



NATIONAL COIR RESEARCH & MANAGEMENT INSTITUTE (NCRMI)

A Government of Kerala Undertaking
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LIMITED TENDER NOTICE

Tender No. NCRMI/R&D/PR/TRE/17

28/10/2017

National Coir Research & Management Institute (NCRMI) invites sealed tenders from competent manufactures /authorized dealers for the supply and successful commissioning of meteorological instruments.

The details of the equipment are as follows:

<i>Sl No.</i>	<i>Instruments</i>	<i>Specifications</i>
1.	Campbell Stokes Sunshine Recorder with Accessories	<ul style="list-style-type: none">As per IMD specifications
2.	Self Recording Raingauge (Float type, 10mm) with Accessories	<ul style="list-style-type: none">As per IMD specifications
3.	Double Stevenson Screen with Stand	<ul style="list-style-type: none">As per IMD specifications
4.	Open Pan Evaporimeter with Accessories	<ul style="list-style-type: none">As per IMD specifications
5.	Soil thermometers at 5 cm, 10 cm, 15 cm, 20 cm,30 cm depth with Iron stands.	<ul style="list-style-type: none">As per IMD specifications
6.	Wet bulb thermometer	<ul style="list-style-type: none">As per IMD specifications
7.	Dry bulb thermometer	<ul style="list-style-type: none">As per IMD specifications
8.	Minimum thermometer	<ul style="list-style-type: none">As per IMD specifications
9.	Maximum thermometer	<ul style="list-style-type: none">As per IMD specifications
10.	Hair Hygrpgraph with Accessories	<ul style="list-style-type: none">As per IMD specifications

Last date for submission of Tenders is 14.11.2017, 3.00 pm. The tenders will be opened on 14.11.2017 at 3.30 pm at NCRMI Office, Kudappanakkunnu in the presence of Tenderers or their representatives. The EMD payable is 1% of the total quoted amount as DD in favour of the Director, National Coir Research and Management Institute from any Nationalized bank and the selected tenderer will be required to deposit an amount equal to 5% of the total amount as security in the name of undersigned.

The Director, NCRMI reserves the right to accept or reject any or all the Tenders without assigning any reason whatsoever.

Sd/-
Director
NCRMI

SPECIAL CONDITIONS OF

CONTRACT SCOPE OF SUPPLY AND ERECTION WORK

The work involved shall consist of, but not limited to, the following:

- a. The supply and installation work involves Supply, Erection, Trial run successful Commissioning of Sunshine Recorder, Self Recording Rain Gauge (Float type), Open Pan Evaporimeter, Double Stevenson screen, dry bulb thermometer, wet bulb thermometer, maximum thermometer, minimum thermometers, Soil thermometers at 5cm, 10cm, 15cm,20cm, 30cm depths, Hair Hygrograph etc.
- b. Scope of Supply, Erection, Trial run and commissioning work by the successful tenderer shall include, supply of all equipment, transportation to the site, installation, commissioning and carrying out tests on the system to prove the guarantee performance.
- c. The scope of erection work also includes the supply of all drawings if any, operation and maintenance manuals etc.
- d. Unloading & Loading of the equipment to the installation site including the labour and tools required for the same.
- e. Erection of the equipment including the supply of labour, all tools and tackles etc.
- f. Testing of individual equipment to ensure the performance and quality of output specified.
- g. Trial Run of all the equipment.
- h. Successful Commissioning of the equipment.
- i. Training of personnel to operate the equipment at free of cost. Training shall be arranged during trials, commissioning and guarantee run.

2. TIME SCHEDULE

The equipment shall be supplied, erected and commissioned on or before date specified in the purchase order.

3. TENDERERS RESPONSIBILITY

- a. The supplied items shall be of the best quality and installation workmanship according to the latest engineering practice at the time of the award of contract and shall be manufactured

from the materials of the best quality or highest class for their purpose.

- b. The successful tenderer shall provide services for erection of all equipment/ accessories, start up and commissioning including demonstration of all guarantees. Offers without erection and successful commissioning will not be considered.
- c. The Supplier shall be completely responsible for the satisfactory manufacturing erection, testing & commissioning of the equipment.
- d. It shall be the responsibility of the contractor to give necessary connection from the control panel to the equipment. These connections and the control panel shall conform to Kerala Electrical Inspectorate's Standards and any modifications in the electrical circuitry suggested by the Inspectorate shall be incorporated in the system at the cost of Contractor. The Contractor shall carry out the installation of the control panel and electrical accessories.
- e. The required Erection Engineers, Supervisors, Skilled and other workers should be arranged by the contractor necessary for the completion of the work in time. The erection crew shall maintain close co-ordination with the company.

4 METHOD OF TENDERING PRICE

- a. The rates quoted should also mention the basic price per piece, duties, taxes and any other charges separately. No change will be allowed from the rates indicated unless there is change notified by the statutory authorities.
- b. The charges for transportation, testing, commissioning and guarantee-run should be given separately for each part of the work and should be specifically mentioned in the tender.
- c. Total Rate including basic price, duties, taxes and any other charges and the charges for transportation, erection, commissioning and guarantee-run shall also be mentioned for each equipment.

5 PACKING AND MARKING

The Supplier shall securely protect and pack the equipment so as to avoid loss, deterioration, breakage or damage during transport by air, sea, rail or road. Each package delivered under the Contract shall be marked by the Supplier and such markings must be distinct (all previous markings being carefully obliterated). Such markings shall have description and quantity of contents, name of the consignee and address, gross weight of the package, name of the Supplier, country of origin with a distinctive number or mark sufficient for purposes of identification.

6 DELIVERY

- a) The tenderer shall quote his best and earliest delivery schedule of the equipment & accessories. The equipment shall be delivered by the tenderer to site (various parts of Kerala) as required by NCRMI in the purchase order.
- b) The tenderer will be responsible to co-ordinate delivery of the imported/indigenous equipment and accessories.
- c) It shall be the responsibility of the successful tenderer for the prompt and safe shipment of the consignment.

7 ERECTION, COMMISSIONING & WARRANTY

- 7.1 The Supplier shall submit to National Coir Research & Management Institute (NCRMI) for approval before the commencement of erection work and subsequently, at such times as may be required by National Coir Research & Management Institute (NCRMI), the programme and order in which the Supplier proposes to carry out the erection work. Erection and commissioning of the item has to be done during office hours only. Any other arrangement should be made by the Contractor with the prior written permission from the Institute.
- 7.2 Equipment found unsatisfactory as to erection workmanship or materials shall be removed by the Supplier and replaced by parts which are satisfactory.
- 7.3 The responsibilities of the Supplier shall include, but not be limited to, the following:
- a) Ensuring the correctness of Equipment and accessories shipped in the order in which they will be required for installation.
 - b) Unloading the equipment from rail or road transport and moving the same to the NCRMI required place and area and/or site unless otherwise provided in the Contract.
 - c) Opening of crates and packing cases, inspection and checking of equipment/materials.
 - d) Ensuring that adequate quantities of correct erection and commissioning spares and supplies are available at erection site for the purpose of the start-up of the equipment.
 - e) Making arrangement to draw electricity to the equipment erection site from selected locations at building where electricity and power shall be provided by National Coir Research & Management Institute (NCRMI) at such terms and conditions as stipulated by National Coir Research & Management Institute (NCRMI).
 - f) Supplier is required to carry out erection and commissioning all the materials and

equipment covered under the Supply Order. This shall include the complete installation of equipment, starting up and operating the supplied item to meet specified performance guarantee and handing over the supplied item to National Coir Research & Management Institute (NCRMI) on the issue of the provisional acceptance Certificate.

- g) Providing all consumable materials and stores required for the installation work and, unless otherwise provided in the contract, providing all raw materials for the due performance of the Contract.
- h) Unless otherwise provided in the contract, providing all erection/ erection equipment, instruments and appliances required for the erection work, as well as equipment, tools and tackles for the transportation to site of installation of all equipment supplied under the contract.
- i) Providing necessary supervisory personnel, staff, skilled and unskilled labour, to ensure that the whole of the erection work is completed in all respect within the period specified in the contract.
- j) On completion of the erection work and connecting up of electric power supply and utilities etc, the Supplier shall promptly notify National Coir Research & Management Institute (NCRMI) Should the erection and commissioning period extend beyond the scheduled supply period due to difficulties encountered with the machine supplied under the Contract or due to inadequacy of the Supplier's staff or due to any incorrectness in erection work or due to any other reason for which the Supplier is responsible, National Coir Research & Management Institute (NCRMI) will have the right to realize such amount from the Supplier as may be deemed reasonable by National Coir Research & Management Institute (NCRMI) for the facilities provided by National Coir Research & Management Institute (NCRMI)

7.4 The Supplier shall comply with all applicable provisions of the safety regulations, clean up program and other precautionary measures, which National Coir Research & Management Institute (NCRMI) has in effect at the site.

7.5 Erection work shall be carried out by the Supplier under the general supervision and to the satisfaction of National Coir Research & Management Institute (NCRMI).

7.6 The Supplier shall receive instructions and directions from National Coir Research &

Management Institute (NCRMI) in connection with the erection work and shall strictly abide by the same. If the Supplier performs any erection work in a manner contrary to the contract without the written approval of National Coir Research & Management Institute (NCRMI) the Supplier shall bear all the costs arising there from and shall be responsible for all the losses to National Coir Research & Management Institute (NCRMI) arising there from.

- 7.7 The Supplier shall supply minimum 1 loose leaf operating manuals /CD etc containing descriptive data of the Equipment, complete instructions of Erection, adjustment, operation and maintenance of the machine and parts catalogues supplied in the set.
- 7.8 The Supplier shall be solely liable for any accident or injury that may happen to any of his personnel engaged in connection with the erection work according to the contract. National Coir Research & Management Institute (NCRMI) shall not be liable for, or in respectof, any damage or compensation payable at law in respect, or in consequence of, any accident or injury to any personal in the employment of the supplier and the supplier shall indemnify and keep indemnify the National Coir Research and Management Institute (NCRMI) against all such claims, damages, compensations and proceedings.
- 7.9 All equipment including bought-out items and materials delivered shall be covered under warranty of design, defective material, erection workmanship quality and satisfactory performance. Such warranty period shall be for 1 year from the date of handing over the item to National Coir Research & Management Institute (NCRMI) after erection and commissioning. The Supplier, free of charge, shall rectify any defect, deficiency in the supply & erection work, found during the warranty period. Further if in the opinion of National Coir Research & Management Institute (NCRMI) the defects are of such a nature that it is necessary to replace or renew any defective stores, such replacement or renewal shall be made by Supplier forthwith without any extra costs to National Coir Research & Management Institute (NCRMI).
- 7.10 In case the Supplier fails to rectify any defect noticed during the guarantee period, the same will be rectified by the National Coir Research & Management Institute (NCRMI) at the Supplier's risk and cost.

8. SYSTEM TESTS/START-UP (PRE - COMMISSIONING)

- 8.1 The instruments shall be test run in the presence of NCRMI representative to confirm the smooth operation.
- 8.2 Start-up (Pre-commissioning) of the equipment would be carried out under the supervision of the Institute. The Contractor shall furnish, as part of his work on round-the clock basis, skilled personnel and supervision, to carry out the same. The number and category of skilled personnel to be deployed by the Contractor shall be to the satisfaction of the Institute. All tools and tackles shall be provided by the Contractor along with the skilled personnel. Defects noted during these tests shall be rectified by the Contractor at his own cost.

9. FINAL TAKING OVER

Before final taking over, the Contractor shall have complied with each of the following requirements.

- a. The supplies shall have been completed in all respects in accordance with contract documents/work order.
- b. Any defects/malfunctioning which may have become apparent during trials and commissioning shall have been rectified to the satisfaction of the Institute.
- c. The Contractor shall arrange for the inspection by statutory authorities wherever necessary statutory clearance rests with the Contractor.

10. GUARANTEE-RUN AND GUARANTEE PERIOD

- a. Three months guarantee run to assure the quality, performance and to attend to the initial trouble shooting shall be arranged by the supplier. Operational problems noticed during this period shall be attended to by the supplier at his cost. Responsible personnel from the supplier shall be present at all times during the period of guarantee run. Operating personnel, raw materials and utilities will be arranged by the Institute.
- b. The guarantee shall commence from the date of certificate of final taking over and shall be valid for a period of twelve calendar months.
- c. The Contractor would be required to give a performance guarantee for the item of machinery supplied and tested as is applicable in each case (for due performance, quality of material used, design, fabrication, erection etc;)

- d. In respect of machineries/component renewed under the term of guarantee, the period of guarantee for such items shall be extended to six months from the date of renewal or to the end of guarantee period, whichever is later.

11. TRAINING OF OPERATORS & TECHNICAL DOCUMENTS

- a. The tenderer shall supply 2 copy each the Operating (Instruction) Manual and Maintenance Manual to assist the Institute in carrying out the regular operation and maintenance activities. Any special precaution/operating instructions shall be emphasized, and pointed out to the Institute, viz. safety precaution etc.
- b. Training to operate the machinery shall be provided to the operators of the Institute by the tenderer. This shall be done during pre-commissioning and guarantee-run period. This is arranged so as to enable the operating personnel recruited by the Institute to carry out the regular operation of the equipment.

12. PAYMENT TERMS

The payment terms for the supply and installation work shall be as detailed below:

1. No advance payment shall be made under any circumstances.
2. **5%** of the quoted amount shall be retained by NCRMI as security deposit which will be released after one year from the date of successful installation of equipment.
3. Payment shall be made after,
 - a. Supply, installation, commissioning and after the successful demonstration of all performance guarantee parameters and
 - b. Submission of performance guarantee.

13. LIQUIDATED DAMAGES FOR DELAY IN EXECUTION OF THE SUPPLY AND ERECTION WORK

If the Supplier fails to fulfil his contractual obligations within the time fixed, he shall be liable at the discretion of National Coir Research & Management Institute (NCRMI) to an unconditional and agreed liquidated damages of ½ % (one half of one per cent) of price per week reckoned on the contract value subject to maximum of (5%) five percent of the contract value. The liquidated damages shall not however apply if the delays in delivery are due to a force majeure.

14. TIME OF COMPLETION AND FORCE MAJEURE

The time stipulated for despatch, delivery, or completion as the case may be, starts from the day the Contractor receives the National Coir Research & Management Institute (NCRMI) letter of acceptance or from any other date specifically stipulated in the contract agreement should progress or delivery be delayed by strikes, lockouts, fire, accidents or any cause whatsoever beyond the control of the Contractor, a reasonable extension of time shall be granted. Should one or both parties be prevented from fulfilling their contractual obligations by a state of force majeure lasting continuously for a period of at least six months, the two parties shall consult each other regarding the further implementation of the contract with the provision that if no mutually satisfactory arrangement is arrived at within a period of three months from the expiry of the six months referred to above, the contract shall be deemed to have expired at the end of the said three months referred to above. The above-mentioned expiry of the contract will imply that both the parties have the obligation to reach agreement regarding the winding up and financial settlement of the contract.