



INDIAN INSTITUTE OF TECHNOLOGY MADRAS
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P. Sarvaharana
Assistant Registrar (Project Purchase)

Ref: OED/VSUN/002/2017
Date: 03 Apr, 2017

Open Tender No: OED/VSUN/002/2017

Technical Bid opening meeting on 26.04.2017 at 3.30 p.m. Due Date: 26.04.2017, 3:30pm

Dear Sir/Madam,

On behalf of the Indian Institute of Technology Madras, offers are invited for the supply of
**"Boat Hire/ Service Contract for Deployment, Retrieval, Survey, Sampling and Watch Keeping.
(OED/VSUN/002/2017)"**
conforming to the specifications given in Annexure.

A Vendor who can supply and integrate the above **Boat Hire/ Service** alone need to respond to the tender please.

Instructions to the Bidder

- i. **Preparation of Bids:** - The tenders should be submitted under two-bid system (i.e.)
Technical bid and Financial bid.
- ii. **Delivery of the tender:** - The tender shall be sent to the below-mentioned address either by post or by courier so as to reach the following address before the due date and time specified in our Schedule:

**Assistant Registrar,
Project Purchase,
2nd floor, IC & SR Building,
I.I.T. Madras – 600 036.**
- iii. **Pre-bid meeting:** - the bidders are requested to attend the pre-bid meeting scheduled on
20/04/2016 at 3.00 pm, 1st floor Department of Ocean Engineering, IIT Madras.
- iv. **Opening of the tender:** - The offer/Bids will be opened by a committee duly constituted for this purpose. The technical bids will be opened first and it will be examined by a technical committee which will decide the suitability of the bid as per our specifications and requirements. The bidders will be invited for opening of Technical bids. In respect of opening of financial bid, those bidders who are technically qualified only will be called for.

- v. **Prices:** - The price should be quoted in net per unit (after breakup) and must include all packing and delivery charges to various Departments/Centres/Institutions. The offer/bid should be exclusive of taxes and duties, which will be paid by the purchaser as applicable. However the percentage of tax & duties should be clearly indicated.

The price should be quoted without custom duty and excise duty, since I.I.T. Madras is exempt from payment of excise duty, and the custom duty will be paid at concessional rate against duty exemption certificate.

In case of import supply, the price should be quoted on EX-WORKS and CIP basis indicating the mode of shipment.

- (vii) **Agency Commission:** - Agency commission, if any, will be paid to the Indian agents in Rupees on receipt of the equipment and after satisfactory installation. Agency Commission will not be paid in foreign currency under any circumstances. The details should be explicitly shown in Tender even in the case of 'Nil' commission. The tenderer should indicate the percentage of agency commission to be paid to the Indian agent. The foreign Principal should indicate about the percentage of payment and it should be included in the originally quoted basic price, if any.
- viii) **Terms of Delivery:** - The item should be supplied to our various Departments/Institutions as per Purchase Order. In case of import supply, the item should be delivered at the cost of the supplier to our Institution. The Installation/Commissioning should be completed as specified in our important conditions.
- ix) **Technical Bid Opening:** The technical bid will be opened on 26.04.2017 at 3.30 pm to 4.30 pm in Department of Ocean Engineering (1st Floor), IIT Madras and the financial bids of those tenders who are technically qualified will be opened at a later date under intimation to them.
- x). IIT Madras reserves the full right to accept / reject any tender at stage without assigning any reason.

Yours sincerely,



P. Sarvahrana

Assistant Registrar (Project Purchase)

