



**IIITDM**  
KANCHEEPURAM

## TENDER NOTICE FOR PROCUREMENT

Tender Enquiry No: **IIITDMK/25-26/SP/5AxisMMM/007 Dt22/07/25**



**दनदवि प्रपत्र /Tender Enquiry  
(E-Procurement Mode)**

**For**

**Supply and Installation of 5-Axis Micro Milling Machine  
for Microfluidic, MEMS and Biomedical Applications**

## **Notice Inviting E-Tender (E-Procurement Mode)**

**Date: 22.07.2025**

IIITDM Kancheepuram invites online bids (e-tender) in two bids systems, from OEM/Authorized distributors/Authorized dealer for the following item.

<b>Item</b>	:	<b>Supply and Installation of 5-Axis Micro Milling Machine for Microfluidic, MEMS and Biomedical Applications</b>  (Specification/Quantity details enclosed as Annexure-1)
<b>Tender Enquiry No</b>	:	<b>IIITDMK/25-26/SP/5AxisMMM/007 Dt22/07/25</b>
<b>EMD</b>	:	<b>All participating vendors should pay the EMD of Rs.1,30,000/-</b>

### **CRITICAL DATE SHEET**

<b>STAGE</b>	<b>DATE &amp; TIME</b>
<b>Pre-Bid meeting</b>	<b>31<sup>st</sup> July 2025 – 11:00 HRS</b> at IIITDM Kancheepuram / Hybrid Mode  <b>Meeting ID</b> <a href="https://meet.google.com/isw-tjag-hqn">https://meet.google.com/isw-tjag-hqn</a>
Bid Submission End Date & Time	21 <sup>st</sup> August 2025 - 15:00 HRS
Bid Opening Date & Time	22 <sup>nd</sup> August 2025 - 15:30 HRS
<b><u>NOTE:</u></b> The bidder should be a Class-I / Class-II Local Supplier meeting the requirement as per the Order No. P-45021/2/2017-PP (BE-II) issued by the Public Procurement Section, DPIIT, Ministry of Commerce and Industry, GOI dated 16-09-2020. Bidders other than Class-I / Class-II Local Suppliers will not be considered and bids will be rejected outright.	

### **Important:**

All communications are to be addressed to in the name of The Registrar, IIITD&M Kancheepuram only and not in the name of any officer and mails has to be sent to official purchase email id [purchase@iiitdm.ac.in](mailto:purchase@iiitdm.ac.in)

## **INSTRUCTIONS FOR ONLINE BID SUBMISSION**

The bidders are required to submit soft copies of their bid electronically on the CPP Portal, using valid Digital Signature Certificates. Below mentioned instructions are meant to guide the bidders for registration on the CPP Portal, prepare their bids in accordance with the requirements and submit their bids online on the CPP Portal.

**For more information, bidders may visit the Portal (<https://eprocure.gov.in/eprocure/app>)**

### **1. REGISTRATION PROCESS ON ONLINE PORTAL**

- a) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- b) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify /nCode /eMudhra etc.), with their profile.
- e) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- f) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### **2. BID PREPARATION**

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” are available to them to upload such documents. These documents may be directly submitted from the “My Space are while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

**Note: This information is provided for understanding the bid submission process in the CPP Portal and may be noted that the Institute is not responsible for any delay / problem for uploading of document in the CPP Portal.**

**GENERAL TERMS AND CONDITIONS**

1. The Bidders are requested to give detailed tender in two bid format.

**Bid-I : Technical Bid**  
**Bid-II : Commercial Bid**

2. The tender document can be downloaded from the CPPP Portal <https://eprocure.gov.in/eprocure/app> OR Institute website- <https://www.iiitdm.ac.in/tender>
3. The duly filled tenders should be submitted on or before due date **15.00 HRS, 21<sup>st</sup> August 2025**. Extension of due date will not be entertained.
4. **A pre-bid meeting is organized on 31.07.2025 at IIITDM Kancheepuram / Hybrid mode** to clarify any doubts about the tender. The Interested bidders may participate at their own cost and the minutes of the meeting will be uploaded in the website. These shall be binding on all bidders and will form part of the bid documents. The link for the meeting through online mode is <https://meet.google.com/isw-tjag-hqn>.
5. **Tenders submitted without following the two bid offer system will summarily be rejected.**
6. **Bid -1: Technical Bid**

