kl NATIONAL CENTRE FOR EARTH SCIENCE STUDIES
(An Institution under the Ministry of Earth Sciences, Govt. of India)
P.B. No. 7250, Akkulam, Thiruvananthapuram-695 011, Kerala.
PURCHASE DIVISION

Our Ref : PUR-PROC/236a/2019-PUR-NCESS **Dt. 24.07.2019**
(To be quoted in all correspondence)

Phone :(0471) 2511531
FAX: (0471) 2442280
E-mail: ncesspurchase@gmail.com
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To
HOLMARC Opto-mechatronics Pvt. Ltd
H.M.T industrial Estate,
Kalamassery,
Kochi-683 503.

***Sub*: e-Procurement Single Tender**

Dear Sirs,

Please send your offer along with descriptive catalogue/ pamphlet for the following items not later than ***21.08.2019 at 06.00 PM (Tender Opening at 11.00 A.M on 23.08.2019)***. The terms and conditions governing the tender are given at the bottom.

SI. No	*DESCRIPTION*	*QUANTITY REQUIRED*
1.	**Optical Tabletop** Model No: TT 180-120 Size: 6ft x 4ft Thickness: 200mm	**1 No.**
2.	**Active Vibration Isolated Support for above tabletop (Including compressor)** Height of the leg frame/support = 23.6" (600 mm)	**1 No.**

INSTRUCTIONS TO THE TENDERERS AND TERMS AND CONDITIONS

1. **The quotation should be submitted by e-procurement in PDF format by 'logging on' in the website eprocure.gov.in/eprocure/app. The file size of the document submitted should not exceed 20 MB. The BOQ in excel format should be downloaded and submitted.**
2. **An EMD of Rs. 5500/- may be submitted by way of bank remittance remitting the amount to our bank account. (Account no: 57059896404; Account Name: National Centre for Earth Science Studies (NCESS); IFSC Code: SBIN0070581; MICR Code: 695009036; Bank: State Bank of India, Akkulam, Trivandrum). The remittance should reflect in our accounts on or before the date of submission. The late remittance will not be valid. The bank details for the refund of EMD should be furnished along the bid. Exemption from EMD will be allowed for organizations registered with Central Purchase Organization or MoES, Govt. Of India or Small-Scale Industries, if the claim is supported by relevant documents. The firms claiming EMD exemption on account of being small scale industries should attach National Small Industries Corporation (NSIC) certificate, Udyog Aadhar Memorandum or District Industries (not acknowledgment).** The material should be delivered at NCESS or installed at the specified location and so the quotation should include all the charges for the delivery at NCESS/installation.
3. It should be clear whether the quoted amount is inclusive of tax or not. If the tax is extra, the current tax rates should be specifically mentioned. (The tax at the time of supply should be calculated considering the DSIR registration and its certificates will be provided in our formats).

4. **The bid should contain the Details of EMD remitted (or NSIC), Bank Details for refund of EMD, Authorization from manufacturer, Details of Service Centre, Techno Commercial Bid, Technical Compliance statement, List of Customers, Brochures etc, wherever applicable.**
5. **The offer should be valid for 120 days from the due date of opening of tender.**
6. The Purchaser reserves right to accept any tender in part or full without assigning any reasons. The enquiry is not a commitment and the purchaser reserves the right to reject or cancel any or all offers.
7. Catalogue/Brochure/Manual should be submitted along with the offer wherever necessary.
8. Warranty / Guarantee Clause needs to be mentioned necessarily wherever applicable.
9. All foreign bank charges will be to the account of beneficiary.
10. **The purchase will be made on credit basis and the payment will be made after supply and acceptance, by bank transfer.**
11. In the case of imports, both FCA and CIF/CIP Trivandrum airport prices may be quoted. 90% payment will be made against proof of dispatch documents by LC or wire transfer and balance 10% will be released against acceptance of goods and the receipt of bank guarantee.
12. In the event of placement of order, supplier / Indian agent shall provide a Performance Bank guarantee for 10% of the order value valid for warranty period + 60 days.
13. Any further changes in the details, like the date of opening or specification, will be posted on our web site only.

Yours faithfully,

Sd/-

Deputy Manager (Purchase)

Technical Compliance Statement

Required Specification		Specification Offered with make and model	Whether complied
1. Optical Tabletop Model No: TT 180-120 Size: 6ft x 4ft Thickness: 200mm	**1 No.**		
2. Active Vibration Isolated Support for above tabletop (Including compressor) Height of the leg frame/support = 23.6” (600 mm)	**1 No.**		