



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY BURLA

ବୀର ସୁରେନ୍ଦ୍ର ସାଏ ବିଶ୍ୱବିଦ୍ୟାଳୟ

(A UGC Recognized State Government University by an Act of Assembly, Estd. -1956)
Siddhi Vihar, P.O. Engineering College, Burla, Dist: Sambalpur, Odisha, (India) -768 018

No.: VSSUT/VSSUT/05/2026

Date: 23/02/2026

TENDER CALL NOTICE

Sealed bids, in two separate covers (technical bid and Price bid) are invited from original manufacturers / authorized suppliers/ authorized dealers for the supply, installation, commissioning, maintenance and demonstration of (1) Single-vessel Dip Coating System, (2) Digital Soldering Station (Temperature controlled) for the Veer Surendra Sai Space Innovation Centre (VSSIC)", VSSUT, Burla, Sambalpur, Odisha. The tenders shall reach the office of the undersigned through **Speed/Registered** post /Courier services only **on or before 12.03.2026 up to 4.30 PM.**

For more details, please visit our university website www.vssut.ac.in. The authority reserves right to accept or reject all the tenders without assigning any reason thereof.

REGISTRAR

Size: 8 × 6 Sqcm

Memo No. VSSUT/VSSUT/06/2026

Date: 23/02/2026

Copy to:-

1. The Director, Department of I & PR, Govt. of Odisha, Bhubaneswar, with a request to publish the above advertisement in one issue of the All Odisha daily edition of "The Samaja" and All India edition of "The New Indian Express + Indian Express" at the I&PR-approved/lowest rate. The bill may be sent in triplicate along with a copy of the paper in which the publication is made.
2. University Notice Board of VSSUT, Burla.
3. Comptroller of Finance for information and necessary action.
4. Dean F & P, with a request to upload the notice & documents on the university website.
5. PA to the Vice Chancellor for the information of the Honorable Vice Chancellor.

REGISTRAR

VSSUT, Burla

REGISTRAR

V.S.S. University of Technology,
Odisha, Burla



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY BURLA

ବୀର ସୁରେନ୍ଦ୍ର ସାଏ ବୈଷୟିକ ବିଶ୍ୱବିଦ୍ୟାଳୟ

(A UGC Recognized State Government University by an Act of Assembly, Estd. -1956)
Siddhi Vihar, P.O. Engineering College, Burla, Dist: Sambalpur, Odisha, (India) -768 018

No: VSSUT/VSS&IC/07/2026

Date: 23 / 02 / 2026

TENDER CALL NOTICE

Sealed Bids, in two separate covers (**Technical Bid and Price Bid**) are invited by the “**The Registrar, Veer Surendra Sai University of Technology, Odisha**” from original manufacturers/authorized suppliers/authorized dealers for **Supply, Installation, Commissioning, Maintenance and Demonstration** (1) Single-vessel Dip Coating System, (2) Digital Soldering Station(Temperature controlled) for the Veer Surendra Sai Space Innovation Centre(VSSIC)”, VSSUT, Burla, Sambalpur, Odisha. The sealed quotations shall reach the undersigned by regd. / speed post / Courier services within office hours by **4.30 P.M.** of date 12.03.2026. Tenders received beyond this date & time shall be rejected. “**Tender for VSSIC for supply of (1) Single-vessel Dip Coating System (2)Digital Soldering Station (Temperature controlled)**” must be super scribed on the sealed envelope. The details of the equipment and their technical specifications are mentioned below.

Details of the Equipment

Sl. No	Item & Description	Quantity	Specifications
1	<u>Single-vessel Dip Coating System</u>	01(One)	<ul style="list-style-type: none">• Micro-controller Controlled• Dipping & Lifting Length: 150 mm• Dipping & Lifting Speed: 0.5-450 mm/min• Film Length: 100 mm• Arrow Display for Dipping & Lifting• Unlimited Deposition Cycles• Unlimited Drying & Wetting Time• 15 Preset Editable Programs• Non-volatile Program Memory• Input & Controlling through Keypad• Integrated Power On/Off Switch with Indicator• Substrate Mount/Unmount Option• Blank Distance Adjustment Option• Real-time Display of Control Processes on 4 Line LCD Console• Self-performance Test Option• User-friendly Firmware Interface• Power Input: Indian Standard• Wattage: 120 W (Maximum)

2	Digital Soldering Station(Temperature controlled)	02 (Two)	<ul style="list-style-type: none"> • Output Power: 70 W (maximum) • Input Supply: 100–220 VAC, 50/60 Hz, grounded • Temperature Range: 200°C to 450°C • Temperature Stabilization: ±2°C • Temperature Accuracy: ±2% • Ambient Operating Temperature: 10°C to 40°C • Tip-to-Ground Potential: < 5 mV • Tip-to-Ground Resistance: < 4 ohms • ESD Monitoring: Surface resistance from 10⁴ to 10¹¹ ohms • User Interface: Touch panel with 3 temperature presets • Security: Password-protected settings • Heater Type: Quick-change metallic heater with integrated temperature sensor • Tip Compatibility: Chisel, conical, knife, and hoof tip geometries • Power Supply Dimensions (W × D × H): 85 × 145 × 110 mm • Compliance: Fully ESD safe
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The Bidders may download the **Tender Documents** directly from the website available at <http://www.vssut.ac.in> and the Earnest Money Deposit (EMD) (2% of quoted price) amount and the Tender cost fee of Rs. 1000/- (Non-refundable) by way of separate Demand Draft drawn in favour of “**Veer Surendra Sai Space Innovation Centre, VSSUT Burla**” payable at **Canara Bank, Burla** should be enclosed along with the Technical Bid. In case of any bid clarification, responsibility lies with the bidders to collect the same from the website and the purchaser shall have no responsibility for any delay/ omission on part of the bidder.