The online Technical bids should be uploaded containing the scanned copy of the following documents in (.pdf file)

- I. The technical bid compliance sheet & Eligibility Criteria (**Annexure-1**)
- II. All participating vendors should pay the EMD of Rs. 1,30,000/- (**Annexure-2**)
- III. Bid Security Declaration form (**Annexure-2**)
- IV. Declaration of Local Content (**Annexure-3**)
- V. Manufacturer's Authorization & Warranty Support Declaration (**Annexure-4**)
- VI. Bidders shall quote only those products in the bid that are not obsolete in the market and have at least 5 years residual market life i.e. the offered product shall not be declared end-of-life by the OEM before this period. (**Annexure-5**)
- VII. **Experience Certificate:** Should have Supplied TWO similar equipment (each costing Rs.25.00 Lakhs and above excluding taxes) to reputed organizations/ research institutions/ Universities etc. in India on or after 1/1/2020 (PO copies without any alteration/modification and copies of installation report to be enclosed) (Past Experience details to give it in **Annexure -6**)
- VIII. Item Description Leaflet (**Annexure-7**)
- IX. Declaration Regarding Clean Track/No Legal Action (**Annexure-8**)
- X. Annual Maintenance Contract (**Annexure-9**)
- XI. Acceptance of Tender Terms (**Annexure-10**)
- XII. No Relation Certificate (**Annexure-11**)
- XIII. Bids should have a validity of **120 days**. The technical offer should not contain any information on price.

**Important:**

The Technical bid consisting of all annexures and other documents should be serially numbered and to be uploaded as a single pdf file and the page number details has to be furnished in the compliance sheet. The total number of pages uploaded to be mentioned in the relevant column.



**Earnest Money Deposit:**

Bidders shall Deposit EMD in the following bank. The amount must be through online mode and it shall be received on or before the last date and time of bid submission and the payment proof of EMD shall be attached along with the technical bid. No other mode of payment is accepted.

**Steps for submission of EMD through SBI E-Collect:**

- Go to link - <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>
- Please select category as “Educational Institutions”
- Please select “IIITDM – KANCHEEPURAM A/C” from drop down list
- Please select “Earnest Money Deposit (EMD)” from Payment Category drop down list
- Kindly fill all tender details, contact details, EMD amount and make payment.
- After successful payment, the payment proof of EMD shall be attached along with the technical bid.
- In the case of payment failure/ mismatch of particulars leads to cancellation of bid.
- For the successful bidder, the EMD will be retained/ adjusted against the security deposit.
- For the unsuccessful bidders, EMD amount will be refunded within 30 days from the finalization of contract.
- The bidder shall enclose cancelled cheque/bank details to refund the EMD amount in case of unsuccessful bids at the technical evaluation process.
- EMD shall be forfeited if any tenderer withdraws their offer within the bid validity period.
- Note: If in the view of bidder, any exemption / relaxation is applicable to them from any of the eligibility requirements, under any Rules / Guidelines/ Directives of Government of India, bidder may submit their claim for the applicable exemption /relaxation, quoting the valid Rule/Guidelines/ Directives with a copy of such notification. In this case the bidder must submit necessary and sufficient documents along with the technical bid, in support of their claim. The relevant and valid certificates in support of claim of exemption must be submitted along with the Technical Bid.

**7. Bid-2: Commercial Bid / Price:**

- i. **The Institute is exempted from custom duty (as applicable to Research Institutes/University) vide Custom notification no. 51/96 dt 23.07.1996 based on the DSIR notification in this regard.**
- ii. The Price may be quoted in INR only.
- iii. The price quoted should be for FOR Destination at IIITD&M Kancheepuram, Melakkottaiyur, Off Vandalur-Kelambakkam Road, Chennai – 600 127.
- iv. The packing, forwarding, freight, insurance and commissioning charges, if any extra may be quoted separately in commercial bid.
- v. This should contain only the price information along with commercial terms & conditions.
- vi. Submission of commercial bids by any other means shall not be accepted by the Institute in any circumstances.
- vii. Online submission of the bid will not be permitted on the portal after expiry of submission time and the bidder shall not be permitted to submit the same by any other mode.
- viii. **The Institute is Government Funded Educational Institution offering UG/PG and PhD programmes. The Item is required for student laboratory purpose and prices may be quoted at applicable “Academic Pricing”.**

