



निविदा दस्तावेज़/Tender Document:

निविदा आमंत्रण सूचना/Notice Inviting Tender:

सीएसआईआर की ओर से निदेशक, सीएसआईआर-एनईआईएसटी, निम्नलिखित उपकरणों की आपूर्ति के लिए मूल उपकरण निर्माताओं (ओईएम) और उनके अधिकृत डीलरों से, जिनके पास वैध, प्रत्यक्ष और निविदा-विशिष्ट ओईएम प्राधिकरण है, दो-बोली प्रणाली (तकनीकी और वित्तीय) के अंतर्गत ऑनलाइन ई-निविदाएं आमंत्रित करते हैं, जिसमें इस निविदा संख्या और विवरण का उल्लेख किया गया है:

The Director, CSIR-NEIST, on behalf of CSIR, invites online e-tenders under the Two-Bid System (Technical and Financial) from Original Equipment Manufacturers (OEMs) and their authorized dealers holding valid, direct, and tender-specific OEM authorization, referencing this tender's number and details, for the supply of the following equipment:

Sl. No:	Tender No.	Description of Item:	Quantity:	Bid System:
1.	1(PAQ)/GEM/05/25-26/PUR/T-34	Desktop Computers (with MS Office and Windows 11 professional).	67 Nos.	Two Bid

1. महत्वपूर्ण तिथियां Important Dates:

- बोलियां प्रस्तुत करने की अंतिम तिथि और समय:

Last Date and Time for Submission of Bids: 01.12.2025, 05:00 PM (IST)

- (तकनीकी) बोलियां खोलने की तिथि और समय:

Date and Time for Opening of (Technical) Bids: 01.12.2025, 05:30PM (IST)

2. इच्छुक निविदाकर्ता अधिक जानकारी प्राप्त कर सकते हैं तथा निविदा दस्तावेज़ निःशुल्क सीपीपी पो <https://gem.gov.in/> तथा हमारे वेबसाइट <https://www.neist.res.in> से डाउनलोड कर सकते हैं।

Interested Bidders may obtain further information and download Tender document from the CPP Portals <https://gem.gov.in/> and our website <https://www.neist.res.in> free of cost.

3. पात्रता मानदंड और मुख्य शर्तें Eligibility Criteria and Key Conditions

a. स्थानीय सामग्री/मेक इन इंडिया: Local Content/Make in India:

- वाणिज्य और उद्योग मंत्रालय के आदेश संख्या पी-45021/2/2017-पीपी (बीई-II), दिनांक 16.09.2020 और इसके बाद के संशोधनों द्वारा परिभाषित वर्ग-I और वर्ग-II स्थानीय आपूर्तिकर्ताओं के लिए आवश्यकता, जहां लागू हो, लागू होती है।

The requirement for Class-I and Class-II Local Suppliers, as defined by the Ministry of Commerce and Industry Order No. P-45021/2/2017-PP (BE-II), dated 16.09.2020 and its subsequent amendments, applies where applicable.

महत्वपूर्ण: Important: जैसा कि 2025 तक की डीपीआईआईटी अधिसूचनाओं द्वारा स्पष्ट किया गया है, विपणन, भंडारण, माल ढुलाई, लाभ आदि जैसे मूल्य संवर्धन को स्थानीय सामग्री के लिए नहीं माना जा सकता है।

As clarified by DPIIT notifications up to 2025, value addition such as marketing, warehousing, freight, profit, etc., cannot be considered towards local content.

b. एमएसई को खरीद में प्राथमिकता: Procurement Preference to MSEs:

- कुल खरीद का 25% सूक्ष्म और लघु उद्यमों (एमएसई) के लिए आरक्षित है, जिसमें महिलाओं के स्वामित्व वाले एमएसई के लिए 3% उप-लक्ष्य शामिल है, जो एमएसई के लिए सार्वजनिक खरीद नीति, नवीनतम संशोधन 2023 के अनुरूप है।

25% of the total procurement is reserved for Micro and Small Enterprises (MSEs), including a 3% sub-target for women-owned MSEs, in line with Public Procurement Policy for MSEs, latest amendment 2023.