TIME SCHEDULE:

- a) Tentative date of commencement of downloading bidding document – 25.02.2026 at 04.30 PM
- b) Last date and time for Receipt of bids - 12.03.2026 up to 4.30 PM
- c) Time and date of opening of Tender & Technical bid- 13.03.2026 at 04.30 PM
- d) Time and date of opening of Financial bid- 16.03.2026 at 04.30 PM

PLACE OF OPENING OF TENDER AND ADDRESS FOR COMMUNICATION AND RECEIPT OF BID DOCUMENTS

THE REGISTRAR

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA

At- Burla, Po-Burla Engineering College, Dist-Sambalpur-768018,

Tel. No-0663-2430211 Fax No-0663–2430204


REGISTRAR
VSSUT, Burla
REGISTRAR
V.S.S. University of Technology,
Odisha, Burla

SECTION-1
TECHNICAL PROPOSAL SUBMISSION FORM

LETTER OF BID

To
The Registrar
VSSUT, Burla- 768018

Ref: Invitation for **Tender Notice No.** _____ , **Date:** _____

We, the undersigned, declare that:

1. We have examined and have no reservations to the Bidding Documents, including addenda issued in accordance with Instructions to Bidders.
2. We offer to execute in conformity with the Bidding Documents for **Supply, Installation, Commissioning, Maintenance and Demonstration of equipment for the VSSIC VSSUT, BURLA.**
3. Our bid shall be valid for a period of 90 **days** from the date fixed for the bid submission deadline in accordance with the Bidding Documents and it shall remain binding upon us and maybe accepted at any time before expiry of that period.
4. If our bid is accepted, we commit to submit a performance security in accordance with the Bidding Documents.
5. We also declare that Government of Odisha or any other Government body has not declared us ineligible or black listed on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.
6. We also accept all the terms and conditions of this bidding document and undertake to abide by them, including the condition that you are not bound to accept highest ranked bid / lowest bid or any other bid that you may receive.

Yours sincerely,

Authorized Signatory with company seal (Authorized person shall attach a copy of Authorization for signing on behalf of Bidding Company)

Full Name and Designation

(To be printed on Bidder's letterhead)





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Siddhi Vihar, P.O. Engineering College, Burla, Dist: Sambalpur, Odisha, (India) -768 018

INSTRUCTIONS TO THE BIDDER
General Terms and Conditions

**GENERAL TERMS & CONDITIONS OF CONTRACT FOR SUPPLY,
INSTALLATION, COMMISSIONING, MAINTENANCE AND DEMONSTRATION OF
EV AND DRIVES LAB EQUIPMENTS AS REQUIRED FOR VSSIC, VSSUT, BURLA,
ODISHA.**

1. GENERAL INSTRUCTIONS

The Veer Surendra Sai Space Innovation Centre, VSSUT, Burla, requires (1) **Single-vessel Dip Coating System** (2) **Digital Soldering Station (Temperature controlled)** of mentioned specifications to be supplied, installed, commissioned, maintained and demonstrated at the site. The list of equipment is given in Table 1 below.

Table.1: List of Equipment Required

Sl. No	Item & Description	Quantity
1	<u>Single-vessel Dip Coating System</u>	01
2	<u>Digital Soldering Station(Temperature controlled)</u>	02

The detailed specification requirement of the equipment is mentioned in the
The tender documents may be downloaded also from our university website
<http://www.vssut.ac.in>.

While all efforts have been made to avoid errors in the drafting of the tender documents, the Bidder is advised to check the same carefully get it clarified before submission of tender and no claim on account of any errors detected later in the tender documents shall be entertained.

Each page of the Tender documents must be stamped, signed and numbered by the bidder submitting the tender in token of his/her having acquainted himself / herself and accepted the entire tender documents including various conditions of contract. **Any Bid with any of the documents not so signed is liable to be rejected at the discretion of the University.**

NO PAGE SHOULD BE REMOVED/ DETACHED FROM THIS BIDDING DOCUMENT.

The bidder shall attach copy of the authorization letter / power of Attorney as the proof of authorization for signing on behalf of the Bidder.

All Bidders are hereby explicitly informed that conditional offer or offers with deviations from the conditions of Contract, the bids not meeting the minimum eligibility criteria, Technical Bids, not accompanied with EMD, or any other requirements, stipulated in the tender documents are **liable to be rejected**.

The parties to the Bid shall be the "Bidders" (to whom the work can be awarded) and VSSUT, Burla shall be termed as the University who can accept/reject any bid without assigning areas on.

For all purposes of the contract including arbitration there under, the address of the bidder mentioned in the bid shall be final unless the bidder notifies a change of address by a separate letter sent by registered post with acknowledgement to VSSUT, Burla. The bidder shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.

The University reserves the right to amend/cancel this tender at any stage/time without assigning any reason. The decision/ interpretation of the competent authority of University shall be final and binding.

