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**Marwadi University**

Rajkot-Morbi Road, At. & Po. Gauridad, Rajkot- 360003, Gujarat, India.

Contact No.: + 91 – 281-2923112, www.marwadiuniversity.ac.in

**OPEN TENDER**

**For**

**3D SCANNER**

**Tender No: SSIP0003**

**Bid Processing Fees: Rs. 1000/-**

Contact Person: Mr. Kirankumar Parmar, Sr. Manager, Skill Development

[Kirankumar.parmar@marwadieducation.edu.in](mailto:Kirankumar.parmar@marwadieducation.edu.in), +91-7573042213

Last date of Submission of Bid: 26.03.2020 up to 15:00 hrs.

Last date of Submission of Bid Processing Fees: 26.03.2020 up to 15:00 hrs.

Opening of Technical Bid: 27.03.2020 at 11:00 hrs.

Opening of Financial Bid: 27.03.2020 at 15:00 hrs.

Time Limit to complete the work **Within 30 days from the date of work order issued.**

**General Terms & Conditions:**

* The bidder should invariably submit bid documents in three sealed covers separately namely [1] Bid Processing Fee and Annexure-1 [2] Technical bid [3] Financial Bid in a single Cover as per format of Annexure-4.
* The bidder will have to submit **Non-refundable Bid Processing Fees of Rs. 1000/-** on or before date & hours of submission of bid in a sealed cover at Marwadi University.
* **Bid processing fees** must be in the form of **Demand Draft** in the name of **“Marwadi University SSIP”** payable at **Rajkot** along with the covering letter.
* Once quoted, the bidder shall not make any subsequent price changes, whether resulting or arising out of any technical/commercial clarifications sought regarding the bid, even if any deviation or exclusion may be specifically stated in the bid. Such price changes shall render the bid liable for rejection.
* The Bidder may quote only one option (i.e. only one product can be quoted) against each item. Bidders are required to mention make & model of the product.
* The successful bidder will have to supply, install, commissioning & maintain and provide warranty and support along with operational training for supplied Equipment & Machinery, hardware, operating software and peripherals to the Marwadi University.
* If in any case the quoted Item is not available in the market, the bidder will have to supply Higher Version/replacement of that Item in the quoted cost in the same time duration with prior approval of Marwadi University.
* The Bidder shall bear all the costs associated with the preparation and submission of its bid, and Marwadi University in no case will be responsible or liable for these costs, regardless of conduct or outcome of bidding process.
* **Technical specifications** indicated are **minimum** specification. Bidder may quote for better solution. The bidder should provide following with the technical bid:
  + Make & Model Number
  + Name of Manufacturer (OEM)
  + Technical Literature
  + Complete Specification
* **Amendment of Bidding Documents (Corrigendum):**
  + At any time prior to the deadline for submission of bids, Marwadi University may, for any reason, whether its own initiative or in response to the clarification request by a prospective bidder, modify the bidding documents by amendment.
  + The corrigendum will be published on website <https://www.marwadiuniversity.ac.in/>
  + In order to allow prospective bidders reasonable time to take into consideration the amendments while preparing their bids Marwadi University, at its discretion, may extend the deadline for the submission of bids.
* **Bid** **Currency:** Prices shall be quoted in Indian Rupees only. Payment for the supply of equipments & machinery shall be made in Indian Rupees only.
* **Language of Bid:** The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and Marwadi University shall be in English. Supporting documents and printed literature furnished by the bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in English. For purposes of interpretation of the bid, the translation shall govern.
* **Termination for Default:**
  + The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Bidder. Bidder will be given notice/cure period of 15 days, after that purchaser will terminate the Contract in whole or part after:
    1. If the bidder fails to deliver any or all of the Goods as per the delivery schedule mentioned in the bid, or within any extension thereof granted by the Purchaser or
    2. If the Bidder fails to perform any other obligation(s) under the Purchase order.
    3. If the Bidder, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
* In the event the Purchaser terminates the Purchase Order in whole or in part, pursuant to clause above, the Purchaser may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Bidder shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Bidder shall continue the performance of the contract to the extent not terminated.
* The **prices** shall strictly be submitted in the given format. Offered price should be inclusive of all applicable taxes and levies applicable such as freight, packaging & forwarding, transit insurance, installation, commissioning, warranty, inspection, visit, taxes, training, and maintenance charges etc. for destination at Marwadi University. Discount if offered, should not be mentioned separately & it should be included in offered price. Quoted prices shall be inclusive of all taxes **except GST**. The tax components like GST as applicable shall be mentioned separately in the respective columns.
* Any effort by a bidder or bidder’s agent\consultant or representative howsoever described to influence the Marwadi University in any way concerning scrutiny\consideration\ \comparison of the bid or decision concerning award of contract shall entail rejection of the bid.
* Late Bids: The bidder will not be able to submit the bid after final bid submission date and time.
* **Opening of Bid:**
  + Technical bids will be opened in the presence of University Level SSIP Committee members (Minimum three members should be present) and bidders whoever is present on the specified date and time. The University Level SSIP Committee has been empowered to take the final decision regarding the tender.
  + In the event of the date specified for receipt and opening of bid being declared as a holiday for Marwadi University, the due date for submission of bids and opening of bids will be the following working day at the appointed time.
* **Rejection of Bid:** 
  + Marwadi University reserves the right to reject any Bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.
* **Evaluation of the Bids:**
  + After the closing time of submission, University SSIP Committee will verify the submission of Bid Processing Fees as per bid terms and conditions. The technical bids of the bidders who have submitted bid process fees with Annexure-1 will be opened and evaluated next.
  + University SSIP Committee may seek clarifications if required on eligibility & technical section or may ask Bidder(s) for additional information, demonstration of the equipments, submission of samples for furniture offered, field testing of the equipments offered to check compatibility with the existing infrastructure, visit to Bidders site and/or arrange discussions with their professional, technical faculties or Users, to verify claims made in Un-priced Bid documentation. In the event of non-submission of any clarification within deadline, the committee will evaluate the bid based on the submitted information & University SSIP Committee decision will be binding on the bidder.
  + **The financial bid of the technically qualified bidders will be opened and financially L1 bidder will be decided from the sum total of prices for each item without tax with warranty and then called for further negotiations if required.**
* **Award of Contract:**
  + Award Criteria: The Criteria for selection will be the lowest cost for the technically qualified bids.
  + In case, the lowest bidder (L1) does not accept the award of contract or found to be involved in corrupt and/or fraudulent practices, the next lowest bidder i.e. L2 will be awarded the contract. In such scenario, the L2 bidder has to match the L1 Price and execute the project at the L1 Price for the entire contract duration.
  + Successful bidder has to paste non-removable sticker on all line items with details of Tender no., bidder’s name, address, contact detail, service centre/ help line number and warranty expiry date.
* **Delivery & Installation**: Within **25 working days** from the date of confirmed purchase order at Marwadi University.
* In case of successful bidder is found in breach of any condition(s) of bid or supply order/work order, at any stage during the course of supply / installation or warranty period, the legal action as per rules/laws, shall be initiated against the successful bidder.
* Bid validity will be of 45 days after the date of financial bid opening. A bid valid for shorter period shall be rejected as non-responsive. If required, Marwadi University may extend the bid validity for further period from the date of expiry of bid validity in consultation with the successful bidder.
* Bidders are required to quote all items including optional add-ons as well. Incomplete bids will be treated as non-responsive and will be rejected.
* Bidder must ensure that the warranty support & service should be available up to delivery locations to provide repairing cum replacement services of faulty equipments within 48 hrs. Bidder is required to provide the name & address & contact details of the firm for providing warranty support & repairing cum replacement service up to delivery locations.
* **Warranty:**
  + The Bidder shall be responsible for the Comprehensive onsite warranty support for a minimum contract period of 1 Years from the date of installation for all line items.
  + If any equipment gives continuous trouble, say more than 3 times in one month during the warranty period, the bidder shall replace the same with new equipment without any additional cost to the purchaser.
* **Maintenance Service:** 
  + Free maintenance services shall be provided by the Bidder during the period of warranty.
  + In case, bidder is not providing satisfactory support & doing unwarranted delay in providing warranty support, Marwadi University reserves right to repair the equipment at risk & cost of the bidder.
* **Payment:** Payment for Goods and Services shall be made by Purchasing Department in Indian Rupees as per the mutual understanding with bidder before the issuing purchase order.
* **Quantity of Order**: The tendered quantities are indicative. The quantities may decrease or increase at the time of finalization, depending upon the change in the requirements/ grants available with the Marwadi University, which shall be binding to the bidder.

