validity of Quotation should be (minimum) 120 days from the date of bid opening

I understand that any ambiguity in or incompletely filled SUMMARY SHEET will lead to rejection of offer without being cited any reasons

**SIGN OF THE PARTY**

**WITH FULLADDRESS STAMPED**