IC&SR, I.I.T. Madras

SCHEDULE

Important Conditions of the tender

1. The due date for the submission of the tender is **26.04.2017, 3:30pm.**
2. The offers / bids should be submitted in two bids systems (i.e.) Technical bid and Financial bid. The Technical bid should consist of all technical details / specifications only. The Financial bid should indicate item-wise price for each item and it should contain all Commercial Terms and Conditions including Taxes, transportation, packing & forwarding, installation, guarantee, payment terms, pricing terms etc. The Technical bid and Financial bid should be put in separate covers and sealed. Both the sealed covers should be put in a bigger cover. The Open Tender for supply of **"Boat Hire/ Service Contract for Deployment, Retrieval, Survey, Sampling and Watch Keeping. (OED/VSUN/002/2017)"** should be written on the left side of the Outer bigger cover and sealed.
3. **EMD:** - EMD should be at 2% (two percent) of the tender value quoted by the bidder. The EMD should be included in the Financial bid which will not be opened for Technical evaluation. Enclosing the EMD in the Technical bid will automatically disqualify the tenderer. EMD should be in the form of DD in favour of "The Registrar, Indian Institute of Technology Madras" and payable at Chennai. The tender without EMD would be considered as UNRESPONSIVE and REJECTED. Photo/FAX copies of the Demand Draft/Banker's pay orders will not be accepted. No interest will be paid for the EMD and the EMD (Bid Security) will be refunded to the successful bidder on receipt of Performance Security.
4. **Performance Security:** - The successful bidder should submit Performance Security for an amount of 5% of the value of the contract/supply. The Performance Security may be furnished in the form of an Account Payee DD, FD Receipt from the commercial bank, Bank Guarantee from any nationalized bank of India will be an acceptable.

Only after submission of Performance Security, Purchase Order/Work Order will be released / L.C will be opened.

Performance Security in the form of Bank Guarantee: - In case the successful bidder wishes to submit Performance Security in the form of Bank Guarantee, the Bank Guarantee should be routed through the Beneficiary Bank to the end user bank. Otherwise, the Indian Agent of the foreign vendor has to submit a Bank Guarantee from a Nationalized Bank of India.

The Bank Guarantee should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including the warranty obligations.

5. If an Indian agent is involved, the following documents must be enclosed:
Foreign principal's proforma invoice indicating the commission payable to the Indian Agent and nature of after-sales service to be rendered by the Indian Agent.
 - ✓ Copy of the agency agreement with the foreign principal and the precise relationship between them and their mutual interest in the business.
 - ✓ The enlistment of the Indian agent with Director General of Supplies & Disposals under the Compulsory Registration Scheme of Ministry of Finance.
6. The offer/bids should be sent only for a machine that is available in the market and supplied to a number of customers. A list of customers in India and abroad with details must accompany the quotations. Quotations for a prototype machine will not be accepted.
7. It is mandatory that the bidder should have supplied such equipment within India in any of the leading government Laboratories to Research Centre or IISC or IITs.
8. Original catalogue (not any photocopy) of the quoted model duly signed by the principals must accompany the quotation in the Technical bid. No prices should ever be included in the Technical bid.
9. Documentary proof for the claimed position and repetition accuracies must be obtained from the principals and submitted along with the relevant pages of the standards.
10. Compliance or Confirmation report with reference to the specifications and other terms & conditions should also be obtained from the principal.
11. **Validity:** Validity of Quotation not less than 90 days from the due date of tender.
12. **Delivery Schedule:** - The tenderer should indicate clearly the time required for delivery of the item. In case there is any deviation in the delivery schedule, liquidated damages clause will be enforced or penalty for the delayed supply period will be levied.
13. **Risk Purchase Clause:** - In the event of failure of supply of the item/equipment within the stipulated delivery schedule, the purchaser has all the right to purchase the item/equipment from other sources on the total risk of the supplier under risk purchase clause.
14. **Payment:** - No Advance payment will be made for Indigenous purchase. However, 90% Payment against Delivery and 10% after installation are agreed to wherever the installation is involved. In case of import supplies the payment will be made only through 100% Letter of Credit i.e. (90% payment will be released against shipping documents and 10% after successful installation wherever the installation is being done).

15. **Advance Payment:** - No advance payment is generally admissible. In case of specific percentage of advance payment is required, the Foreign Vendor has to submit a Bank Guarantee equal to the amount of advance payment and it should be routed through the Beneficiary Bank to the end user Bank. Otherwise, the Indian Agent of the foreign vendor has to submit a Bank Guarantee through a Nationalized Bank of India.
16. **On-site Installation:** - The equipment or machinery has to be installed or commissioned by the successful bidder within 15 to 20 days from the date of receipt of the item at site of IIT Madras.
17. **Warranty/Guarantee:** - The offer should clearly specify the warranty or guarantee period for the machinery/equipment. Any extended warranty offered for the same has to be mentioned separately. (for more details please refer our Technical Specifications).
18. **Late offer:** - The offers received after the due date and time will not be considered. The Institute shall not be responsible for the late receipt of Tender on account of Postal, Courier or any other delay.
19. **Acceptance and Rejection:** - I.I.T. Madras has the right to accept the whole or any part of the Tender or portion of the quantity offered or reject it in full without assigning any reason.
20. **Do not quote the optional items or additional items unless otherwise mentioned in the Tender documents / Specifications.**
21. **Disputes and Jurisdiction:**
 - a. Settlement of disputes: any Dispute, controversy or claim arising out of or in connection shall in this PO including any question regarding its existence, validity, breach or termination, attempts for such amicable resolution fails or no decision is reached within 30 days whichever is earlier, then such disputes shall be settled by arbitration in accordance with the arbitration and conciliation Act, 1996. Unless the Parties agree on a sole arbitrator, within 30 days from the receipt of three arbitrators. In that event, the supplier will nominate one arbitrator and the project coordinator of IITM shall nominate one arbitral tribunal. The arbitration proceeding shall be carried out in English Language. The cost of arbitration and fess of the arbitrator(s) shall be shared equally by the Parties. The seat of arbitration shall be at IC&SR IIT Madras, Chennai.
 - b. The Applicable Law: this Purchase Order shall be construed, interpreted and governed by the Laws of India, court at Chennai shall exclusive jurisdiction subject to the arbitration clause.

22. All Amendments, time extension, clarifications etc., will be uploaded on the website only and will not be published in newspapers. Bidders should regularly visit the above website to keep themselves updated. No extension in the bid due date/ time shall be considered on account of delay in receipt of any document by mail.

Acknowledgement: - It is hereby acknowledged that the tenderer has gone through all the conditions mentioned above and agrees to abide by them.



**SIGNATURE OF TENDERER
ALONG WITH SEAL OF THE
COMPANY WITH DATE**

**Services provider for the near shore and offshore instruments Deployments, Retrievals,
Watch keepings, Survey and Sampling works for IIT Madras**

Bid No.: OED/VSUN/002/2017

SPECIFICATIONS

Bids are invited for providing the following services on daily rate basis for CMIS program at IIT Madras. Successful bidder will be engaged to provide the services and will be known as contractor. The near shore and offshore field measurement program for implementation of CMIS for CWC at IIT Madras involves field measurement campaigns along SW & SE coast of India. This program requires different types of services and boats. The boats will be operated within 20m depth contours (approximately 6km offshore distance from shoreline). The services involve the following items, but not exhaustive.

Table 1. List of services

Activity type	Field activity
Type-1	Provide boat services and technical manpower for Deployment and Retrieval of equipment within 20m water depth
Type-2	Provide boat services for (a) Carrying out bathymetry survey from 3m to 20m and (b) Collection of Sediment samples from pre-determined coordinates and (c) Current meter measurement
Type-3	Watch-keeping of equipment at two locations, one at 8-10m and other at 20m water depth.

Special Conditions:

- (i) Oceanographic / Survey equipment that need to be deployed will be supplied by IIT Madras.
- (ii) For Type-1 activity, the bidder shall use boats of suitable size with capability to operate up to 20m water depth. The boat shall have a winch with capacity to lift / lower upto 200kg weight. They shall have suitable navigational equipment including sounding equipment with display for the purpose of understanding sailing ground depths. The boats shall be motorized. Any seagoing license or other approval required for the said use is the responsibility of the bidder/ Contractor.
- (iii) For Type-2 activity, the bidder shall supply boats of suitable size with capability to operate up to 20m water depth. They shall have suitable navigational equipment including sounding equipment with display for the purpose of understanding sailing ground depths & winch. The boats shall be motorized. Any seagoing license or other approval required for the said use is the responsibility of the bidder/ Contractor.
- (iv) For Type-3 activity, it is the responsibility of the bidder to perform watch keeping the equipments with 1 boat. The boat shall have capability to operate up to 30m water depth. The boat shall be motorized or use outboard motor. Any seagoing license or other approval required for the said use is the responsibility of the bidder/ Contractor. The safety of the equipment under watch keeping is the responsibility of the contractor. In a case of loss of equipment, the required steps for the retrieval including search and find operations are the responsibility of the contractor.