- एमएसई को उद्यम के अंतर्गत पंजीकृत होना होगा तथा अपनी बोलियों के साथ वर्तमान प्रमाणीकरण भी प्रस्तुत करना होगा।

MSEs must be registered under Udyam and provide current certification along with their bids.

- यदि पात्र एमएसई का प्रस्ताव तकनीकी रूप से उपयुक्त हो तो उन्हें 15% तक की क्रय मार्जिन वरीयता दी जा सकती है।

Eligible MSEs may be given Margin of Purchase preference of up to 15% if their offer is technically suitable.

c. GeM विक्रेता आईडी आवश्यकता: GeM Seller ID Requirement:

- वित्त मंत्रालय की अधिसूचना 2024 के अनुसार, 25 लाख रुपये (सभी समावेशी) से अधिक की सभी खरीद के लिए GeM विक्रेता पंजीकरण/आईडी अनिवार्य है। सफल बोलीदाताओं के लिए अनुबंध प्रदान के समय यह आवश्यक है।

GeM Seller Registration/ID is mandatory for all procurements exceeding ₹25 Lakhs (all inclusive), as per Ministry of Finance notification dated 2024. This is required at the time of contract award for successful bidders.

- Bidders are strongly encouraged to ensure their GeM registration is current and active.

d. सीमा साझा करने वाले देश का अनुपालन: Border Sharing Country Compliance:

- भारत के साथ भूमि सीमा साझा करने वाले देशों के बोलीदाताओं को वित्त मंत्रालय के आदेश संख्या 6/18/2019-पीपीडी और इसके नवीनतम संशोधनों का अनुपालन करना होगा।

Bidders from countries sharing land borders with India must comply with Ministry of Finance Order No. 6/18/2019-PPD and its latest amendments.

- ऐसे बोलीदाताओं को आदेश में निर्दिष्ट सक्षम प्राधिकारियों से अपेक्षित पंजीकरण और स्वीकृति प्रमाण पत्र प्रस्तुत करना होगा।

Such bidders must submit requisite registration and clearance certificates from competent authorities as specified in the order.

e. जीएसटी, टीडीएस और वैधानिक अनुपालन: GST, TDS and Statutory Compliance:

- नवीनतम जीएसटी और टीडीएस दरों और नियमों (जुलाई 2025 तक) सहित सभी लागू करों की कटौती भारत सरकार के परिपत्रों और प्रावधानों के अनुसार स्रोत पर की जाएगी।

All applicable taxes, including latest GST and TDS rates and rules (per July 2025), will be deducted at source as per GOI circulars and provisions.

f. सीएसआईआर-एनईआईएसटी/वैज्ञानिक संस्थान छूट:CSIR-NEIST/Scientific Institution Exemptions:

• सीएसआईआर-एनईआईएसटी, एक वैज्ञानिक संस्थान के रूप में, जहां लागू हो, डीएसआईआर/विज्ञान एवं प्रौद्योगिकी मंत्रालय के मानदंडों के अनुसार 50 लाख रुपये तक की मेक इन इंडिया खरीद छूट लागू करेगा।
CSIR-NEIST, as a scientific institution, will apply Make in India procurement relaxation up to ₹50 Lakhs as per DSIR/Ministry of Science & Technology norms, where applicable.

g. स्टार्टअप्स के लिए छूट Exemption for Startups: उद्योग एवं आंतरिक व्यापार संवर्धन विभाग (DPIIT) से संबद्ध स्टार्टअप्स को पूर्व टर्नओवर और पूर्व अनुभव संबंधी आवश्यकताओं से छूट दी गई है। उन्हें अपना DPIIT पंजीकरण प्रमाणपत्र प्रस्तुत करना होगा और इस निविदा की सभी तकनीकी विशिष्टताओं और गुणवत्ता संबंधी आवश्यकताओं को पूरा करना होगा।

Startups with the Department for Promotion of Industry and Internal Trade (DPIIT) are exempted from prior turnover and prior experience requirements. They must submit their DPIIT Registration Certificate and must meet all technical specifications and quality requirements of this tender.

