



सत्यमेव जयते

**MSME - TESTING CENTRE**  
**GOVT. OF INDIA, MINISTRY OF MSME**  
**Shahid Capt. Gaur Marg, Okhla Phase-III, New Delhi-110020**

**Tenders for supply of stores to the Mechanical Division/Laboratory**

**Essential Guide lines & Instructions for Tenderers/Quotationers.**

**1. Detailed Specification of Stores:**

**Item Name:-** 1.5 TR Split Air Conditioner Heating & Cooling with 4 KVA Automatic Voltage Stabilizer and installation charges with material. , **Quantity- 5 Nos.**

**Technical Specifications:-** Capacity =Cooling/Heating -18000/17000BTU , Power Input- Cooling 1900/ Heating 1600 watt EER Cooling= 9.5BTU/W, Air Circulation -700CMH, Noise Level-( High Speed )=46db Max , Temp Controller-Thermistor , Air Direction- 4 way , Speed Setting - 4/3 , Electronic Operation Control , 4 way air deflection and Evaporator Fin Type .

**2. Schedule of Tenders :**

Issue of Tender Documents		Cost of Tender Document (In cash/DD)	Closing Date of receipt of Tenders	Date of Opening of Tenders
<b>Opening Date</b>	<b>Closing Date &amp; Time</b>	* Rs Nil	23. 02 . 2010 (Up-to 17.00Hrs.)	24. 02 2010 (At 11.00Hrs.)
03. 02. 2010	23. 02 . 2010 (Up-to17.00Hrs.)			

2.. Tender documents could also be obtained in person on above address from the effective date for the detailed Technical specifications of the stores as given above .General Terms & Conditions for supply given at Annexure-I & Payment Terms & Conditions at Annexure-II may be downloaded from our website [www.msme-tc-nr.gov.in](http://www.msme-tc-nr.gov.in) . Sale proceeds of tender documents (if any) downloaded from website, may be submitted along with the tender in the form of a draft as stated.

3. The **Tenders/Quotations** on the company/firm letter head may be submitted , **in duplicate** , in a sealed cover boldly super scribed on the top of envelop "**Tenders/Quotations for supply of stores for Mechanical Laboratory Tender enquiry No. PUR/M&E/Mech //09-10/MSME-TC/AC dtd 03/02/10**" and addressed to **The Director** on above address . The Tenders received after the scheduled date and time shall be rejected.

4. The **Technical & Commercial bids quoted separately and sealed in two separate envelops** , may be submitted together in one envelop , **failing which the Tenders shall be considered as incomplete and rejected** .

5. Tenders/Quotations without Cost of Tender Document and without following **valid** documents **shall be considered as incomplete and rejected** :

- **Technical catalog of the stores quoted**
- **Income tax & Sales Tax clearance certificates**
- **Dealership certificate from the original manufacturer** (in case Tenders are submitted by a dealer or on behalf of the manufacturer)
- **Credentials/Proof of satisfactory performance** of the same stores supplied to the other laboratories/ organizations
- **MSMEs registered with NSIC** are exempted from the cost of Tender Documents. However, for availing such exemptions they must submit a valid Registration Certificate issued from the office of the National Small Industries Corporation.

6. Issue of this Tender document do not automatically imply that the Tenderer(s) is/are qualified for the subject tender .The Director, **MSME-Testing Centre, New Delhi reserves the right to reject the Tender(s) in case it is found at a later date , even after receipt/opening or during evaluation of the tenders** , that Tenderer (s) is/are not meeting the stated qualifying requirements.