**8. Technical Evaluation:**

- All the technical aspects of the bids will be evaluated by a committee constituted by the Director. The scrutiny of bids will be done prima-facie on the basis of documents and information furnished by the bidder in the bid. Hence, the bidders are requested to upload all the required documents to avoid rejection of bid for want of information.
- The Technical Committee will examine all the Technical aspects of the bids received. Further, the Technical Committee may seek additional information from the existing users at IIITDM Kancheepuram or from other Institutes, these feedbacks will be considered for technical evaluation, the bidders will also be called for technical presentations if it is required so.
- The information received and the bids already submitted together will be examined with reference to the tendered specifications and evaluation is made by the Technical Committee.
- Further, the Institute may verify from the end users specified in the technical bid about the execution and satisfactory functioning of the item quoted, if required.
- Any information given in the bid found to be incorrect / false / suppressed fact will render the bidder ineligible at any stage during evaluation process or after issuance of PO and PO can be cancelled with no cost to the Institute.

**9. Opening of Commercial Bids**

IIITD&M Kancheepuram will open commercial bids of only the shortlisted bidders who qualified at the technical evaluation stage.

**10. Make in India Policy:**

1. This Institute is following and will abide with the Public Procurement (Preference to Make in India), Order 2017 issued from time to time. The Institute will award the Contract to the Bidder whose bid has been determined to be substantially responsive as per the Order No. P-45021/2/2017-PP(BE-II) dated 16- 09-2020 from Department for Promotion of Industry

and Internal Trade (Public Procurement Section), Ministry of Commerce and Industry, Govt. of India.

2. The bidder should be a Class-I / Class-II Local Supplier meeting the requirement of minimum 20% Local Content in line with the Public Procurement (Preference to Make in India) Order 2017 No. P-45021/2/2017-PP(BE-II) dated 16-09-2020.
  - i. Class I local supplier – has local content equal to more than 50%
  - ii. Class II local supplier – has local content 20% to less than 50%
3. Further among all technically qualified bids during the price evaluation the lowest bid will be termed as L1. If L1 is Class I local supplier the contract will be awarded to L1. If L1 is not Class I Local supplier the lowest bidder among the class I local supplier will be invited to match the L1 price subject to class I local supplier quoted price falling within the margin of purchase preference and the contract shall be awarded to such class I local supplier subject to match the L1 price. In case the lowest eligible class I supplier fails to match the L1 price, the class I local supplier with next higher bid within the margin of purchase preference shall be invited to match the L1 price and so on and the contract shall be awarded accordingly. Incase none of the class I local supplier within the margin of purchase preference matches the L1 price the contract shall be awarded to the L1 bidder (Class II Local supplier). Class II Local supplier will not get any purchase preference.
4. The margin of purchase preference for Class I local supplier is 20% from L1 price (without tax).

### 11. **Fraud and Corruption:**

IIITDM Kancheepuram requires that bidders, suppliers, contractors and consultants, if any, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy,

a. The terms set forth below are defined as follows:

- **“Corrupt practice”** means the offering, giving, receiving, or soliciting, directly or in indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution;
  - **“Fraudulent Practice”** means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;
  - **“Collusive practice”** means a scheme or arrangement between two or more bidders, designed to establish bid prices at artificial, non -competitive levels; and
  - **“Coercive Practice”** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract
- b. IIITDM Kancheepuram will reject a proposal for award if it determines that Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent collusive or coercive practices in competing for the Contract in question

### 12. **Delivery Period / Timelines:**

The deliveries and installation must be completed **within 12 weeks** from the date of purchase order. The time is the essence of the contract. It is mandatory for the bidders who respond to this bid to meet this expectation, as this is linked to student’s Labs / classes.





**13. Supply & services:**

- i) The items covered by this document is required to be supplied and installed at **Laboratory complex, Indian Institute of Information Technology, Design and Manufacturing, Kancheepuram, Off Vandalur-Kelambakkam Road, Melakottaiyur, Chennai – 600 127, Tamil Nadu.**
- ii) IIITD&M Kancheepuram will not provide any accommodation / transportation for the engineers / representatives for attending installation, commissioning and demonstration work. It is the absolute responsibility of the principal supplier / agent to make their own arrangements.

**14. Restriction on Purchase on Grounds of Defense of India:**

The Institute follows Ministry of Finance and Department of Expenditure OM No.6/18/2019-PPD dated 23<sup>rd</sup> July 2020 and subsequent order dated 23<sup>rd</sup> July 2020 which are binding and the evaluation will be done accordingly.

**15. Installation and Training:**

- i) Bidder shall be responsible for installation/demonstration as applicable and for after sales service during the warranty and thereafter.
- ii) Installation and demonstration to be arranged by the supplier free of cost and the same is to be done within 15 days of the arrival of the equipment at site.
- iii) Necessary training at the Institute for the employees of IIITDM Kancheepuram to be provided.

**16. Performance Bank Guarantee:**

5% Security Deposit in the cost of Purchase Order Value as Performance Bank Guarantee for a period of warranty period plus two months.

**17. Warranty / Support:**

- i) The items supplied shall carry the warranty as per the requirement mentioned in the technical specification.
- ii) The defects, if any, during the guarantee / warranty period are to be rectified free of charge by arranging free replacement wherever necessary.

**18. Indemnity:**

The vendor shall indemnify, protect and save IIITD&M Kancheepuram against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc., or such other statutory infringements in respect of all the items supplied by them.

**19. Freight and Insurance:**

The items to be supplied will be insured by the vendor against all risks of loss or damage from the date of shipment till such time it is delivered at IIITD&M Kancheepuram site.



**20. Payment terms:**

**No advance payments are allowed.**

**INR Terms:** 90% payment shall be made against delivery and acceptance of the item by the Institute. The balance 10% is payable after installation, commissioning and demonstration of the whole system to the satisfaction of the Institute upon submission of PBG 5% to cover the warranty period plus 2 months.

**21. Penalty for delayed services / LD:**

- i) As time is the essence of the contract, delivery period mentioned in the purchase order should be strictly adhered to. Otherwise LD clause will be applied / enforced.
- ii) If the supplier fails to supply, and fix the item as per specifications mentioned in the order within the due date, the supplier is liable to pay liquidated damages of 1% of order value for delay of every week or part thereof subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.
- iii) IIITD&M Kancheepuram reserves the right to cancel the order in case the delay is more than 04 weeks and the contractor is not eligible for any damage from the Institute and contractor will forfeit his claim for EMD.

**22. Jurisdiction:**

The disputes, legal matters, court issues, if any, shall be subject to Courts in the district of Chengalpattu Jurisdiction only.

**23. Force Majeure:**

- a) IIITD&M Kancheepuram may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that the delay, in performance or other failure to perform its obligations under the contract, is the result of a force majeure.
- b) If the due date of submission of tender / tender opening is declared a holiday for the Institute, the due date for submission of tender / tender opening will be extended to same time on next working day.

**24. Arbitration:**

All disputes of any kind arising out of supply, commissioning, acceptance, warranty maintenance etc., shall be referred by either party (IIITD&M Kancheepuram or the bidder) after issuance of 30 days notice in writing to the other party clearly mentioning the nature of dispute and will be referred to the arbitrator to be nominated by Director, IIITD&M Kancheepuram, India. The Venue for arbitration shall be Chennai, India.

**25. Acceptance of the terms and conditions of tender document:**

The bidders has to accept all the terms and conditions of this tender document and it is made known that the bidders quoting for this tender had impliedly accepted the terms and conditions of this tender.

**26. Interpretation of the clauses in the Tender Document:**

In case of any ambiguity / dispute in the interpretation of any of the clause in this tender document, interpretation of Director, IIITD&M Kancheepuram shall be final and binding on all parties. The IIITD&M Kancheepuram reserves the right to accept the offer in full or in parts or reject the offer summarily or partly without assigning any reasons.



**27. Integrity Clause:**

No official of a procuring entity or a bidder shall act in contravention of the codes which includes prohibition of making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.

**28. The competent authority reserves the right to either accept or reject the tender without assigning any reason.**

S/d  
कुलसचिव / Registrar  
IIITD&M Kancheepuram

**ANNEXURE-1**
**TECHNICAL BID**
**Technical Compliance Sheet (to be filled and uploaded)**

Name of the Agency					
Office Address:					
Name and Mobile No. of contact person:					
<b>ITEM: Supply and Installation of 5-Axis Micro Milling Machine for Microfluidic, MEMS and Biomedical Applications (QTY: 01 No)</b>					
SI No	Parameter	Technical Specification	Compliance Yes/No/N.A.	Deviation (If Any)	Remarks
1.	<b>Frame</b>	Material: Aluminum/Granite/Steel X- Axis travel $\geq 300\text{mm}$ Y- Axis travel $\geq 230\text{mm}$ Z- Axis travel $\geq 230\text{mm}$ Feed rate $\geq 1 \text{ m/min}$ Table Size $\geq 6.0" \times 17"$  Drive Mechanism: 15 mm ball screws, Linear Motion Guides with caged ball technology to eliminate the need for frequent lubrication and results in long-term maintenance-free performance. The frame (Base and Column) should be made from solid granite for outstanding strength and stability.			
2.	<b>Spindle</b>	Motor: Direct Drive, Speed: 15,000-60,000 rpm, Max Output Power: $\geq 330\text{W}$ , Spindle Accuracy: Within 1 micron, Power AC : 230V 50 Hz			
3.	<b>Work Holding</b>	Material: Steel, Hold-down mechanism, Removable Swivel base, Removable Jaws, Jaw width $\geq 75 \text{ mm}$ , Jaw depth $\geq 22 \text{ mm}$ , Maximum jaw opening $\geq 70 \text{ mm}$ , Height with base 70.0mm, Height w/o base 12.0" x 4.0", Length $\geq 250 \text{ mm}$ , Width with base $\geq 180 \text{ mm}$ , Width w/o			

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		base $\geq$ 135.0mm Mounting bolt centers $\geq$ 150 mm			
4.	<b>Air Regulator</b>	To regulate and clean compressed air sources for cooling the spindle bearings and to provide an ultra-clean air supply.			
5.	<b>5-Axis CNC controller</b>	5-axis advanced micro stepping controller, with home sensors and tool-tip sensor Features: <ul style="list-style-type: none"> <li>High Performance, Based on DSP Algorithm.</li> <li>Anti-resonance to provide optimum torque and nulls mid-range instability</li> <li>Motor auto-identification and parameter auto-configuration technology to offer optimum responses with different motors</li> <li>Multi-stepping to allow a low resolution step input to produce a higher microstep output for smooth system performance</li> <li>Microstep resolutions programmable, from full-step to 51,200 steps/rev</li> <li>Can be set by Dip switch (2,4,8,16,32,64,128,256,5,10,25,50,125, 250)</li> <li>Supply voltage up to +36 VDC</li> <li>Output current programmable, from 0.5A to 4.2A(Can be set by Dip switch too)</li> <li>Pulse input frequency up to 200 KHz</li> <li>TTL compatible and optically isolated input</li> </ul>			
6.	<b>Computer</b>	Preconfigured Computer (Make:Lenovo/ Dell / HP) Core I5 6th Generation, 16 GB Ram- 512 Gb, Ram- 512Gb M.2 SSD, Windows 10 Pro			
7.	<b>4<sup>th</sup> and 5<sup>th</sup> axis table and stepper motor</b>	1. Table material- Aluminium with anodization 2. 360° horizontal rotation. 3. Stepper motor maximum speed: $\geq 5^\circ/\text{sec}$ 4. Accuracy: $\leq 70$ arc-sec			
8.	<b>Software</b>	Standard software, as applicable for the proposed m/c			
9.	<b>Accessories</b>	1. Vise to hold microfluidic devices. 2. USB microscope camera (USB 8 Led 1X-500X Digital Microscope)			

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		Endoscope Magnifier Video Camera Real 2MP) to adjust the tool adjustment in the Y axis. 3. Transparent enclosure for the machine. 4. Tool box to repair and maintenance of the milling machine.			
10.	<b>Qualification Criteria</b>	The vendor should have supplied and installed a minimum 3 No's of the item in the last 5 years period in reputed organizations in India (centrally funded technical institutes (CFTIs)). Proof of the similar instruments should be submitted with feedback received from the users.			
11.	<b>Installation &amp; Training</b>	The installation and demonstration of a complete system are to be carried out by the supplier at free of cost. Details of the demonstrations and training during 3 years of time must be furnished.			
12.	<b>Warranty</b>	Three (3) Years standard Warranty from the date of successful installation and commissioning.			
13.	<b>Service Facility</b>	The supplier must have a sufficient number of local service engineers to provide service			
14.	<b>Installation &amp; Training</b>	Shipping and handling charges must include wood crate and insurance. Must include complete cost coverage for the shipment to reach IIITDM Kancheepuram, Chennai-600127.			

