

TENDER DOCUMENT FOR THE SUPPLY OF EQUIPMENT,
DEPARTMENT OF GREEN ENERGY TECHNOLOGY,
PONDICHERRY UNIVERSITY



PONDICHERRY UNIVERSITY

(A Central University)

R.V Nagar Kalapet,

Puducherry – 605 014

Tender Document for the supply of the Equipment **A TRAINER MODULE FOR WIND POWER GENERATION**

DEPARTMENT OF GREEN ENERGY TECHNOLOGY,

Madanjeet School of Green Energy Technologies.

S.No	Contents	Fee ₹	EMD
1.	Supply of Equipment	1000	***

***** Note:** Refer Government of India Office Memorandum No: F.9/4/2020-PPD Bid Security Declaration (EMD) should be kept in the Bid Documents ***

Bid Submission Last/Close Date : 15.11.2021 at 03:00 PM

Bid Opening Date : 16.11.2021 at 03:30 PM

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Technical specifications of the Equipment

Item 1: A TRAINER MODULE FOR WIND POWER GENERATION

A laboratory-scale, modular tabletop wind turbine unit with a wind generator system and accessories to conduct experiments on wind turbine characteristics and wind power generation.

Warranty: THREE years.

Technical Specifications:

A. Wind turbine:

- Three or multiple-blade turbine.
- 100W or higher rated power generator.
- 50-100 cm diameter blade span.

B. Wind blower unit

- Compatible wind blower system with wind speed control option.
- Safety cabin/steel mesh enclosure and mechanical mounting /housing accessories for indoor application.
- In-built or hand-held anemometer for airflow measurement.
- The modularity of wind turbine system for out-door natural wind-based measurement.

C. Control and Display Unit

- Wind generator control unit for variable wind speed.
- Wind power generation control unit with necessary electrical accessories and digital displays.
- IGBT controlled AC drive.
- Charge controller unit with suitable energy storage and retrieval system.
- Stand-alone inverter.
- On-board AC/DC ammeter and voltmeters.
- Variable loads to handle generator power.

D. Following data acquisition system with measurement software configured

- Desktop computer for laboratory measurement - Branded make, 24" FHD/8th Generation or above/ Intel Core i3- Processor/8GB DDR4/1TB 7200 rpm Hard Drive/Preloaded Windows 10 Home/Wired Keyboard with Optical Mouse.
- A branded Laptop for out-door measurement – 10th Generation/i5 processor/8GB RAM/500GB SSD/14" Display/Light weight/Preloaded Windows 10 Home.
- Warranty: THREE years.

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I. TERMS AND CONDITIONS UNDER TWO BID SYSTEM

INSTRUCTIONS TO THE BIDDERS

1. Purchase of Tender Document

The Tender document can be downloaded and must be submitted through Central Public Procurement Portal (CPPP) Only. <https://eprocure.gov.in/eprocure/app>

2. Submission of Tender Document

Tender (**technical bid and price bid separately**) must be submitted through CPP Portal addressed to “**The Head of the Department, Department of Green Energy Technology, Madanjeet School of Green Energy Technologies, Pondicherry University, R.V. Nagar, Kalapet, Puducherry – 605 014, India**” positively before the scheduled time.

3. PAYMENT OF TENDER DOCUMENT FEE:

The Tender must be accompanied by Tender document fee (non-refundable), as stated above, by means of separate Demand Drafts, favoring **The Finance Officer, Pondicherry University, payable at Puducherry.**

4. QUOTING THE CORE PRICE & TAX, DUTIES, DISCOUNT ETC.

The taxes / duties / discounts, if applicable, are to be explicitly and separately shown in the bid and under no circumstances these components shall be added to the basic price and shown as single price. All the components of taxes, if applicable, should be shown explicitly and separately.

5. ELECTRICAL POWER

All equipment must operate at 230V/50Hz, single phase and / or equivalent three phase electrical power.

6. THE VALIDITY OF THE QUOTATION

The validity of the quotation should be for at least 90 days from the opening date of the Tender.

7. LATE BIDS

The offers will not be considered if received after the bid closing date and time.

8. INVALID QUOTES

The offers received through telex/telefax/email/unsealed or open cover will not be accepted by the University under any circumstances.

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9. NO UNSOLICITED CORRESPONDENCE

No unsolicited correspondence shall be entertained after the submission of the offer.