**Annexure-1**

**1. Primary Information of Bidder Firm:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Particular** | **Details** | **Page No.** |
| 1 | Name |  |  |
| 2 | Date of Establishment |  |  |
| 3 | Constitution |  |  |
| 5 | PAN Number |  |  |
| 6 | Registered Office Address |  |  |
| 7 | Gujarat Office Address, if any |  |  |
| 8 | Phone No. |  |  |
| 9 | Mobile No. of Signatory to this offer |  |  |
| 10 | E-mail ID |  |  |
| 11 | Website address |  |  |
| 12 | Corporate profile |  |  |
| 13 | GST Number |  |  |
| 15 | Any Other Documents |  |  |

**Bid Processing Fees details:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Item** | **Amount (In Rs.)** | **Name of the Bank & Branch** | **Demand Draft No.** |
| 1 | 3D Scanner | 1000.00 |  |  |

**Make & Model List\***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Item** | **Make &**  **Model** | **Name of**  **OEM** | **Supporting**  **Document enclosed?**  **(Yes/No)** |
| 1 | 3D Scanner |  |  |  |

\*Note: enclosed technical literature and complete specification documents.

**Performa of Compliance letter/Authenticity of Information Provided**

Date:

To,

Registrar,

Marwadi University,

Rajkot-Morbi Road,

At & Po. Gauridad,

Rajkot – 360003,

Gujarat, India.

Sub: Compliance with the tender terms and conditions, specifications

Ref: Bid for Purchase of 3D Scanner

Dear Sir,

With reference to above referred tender, I, undersigned **<<Name of Signatory>>,** in the capacity of **<<Designation of Signatory>>,** is authorized to give the undertaking on behalf of **<<Name of the bidder>>.**

We wish to inform you that we have read and understood the technical specification and total requirement of the above mentioned bid submitted by us on **DD.MM.YYYY.**

We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliant with specifications mentioned in the bid document.

We also explicitly understand that all quoted items meet technical specification of the bid & that such technical specification overrides the brochures/standard literature if the same contradicts or is absent in brochures.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of Marwadi University for disqualification will be accepted by us.

The Information provided in our submitted bid is correct. In case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including cancel the award of contract. In this event, Marwadi University reserves the right to take legal action on us.

Thanking you,

Dated this \_\_\_\_\_\_\_\_\_ day of\_\_\_\_\_\_\_\_\_\_\_\_YYYY

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(In the Capacity of) :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Duly authorized to sign bid for and on behalf of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Note: This form should be signed by authorized signatory of bidder**

**PERFORMA OF UNDERTAKING**

**Undertaking of Authenticity for 3D Scanner Supply**

This has reference to **3D Scanner** being supplied/quoted to you vide your tender enquiry no. \_\_\_\_\_\_\_\_\_\_\_ dated \_\_\_\_\_\_\_\_\_\_\_\_.

We hereby undertake that all the components/parts/assembly/software used in the **3D Scanner** under the above like Camera, Hardware, Turntable etc. shall be original new Components/parts/assembly/software from respective OEMs of the products and that no refurbished/duplicate/ second hand components/parts/ assembly / software are being used or shall be used.

In respect of licensed software, we undertake that the same shall be supplied along with the authorized license certificate.

In case we are found not complying with above at the time of delivery or during installation, we agree to take back the equipment already supplied at our cost and return any amount paid to us by you in this regard.

