

Tender Details

Tender No: LPSC/LVF/2019E0376501

Tender Date: 05/08/2019

Purchase Entity: Valiamala Purchase Entity

Tender Notice

For and on behalf of the President of India, the Sr.Head, Purchase & Stores, Liquid Propulsion Systems Centre (LPSC), Valiamala, Thiruvananthapuram invites tenders through e-procurement mode;
<https://eprocure.isro.gov.in>

Prospective vendors interested in participating in the tendering process need to get registered in the portal by using Digital Signature Certificate. Offers submitted through our online portal only will be considered and no other means will be considered.

Detailed instruction, pre-requisites and illustrative tutorials for bid enrolment, preparation etc are available in the portal at <https://eprocure.isro.gov.in>. A help desk is also functioning to assist the vendors whose contact details are available in the portal.

Tender Attachments

Technical Write-up/Drawings

Attachment - I:

IDT0058900000000000isro05401.pdf

Attachment - II:

Attachment - III:

Attachment - IV:

Attachment - V:

Attachment - VI:

Attachment - VII:

Attachment - VIII:

Attachment - IX:

Attachment - X:

Standard Terms and Conditions

Standard Terms & Conditions:

STANDARD TERMS AND CONDITIONS

1. Instruction to Indigenous Suppliers:

a) Our Normal payment terms are 100% within 30 days after receipt and acceptance of the item at our site. Please confirm acceptance in your quotation.

b) Please specify GST T percentage, if any, in your offer.

c) Please keep you offer valid for 120 days.

2) Offer Validity:

Your offer shall be valid for 120 days from the date of tender opening. In case you offer validity is less than 90 days, the said offer is liable for rejection which may please be noted.

3) Liquidated Damage:

If you fail to deliver the ordered items satisfactorily within the time specified or any extension thereof, Liquidated Damage @ 0.5%(zero point five percent) of the order value or part thereof the un-delivered items for each calendar weeks of delay shall be recovered from your bill. However total Liquidated Damage shall not exceed 10% (ten percent) of the order value.

4) Offers received through fax or email will not be considered.

PT Two Part - Instruction to Tenderers

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INSTRUCTION TO TENDERERS
1. This requirement can be quoted only through online e-procurement mode using ISRO portal <https://eprocure.isro.gov.in>. No manual tender will be considered.

2. The vendors have to get themselves registered in above site to download the tender details. To register in above ISRO portal(<https://eprocure.isro.gov.in>) the vendors need to have digital certificate The digital certificate can be obtained from any digital certifying authority like M/s (n)Code solutions; M/s Tata Consultancy Ltd., M/s Satyam Information System etc.

3. The parties are advised to download the tender and submit the bid on online at least two days prior to Tender Closing Date to avoid last minute network problem. The due date shall not be extended due to network or computer related problems.

4.TENDER FEE NOT APPLICABLE.

5. This being a two part tender Technical & Commercial Part and Price Part separately, the tenders should not attach any documents containing Pricing information along with Technical & Commercial Bid. Normally we do not open PART-II (Commercial Offer), if PART-I (Technical Offer) does not meet with our technical specification requirements.

6. Our Tender Enquiry contains technical requirements and specification. The detailed technical specification of your offer should be covered in the technical part. The Technical documents need to be attached online as a single PDF file without any prior information. The tenders attachment containing Price details will be treated as unsolicited offers and rejected.

7. The quote should indicate quantity wise unit rate separately which have to be filled online. The Prices are to be mentioned both in figures as well as in words. The taxes, duties etc. are to be calculated and indicated in the column provided in online forms explicitly.

8. Bidders are expected to comply with the technical & commercial and other terms and conditions given in vendor specified terms of this tender. In case of any deviation, the reasons thereof should be clearly specified in the vendor specified terms column.

9. The vendors have to compulsorily submit the compliance statement online otherwise their offer will not be considered for further evaluation. Before entering the compliance statement, vendors are advised to refer the detailed specification provided in the Technical Write up/ Drawings document. The specification offered by the vendors may also be indicated in the compliance statement wherever necessary.