1. Document Establishing Bidder's Eligibility & Qualification

The Bidders shall furnish as part of the Bid the following Documents establishing Bidder's eligibility and qualification to the Purchaser's satisfaction.

1.1 Manufacturer / Authorized Distributor / Dealer having valid license / certificates for the quoted item and the direct Importers holding valid Import License Manufacturer / Authorized Distributor / Dealer of the product are eligible to participate in the Bid.

1.2 Bidders should have **ISI or equivalent** certification for quoted instruments and equipment. However, the Purchaser shall have the right to consider the items where ISI or equivalent certification is not applicable.

1.3 The Bidder whether manufacturer/ distributor/ dealer must have experience of supply and installation of similar items as quoted in Bid, at reputed Government Institutions / Public Undertakings / reputed Private Institutions within India during last preceding 2(Two) years



reckoned from the date of bid opening and the details must be submitted along with documentary proof. **(Annexure-VI)**

1.4 The Bidders shall have to produce documents in support of their service along with years of operations in similar services.

1.5 Bidder shall have to provide demonstration of different hardware component **to Purchaser.**

1.6 The Bidder shall quote items of one reputed Brand/model with all accessories with desired specification in complete to perform functionality of Equipment.

1.7 Manufacturer must submit copy Company Incorporation Certificate (CIN) and (GST) Tax Registration Certificate issued from Competent authority. In case of Authorized Distributor / Dealer/Suppliers must submit Manufacture authorization along with copy of above documents of Manufacture Industry.

1.8 The bidder must have GST registration and clearance certificate.

1.9 The bidders must have to provide documents related to annual turnover (Last 3 years).

1.10 The bidders must furnish NSIC / MSME UDYAM certificate to avail any exemptions or preferences applicable to MSMEs as per the prevailing Public Procurement Policy.

2. Document Establishing Goods' Eligibility

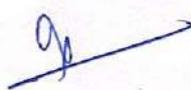
The various hardware and software offered against the schedule of requirement, should be in accordance with the stipulated specifications and of one reputed brand/model **(N.B: Variation in specification is allowed upto±5% in case of different hardware)**

2.1 The bidder shall submit Product Data Sheets / Catalogues of the quoted products and provide details of the specifications of hardware and software with major technical features. **(Annexure-V)**

2.2 The bidder shall clearly specify in the bid the compatibility of the various equipment and individual units.

2.3 The quantity shown in the bid can be increased or decreased to any extent depending upon the actual requirement.

2.4 Different hardware should have testing certificate for its satisfactory functioning.



3. Technical Bid (COVER - A)

The following document should be submitted in **Cover-A**, the first page being the **Technical Proposal Submission Form (Letter of Bid)** mentioned in **Section 1**, duly signed in Bidder's letterhead. Any documents not mentioned in this section but mentioned in section 1 & section 2, must also be included in **Cover-A**.

- 3.1 Tender Cost Fee and the Earnest Money Deposit in the form of separate DD, as specified in Tender Call Notice in website of University
- 3.2 Technical details and specifications of different software/hardware. (**Annexure-V**)
- 3.3 Copy of the manufacturing license/ import license/ Authorized Distributor/ Dealer certificates
- 3.4 Copy of the authorization from the Manufacturing Company in case of Authorized Distributor / Dealer(**Annexure-III**) along with Manufacturer Industry Registration and Tax Registration Certificate.
- 3.5 GST clearance certificate up to date where applicable.
- 3.6 Performance/ Market standing / Installation certificate establishing that the Bidders have executed supply of similar items as mentioned in Schedule of Requirement of hardware and software to different Govt. Organizations/ Government PSUs / reputed Private Institutions. (proof of documents)
- 3.7 Copy of the IT PAN Card should be submitted.
- 3.8 Detail name, address, telephone no. fax, e-mail of the firm(bidder) and of the Director/ Managing Director/ Proprietor of the firm(bidder) (As per **Annexure IV**)
- 3.9 Address, Telephone No., e-mail, Fax of the Branch Office/ Contact Person/ Liaising Office. (As per **Annexure IV**)
- 3.10 Power of Attorney/ Authorization to a person for liaising and monitoring the business on behalf of the manufacturer / bidder but not entitled to raise the bills.

3.11 Bidder is required to submit certificate/s in support of "good quality product claim", i.e., ISO 9001:2015, and some additional certification documents like ISO 14001:2015, ISO 45001:2018, CE, RoHS, and GMP.

3.12 The original bid document signed & sealed by authorized person in each page as a token of acceptance of all terms and conditions of the tender with original receipt.

3.13 Documentary evidence establishing that the hardware, software and ancillary services to be supplied by the Bidders shall confirm to the Bidding Document

3.14 Any deviation in the specification of the item including standard accessories / optional accessories in complete for functionality of hardware should be marked in **bold letters**.

3.15 Details of different hardware, if any, should be provided.

3.16 The bidder has to provide details of the service station in the technical bid.

3.17 Bidders shall quote only those products (Part of the service delivery) in the bid, and must provide a necessary declaration showing the quoted equipment (Hardware/software, etc.), which are not obsolete in the market and have at least 5 years of residual market life.

4. **Price Bid (COVER – B)**

4.1 The hard copy of price bid giving the rates for various instruments & equipment and other items should be submitted along with sealed soft copy of **price bid in Excel format through CD/Pen drive** both in separate sealed cover hereinafter called **Cover B (Price Bid)**.