- (v) All insurance coverages for the boat and the manpower / services are the responsibilities of the contractor / bidder.
- (vi) Availability / engagement of suitable support crafts to assist the above services is the responsibility of the bidder / contractor.
- (vii) Contractor need not engage special manpower for the purpose of providing the services under Type 2 activities. IIT Madras will provide the special manpower. However, the contractor shall provide required unskilled manpower to carry out the various activities as per Table 1 above.
For Type 1 activities, the skilled manpower for the deployment and retrieval is the responsibility of the contractor.
For Type 3 activity, the entire responsibility is with the Contractor.

The contractor is required to mobilize the supply of the specific type of boats and carryout the activity successfully as and when required for the operations of oceanographic measurements. A detailed tentative program will be handed over to the successful bidder. IIT Madras will inform the bidder a minimum of 1 week in advance. The approximate number of days in a year the services are required to be provided at each site will differ. The bids under this tender should be valid for a maximum period of 18 months from the day of award of the work

The bidders shall comply with the terms and conditions given in Annexure-I & II. Bids not in compliance with the terms and conditions will not be considered.

Qualification

The prospective bidder should have carried out similar work for duration of minimum 1 year during the past 3 years. Work orders pertaining to the same shall be provided as proof.

**SPECIFICATIONS
BID SCHEDULE**

S.No	Items / Nature of Work	Unit	Rate (Rs) excluding service tax
1	Providing the services on Long-term basis (more than 30 days). Type-1 Service Type-2 Service Type-3 Service	Per day Per day Per day	
2	Providing the services on Short-term basis (less than 30 days). Type-1 Service Type-2 Service Type-3 Service	Per day Per day Per day	

The work will be in three South Indian States (1. Tamil Nadu, 2. Kerala & 3. Pondicherry). In Tamil Nadu, the work will be near Mahabalipuram. In Pondicherry, the offshore work will be around Karaikal. In Kerala, the offshore work will be around Ponnani. Deployments will be in both Shallow Water (1m to 8m water depth) & Deep Waters (15 to 20m water depth). At each site, the instruments will be deployed either in Single Mooring, U mooring or both at minimum 2 locations. The type of mooring will be dictated by IIT Madras and will be executed by the Contractor. All required materials (except tools) will be procured by IIT Madras on the suggestion of the Contractor. It is the responsibility of the contractor to identify, suggest and assist IIT Madras to purchase any accessories. The major oceanographic equipment may be assumed to be available with IIT Madras. The equipment that would be considered for deployment are (i) Directional Wave Recorder (DWR) and (ii) Acoustic Doppler Current Profiler (ADCP).

The instruments and allied items will be handed over to the contractor two days before the day of commissioning at the project site. It is the responsibility of the contractor for the local transport to reach the project site and for the deployment. Similarly, from the day of decommissioning, within two days, the instrument and allied fixtures should reach IIT Madras or any other site as per the direction of IIT Madras. ALL road/ rail/ air and water transport costs are within the scope of the contractor.

Watch keepings and Other Terms and Conditions:

- From the Installation date to the Retrieval Date of the Instruments either bottom mounted and Surface Floating
- At each site the maximum continues monitoring (24x7 & Round the clock) may be around nine months coving two seasons. It may be either two or three blocks.
- Bathymetry survey maximum of run time per day not more than 8 working hours.
- Sampling of Seabed Sediments will be within 20 m water depth.
- Seawater sampling of Surface, Middle Depth and Bottom water will be performed.
- Transportation by road and sea including the inter-state border clearances shall be the responsibility of the bidder only. Instruments' boarder clearance or the number of times of transport of instruments may not be more than 4 times (to & from) for the state border clearance in a year.

Commercial Terms:

- i. The bidder can submit the bills for payment after every 3 months for the work they have completed during the corresponding 3 months.
- ii. The bills will be passed for payment subject to the compliance of the bill.
- iii. IIT Madras will have the right to accept or reject any bid without assigning any reasons.
- iv. IIT Madras will have the right to cancel the tender in full or part or to change the quantity of items mentioned in the tender without assigning any reason.
- v. Bidder shall provide the unfilled copy of Commercial bid (Annexure-II) with the Signature.
- vi. An EMD of Rs.1,00,000 should be submitted along with the technical bid tender submission.
- vii. A security deposit of Rs.3,00,000 in the form of bank guarantee should be pledged for 21 months duration from the day of issue of the work order. The SD will be encashed proportionally, if the work is not carried out as per the project requirement.