**Authorized Signatory:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name:**

**Designation:**

**Annexure-2**

**2. Technical Bid:** Technical specifications indicated are minimum specification. Bidder may quote for better solution

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Item** | | **Matched/**  **Not Matched** | **Remark, if any** |
| **Item no. 1: 3D Scanner** | | | | |
| 1 | Scan Mode | Auto Scan and Fixed Scan |  |  |
| Mode of Alignment | Auto Scan: Turntable, Markers, Manual, Turntable Coded Target  Fixed Scan: Feature; Markers; Manual |  |  |
| Single Shot Accuracy | ≤0.05 mm |  |  |
| Minimum Scan Volume | 30 × 30 × 30 mm |  |  |
| Maximum Scan Volume | Auto Scan: 200 x 200 x 200 mm  Fixed Scan: 1200 x 1200 x 1200 mm |  |  |
| Range of Single Capture | 200×150 mm |  |  |
| Scan Speed | Fixed Scan <4 s  Auto Scan <1 min |  |  |
| Point Distance | 0.17 mm ~ 0.2 mm |  |  |
| Texture | Yes |  |  |
| File Format | OBJ, STL, ASC, PLY |  |  |
| Camera Resolution | 1.3 Mega Pixels |  |  |
| Light Source | White Light |  |  |
| Stand-off Distance | 290 ~ 480 mm |  |  |
| Power Supply |  |  |  |
| Input Voltage |  |  |  |
| Calibration Board | HD |  |  |
| Turntable | Turntable with markers |  |  |
| Load Capacity of Turntable | 5 KG |  |  |
| Warrantee | 1 Year |  |  |

**Annexure-3**

**FINANCIAL BID**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Item** | **Quantity** | **Total Price with**  **1 Year Warranty**  **(In Rs. Without GST)** | **Rate of**  **GST (%)** |
| 1 | 3D Scanner | 1 |  |  |

1. L1 Successful bidder will be decided based on the quoted item wise lowest rates without GST with 1 year warranty.
2. The Bidder shall explicitly mention the applicable rate of GST.
3. Rate to be filled should be inclusive of freight, packaging & forwarding, transit insurance, installation, commissioning, warranty, inspection, visit, taxes, training, and maintenance charges etc. for destination (Marwadi University, Rajkot).
4. Successful bidder will have to supply/provide goods with an Invoice from a place located within State of Gujarat, if office available.
5. The above item should comply with the technical and functional requirement of the Bid.
6. Above item is inclusive of cable & accessories required, if any.
7. Supply & installation of the above mentioned items should be carried out by the successful bidder at Marwadi University, Rajkot-Morbi Road, At. & Po. Gauridad, Rajkot – 360003, Gujarat.

(Signature)

(Name and Address of authorized signatory

with seal)

Date: . . . . . . . . . . . . .

Place: . . . . . . . . . . . . .

**Annexure-4**

**PROFORMA OF COVERS**

**Main Cover no. 1 for Bid processing fees and Annexure-1 documents**

|  |
| --- |
| Bid processing Fees and Annexure-1  for Purchase of 3D Scanner  Tender Document SSIP0003 (Do Not Open)  To  Registrar,  Marwadi University,  Rajkot-Morbi Road,  At. & Po. Gauridad,  Rajkot – 360003.  Gujarat, India  Contact No.: 7573042213  From: |

**Sealed Cover no. 2 for Technical Bid, Annexure-2**

|  |
| --- |
| Technical Bid  for Purchase of 3D Scanner  Tender Document SSIP0003 (Do Not Open)  To  Registrar,  Marwadi University,  Rajkot-Morbi Road,  At. & Po. Gauridad,  Rajkot – 360003.  Gujarat, India  Contact No.: 7573042213  From: |

**Sealed Cover no. 3 for Financial Bid, Annexure-3**

|  |
| --- |
| Financial Bid  for Purchase of 3D Scanner  Tender Document SSIP0003 (Do Not Open)  To  Registrar,  Marwadi University,  Rajkot-Morbi Road,  At. & Po. Gauridad,  Rajkot – 360003.  Gujarat, India  Contact No.: 7573042213  From: |

**Sealed Cover no. 2 and 3 shall be put in Cover no. 1**