4.2 The price of each item shall be quoted as per the prescribed Price Schedule Format at **Annexure-I** along with price break up of custom duty, Excise Duty, GST, Packing, Forwarding and Handling charges, Insurance charges, ET, freight up to destination including unloading, commissioning including testing and training with total price per item at the destination. The bidders are required to submit the individual price of each item as indicated in the schedule of requirements.

4.3 Each quoted item and all accessories should cover the warranty for **1 (one)** year from the date of commissioning (**Annexure-II**).

4.4 The **Cover B** of the technically **qualified** bidders shall be only opened at the Office of “**The Registrar, Veer Surendra Sai University of Technology, Burla**” on the date and time as specified in the tender document, after evaluation of technical bid in **Cover A** as per eligibility conditions laid down in section 1,2 and 3 of this document and minimum technical score, by a Technical Committee appointed by the Purchaser (See section 5.19 for details)

4.5 The cost of standard accessories shall be included in basic price and optional accessories shall have to be quoted separately.

5 BID CONDITIONS

5.1 The quoted rate shall not vary with the quantum of order placed or destination point.

5.2 A copy of the original bid conditions and the schedules should be signed by the bidder at the bottom of each page with the office seal duly affixed and returned along with the bid. Bid schedule should be duly filled in with an **index** and **page number** for the documents, enclosures & EMD etc. **Paging** must be done for all the documents submitted.

5.4 Bids should be type written or Computerized and every correction/ over writing in the bid should invariably be attested with signature of the bidder with date before submission of the bids to the authorities concerned. No revision of price upward or downward will be allowed once the bid is opened. However, the purchaser shall have the right for considering the exchange rate of foreign currencies on verification of documents.

5.5 Language of Bid

The Bid prepared by the bidders and all correspondence and document relating to the bid exchanged by the Bidders and the *Purchaser*, shall be written in the English language. Supporting document and printed literature furnished by the Bidders may be written in another language provided they are accompanied by an accurate translation of the relevant passages in the English language in which case, for purposes of interpretation of the Bid, the English translation shall govern.

5.6 Bid Price

- The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialling, dating and re-writing.

- All duties, taxes, and other levies payable on the raw materials and components, job contract, software and hardware equipment, shall be included in the total price.
- GST in connection with the sale shall be shown separately.
- The rates quoted by the bidders shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- The price shall be quoted in Indian Rupees only.

5.7 GST clearance

Copies of valid GST clearance Certificates shall be furnished by the Bidders, and the originals of the above certificates shall be produced to the purchaser before placement of notification of award if asked for by the Purchaser.

5.8 EMD

All bidders are required to submit EMD **not less than 2% of the quoted amount** in shape of **Demand draft** drawn in favour of **“Veer Surendra Sai Space Innovation Centre, VSSUT, Burla”** payable at **Canara Bank, Burla** only. The EMD shall be in Indian Rupees.

NOTE: NSIC/MSME registered bidders are exempted from EMD. However, such bidders must submit **NSIC / MSME UDYAM** certificate to avail EMD exemption. (to be furnished in the technical bid).

5.9 SUBMISSION OF BIDS

Sealing and Marking of Bids

Bid should be submitted in two Bid system containing two parts as detailed below.

Sealed Cover-A: Technical Bid. (Apart from documents mentioned in section 3, any document mentioned in section 1 & 2 should also be within this cover)

Sealed Cover-B: Price Bid (hardcopy & sealed soft copy in CD/pen drive)

Both the sealed envelopes of Cover- A and B should then be put in one Outer Cover and each cover should have the following indication:

- i) Name of Dept.: _____
- ii) Reference No of Bid _____
- iii) Bid regarding _____

iv) Due date & time for submission of the Bid _____

v) Due date & time for opening of the Bid _____

vi) Name of the Firm _____

NOTE:

A. Bids submitted without following two Bid system procedures as mentioned above will be summarily rejected.

B. Please Note that **prices should not be indicated in the Technical Bid**. The Prequalification document including EMD as required in the Bid document should invariable be accompanied with the Technical Bid (**Cover A**).

The outer envelope shall indicate the name and address of the bidders to enable the bid to be returned unopened in case it is declared "**late**". If the cover containing the outer envelope is not sealed and marked as required, **Purchaser** will assume no responsibility for the bid's misplacement or premature opening.

The above procedure shall be adopted both for the **technical bid and price bid separately**. Telex, cable, email or facsimile bids will be rejected. Note here that, the documents in proof of suppliers and goods eligibility mentioned in section 1, 2 along with Technical Bid documents mentioned in section 3 should be placed in the same order as mentioned in the bid document with proper indexing and page numbering and preferably spiral bound.

5.10 Deadline for Submission of Bids

Bids must be received by the **Purchaser** at the address specified not later than the time and date specified in the Invitation of Bids. In the event of the specified date for the submission of bids being declared a holiday for the **Purchaser**, the bids will be received up to the appointed time on the next working day.

The **Purchaser** may, at its discretion, extend this deadline for submission of bids by amending the bid document, in which case all previous rights and obligations of the purchasers and bidders will remain same till the extended date.

5.11 Modification and Withdrawal of Bids

No Modification and Withdrawal of Bids is allowed between the interval of time of submission and the last date and time of the bids.

No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the bidders on the bid form.

5.12 BID OPENING

5.12.1 All the Technical Bids will be opened by the Technical Evaluation Committee authorised by the purchaser, on the specified date and time, at the Office of the **“The Registrar, Veer Surendra Sai University of Technology, Burla”**, in the presence of bidder’s representatives who choose to attend the bid opening. The bidders must have submitted authorization letters for the concerned representative.

5.12.2 The bidder’s representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of bid opening being declared a holiday for the *Purchaser*, the bids shall be opened at the appointed time and location on the next working day.

5.12.3 The bidder’s names, and the presence or absence of the requisite EMD and such other details as the *Purchaser*, at its discretion, may consider appropriate, will be announced at the opening of Bids. No bid shall be rejected during bid opening, except for late bids, which shall be returned unopened to the bidders.

5.13 Acceptance of the Bid

- Bidders submitting bids would be considered as the ones who have verified and accepted all terms and conditions. No enquiries, verbal or written, shall be entertained in respect of acceptance or rejection of the bid.
- Genuine equipments and software etc. should be supplied. Bidders should indicate the source of supply i.e. name and address of the manufacturers from whom the items are to be sourced.
- Supply of equipment means – Installation and Commissioning (except civil works), Demonstration as well as Training and maintenance at site. **No separate charges will be paid on this account.**

5.14 Rejection of the Bid

The Bid document may be out-rightly rejected under following stipulation and no correspondence will be entertained whatsoever.

- If the Bidder has not furnished the required **Tender paper cost** and **EMD/** or EMD exemption certificate from competent authority, if applicable.
- If the Bidder has not submitted the Price as per the prescribed format **Annexure-I**
- **If the Bidder has not submitted warranty certificate** as per the prescribed format **Annexure-II**
- Manufacturing Authorization as per **Annexure-III** and in case of Authorized Distributor / Dealer/Suppliers, has not submitted Manufacture authorization from Manufacturing Industry/Firm, Photo copy of the up-to-date valid manufacturing license/ import license (if it is imported) /dealership certificate/Distributor certificate of the product along with Tax registration Certificate of Manufacturer issued from competent authority.
- If the bidders, whether manufacturer or authorized distributor/ dealer have not supplied the required information as per **Annexure-IV with supporting documents.**
- If the bidder has not furnished technical details of the different hardware with **one make & model** as per **Annexure-V.**
- If bidder has quoted items of more than one, make/model.
- If the bidders have not agreed to give **bid validity.**

5.18 Purchaser's Right to Accept any Bid and to Reject any Bid

The Purchaser reserves the right to accept or reject any bid and to annul the bidding process and reject all the bids without assigning any reason thereof at any time prior to award of Contract, without thereby incurring any liability to the affected Bidders or Bidders on the grounds of such action of the purchaser. In case no bidder qualifies as per qualifying criteria and standards, purchaser may at his discretion relax qualification criteria for award of contract.

5.19 Evaluation and Comparison of Bids

The University shall follow quality and cost-based selection bid evaluation system (QCBS) where both the technical bid and financial bid shall be considered for evaluation after qualifying in the technical bid as per prescribed criteria. Some general criteria that will be adopted for both technical and financial bids as applicable are explained below in bulleted points.

- The comparison shall be of FOR destination price basis including the price of all costs wherever applicable as well as duties and taxes (**but excluding GST**) paid or payable on Machineries, instruments & equipment incorporated or to be incorporated in the items including the warrantee/guarantee period from the date of installation.
- The Purchaser's evaluation of a bid will consider, in addition to the bid price and the price of incidental services.
- The purpose of bid evaluation is to determine substantially responsive bid with the **highest evaluated score(Ts+Fs), but not necessarily the lowest submitted price**, which should be recommended for award.(See section 5.19)
- Evaluation of bids should be made strictly in terms of the provisions in the bid document to ensure compliance with the financial and technical aspects.
- The past performance of the suppliers will be considered while evaluating the bids.
- Cost of the inland transportation, insurance and other costs within the Purchaser's Country incidental to delivery of the goods to their destination.
- Delivery schedule offered in the bid.
- Deviations in payment schedule from that specified in the General Terms & Conditions of Contract.
- The projected operating and maintenance costs during the life of the equipment/ goods.
- The performance and productivity of the equipment/ goods offered.
- The quality and adaptability of the equipment/ goods offered.
- Bidders registered with NSIC/MSME may be eligible for benefits such as exemption from Earnest Money Deposit (EMD) as per Government of India norms. Such bidders must submit a valid NSIC/ MSME UDYAM certificate covering the tendered items.
- Any other point as deemed proper to be incorporated by the evaluation committee.
- **Alternative options of offer shall not be allowed.**
- Each Bidder shall submit only one quotation with one make & model.
- GST in connection with sale of goods shall not be considered in evaluation.

5.19.1: TECHNICAL BID EVALUATION AND SCORING PROCEDURE

For technical bid evaluation, points will be given based on the criteria and pattern of marking/scoring as listed in **Table no 1**.

The technical bid shall have 60% weightage out of 100 marks. It is proposed that, the bidders securing 60% of the total marks assigned to technical bid (i.e. 36/60) shall be declared

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“qualified in the technical evaluation”. Marks assigned to bidders by the appropriate committee and approved by competent authority, VSSUT, Burla shall not be questioned by any bidder.

The bidders who qualify in the technical evaluation may be present at the time of opening of financial bids.

Technical evaluation would be based on the following criteria

Table no.1: Pattern of Score/ Mark(Ts) for Technical Bid Evaluation

S/N	Description	Scoring Pattern
1.	Profile of Distributer/Dealer in terms of number of years in Business Max Score: 10	5 marks for each year in operation for every year beyond minimum requirement of 2 years of operation in similar work
	No. of Employee / Service Engineer/Skilled/Semiskilled/unskilled strength Max Score:5	More than 20 Employee: 5 Marks 10-20 Employees: 3 Marks Less than 10 Employees: 2 Marks
2	Profile of Assembler/distributor/ dealer in terms of in house expertise in manufacturing, Installation, repair & maintenance warranty. Max Score: 5	Distributor/ dealer with all in house component used with service and maintenance facilities and warranty: 5 Marks
3.	No. of similar equipment/product/with similar specification supplied with installation and commissioning (As per Annexure –VI) (Last 2 years) Max Score:10	2 Mark for each work order
4.	Technical specifications of equipment, warranty. Max Score: 20	75-100% Satisfactory: 20 Marks; 50-75% Satisfactory: 16 Marks; Up to 50% Satisfactory: 10 Marks.
5.	Annual Turnover (Last 3 years) Max Score: 5	Above 1 Cr: 5 Marks; 50 Lakhs - 1 Crore: 2 Marks; Up to 50 Lakhs: 1 Mark
6.	Technical Certification (ISO 9001, NSIC Certificate or equivalent) Max Score: 5	Other relevant certifications (ISO 9001, and other similar certifications mentioned in the tender document, CE, NSIC): 2 Marks each.
	Total Technical Score: 60 Marks	

5.19.2 FINANCIAL BID OPENING AND SCORING PROCEDURE

The Financial Bids of all qualified Bidders in the technical bid shall be opened on the appointed

date and time in presence of the qualified bidders/their authorized representatives, who choose to be present at the time of opening of the financial bids.

Absence of bidders or their authorized representatives shall not impair the legality of the process.

The financial bid shall have 40% weightage out of 100 marks which shall be judged based on equipment price and other charges as per **Annexure-I** offered by the bidders. The lowest qualified bidder shall get highest marks (40/40) and others getting proportionately.

Financial Score (Fs) of a Bidder A =

$$40 \times (\text{Price quoted by L1 Bidder}) / (\text{Price Quoted by Bidder A})$$

Selection will be made based on the highest score, where [Technical evaluation score (Ts) out of 60 Marks + Financial Bid Score (Fs) out of 40 Marks]

In case more than one bidder get the same highest score, then the agency with the highest turnover in the last financial year (2024-2025) shall be awarded the contract.

6.0 Supply Conditions

6.1 Delivery of Goods

The delivery of goods shall be made by the supplier to the Consignee in accordance with the order placed as shall be detailed in the Schedule of requirements & technical specifications.

6.2 Instruments, Equipment Demonstration cum Inspection

Purchaser reserves the right to ask for demonstration cum inspection of the equipment wherever applicable.

6.3 Inspection/ Test/Training

The supplier shall get each equipment inspected in manufacturer's works and submit a test certificate (New & Unused) and guarantee/warranty certificate that the equipment conforms to laid down specifications.

The supplier shall invite the purchaser for pre-dispatch inspection. The Purchaser or his representative shall have the right to inspect/ examine/ test the goods in conformity with the contract awarded/supply order during the production or before dispatch from the manufacturer's premises. Such inspection and clearance will not prejudice the right of the consignee to inspect and test the equipment on receipt at destination.

The inspection/examination/ test may be conducted in the premises of the Supplier or at the good's destination or at the premises of the consignee, as will be decided by the Purchaser.

The purchaser's right to inspect/ examine/test & where necessary to reject the instruments after the arrival of the goods at the destination, shall in no way be limited or waived by the reason of the goods having been inspected and tested by the manufacturer previously. In case of rejection of the goods at the final destination after inspection and test as stipulated above and in case any inspected/ tested goods fail to confirm to the specification/ working condition, the purchaser may reject them, and the supplier shall replace/ repair the same free of cost.

6.4 Warrantee Period (comprehensive)

The Bidders must quote for a minimum period of **1 (One) year** of comprehensive **warranty** from the date of completion of the satisfactory commissioning as per (**Annexure-II**). This also includes all accessories related to instruments & equipment quoted for.

6.5 Up time Warrantee

The Bidders should provide uptime guarantee of 95%.

6.6 Downtime Penalty Clause

During the warranty period, desired uptime of 95% of 365 days (24 hours) if downtime exceeds 5%, penalty in the form of extended warranty, double the number of days or more will be applied for which the equipment goes out of service.

6.7 Payment Terms

No advance payment will be made by the Purchaser to the supplier for performance of the contract. 100% of the contract price shall be paid within 30 (thirty) days after satisfactory supply, installation, demonstration, Commissioning & training and stock entry of bills of the goods within due date of delivery.

6.8 Transportation

The Supplier shall be required to meet all transport and storage expenses until commissioning of the instrument(s) / equipment covered in the contract.

6.9 Taxes and Duties

The Supplier shall be entirely responsible for payment of all Taxes, Duties etc. incurred until delivery of the contract goods to the Consignee subject to recovery afterwards in the bill as claimed in the Bid offer. GST will be paid to the supplier

Entry Tax, if paid by the Supplier, at the local (destination head) Corporation/ Municipality/ NAC is allowed once only on production of money receipt for such payment, if claimed in the Bid offer. Any other statutory levy imposed by the Govt. of India/ Govt. of Odisha from time to time will be considered extra on demand with adequate proof thereof The service tax and the work contract tax shall be levied (Wherever applicable). Income Tax as applicable shall be deducted at source.

6.10 Incidental Services

The Supplier shall be required to provide any or all the following services: (The cost should be included in the quoted Price)

- Furnishing of detailed literature/pamphlets/ circuit diagram/ operation & maintenance manual / drawings (as applicable) for each appropriate unit of supplied goods.
- Furnishing of tools required for assembly and / or maintenance of the supplied goods.
- Performance or supervision of on-site assembly and the supplied goods.
- Performance or supervision or maintenance and/ or repair of the supplied goods, for a period agreed by the parties, provided that this service shall not relieve the supplier of any warranty/ guarantee obligations under the contract.

6.11 Period of Validity of Bids

- The bid rates should be kept open/ valid for a period of **180** days from the date the Bids are opened.
- A bid valid for a shorter period i.e. less than **180** days shall be rejected, as nonresponsive.
- In absence of any indication of the date of validity in the bid, it will be presumed that the offer will remain valid for the minimum period i.e. **180** days as prescribed above.
- In exceptional circumstances the purchaser may solicit the bidder's consent for extension of the period of validity. If agreed upon, the bid security so deposited shall also be suitably extended.

6.12 Commissioning Period

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Maximum commissioning period is **30 days** from the date of supply(receipt at destination) OR **120 days from the date of issue of Purchase Order whichever is earlier**, failing which the purchaser will have the right to impose penalty for the delay period @ **0.5% per week of the contract value of item/items excluding taxes from the bill amount subject to maximum of 10%**. However, Purchaser/ Registrar has the right to extend the delivery period/commissioning period in special cases.

6.13 Penalty against Non-Supply

In case of non-supply of Stores within the due date i.e. within the date of delivery the EMD deposited by the bidder shall be forfeited.

6.14 Rejected items

No payment shall be made for rejected supplied items. Rejected items must be removed by the bidders within two weeks of the date of rejection at their own cost and replace immediately. In case these are not removed these will be auctioned by the purchaser (at the risk and responsibility of the suppliers) without any further notice.

6.15 Annual Maintenance Contract

The Cost of Annual maintenance contract for next 3 years after warranty period shall be submitted as per the **Annexure at I(b)**. The after sales service during and after the warranty / guarantee period should be available from companies own engineers.

6.16 Jurisdiction of the Court

The Purchaser and the Supplier shall agree that the competent Court at Sambalpur shall have the jurisdiction to try and decide any dispute arising between the two parties, and they may approach the Competent Court at Sambalpur if required at any time.


REGISTRAR
VSSUT, Burla

ANNEXURE-I (a)

PRICE SCHEDULE (ITEM WISE) PRICE SCHEDULE (ITEM WISE)

Item Serial No	Item Description	Country of origin with make & model	Quantity & Unit									
				Exwarehouse/ Ex-showroom/ Off-the-shelf (a)	Excise duty/Custom duty, if any (b)	Packing & Forwarding (c)	Inland transportation, insurance and other local costs incidental to delivery (d)	CST/Entry tax, if any (e)	Unit price (a+b+c+d+e)	GST (f)	Any other	Total Price (a+b+c+d+e+f)

ANNEXURE-I (b)

PRICE SCHEDULE (ITEM WISE) - B
PRICE SCHEDULE FOR ANNUAL MAINTANCE CONTRACT AFTER COMPLETION OF WARRANTY PERIOD.

Sl.No	Brief description of Goods Total annual	Quantity in nos.	4			5
			1st yr.	2nd yr.	3rd yr.	
			(a)	(b)	(c)	Annual Maintenance Contract cost 3 years i.e. 3x (4a+4b+4c)

** After Completion of warranty period

Note:-

Handwritten signature/initials

1. In case of discrepancy between unit price and total prices, THE UNIT PRICE shall prevail.
2. The cost of Annual Maintenance Contract (AMC) which includes preventive maintenance including testing & calibration as per technical/ service/ operational manual, labour and spares, after satisfactory completion of warranty period may be quoted for next 3 years on yearly basis for complete equipment and turnkey (if any).
3. The cost of AMC may be quoted along with taxes applicable on the date of bid opening. The taxes to be paid extra, to be specifically stated. In absence of any such stipulation the price will be taken inclusive of such taxes and no claim for the same will be entertained later.
4. Cost of AMC will not be added for Ranking/Evaluation purpose. However, the cost of AMC for lowest evaluated bidder is subject to negotiation.
5. The payment of AMC will be made as per payment terms of the bid document.
6. The uptime warranty and down time penalty shall be as per the bid document.
7. All software updates should be provided free of cost during AMC period.
8. The stipulations in Technical Specification will supersede above provisions.
9. The supplier shall keep sufficient stock of spares require during Annual Comprehensive Maintenance Contract period. In case the spares are required to be imported, it would be the responsibility of the supplier to import and get them custom cleared and pay all necessary duties.