10. The Technical Specification / Drawing / Product Catalogues / Works carried by vendor / Make offered etc. as a single PDF file without any financial details has to be uploaded online mode by the vendor. This being TWO PART TENDER the PDF document uploaded should not contain any commercial/pricing details. If the attached PDF contains any pricing detail the offer will be treated as unsolicited and will be summarily rejected.

11. The offer should be valid for a minimum period of 120 days from the due date.

12. Bids will not be entertained after the due date and time.

13. The vendors who have submitted the bids before the closing have to give Open Authorization as per schedule after the tender closing date.

14. The vendors may contact 080-67807786 for any technical assistance in vendor registration and bid submission.

15. Once the offer is submitted in on line mode by the vendor and Bid Sealing is done by LPSC, vendor will not be able to provide revised offer.

16. Request for the extension of the due date will not be considered.

17. The exact date and time of opening of price bid of successful tenderers will be intimated later.

18. Tender which are not prepared in terms of these instructions are liable to be rejected.
19. Based on the response to the e-Public Tender Notice, LPSC reserves the right to change any milestone date of the tendering activity.
20. LPSC reserves the right to verify all claims made by the bidder.
24. Tender Opening : The Technical and Commercial Bid [Part-I] will be opened on the specified day mentioned in the schedule and in case any further clarification/ discussion are required, such clarification/discussion shall be called for before opening the Price Bid.
21. Tenderers can participate in the said tender opening on for which, the representative of the firm shall be duly authorized by Competent Authority. Against proper authorization only such representatives shall be allowed to attend the tender opening.
22. LPSC, Valiamala, Thiruvananthapuram reserves the right to accept or reject any/or all the tenders in part or full without assigning any reasons thereof.

Instructions to Tenderers (LT)

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1. Offers/quotations from vendors who have not agreed to furnish Security Deposit (wherever the offer landed cost exceeds Rs.5 lakhs) or Performance bank Guarantee towards warranty/guarantee will be summarily rejected/excluded, without any reason there of.

2 Liquidated damage: If you fail to deliver the item satisfactorily within the time specified in the Purchase Order or any extension thereof, Liquidated Damage at the rate of 0.5% (zero point five percent) of the Order value or part thereof of the undelivered components for each calendar week of delay shall be recovered from your bill. However, total Liquidated Damage shall not exceed 10% (ten percent) of the total order value.

4. Force Majeure: If at any time during the continuance of the order, the performance in whole or part by either party of any obligation under this order shall be prevented or delayed by reasons of any war, hostility, acts of public enemy, civil commotion, sabotage, fire, floods, epidemic, quarantine restrictions, strikes, go-slow, lockout or acts of God, notice of which is given either party to the other within 21 days from the date of occurrence thereof, neither party shall be reasons of such eventually be entitled to terminate this order nor shall either party have any claim for damages against the other in respect of such non-performance or delay in performance.

5. Security Deposit: On acceptance of the order, you shall submit an interest free amount equivalent to 10% of the total contract/order value towards security deposit. This security deposit is collected towards

the performance of the Contract. The said Security Deposit shall be submitted either in the form of Bank Guarantee/Demand Draft/PDR receipts duly endorsed in the name of the centre. The Security Deposit will be returned to you on successful completion of the Contractual obligations; failing which it shall be forfeited/adjusted

6. We reserve the right to split the Purchase order according to the lowest technically suitable offer.

7. Bids will not be entertained after the due date and time.

8. Sales Tax and/or other duties/levies where legally leviable and intended to be claimed should be distinctly shown separately in the tender.

9. As a Government of India Department, this office is exempted from the payment of Octroi and similar local levies. Tenderers shall ensure that necessary exemption certificate are obtained by them from the Purchase Officer concerned to avoid any payment of such levies.

10. (a) Your quotation should be valid for 120 days from the date of opening of the tender.

(b) Prices are required to be quoted according to the units indicated.

11. Preference will be given to those tenderers offering supplies from ready stocks and on the basis of FOR destination delivery at site.

12. (a) All available technical literature, catalogues and other data in support of the specifications and detail of the items should be furnished as attachments.

(b) Samples, if called for, should be submitted free of all charges by the tenderer and the Purchaser shall not be responsible for any loss or damage thereof due to any reason whatsoever. In the event of non-acceptance of tender, the tenderer will have to remove the samples at his own expense.

(c) Approximate net and gross weight of the items offered shall be indicated in your offer. If dimensions details are available the same should be indicated in your offer.

(d) Specifications: Stores offered should strictly conform to our specifications. Deviations, if any, should be clearly indicated by the tenderer in their quotation. The tenderer should also indicate the Make/Type number of the stores offered and provide catalogues, technical literature and samples wherever necessary. Test certificates wherever necessary should be attached. Whenever options are called for in our specifications, the tenderer should address all such options. Wherever specifically mentioned by us the tenderer could suggest changes to specifications with appropriate response for the same.

12. The purchaser shall be under no obligation to accept the lowest or any tender and reserves the right of acceptance of the whole or any part of the tender or portion of quantity offered and the tenderers shall supply the same at the rates quoted.

13. All amounts shall be indicated both in words as well as in figures. Where there is difference between amounts quoted in words and figures, amount quoted in words shall prevail.

14. The tenderer will be required to furnish a document containing the name of his bankers as well as the latest income-tax clearance certificate duly counter signed by the Income-tax Officer of the Circle concerned under the Seal of his office, if required by the Purchaser.

15. The Purchaser reserves the right to place order on the successful tenderers for additional quantity up to 25% of the quantity offered by them at the rates quoted.

Bid Templates

Supporting Documents from Vendor

Attachment - I:

Attachment - II:

Price Bid Form

Item Description	Slab Range	Qty	UOM	Currency	Unit Price	Total Price
WORK CONTRACTS CONTRACT FOR ASSITING MANAGEMENT OF OFFICES IN LPSC, VALIAMALA BY PROVIDING OFFICE ASSISTANTS ON CONTRACT (OAC) FOR A PERIOD OF	-	94	Nos.	-	-	-

TWO YEARS AS PER RFP NO. LPSC/LVF/201900 3765 DATED 06.06.2019						
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Break-up of other taxes and other costs should be specified in respective narration columns.

Sum of these Break-up values should be specified in respective value columns.

Bill of Materials

List of Items Included in the Offer

Sr.No	Item Description	Quantity	UOM
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Add As Many Rows You Want To Add

Note: Add enough rows before starting Data Entry. Remember to Save, before clicking ADD button. Unsaved Data will be Lost.

Bill of Materials with Indicative Price

Price mentioned here is for information only. The Offered Price to be shown in Price Bid

Sr.No	Item Description	Quantity	UOM	Currency	Unit Rate
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Add As Many Rows You Want To Add

Note: Add enough rows before starting Data Entry. Remember to Save, before clicking ADD button. Unsaved Data will be Lost.

Supporting Documents related to price bid

Attachment - I:

Attachment - II:

Vendor Specified Terms

Description	Vendor Terms
Taxes and other costs, if any	
Delivery Period	
Delivery Terms	

Payment	
Validity	
Order to be placed in favour of (Contact address to be provided along with Phone no, e-mail id and Fax No.):	
Any other terms	
Liquidated Damage: The delivery period mentioned is the essence of this Order. If you fail to deliver the ordered items satisfactorily within the time specified or any extension thereof, Liquidated Damage @ 0.5% of the order value or part thereof of the un-delivered items for each calendar weeks of delay shall be recovered from your bill. However, total Liquidated Damage shall not exceed 10% of the order value.	
Security Deposit: On acceptance of the order, you shall submit an interest free amount equivalent to 10% of the total contract/order value towards security deposit. This security deposit is collected towards the performance of the Contract. The said Security Deposit shall be submitted either in the form of Bank Guarantee/Demand Draft/PDR receipts duly endorsed in the name of the centre. The Security Deposit will be returned to you on successful completion of the Contractual obligations; failing which it shall be forfeited/adjusted.	