10. PURCHASE AGREEMENT

If an order is placed with the firm, the purchase shall be governed by an agreement as per the University rules in force at the time.

11. ADDITIONS IN TERMS AND CONDITIONS

Additional terms and conditions will be incorporated in the purchase order, if needed, to safeguard the interests of the University.

12. POWER TO REJECT THE OFFER

Any offer containing incorrect and incomplete information shall be liable for rejection.

Pondicherry University reserves the right to accept / reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof.

However, deficiencies on any one or, more of the following crucial criteria will be a material factor, for consideration other than the Lowest Quotation:-

- i. Total Number of installations of the similar Equipment in the premier Research/ Academic Institutes in India.*
- ii. Availability of after sale service.*
- iii. Valuable feedback from the present users about the performance, service support, accuracy of result, etc.*
- iv. Any other techno commercial information which is deemed fit to be important in the opinion of the University.*

Price Schedule

13. The bidder who is capable of supplying the entire solutions for the instrument quoted as per the list of ITEMS mentioned in the schedule, is alone need to submit their quotation.
14. The rates should be quoted for **single unit**.
15. The price should include the delivery and installation at Pondicherry University, Puducherry.
16. In price bid no other documents like technical manuals, number of installations, Customer list etc. shall be enclosed. All such documents shall be enclosed in the technical bid.
 - a. Tender is Not Transferable.

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Eligibility

The firm must have the requisite domain expertise with regard to supply, installation and post-sale service of the items they are quoting.

- a. The feedbacks from the present users of the similar equipment about the performance, service support, accuracy of result, etc. are to be submitted along with the Tender Document.
- b. The feedbacks from the present users of the similar equipment about the performance, service support, accuracy of result, etc. are to be submitted along with the Tender Document.

Conditions of Contract

17. The offer must be in English. The rates should be indicated both in figures and words against item specified in the given Annexure. The price be quoted in the currency of your choice.
18. The price quoted shall remain firm until equipment is supplied to, Pondicherry University, Puducherry.
19. The University has been granted the benefit of exemption from the payment of the Central Excise Duty and Customs Duty by the Department of Scientific and Industrial Research (DSIR), India, vide their Notification No.10/97dt.01-03-1997 and 51/96dt.23.07.96 respectively.

IN RESPECT OF

- a. Accessories and spare parts of goods specified in (a) above and consumables.
- b. Computer software, compact disks, CD ROM, Recording magnetic tapes, microfilms, micro-chips etc.
- c. Prototypes.
- d. Scientific and technical instruments, apparatus, equipment including computers.

Customs duties at Indian port, if any, will be to the account of the University.

20. Please attach a recent customer list (within last five years) with contact details including email address.
21. The tenderer should have the technical ability to take care of the problems in the system, if developed later within the warranty and outside the warranty period and ability of the tenderer has to be provided clearly.
22. **Warranty:** The material covered under the purchase order, when installed, shall be warranted for the quality, workmanship, trouble free operation and performance for a period of **at least 36 months from the date of installation and the system into operation** at the Pondicherry University, or at least 42 months from the date of receipt of the last lot of the consignment. (A signed Bidder's Warranty as per Annexure – I has to be submitted along with the Bid Document)
23. If any item covered under warranty fails, the same shall be replaced free of cost including all the applicable charges including shipping cost both ways.

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Payments terms:

24. The bills in triplicate along with advance stamped receipt immediately after the execution of the supply order in full or in part for arranging payment. All the expenses incurred for the supply to F.O.R destination shall be borne by the supplier. Prices should be inclusive of all charges towards packing, freight, transit etc..
25. Liquidated damages: Timely supply of the ordered items, installation, commissioning (wherever is applicable) and training etc. is the essence of the contract. In case of failure to supply within the time specified in the Purchase order, a penalty/LD of 0.5% of the total value per week or a part thereof shall be levied subject to a maximum of 7.5% in respect of items which are not supplied. The decision of Pondicherry University shall be final in this regard.
26. The training should be provided by the firm on the specimen and operation of the equipment for a minimum period of three weeks from the date of installation with an expert team for two persons.

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ANNEXURE – I

BANK GUARANTEE

Pondicherry University
Bharat Ratana Dr. B R Ambedkar Administrative Building
R Venkataraman Nagar
Puducherry 605 014

This guarantee made this _____ day of _____ 202_ by _____ Bank having its Registered Office at _____ and one of its branches at _____ (hereinafter referred to as “the Guarantor” which expression shall, unless it be repugnant to the subject, meaning or context thereof, be deemed to mean and include its successors and assigns) in favour of the Pondicherry University, Puducherry 605 014 represented by its Registrar, having his office at R. Venkataraman Nagar, Kalapet hereinafter referred to as the “University” which expression shall include his successors in office for an amount not exceeding Rs. _____ (Rupees _____ only) at the request of M/s. _____ (more fully described hereunder)

2. Whereas the University has placed Work Order No: PU/ _____ dated _____ for _____ with _____

M/s. _____ having its office at _____ and hereinafter referred to as the “Contractor” which expression shall include their successors and assigns.

3. And whereas the Contractor has accepted and agreed to execute the work as per the work order as per undertaking / agreement dated _____ within the time stipulated and in the manner specified therein.

4. And whereas the University has called upon the Contractor to furnish Bank Guarantee for the sum of Rs. _____ (Rupees _____ only) for fulfillment of the said work as specified in the work order and as agreed to by the Contractor.

5. And whereas the Contractor has requested the Guarantor herein to furnish an irrevocable and unconditional Bank Guarantee in favour of the University for an amount of Rs. _____ as guarantee towards execution of the work as agreed to by the contractor to the University.

6. Now, therefore, we _____ Bank, the Guarantor herein, do hereby irrevocably and unconditionally Guarantee the payment to the University the sum not exceeding Rs. _____ (Rupees _____ only) in the event of any breach, failure, neglect or inability on the part of the Contractor in the execution of the said work, on demand without reference of the matter to the Contractor and without any prior consent of the Contractor, at all times throughout the period of execution of the work, without demur, cavil or argument or delay.

7. The Guarantor agrees and undertakes that the decision of the University as to whether the contractor has committed any breach of the obligation with respect to the work to be executed, and the quantum of amount therefore payable by

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the Contactor to the University in that regard, shall be final, binding and conclusive as against the Guarantor and the Guarantor shall make payment accordingly, on demand by the University.

8.The Guarantor further agrees and undertakes to pay to the University the amount demanded by the University irrespective of and notwithstanding any dispute raised by the Contractor in any suit or proceeding before any judicial forum relating to the Contracted work and the Guarantor's liability under this Guarantee shall be absolute and unequivocal.

9. This Guarantee is issued subject to the condition that the liability of this Guarantor under this guarantee is limited to _____ the _____ maximum _____ of _____ Rs. _____ (Rupees _____ only) and the guarantee shall remain in full force up to _____ and cannot be invoked otherwise than by a written demand or claim by the University for the payment of the said amount by the Guarantor on or before _____ or any extended date as decided by the University.

10. This University shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the contracted work or to extend time for performance of the work by the Contractor. Any change to the contracted work shall not in any way release the Bank (Guarantor) from liability under this Guarantee and we waive notice of any such change. The University shall have full liberty to forbear or enforce any of the terms and conditions of the contracted work.

11. This Guarantee shall not be affected by any legal limitation, disability or other circumstances relating to the Contractor or the Guarantor.

12. This Guarantee shall be valid for the period up to _____ and shall extend further and beyond _____ for such period as determined by the University.

13. The Guarantor undertakes not to revoke this guarantee except with the previous consent of the University in writing.

14. Notwithstanding anything contained herein:

Our liability under this guarantee shall be limited to Rs. _____

(Rupees _____ only)

This guarantee shall be valid up to _____ and for such further period as determined by the University for Fulfillment of the contract.

We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before _____ or such extended period / date.

In witness whereof, this Guarantee has been executed by _____ for an on behalf of the Bank (Guarantor) on the day, month and year first above written.

SIGNATURE AND SEAL

NAME OF THE BANK (GUARANTOR)

ADDRESS:

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ANNEXURE - II

BIDDER'S WARRANTY

The Registrar, Pondicherry University, Puducherry invited Bid Document for supply and installation of the equipment(s) namely, _____ at _____, Pondicherry University, Puducherry AND M/s. _____

Thereinafter referred to as "The Bidder" having carefully studied all the bid documents, Specifications, etc. accompanying the Tender for supply of the above mentioned Equipment and desirous to submit the bids as per the Tender Document advertised vide Notification No. PU/MB/EQ/XII Plan/2013-14/ dated 05.07.2013.

DO HEREBY WARRANTY THAT

1. The bidder is familiar with all the requirements of the bid documents.
2. The bidder has investigated the site and satisfied, he regarding the character and scope of the work and local conditions that may affect the supply or it's Performance.
3. The bidder is satisfied that the supply can be performed and completed as required in the contract.
4. The bidder accepts all risk directly or indirectly connected with the performance of the contract.
5. The bidder has had no collusion with other contractors, with any of the men of Pondicherry University, Puducherry, or with any other person in preparation of the bid.
6. The bidder has not been influenced by any statement or promise of the Officials of Pondicherry University, Puducherry but only by the bid documents.
7. The bidder is financially solvent.
8. The bidder is experienced and competent to perform the contract to the satisfaction of the coordinator, Central Instrumentation Facility, Pondicherry University, Puducherry.
9. The statements submitted with the bid are true.
10. The contractor is familiar with all general and special laws, acts, ordinances, rules and regulations of the Municipal, District, State and Central Government that may affect the work, its performance or personnel employed therein.
11. All the terms & conditions of the Supply Order will bind the bidder once his quote is accepted and supply order issued.

Signature of the Bidder

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CHEKLIST OF THE ENCLOSED DOCUMENT

S.No	Nature of Particulars	To Be Submitted by the firm	To Be Verified by the Tender Inviting Authority, Pondicherry University
1	Name of the firm and Address		
2	Two Sealed Covers (Technical & Financial Bid)		
3	<i>Refer Government of India Office Memorandum No : F.9/4/2020-PPD – Bid Security Declaration(EMD) Should be Kept in the Bid Documents</i>		
4	Tender Document Fee	Name of the Bank :	
		Amount :	
		Date :	
5	GST Registration Copy		
6	Income Tax Returns for the Last three years		
7	Letter of Authorization from ORIGINAL EQUIPMENT MANUFACTURER (OEM)-Distributor		
8	Tenderer should be in the business of similar products at least for 6 years as on the date of submission of the bid. Proof to be submitted		
9	A list of customers with contact details to whom supply were made during last THREE years, may be furnished		
10	Name of the service engineer to be deployed and his Contact details	Name & designation Cell No. Committee Members:	

Committee members

Signature of the Authorized firm

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No. F.9/4/2020-PPD

Government of India

Ministry of Finance

Department of Expenditure

Procurement Policy Division

512, LokNayak Bhawan, New Delhi

Dated 12th November 2020

OFFICE MEMORANDUM

Subject: Bid Security/ Earnest Money Deposit.

1. The Government is in receipt of many representations that on account of Slowdown in economy due to the pandemic, there is acute financial crunch among many commercial entities and contractors, which in turn is affecting timely execution of the contracts. It has also been represented that this may affect the ability of Contractors to bid in tenders and hence reduce competition. Requests are being received for reduction in quantum of Security Deposits in the Government contracts.

2. As per Rule 170 of General Financial Rules (GFRs) 2017, Micro and Small Enterprises (MSEs) and the firms registered with concerned Ministries/ Departments are exempted from submission of Bid Security. Further, in lieu of Bid Security, Ministries/ Departments may ask bidders to sign "Bid Security Declaration" accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents. Similar provisions also

Exist in the Manuals for Procurement of Works 2019 and Manual for Procurement of Consultancy & other Services 2017.

3. In this context it is noted that Bid Security (also known as Earnest Money Deposit) is still being taken from the contractors by the various Ministries/Departments, though the relaxations have already been provided in General Financial Rules (GFRs) 2017.

4. In view of above, it is reiterated that notwithstanding anything contained in Rule 171 of GFRs 2017 or any other Rule or any provision contained in the Procurement Manuals, no provisions regarding Bid Security should be kept in The Bid Documents in future and only provision for Bid Security Declaration Should be kept in the Bid Documents.

5. Wherever, there are compelling circumstances to ask for Bid Security, the Same should be done only with the approval of the next higher authority to the Authority competent to finalize the particular Tender or the Secretary of the Ministry/Department, whichever is lower.

6. The above instructions will be applicable for all the tenders issued till 31.12. 2021. These instructions will be applicable for all kinds of procurements viz. Goods, Consultancy, Works, non-consulting Services etc., and are issued under Rule 6(1) of the GFRs 2017.

Deputy Secretary to the Govt. of India

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For any clarification concerning the technical specifications, please get in touch with the Department of Green Energy Technology, Pondicherry University;

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