Place:

Date:

Signature of Bidder
Business Address
Seal of the Bidder



ANNEXURE-II

WARRANTY MAINTENANCE CONTRACT AGREEMENT.

THIS AGREEMENT made the.....day of, 20__ between the "**The Registrar, Veer SurendraSai University of Technology, Burla**" (hereinafter "the Purchaser") of the one part and M/s..... (hereinafter called "the Supplier") of the other part:

WHEREAS the Purchaser invited bids for certain Goods & ancillary services viz, supply and commissioning of the instruments & equipment at VSSUT, Burla, Sambalpur, Odisha including Comprehensive Warranty Maintenance Services and has accepted a bid by the Supplier for the instruments & equipment specified below at the Consignee site including Comprehensive Warranty maintenance Services for a period of 01 (one) year from the date of installation & commissioning of the instruments & equipment as per award of Contract No..... dated

Name of the Equipment & machineries Qty

(To be filled in as per details of goods in the award of Contract)

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. Maintenance Services shall consist of Preventive and Corrective maintenance of equipment specified above & will include repair and replacement of parts free of cost.
2. Preventive maintenance, monthly once, which includes:
 - 2.1 Check-up to ensure that device connection is proper, cabling is at proper condition etc.
 - 2.2 Cleaning of the above instruments & equipment and checking the System Performance.
3. The Supplier is to furnish the tentative schedule of the preventive maintenance of Warranty Maintenance Contract (WMC) to be carried out.
- 4 The parts replaced must be new parts or equivalent in performance to new parts.
5. The Supplier will also provide the same maintenance service in case of the movement of equipment from the place of original installation to a different place or location, if the equipment is shifted by the Purchaser to another place or location at the cost and risk of the purchaser.
6. Any complaint informed through telephone must be acknowledged with a Complaint No. by the Supplier which will be noted by Consignee. All further contact with the Supplier on such complaint will be initiated through that Complaint No. Once rectification done, that No. will be cancelled by both parties. A register is to be maintained by the Supplier where complaints are to be noted along with Complaint No.
7. The maintenance shall normally be done at the earliest.
8. The Service Engineer of the Supplier will be allowed to handle the respective plant & machineries only in presence of the officer in charge at the Consignee site.
9. The Supplier should ensure that maintenance job is not hampered/delayed due to paucity of spares/inadequate manpower etc.

10. The Supplier should submit the services call report, to the Consignee for each service call without fail.
11. The Supplier evaluation data format for the WMC of Consignee systems may be filled up for necessary action.
12. All formats after filled up should be signed at the end of each page by the Supplier.
13. After completion of the work/repair/maintenance, the Purchaser shall issue a certificate of completion to the supplier to that effect.

Signature

Signature

For the Purchaser

For the Supplier

Name:

Name:

Designation:

Designation:

Address:

Address:

Telephone No:

Telephone No:



ANNEXURE-III

MANUFACTURES' AUTHORISATION FORM

No. _____ / Date _____ /

To

The Registrar,
VSSUT Odisha
Burla, Sambalpur.

Dear Sir, Bid No. _____

We _____ who are established and reputable manufacturers of _____ having factories at _____ (Address of Factory) do there by authorize M/s. _____ (Name and address of Agent) to submit a bid and sign the contract with you against the above bid.

* No company or firm or individual other than M/s. _____ are authorized to bid and conclude the contract in regard to this business against this specific invitation for bid.

We hereby extend our full guaranty and warranty as per general conditions of contract for the goods and services offered by the above firm against this bid.

Yours faithfully,
(Signature for and on behalf of Manufacturers)

Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by a person, competent and having the power of attorney to bind the manufacturer. It should be included original by the Bidders in its bid.

- This para should be deleted for simple items where manufacturers sell the product through different stockiest.
- The Supplier/Managing Director of the Company (if the supplier is a Company) or the Power of Attorney Holder having specific power to sign the contract can only sign the contract/execute the agreement.

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ANNEXURE-IV

DETAILS OF THE BIDDERS

Bid Reference No.

Name and address of the Bidder:

01 Name of the bidder (Director/ Managing Director/ Proprietor of the firm)

- a) Full postal address
- b) Full address of the premises
- c) Telephone number
- d) Fax number
- e) E mail:
- f) PAN No
- g) TIN No

02 Total annual turn-over (value in Rupees) with proof

03 Quality control arrangement details

04 Test certificate held

- a) Type test
- b) BIS/ISO certification
- c) Any other

05 Details of staff

- a) Technical
- b) Skilled
- c) Unskilled

06 Branch Office/ Contact Person/ Liaisoning Office .

- a) Address
- b) Telephone No.
- c) e-mail,
- d) Fax

Signature and seal of the Bidder



ANNEXURE-V

Technical details of the software & hardware to be supplied by the bidder

Bid S/No. of the item	Tender specification	Bidders Specification with make and model no (Enclose manufactures catalogue / brochure for each item)	Deviation if any With university specification

Signature and seal of the Bidder

ANNEXURE- VI

DETAILS OF SIMILAR EQUIPMENT SUPPLIED IN LAST 5 YEARS

Sr. No.	Name of the Project/Equipment/	Brief Technical Specification	Cost of the Product/Equipment	Date of Installation and commissioning as per contract	Name of organization and Address/telephone number of officer of the purchaser to whom reference may be made	Remarks

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