4. तकनीकी बोली के साथ प्रस्तुत किए जाने वाले दस्तावेज: Documents to be submitted with Technical Bid: तकनीकी बोली के साथ निम्नलिखित दस्तावेज अवश्य शामिल होने चाहिए। इनमें से कोई भी दस्तावेज प्रस्तुत न करने पर बोली अस्वीकृत हो सकती है।

The following documents must be included with the technical bid. Failure to submit any of these documents may lead to the rejection of the bid.

1. तकनीकी बोली, जिसमें आइटम का विवरण, शर्तें और आवश्यकता की अनुसूची शामिल हो
Technical Bid with item details, terms and Schedule of Requirement
2. मेक इन इंडिया के संबंध में घोषणा कि प्रस्तावित वस्तु अपेक्षित स्थानीय सामग्री को पूरा करती है, तथा उस स्थान का विवरण देना जहां स्थानीय मूल्य संवर्धन किया गया है।
Declaration regarding Make In India that the item offered meets the required local content giving details of the location(s) at which the local value addition is made.
3. भूमि सीमा साझा करने वाले देशों के संबंध में घोषणा।
Declaration regarding Land Border sharing Countries.
4. बोलीदाता सूचना प्रपत्र.
Bidders Information form.
5. सत्यनिष्ठा संहिता प्रपत्र.
Code of Integrity Form.
6. निर्माता प्राधिकरण (MAF) इस निविदा के लिए विशिष्ट होना चाहिए तथा एक OEM से एक प्राधिकरण होना चाहिए।
Manufacturer Authorization (MAF) from OEM only; must be specific to this tender and one authorization from one OEM.
7. तकनीकी अनुपालन/विचलन विवरण प्रपत्र
Technical Compliance/Deviation Statement form.
8. बोली सुरक्षित करने संबंधी घोषणा प्रपत्र.
Bid Securing Declaration Form.
9. सहायक ब्रोशर/कैटलॉग.
Supporting brochures/catalogues.
10. बोलीदाता की स्थिति के बारे में दस्तावेजी साक्ष्य (यदि छूट और मूल्य वरीयता का दावा किया गया है) अर्थात् एमएसई है या नहीं, एससी/एसटी के स्वामित्व में है या नहीं और एमएसई महिला उद्यमी के स्वामित्व में है या नहीं, यदि और जैसा लागू हो।

Documentary evidence (if exemption and Price Preference is claimed) about the status of the bidder i.e. whether MSE or not, owned by SC/ST or not and whether the MSE is owned by a women entrepreneur or not, if and as applicable.

11. बोली सुरक्षा/ईएमडी.

Bid Security/EMD.

12. एएमसी के लिए अंडरटेकिंग

Undertaking for AMC.

13. GeM विक्रेता आईडी

GeM Seller ID

14. User/Cientele List

ii) अनुबंध मिलने के बाद सफल बोलीदाता द्वारा प्रस्तुत किए जाने वाले दस्तावेज:

Documents to be submitted by the successful bidder after award of contract:

1. आदेश स्वीकृति (14 दिनों के भीतर).

Order Acceptance (within 14 days).

2. प्रदर्शन सुरक्षा (पीओ की स्वीकृति से 21 दिनों के भीतर)

Performance Security (within 21 days from acceptance of PO).

3. स्थापना/कमीशनिंग/प्रशिक्षण प्रमाणपत्र।

Installation /Commissioning/Training certificate.

4. वारंटी प्रमाणपत्र (स्थापना से दिनांकित)।

Warranty Certificate (dated from Installation).

5. स्वीकृति प्रमाण पत्र।

Acceptance certificate.

6. चालान, वितरण और स्थापना दस्तावेज

Invoice, delivery and Installation documents.

5. महत्वपूर्ण निर्देश Important Instructions

क्लॉज़ विवरण Clause Details

कोटेशन शर्तें: Quotations Terms:

- सभी शुल्क सम्मिलित कर, निर्दिष्ट गंतव्य तक (फ्री ऑन रोड) आधार पर प्रस्तुत करें।

Submit on FOR (Free on Road), destination basis with all charges included.

- कीमतें केवल भारतीय रुपये में ही उद्धृत की जानी चाहिए।

1 Prices must be quoted in INR only.

- बोलियाँ ऑनलाइन प्रस्तुत की जानी होंगी।

Bids to be submitted online.

- बोली कम से कम 90 दिनों के लिए वैध होनी चाहिए

Bid should be valid for atleast 90 days.

वितरण और स्थापना: Delivery and Installation:

- डिलीवरी क्रय आदेश की पुष्टि से 4 सप्ताह के भीतर होनी चाहिए।

Delivery should be within 4 weeks from confirmed Purchase Order.

2 - उपकरण के आगमन के बाद 21 कार्य दिवसों के भीतर स्थापना, कमीशनिंग और प्रदर्शन पूरा

किया जाना चाहिए।

Installation, commissioning, and demonstration to be completed within 21

क्लॉज़ विवरण Clause Details

working days after equipment arrival.

N.B: If the timeline for delivery and installation is not realistic or feasible, bidders are encouraged to mention a more realistic duration for delivery and installation separately in their bid submission.

प्रदर्शन सुरक्षा :Performance Security:

- ऑर्डर मूल्य का 5%, वारंटी अवधि के अतिरिक्त 2 महीने के लिए वैध, प्रदान के 21 दिनों के भीतर प्रस्तुत किया जाना चाहिए।

5% of order value, valid for the warranty period plus 2 months, to be submitted within 21 days of award.

- यह बैंकर चेक, डिमांड ड्राफ्ट, एफडीआर या बैंक गारंटी के रूप में हो सकता है

May be in the form of a Banker's cheque, demand draft, FDR, or Bank

Guarantee

-ईएमडी: 3,00,000

यह बैंकर चेक, डिमांड ड्राफ्ट, एफडीआर या बैंक गारंटी के रूप में हो सकता है।

EMD: 3,00,000

May be in the form of a Banker's cheque, demand draft, FDR, or Bank

Guarantee

वारंटी और सेवाएँ:Warranty and Services:

- वारंटी Warranty:संपूर्ण प्रणाली के लिए 3 वर्ष की ऑन-साइट व्यापक वारंटी।

3 years on-site comprehensive warranty for the entire system. Please specify standard free warranty provided by OEM.

- सेवा समर्थन: Service Support:अनिवार्य रूप से प्रदर्शित किया जाना चाहिए और उचित रूप से Must be demonstrated and appropriately documented.

भुगतान की शर्तें:Payment Terms:

- सफल स्थापना और कमीशनिंग के पश्चात 30 दिनों के भीतर 100%, वैधानिक कटौतियों के अधीन।

100% within 30 days after successful installation and commissioning, subject to statutory deductions.

- कोई अग्रिम भुगतान नहीं।No advance payment.

लिक्विडेटेड हर्जाना:Liquidated Damages:

- देरी से डिलीवरी/इंस्टालेशन के लिए प्रति सप्ताह 0.5%, अनुबंध मूल्य के अधिकतम

10% तक

0.5% per week for late delivery and /or installation(including demonstration and all related trainings) up to a maximum of 10% of the contract/purchase order value

क्षेत्राधिकार :Jurisdiction:

- कानूनी क्षेत्राधिकार: जोरहाट, असम, भारत।Legal jurisdiction: Jorhat, Assam, India.

8. निविदा प्रक्रिया और अनुबंध भारत सरकार की अधिसूचना, पीपी नीति, जीएफआर और सीएसआईआर एमपीजी 2019 और इसके संशोधन द्वारा शासित होंगे।

Tendering process and contract will be governed by Government of India Notifications, PP Policy, GFR and CSIR MPG 2019 and its amendment.

B. Specifications and Allied Technical Details**Item Name:** Desktop Computer with MS Office and Windows 11 Professional. **Qty.:** 67 Nos.**Place of Delivery and Testing:** CSIR – NEIST, Jorhat – 785006, Assam, INDIA**Specifications for Desktop Computers with MS Office and Windows 11 professional.**

SL No	Item	Specifications
1.	Chipset	Latest Intel - Q series or higher chipset with Integrated TPM 2.0 (Hardware based) in the motherboard.
2.	Processor	14 th Generation or latest Intel core i7 processor
3.	Memory	Minimum 16 GB DDR5
4.	Storage	Minimum 1 TB PCIe M.2 NVMe SSD drive or better
5.	Graphics	Integrated Graphics
6.	Audio	Integrated audio controller with Universal audio out port.
7.	Operating System	Windows 11 Professional. OEM letter confirming that Operating system is pre-loaded / pre- installed from OEM factory.
8.	Networking	Integrated Gigabit 10/100/1000 Ethernet Controller. integrated Wi-Fi 6 support 2x2, 802.11ax protocol and Bluetooth 5.3 or latest.
9.	Ports Video	Minimum Video out ports: 1 x Display Port, 1 x HDMI
10.	Ports USB	Minimum 8 or more USB Ports out of which at least 2 USB should be 3.2 or better and minimum 1 x USB 3.2 Gen1 Type-C port.
11.	Slots	Minimum 2 x PCI / PCIe Slots and 2 x M.2 Slots
12.	Keyboard	USB Wired Keyboard (same desktop OEM make)
13.	Mouse	2 button USB Optical Wired Mouse (same Desktop OEM make)
14.	Certifications	BIS or IS 13252 (Part 1):2010 under Electronics and IT Goods. BEE (Bureau of Energy Efficiency) certification (For Monitor).
15.	Display (Same OEM as desktop)	Minimum 23.8" with Minimum resolution of 1920X1080, Integrated ports in the monitor: 1 x VGA, 1 x Display Port , 1 x HDMI . Monitor must TCO 9 and Energy Star 8.0 Certified. Monitor stand must be height adjustable & integrated speakers in the monitor (minimum 2 nos.)
16. 17.	Warranty OEM's Eligibility Criteria	3 Years onsite OEM comprehensive warranty. OEM supplied Desktop model warranty must be visible in the OEM website in respect to each product serial number. OEM & Bidder Should be ISO 9001, ISO 14001, ISO 27001 Certified Valid Document to be submitted. All certificates from the bidder and the OEM to be obtained (dated) before the tender publication date.
		Bidder should submit an OEM Authorization Letter from the respective manufacturer to be issued in the name of tender calling Organization mentioning Bid No. and date for the quoted item. Concerned OEM Person's contact details to be mentioned in technical Bid and it shall be cross verified with the OEM.
		Bill of material with part codes needs to be submitted in OEM letter head signed by the authorized person of the company.
		Quoted product datasheet submitted in tender must be available in the OEM official website.

Note: Evaluation will be done as one complete set for Technical as well Financial Bid.

Forms for bid submission

1. Self Certification for Make in India.
2. Declaration regarding Land Border Sharing Countries.
3. Bidder Information
4. Code of Integrity Form.
5. Compliance/Deviation Statement Form.
6. Bid Securing Declaration Form.
7. Service Support Detail Form.Manufacturers' Authorization Form (MAF).
8. Undertaking for AMC.
9. Performance Statement Form (For a period of the last 3 years for similar equipment).

D. Forms to be submitted after award of contract

1. Acceptance Certificate Form.
2. Performance Security Form.

1. Self Certification for Make in India

Affidavit of Self certification regarding Minimum Local Content in line with DPIIT order, dated 16th September, 2020, to be provided on a non-judicial stamp paper of Rs. 100/-. (The scanned copy of the stamp paper to be attached with the bid & the original should be sent by post/courier for evaluation)

Date://20....

I _____ S/o, _____ D/o, _____ W/o, _____ Resident
of _____ hereby solemnly affirm and declare
as under:

That I agree to abide by the terms and conditions of the Department for Promotion of Industry and Internal Trade (Preference to Make in India) Order, 2020 (*hereinafter DPIIT order*) of Government of India issued vide Notification No:P-45021/2/2017/PP (BE-II) dated 16/09/2020, and its any subsequent modifications/Amendments, if any.

That the information furnished hereinafter is correct to the best of my knowledge and belief and I undertake to produce relevant records before the procuring entity i.e. CSIR-NEIST or any authority so nominated for the purpose of assessing the Local content of goods/services/works offered by me against this NIT.

That the local content for all inputs which constitute the said goods/services/works has been verified by me and I am responsible for the correctness of the claims made therein.

That the goods/services/works offered by me for (*Enter the name of the Equipment/Item for Project*) meets the 'Minimum Local Content' as defined in the PPPMII order.

That I understand that in the event of the local content of the goods/services/works mentioned herein is found to be incorrect and not meeting the prescribed Minimum Local Content criteria, based on the assessment of procuring entity i.e. CSIR-NEIST or any authority so nominated for the purpose of assessing the Local content, action shall be taken against me in line with the DPIIT order and provisions of the Bidding Documents.

That I agree to maintain the following information in the Company's record and shall make this available for verification to any statutory authority.

The particulars/details of Local Content are as under:

- i. Name and details of the Local Supplier
(Registered Office, Manufacturing unit location, nature of legal entity)
.....
- ii. Goods/services/works for which this declaration/affidavit is produced
.....
- iii. Procuring entity to whom this declaration/affidavit is furnished
.....
- iv. Percentage of local content declared/certified
.....

(Note: The Bidders offering imported products will fall under the category of Non-local suppliers. They can't claim themselves as Class-I local supplier/ Class-II local supplier by claiming profit, warehousing, marketing, logistics, freight etc. as local value addition.)

For and on behalf of..... (Name of firm/entity)

Authorized signatory

<Insert Name, Designation and Contact No.>

2. Declaration regarding Land Border Sharing Countries

(On Letter Head)

“I have read the tender document no. Along with clause regarding restriction on procurement from a bidder of a country which shares a land border with India in accordance with the Govt. of India notification no. 6/18/2019-PPD(Public Procurement No.1) dated: 23.07.2020 and no. 6/18/2019-PPD(Public Procurement No.2) dated: 23.07.2020 by Ministry of Finance. Accordingly, I hereby certify that

“this bidder is not from such a country and is eligible to be considered”	
--	--

Or

“this bidder is from such a country but is registered with the competent authority and the related document is attached and thus eligible to be considered”	
--	--

Or

“this bidder is from such a country but to this country, Govt. of India extended lines of credit notified by Ministry of External Affairs and the related document is attached and thus eligible to be considered”	
---	--

[Tick or write ‘YES’ in the appropriate box]

(Bidder for the purpose of this order (including the term ‘tenderer’, ‘consultant’, ‘vendor’ or ‘service provider’ in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial judicial person not falling in any of the descriptions of bidders started herein before, including any agency, branch or office controlled by such persons, participating in a procurement process.)

Authorized signatory

Name:

Designation:

Contact No:

Email Id:

Other details:

3. Bidder Information Form

[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]

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

Tender No.: [insert number from Invitation for bids]

Page 1 of _ _ _ _ _ pages

1. Bidder's Legal Name[insert Bidder's legal name]
2. In case of JV, legal name of each party: [insert legal name of each party in JV]
3. Bidder's actual or intended Country of Registration: [insert actual or intended Country of Registration]
4. Bidder's Year of Registration: [insert Bidder's year of registration]
5. Bidder's Legal Address in Country of Registration: [insert Bidder's legal address in country of registration]
6. Bidder's Authorized Representative Information Name: [insert Authorized Representative's name] Address: [insert Authorized Representative's Address] Telephone/Fax numbers: [insert Authorized Representative's telephone/fax numbers] Email Address: [insert Authorized Representative's email address]
7. Attached are copies of original documents of: [check the box(es) of the attached original documents] Articles of Incorporation or Registration of firm named in 1, above.

Signature of Bidder.....
Name.....
Business Address.....

4.BID SECURITY FORM

Whereas _____ (herein after called the tenderer") has submitted their offer dated _____ for the supply of _____ (hereinafter called the tender")

Against the purchaser's tender enquiry No. _____ KNOW ALL MEN by these presents that WE _____ of _____ having our registered office at _____ are bound unto _____

(Hereinafter called the "Purchaser")

In the sum of _____

For which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20_____.