**Note: The total cost will be taken into account for arriving L-1.**

### **ELIGIBILITY CRITERIA**

Sl. No	Description		Compliance Yes/No/N.A.	Page No.
1.	Technical Sheet	The technical bid compliance sheet & Eligibility Criteria ( <b>Annexure-1</b> )		
2.	EMD	All participating vendors should pay the EMD of Rs. 1,30,000/-( <b>Annexure-2</b> )		
3.	Bid Security Declaration	Bid Security Declaration form ( <b>Annexure-2</b> )		
4.	Declaration of Local Content	Declaration of Local Content ( <b>Annexure-3</b> )		
5.	Authorization Letter from OEM	( <b>Declaration from OEM to be enclosed for the following</b> ) <ul style="list-style-type: none"><li>• Manufacturer’s Authorization &amp; Warranty Support Declaration (<b>Annexure-4</b>)</li><li>• Bidders shall quote only those products inthe bid which are not obsolete in the market and has at least 5 years residual market life i.e. the offered product shall not be declared end-of life by the OEM before this period. (<b>Annexure-5</b>)</li></ul>		
6.	Experience Certificate	Should have Supplied TWO similar equipment (each costing Rs.25.00 Lakhs and above excluding taxes) to reputed organizations/ research institutions/ Universities etc. in India on or after 1/1/2020 (PO copies without any alteration/modification and copies of installation report to be enclosed) (Past Experience details to give it in <b>Annexure -6</b> )		
7.	Leaflet	Product Leaflet ( <b>Annexure-7</b> )		
8.	Declaration Regarding Clean Track/No Legal Action ( <b>Annexure-8</b> )			
9.	Annual Maintenance Contract ( <b>Annexure-9</b> )			
10.	Acceptance Of Tender Terms ( <b>Annexure-10</b> )			
11.	No Relation Certificate ( <b>Annexure-11</b> )			
12.	Bid Validity	120 Days		
13.	Total Number of pages uploaded in the technical bid			
Please Enclose Relevant Document Only.				

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**ANNEXURE-2**

(To be printed in the letter head of the bidder)

**Bid Security Declaration form**

Date: \_\_\_\_\_  
\_\_\_\_\_

Tender No.

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported with EMD.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of two year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.
- c) The EMD will be forfeited.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

**Signature of Bidder**

**Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Organization Name:** \_\_\_\_\_

**Contact No.:** \_\_\_\_\_



**ANNEXURE-3**

**SELF-CERTIFICATION REGARDING LOCAL CONTENT (LC) FOR GOODS,  
SERVICES OR WORKS ISSUED BY OEM UNDER PREFERENCE TO MAKE IN INDIA  
ORDER CERTIFICATE FOR CLASS-I or CLASS- II LOCAL SUPPLIER OR NON  
LOCAL SUPPLIER**

Tender No.: \_\_\_\_\_; Date: \_\_\_\_\_

Date: [insert date (as day, month and year) of Bid Submission]

We hereby declare that the items under our Quotation  
No. \_\_\_\_\_ in the brand name of  
\_\_\_\_\_ & (equipment details)  
\_\_\_\_\_ are manufactured at  
(complete address) \_\_\_\_\_.

Hence, it contains the local content of: \_\_\_\_\_% as defined under the Make in India  
policy of the Department for Promotion of Industry & Internal Trade, DPIIT, Govt. of India.

The value addition for the local content is done at (Name of the place & address)  
\_\_\_\_\_.

The Country of Origin of the item(s) is/are \_\_\_\_\_.

**Further, it is declared that finished Equipment is not imported and local Content not  
calculated on the basis of Transportation, Insurance, Installation, Commissioning, and  
Training & after sales services. But Equipment is Manufactured/Assembled in India at out  
Factory address\_\_\_\_\_.**

The false declaration will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of  
the General Financial Rules of which a bidder or its successors can be debarred for up to two years  
as per Rule 151(iii) of the General Financial Rules along with such other actions as may be  
permissible under Law.

We also declare that the goods are not manufactured in a country that shares its land border  
with India nor the beneficial owner belong to those country.

We shall be held responsible if the certificate is found to be incorrect.