\*\*\*\*\*

**MSME - TESTING CENTRE (NR)**  
**GOVT. OF INDIA, MINISTRY OF MSME**  
Shaheed Capt. Gaur Marg, Okhla Phase-III, New Delhi-110020

**GENERAL TERMS & CONDITIONS :**

- 1.The offer should be **F.O.R. MSME-TC, New Delhi** , in Indian currency only .No import license/L.O.C. shall be provided in any case, wherever applicable.
- 2.The **cost should be inclusive of** all taxes , fixtures, foundation, electrification , installation & commissioning, training & demonstration charges wherever applicable.
3. Sales tax to be charged **@ 4% against form "D"** or as per the prevailing Govt. of India rules applicable from time to time, which may be issued on request , but no waybill or other charges are admissible , as this being the supply to a Govt. of India department.
4. Store/s will be treated as accepted only after successful installation & commissioning of the equipments/s with proper demonstration and training to the consignee's satisfaction at MSME-TC, New Delhi.
- 5.The rates quoted should be **valid up-to 31/03/10**All installation & commissioning works should be completed within **2** weeks from the date of issue of the formal supply order.
- 6.The **Guarantee /Warranty** period in respect of each store/s should be clearly spelt out.
7. The detailed technical specification of the Equipment required are available at **Annexure-I** .
- 8.The quotation should include the Technical catalog / drawing / foundation details /essential spares & accessories (if any) and other supporting documents. The quotation should also include updated Sales tax and Income Tax clearance certificates, Valid authorized dealership certificate from the original manufacturer, in case of offer from a dealer.
- 9.Terms and conditions of **AMC/After Sales Service** , wherever applicable ,after the expiry of guarantee/ warranty period , with estimated cost, may be distinctly specified.
- 10.Equipments/Instruments wherever applicable should be supplied with a **Calibration Certificate** having National (NPL) or International traceability.
11. A list containing name & address of the Govt./reputed organizations , to whom same/similar stores have been supplied to be enclosed as a **proof of credentials**.
- 12.The manufacturers in MSME having **ISO-9001 Certification** as well those having efficient After Sales Service back-up in N.Delhi **shall be preferred**.
- 13.The Tenderer/s shall give an undertaking by the authorized signatory to the effect that the store/s shall be **delivered within the stipulated delivery period** or **by the mutually agreed date** , whichever is earlier , once the order is accepted .If the store/s is/are not supplied within the stipulated/ agreed period the order may be treated as cancelled, without any further communication. The security deposit (if any\_ will also be forfeited.
- 14.All the Tenders received before the closing date and time shall be placed to the Head of the **Technical Purchase Committee constituted by the Director MSME-TC, New Delhi** and the recommendation of the committee shall be final . **The Director MSME-TC, New Delhi reserves the right to accept in full or part or reject any or all the tenders without assigning any reason** thereof. No arbitration / representation in this regard shall be entertained.

\*\*\*\*\*

**MSME - TESTING CENTRE (NR)  
GOVT. OF INDIA, MINISTRY OF MSME  
Shaheed Capt. Gaur Marg, Okhla Phase-III ,  
New Delhi-110020**

**: PAYMENT TERMS AND CONDITIONS :**

1. The price **once quoted shall be final and no escalation** ,if any, made there after, due to any reason what so ever it may be , shall be considered.
2. The pre-receipted **bills in triplicate** mentioning supply order number & date, quotation number and delivery challan numbers addressed to the Director, MSME-TC, New Delhi may be submitted.
3. The payment of bills are **subject to satisfactory inspection of the stores at MSME-TC, New Delhi/supplier's premises(whenever applicable) and successful installation/commissioning and demonstration at MSME-TC,New Delhi**
4. As per Govt. of India payment terms **there is no provision of advance payment** to the private parties.However , 95% against the bills may be made through cheque or demand draft ( for out station parties) tentatively within 30 days of the submission of bills.
5. **Form "D"** under registration & Turnover Rules 1957 for exemption of Central sales tax may be issued against the Challan & Bill Nos. after successful delivery of the stores and may be collected by the party.
6. The above payment terms and conditions are subject to any unforeseen changes in central Govt. purchase rules/policies or any other situation/s beyond the control of the competent authority.

\*\*\*\*\*