THE CONDITIONS OF THIS OBLIGATION ARE:

- (1) If the tenderer withdraws or amends, impairs or derogates from the Tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-
 - a) If the tenderer fails to furnish the Performance Security for the due Performance of the contract.
 - b) Fails or refuses to accept/execute the contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force upto and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorized officer of the Bank)

Name and designation of the officer

Seal, name & address of the Bank and address of the Branch

5. CODE OF INTEGRITY FORM

Format for declaration by the Bidder for Code of Integrity & conflict of interest
(On the Letter Head of the Bidder)

Ref. No: _____

Date

To,
The Director,
CSIR-NEIST, Jorhat, Assam-785006

Sir,
With reference to your Tender No. _____ dated _____

I/We, _____ hereby declare that we shall abide by the Code of Integrity for Public Procurement as per General Financial Rules 2017 (Rule 175) and have no conflict of interest.

The details of any previous transgressions of the code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity are as under:

a

b

c

We undertake that we shall be liable for any punitive action in case of transgression/contravention of this code.

Thanking you,

Yours sincerely,

Signature
(Name of the Authorized Signatory)
Company Seal

6. COMPLIANCE/DEVIATION STATEMENT FORM

An item-by-item commentary on the Purchaser's Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications or a statement of deviations and exceptions to the provisions of the Technical Specifications.

ITEM NAME					
<i>Sl. No.</i>	<i>Tender Specifications/Parameters/Requirements</i>	<i>Bidder's Specification and Model</i>	<i>Compliance (Yes/No)</i>	<i>Deviation, If Any</i>	<i>Supporting Brochure / Page No.</i>
	(Note: Here technical as well as other requirements/parameters may also be included for this evaluation sheet)				

(Technical literature/brochures/manuals should be attached along with this format)

Please note:

1. Compliance/Deviation statement comparing the specifications of the quoted model to the required specifications. This statement should also give the page number(s) of the technical literature where the relevant specification is mentioned.
2. Bids may have supporting documents (technical literature or copies of relevant pages from the service manual or factory test data) for all the points noted above.

7. BID SECURING DECLARATION FORM

Date: _____

Bid No. _____

To ,
The Director,
CSIR-NEIST, Jorhat, Assam-785006

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one 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.

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.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of
(insert legal capacity of person signing the Bid Securing Declaration).

Name: (insert complete name of person signing the Bid Securing Declaration)
Duly authorized to sign the bid for an on behalf of : (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)
Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

8. SERVICE SUPPORT DETAIL FORM

Sl. No.	Nature of training imparted	List of similar type equipment serviced In the past 3 years	Address, Nos. Fax Nos. and e-mail address

Signature and Seal of the manufacturer/Bidder.....

Place :

Date :

9. MANUFACTURERS' AUTHORIZATION FORM (MAF)

[1] This is to be filled up by the Manufacturer only and NOT by any distributor/dealer.

[2] 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 Manufacture

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

Tender No.:.....[insert number from Invitation For Bids]

To:.....[insert complete name and address of Purchaser]

WHEREAS

We [insert complete 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 and warranty in accordance with the General Conditions of Contract, with respect to the Goods 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]

Title: [insert title]

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

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

10.Undertaking for AMC

(To be submitted on Supplier's Letterhead)

To

The Director,

CSIR-NEIST, Jorhat – 785006

Subject: Undertaking for AMC after Warranty / Extended Warranty

Ref: Tender No. _____

Sir,

We, [Supplier Name], undertake to provide a Non-Comprehensive Annual Maintenance Contract (AMC) for the equipment supplied under the referenced tender, immediately following the expiry of the warranty period, on the terms specified below:

1. Total Coverage Duration: The total period combining the free standard warranty, the extended warranty, and the subsequent AMC will ensure the equipment is covered for a minimum of 10 years from the date of successful installation and commissioning.

2. Spares and Accessories: We guarantee the availability of all necessary spares, accessories, and support for the quoted model for a minimum period of 10 years from the date of installation.

3. Scope of Service: During the AMC period, we will provide: a. Two (2) scheduled preventive maintenance visits per year. & b. Unlimited breakdown/emergency visits as required to resolve any malfunction.

4. AMC Cost: The cost for the Non-Comprehensive AMC per year will be fixed at a uniform rate of _____% of the base price of the equipment as specified in the tender (exclusive of taxes). This rate shall not exceed 10% of the equipment's base price.

5. Exclusions: The AMC cost is exclusive of consumables and replacement parts. These items, when required, will be supplied at the rates mentioned in the Original Equipment Manufacturer's (OEM) official price list prevailing at the time of order. The list of items defined as "consumables" is provided in the tender/technical bid document.

6. Service Timelines:

a. Response Time: Emergency service calls will be attended to on-site by a qualified service engineer within 48 working hours of the complaint being logged.

b. Resolution Time: The fault will be rectified to restore full functionality of the equipment within 72 working hours of the engineer's arrival on-site.

7. Payment Terms: Payment for the AMC will be made on a half-yearly basis, after the completion of each scheduled preventive visit, against the submission of a satisfactory service report and a corresponding invoice. No advance payment will be made.

8. Warranty Period: The free standard OEM warranty for the equipment is _____ year(s) and the extended warranty provided by us is _____ year(s).

We confirm that we will maintain service continuity and abide by all the above terms without deviation for the entire duration of the undertaking/contract.

Authorized Signatory: _____

Name & Designation: _____

Company Seal: _____

11. Format for User List/Cienteles

Sl . No	Name & Address of User	Equipmen t /Item Supplied	Purchase Order No. & Date	Date of Supply	Quant ity	Conta ct Detail s	Performance/Compl etion Certificate Attached (Yes/No)

- The list should be printed on the bidder’s or OEM’s letterhead and signed by an authorized representative.
- Include only relevant supplies—preferably for identical or similar models within the last 2-3 years.

Forms to be submitted after award of Contract

1. PERFORMANCE STATEMENT FORM (For a period of last 3 years for similar equipment, If many are there- give three major orders)

Name of the Firm.....

Order Placed by (full address of Purchaser)	Order No. and date	Description Onand quantity ofordered equipment	Value of order	Date of Completion of delivery asper contract	Date actual of completionof delivery.	Remarks Indicatesreasons for late delivery , if any	Hasthe equipment beeninstalled satisfactory? (Attach a certificate fromthe purchaser/ Consignee	Contact person along with Telephone No., FAX No. and e-mail address

Signature and Seal of the manufacturer/Bidder.....

Place :

Date :

If for more period it is required for any item, give information accordingly.

2. Acceptance certificate form

No.

Dated:

M/s _____

Sub: Certificate of commissioning of equipment (Computer/Server, etc.)

1. This is to certify that the equipment as detailed below has/have been received in good condition along with all the standard and special accessories (subject to remarks in Para 2). The same has been installed and commissioned.

- (a) Contract No. _____ Date _____
- (b) Description of the equipment _____
- (c) Name of the consignee _____
- (d) Scheduled date of delivery of the consignment to the Lab./Instts. _____
- (e) Actual date of receipt of consignment by the Lab./Instts. _____
- (f) Scheduled date for completion of installation/commissioning _____
- (g) Actual date of completion of installation/commissioning _____
- (h) Penalty for late delivery(at Lab./Instts. level)Rs. _____
- (i) Penalty for late installation (at Lab./Instts. level Rs. _____

1. Details of accessories/items not yet supplied and recoveries to be made on that account:

Sl. No.	Description	Amount to be recovered
---------	-------------	------------------------

2. The acceptance test has been done to our entire satisfaction. The supplier has fulfilled his contractual obligations satisfactorily

Or

The supplier has failed to fulfil his contractual obligations with regard to the following:

- (a).....
- (b)
- (c).....
- (d).....

The amount of recovery on account of failure of the supplier to meet his contractual obligations is as indicated at Sr. No. 1.

For Supplier

For Purchaser

Signature.....

Signature.....

Name.....

Name.....

Designation.....

Designation.....

Name of the firm.....

Name of the Lab./Instt.....

Date.....

Date.....

3. PERFORMANCE SECURITY FORM

To

(Name of Purchaser)

WHEREAS _____

(Name and address of the supplier) (Hereinafter called "the Supplier") has undertaken, in pursuance of contract No. _____ dated _____ to supply (description of goods and services) (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of _____

_____ (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the ____ day of _____, 20 ____.

Signature of the authorized officer of the Bank)

Name and designation of the Officer

Seal, name & address of the Bank and address of the Branch.