Seal and Signature of OEM & Bidder



**ANNEXURE-4**

**Manufacturer's Authorization & Warranty Support Declaration**  
(ON OEMs Letter head)

Date:

Tender No: \_\_\_\_\_

To  
The Director,  
IIITDM Kancheepuram,  
Chennai – 600127.

We, \_\_\_\_\_ [name of Manufacturer], 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 extend our full guarantee, warranty, availability of spare parts and AMC support in accordance with the Terms and Conditions of Contract with respect to the Goods offered herein.

Authorized representative of the Manufacturer

Authorized representative Bidder

Signature:

Signature:

Name:

Name:

Address:

Address:

Mobile No:

Mobile No:



**ANNEXURE-5**

**Manufacturer's Authorization for Product Continuity Certificate**

(ON OEMs Letter head)

Date:

Tender No: \_\_\_\_\_

To  
The Director,  
IIITDM Kancheepuram,  
Chennai – 600127.

We, \_\_\_\_\_ [name of Manufacturer) hereby certify that the product herein quoted with its design, model and all technical specifications mentioned \_\_\_\_\_ [insert name and or brief description of the goods] in the tender will remain and have sales and service support in the market for at least 5 years of residual market life i.e. the offered product shall not be declared end-of-life by the OEM before this period.

Authorized representative of the Manufacturer

Authorized representative Bidder

Signature:

Signature:

Name:

Name:

Address:

Address:

Mobile No:

Mobile No:



**ANNEXURE-6**

**Past Experience details**

List of Organizations for whom the bidder has undertaken such work in India on or after 1/1/2020. (must be supported with Purchase orders)			
Name of the organization	Name of Contact Person	Contact No.	PO copies without any alteration/modification and copies of installation report to be enclosed

**Note: Without submission of relevant Purchase orders, experience will not be considered.**

**Signature of Bidder**

**Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Organization Name:** \_\_\_\_\_

**Contact No.:** \_\_\_\_\_



**ANNEXURE-8**

**DECLARATION REGARDING CLEAN TRACK/NO LEGAL ACTION**

(to be provided on letter head of the firm)

I hereby certify that the above firm namely \_\_\_\_\_ is neither blacklisted by any Central/State Government/Public Undertaking/Institute nor any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

Authorized Signatory

Name:

Place:

Designation:

Contact No.:



**ANNEXURE-9**

**ANNUAL MAINTENANCE CONTRACT**

We hereby certify that the Annual Maintenance Contract for the equipment, after expiry of warranty period will be charged as follows:

**For Comprehensive AMC**

- 1) 1<sup>st</sup> year \_\_\_\_ % of the equipment value
- 2) 2<sup>nd</sup> year \_\_\_\_% of the equipment value
- 3) 3<sup>rd</sup> year \_\_\_\_% of the equipment value.

**For Non - Comprehensive AMC**

- 1) 1<sup>st</sup> year \_\_\_\_ % of the equipment value
- 2) 2<sup>nd</sup> year \_\_\_\_% of the equipment value
- 3) 3<sup>rd</sup> year \_\_\_\_% of the equipment value.

We also certify that the spares for the equipment will be available for the equipment for \_\_\_\_ years.

**(This rate will not be part of the commercial bid evaluation for arriving L-1)**

Date:

Authorized Signatory

Place:

Name:

Designation:

Contact No.:



**ANNEXURE-10**

**ACCEPTANCE OF TENDER TERMS  
(To be given on Company Letter Head)**

Date: DD/MM/YYYY

To,  
The Director,  
IIITDM Kancheepuram,  
Chennai – 600127.

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: \_\_\_\_\_  
Name of Tender /  
Work:

Dear Sir,

1. I / We have downloaded / obtained the tender documents (s) for the above mentioned “Tender” from the web site(s) namely \_\_\_\_\_ as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)





**ANNEXURE-11**

**NO RELATIONSHIP CERTIFICATE  
(To be given on Company Letter Head)**

1. I/We hereby certify that I/We\* am/are\* related/not related (\*) to any officer of IIITDM Kancheepuram. (If Related provide the details of the employee)
2. I/We\* am/are\* aware that, if the facts subsequently proved to be false, my/our\* contract will be rescinded with forfeiture of E.M.D and security deposit and I/We\* shall be liable to make good the loss or damage resulting from such cancellation.
3. I/We also note that, non-submission of this certificate will render my / our tender liable for rejection.

Date:

Authorized Signatory

Place:

Name:

Designation:

Contact No.: