

INSTITUTE OF SEISMOLOGICAL RESEARCH, Knowledge Corridor, Raisan,
Gandhinagar.
Ph-079-66739015/09, www.isr.gujarat.gov.in

Sealed tenders are invited on behalf of the Director General, Institute of Seismological Research (ISR), Raisan, Gandhinagar, from reputed authorized dealers/distributors/agencies, for entering into an Annual Rate Contract for the supply of various Helium & Nitrogen gas cylinders. The tender document may be collected from the Institute of Seismological Research, Raisan, Knowledge Corridor, Raisan, Gandhinagar or Downloaded from the website indicated above.

Date. 19/06/2018

Office

IC, Store & Purchase
Institute of Seismological
Research

Bidding Document

Request for Proposal (RFP) for Annual Rate contract for supplying & Refilling
of
Various Gas (Helium & Nitrogen) cylinders.

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Section 1- Bid Schedule

RFP/Tender No.	ISR/Helium-Nitrogen Gas/RC/2018
Date	20/06/2018
Description	Annual Rate contract for supplying & Refilling of Various Gas (Helium & Nitrogen) cylinders.
Tender Type (Offline- Two bid system)	Proposal should be submitted as per schedule in the enclosed form, duly signed, together with a covering letter. The Proposal must be submitted in two parts (envelopes A&B):
Tender Fee (non Refundable)	1,500/-
EMD	2,500/-
Security Deposit (5% of the Tender value)	(Rs. 4,500/- Based on Previous RC tender) In the form of BG, from any nationalized bank
Last date & time	10/07/2018, 11:30hr
Place of Submission	Institute of Seismological Research, Knowledge Corridor, Raisan, Gandhinagar
Opening Date & Time	10/07/2018, 12:30hr
Any Clarification	To be sent to The Director General, Institute of Seismological Research, Knowledge corridor, Raisan Village, Gandhinagar- 382007. Phone: 079-66739015/09.

Section 2- Eligibility Criteria

1. The Bidder's firm should have been registered at least three years prior to the date of filing the bid. Please attach the Certificate of Incorporation/Registration Certificate of the firm.
2. Copy of the PAN Card, Registration of the firm and GST is to be provided.
3. The bidder should have filed the IT returns for the last two years (Copy to be Provided)
4. Bidder should have the required License for supply of Helium Gas & Nitrogen Gas.
5. Certificate from an appropriate authority should be provided for distributing & Supplying of Helium & Nitrogen Gas.

Section 3- Instructions to Bidder

A. Submission of Offer

1. The Bid should be submitted in two envelopes consisting of (A) Technical bid and (B) Price bid.
2. The Technical & Price bids MUST BE ENCLOSED IN A SEALED COVER separately super scribing the bid number and due date. These two envelopes should be enclosed in a single cover super scribing bid number, date & time. These bid should reach the undersigned on or before the due date mentioned in the bid notice. If the bid cover is not sealed, it will be rejected. The technical bids envelope mention contain the document processing to edibility contain and details mention section 6.
3. PRICE BID MUST BE SUBMITTED IN THE ENCLOSED PRICE BID FORMAT ONLY.
4. Currency: Price should be quoted in INR Only.
5. If the quality/service provided is not found satisfactory, ISR reserves the right to cancel or amend the contract at any time and Security deposit will not be return.
6. The Bid should reach the undersigned on or before, 11:30 AM. Quotations received after the deadline will not be entertained. The proposals will be opened at 12:30 PM. The Bidders or their representatives are requested to remain present.
7. The Financial offer should be inclusive of all GST taxes, Octroi, etc.
8. This contract will remain valid for one year from the date of award of contract. The same can be extended on mutual consent for another one year on the same terms & conditions.

B. EVALUATION OF OFFER

1. The concerned Committee will evaluate the Technical and Price Bid. No modification in the tender terms and conditions will be entertained.
2. In case of two bid system, the date and time of opening the price Bid shall be intimated to the technically qualified bidders only.
3. The price bid of only those bidders who quality, edibility contract & technically will be opened.

- C. Scope of work: The scope of work covers the requirement of Helium and Nitrogen gas for Geophysical & XRF Instrumentation. This shall be supplied under the Rate contract for a period of one year.

Sr.No	Description	Specifications
1	Helium Gas Cylinder	Grade-1 (99.999%) Cylinder Volume : 7 Cubic Meter (Cylinder Pressure 135Kg/Cm2)
2	Nitrogen Gas Cylinder	(99.999%) Cylinder Volume: 7 Cubic

		Meter (Cylinder Pressure 140 Kg/Cm ²)
3	Refill of Helium Gas Cylinder	Grade-1 (99.999%) Cylinder Volume : 7 Cubic Meter (Cylinder Pressure 135Kg/Cm ²)
4	Refill of Nitrogen Gas Cylinder	(99.999%) Cylinder Volume: 7 Cubic Meter (Cylinder Pressure 140 Kg/Cm ²)

Delivery: The supplier should replace empty cylinders at ISR with filled cylinders (in case of refill) or provide new cylinder (in case of new cylinder purchase) within a week from the date of intimation by Institute of Seismological Research (ISR), Knowledge corridor, Raisan Village, Gandhinagar- 382007. Phone: 079-667390015/09 .

Cancellation of tender:

Not withstanding anything specified in this tender document, the Purchaser / Institute of Seismological Research (ISR) in his sole discretion, unconditionally and without having to assign any reasons, reserves the rights to accept OR reject the lowest tender or any other tender or all the tenders.

Section 4- Terms and Conditions

1. In case of any dispute, the decision of Director General, ISR, is final. Courts in Gandhinagar will have jurisdictions.
2. The quantity/Requirement is only indicative and may change as per actual requirement.
3. If the quality/service provided is not found satisfactory, ISR reserves the right to cancel or amend the contract/work/Purchase order.
4. Supplier must furnish a copy of gas purity (testing/ gas analysis) certificate & Cylinder pressure certificate in Kg/Bar at the time of delivery.
5. Each helium/Nitrogen cylinder (7M.Cu.) should have Minimum 135 (Helium Gas)/140 (Nitrogen Gas) Kg/Cm² or/.....PSI. If found less, the payment will be deducted as per the decision of DG, ISR.
6. The payment against the bill will be made within 30 days on receipt of the complete supply in satisfactory condition.
7. Actual Supply Order may be placed from time to time against the RCs.
8. ISR reserves the right to conclude parallel RC with a number of suppliers and an place order with any such firms that may be the most economical or suitable to its requirement.

Section 5- Bidders information

Special Instructions for the Bidder.

1. The supply cylinders should be pressure tested as per the statutory requirement.
2. The fittings of each cylinder should be in good condition for avoiding leakage after fixing the regulator.

3. The vendor has to supply the helium/Nitrogen gas in their own cylinders. A similar empty cylinder will be returned within 7 days. The supplier shall make their own necessary arrangements to take back the empty cylinder.
4. This Institute is exempted from payment of Custom Duty and Central Excise Duty.
5. Initially the contract will be awarded for one year i.e. 2018-19, thereafter, the contract may be extended for one year i.e. 2019-20 subject to annual revision, if the performance of the bidder is found satisfactory.
6. Manufacturers copy of Test Certificate to be submitted along with every supply.
7. Tenders received through e-mail or Fax shall not be accepted under any circumstances.
8. During the contract period, if the bidder's performance is not good, ISR can close the contract.

Section 6- Technical Bid

Sr.No	Items Description	Unit	Pressure in Kg/Bar/PSI	Gas Purity (%)	Impurity details (PPM Level)
			To be filled by supplier/bidder		
1	Helium (99.999%)	Per Cylinder of 7Cu.M			
2	Nitrogen (99.999%)	Per Cylinder of 7Cu.M			

Section 7- Price Bid

Sr.No	Description	Rate per Cub.M	Amount at factory per cylinder	Transportation charges at ISR	Cylinder Charge, If any, per Day	Security Deposit per Cylinder (refundable)

1	Helium gas- 99.999% (7Cu.M Cylinder)					
2	Nitrogen gas-99.999% (7Cu.M Cylinder)					
3	Refill of Helium gas- 99.999% (7Cu.M Cylinder)					
4	Refill of Nitrogen gas-99.999% (7Cu.M Cylinder)					

ANX-1: Declaration for Acceptance of All terms & conditions
(On company/Firm's Letterhead)

To,
The Director General
Institute of Seismological Research
Raisan

Sir,

Subject: Request for proposal (RFP) for annual Rate contract for supplying & refilling various gases.

I/we have examined all the Terms & Conditions as mentioned in the above referred tender document. I/we declare that all the provisions of this request for proposal (RFP/bid) are acceptable to my company. I /we further certify that I'm an authorized signatory of my company and am, therefore, competent to make this declaration.

Yours faithfully,

(Signature of the Bidder with company seal)

Name:

Mob.

Designation

Date :

Business Address :

ANX-2: MANUFACTURER'S AUTHORIZATION FORM

{The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer}

Tender No. ISR/Helium-Nitrogen Gas/RC/2018

To:

The Director General
Institute of Seismological Research
Raisan, Gandhinagar

WHEREAS

We
{insert completer name of Manufacture}, who are official manufacturers of
..... *[Insert type of*
goods manufactured] having factories at

.....
.....*[insert full address of Manufacturer's factories]*,

do hereby authorize [insert *complete name of Bidder*] to submit a bid the purpose of which is to provide the following goods, manufactured by US..... [insert *name and or brief description of the goods*], and to subsequently negotiate and sign the contract.

We hereby agreed to abide in accordance with all the clauses of the Terms and Conditions of the contract to the goods/items offered by the above firm.

Signed:..... [insert *signature(s) of authorized representative(s) of the Manufacturer*]

Name:[insert *complete name(s) of authorized representative(s) of the Manufacturer*]

Duly authorized to sign this Authorization on behalf of:
..... [insert *complete name of Bidder*]

Dated on _____ day of _____ [insert *date of signing*]

Section-9 Check List (on letter head)

The following items must be checked before the Bid is submitted:

Sr.No	Particular	Yes/No
	Envelope "A"	
1	Technical Bid	
2	MANUFACTURER'S/Supplier AUTHORIZATION FORM	
3	Registration Copy	
4	Copies of IT returns for the last two years	
5	License copy	
6	Declaration for Acceptance of all the Terms and Conditions of the RFP/bid	
	Envelope "B"	
	Price bid	

A- Envelope "A"

Copy of this Bid document duly signed by the authorized signatory on every page and sealed.

a) Annexure 1- MANUFACTURER'S AUTHORIZATION FORM

b) Annexure 2- Declaration for Acceptance of All Terms and Conditions of the Bid.

B- Envelope "B"

a) Price Bid.

Your quotation must be submitted in two envelopes Technical Bid (Envelope A) and Price Bid (Envelope B) superscribing on both the envelopes the Tender no. and the due date. Both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed with the relevant Tender No. & Due Date.

Note: All RFP/bid copies should be duly signed and stamped by the bidder.

Signature of Bidder:

Name:

Date: