భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

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# Technical Specifications and Other Terms and Conditions

## 1. Purpose & Scope:

- This document defines the equipment, infrastructure, and design requirements for retrofitting an existing room into a self-sustaining, multipurpose CCA (Co-Curricular Activities) venue. The space is intended to host small performances, music (vocal and percussion), dance, theatre, visual arts, and other CCA courses without depending on renting outside venues or equipment for standard activities.

## 2. Space Assumptions:

- Target capacity: 100–200 seats, flexible/black-box style rather than fixed raked seating.
- Multi-use by design: the same room must serve music, dance, theatre, and visual arts on different days/sessions, so equipment should be modular and portable rather than fixed.

## 3. Design Principles for Self-Sustainability:

- Modularity: staging and drapery should be installable/removable in under an hour so one room can flip between uses.
- Durability over novelty: prioritize robust, low-maintenance gear over feature-rich but fragile equipment, since this will see continuous student use with variable technical skill.
- Protect the investment: power conditioning and lockable storage for mics, cables, and props reduce damage/loss and avoid repeat procurement.

Build core capability first: sound, basic lighting, flexible flooring, and blackout/masking unlock all four activity types (music, dance, theatre, visual arts). Specialty/expensive upgrades are deferred to a later phase

## 4. Functional Requirements by Activity:

## Music - Vocal & Percussion

Needs: clear, even-coverage sound reinforcement for vocals and acoustic/electronic percussion; a small number of quality handheld and wireless mics; a mixer with enough headroom for a full ensemble (voice + percussion + keyboard + Strings); acoustic treatment to control reflections; secure instrument storage.

## Dance

Needs: reliable music playback through the house PA; open, obstruction-free floor space; dance sessions will use the existing room floor. If the existing floor surface isn't dance-appropriate (too hard, slippery, or abrasive), that's worth flagging separately, since it affects performer safety.

## Theatre

Needs: basic stage lighting (general wash + a few specials) with a simple DMX controller; blackout capability and wing/backdrop masking; a small elevated or flexible staging area; wireless lapel/handheld mics for actors; storage for props and costumes if any.

## Visual Arts & Other Arts

Needs: portable easels, worktables, and supply storage that can be wheeled in/out rather than a dedicated permanent studio; good general (non-theatrical) lighting when the room is used this way; washable/protected flooring or floor coverings during use; display space for student work.

## Mixing desk & control

| Sl. No. | Description | Specifications | Quantity |
|---|---|---|---|
| **1** | **24 Channel Digital Mixer** | | **1** |
| 1.01 | Type: | Digital Remote-controlled Mixer | |
| 1.02 | Channels: | 24 | |
| 1.03 | Inputs - Mic Preamps: | 10 x XLR-1/4" combo, 10 x XLR | |
| 1.04 | Phantom Power: | Yes | |
| 1.05 | Inputs - Line: | 1 x Dual RCA Stereo | |
| 1.06 | Outputs - Main: | 2 x XLR, 2 x 1/4" | |
| 1.07 | Busses/Groups: | 8 x XLR (aux outs) | |
| 1.08 | Data I/O: | 2 x Ethernet, 1 x HDMI | |
| 1.09 | USB: | 4 x Type A, 1 x Type B | |
| 1.1 | Computer Connectivity: | USB (24 x 24), Ethernet, Wi-Fi | |
| 1.11 | Headphones: | 2 x 1/4" | |
| 1.12 | EQ Bands: | 4-band parametric EQ, 31-band graphic EQ | |
| 1.13 | Effects: | Lexicon Reverb, Lexicon Delay, DigitTech guitar amp modeling | |
| 1.14 | Signal Processing: | dbx compression, dbx AFS2 auto feedback suppression, noise gate, de-esser | |

| | | | |
|---|---|---|---|
| 1.15 | Features: | Built-in dual-band Wi-Fi, real time frequency analyzer, 24 track recording to USB | |
| 1.16 | Software: | Remote control with iOS, Android, Windows, OS X and Linux | |
| 1.17 | Rackmountable: | Yes (4U) | |

| | | | |
|---|---|---|---|
| **2** | **Android Tablet** | | **1** |
| 2.01 | Operating System | Android, Android 14 or Better | |
| 2.02 | RAM | 8GB or Higher | |
| 2.03 | Memory Storage Capacity | 128 GB or Better | |
| 2.04 | Screen Size | 10.1 Inches | |

## Speakers & mounting

| | | | |
|---|---|---|---|
| **3** | **1,000W 12 inch Powered Speaker** | | **4** |
| 3.01 | Powered: | Yes | |
| 3.02 | Power Configuration: | Bi-amped | |
| 3.03 | LF Driver Size: | 12" woofer | |
| 3.04 | HF Driver Size: | 1.4" | |
| 3.05 | LF Driver Power Amp: | 800W | |
| 3.06 | HF Driver Power Amp: | 200W | |
| 3.07 | Total Power: | 1000W | |
| 3.08 | Inputs: | 2 x XLR-1/4" combo, 1 x Dual RCA Stereo | |
| 3.09 | Outputs: | 1 x XLR | |
| 3.1 | Frequency Range: | 52Hz-20kHz (-10dB) | |
| 3.11 | Crossover Frequency: | 2.1kHz | |
| 3.12 | Maximum Peak SPL: | 131dB | |
| 3.13 | Horizontal Coverage Angle: | 90 Degrees | |
| 3.14 | Vertical Coverage Angle: | 60 Degrees | |
| 3.15 | Enclosure Material: | Plastic | |
| 3.16 | Mounting Options: | Pole Mount with 1.37" socket, Floor Wedge, 3 x M8 Fly Points | |
| 3.17 | Power Source: | Standard IEC AC cable | |
| | | | |
| **4** | **1,000W 15 inch Powered Speaker** | | **6** |

| | | | |
|---|---|---|---|
| 4.01 | Powered: | Yes | |
| 4.02 | Power Configuration: | Bi-amped | |
| 4.03 | LF Driver Size: | 15" woofer | |
| 4.04 | HF Driver Size: | 1.4" | |
| 4.05 | LF Driver Power Amp: | 800W | |
| 4.06 | HF Driver Power Amp: | 200W | |
| 4.07 | Total Power: | 1000W | |
| 4.08 | Inputs: | 2 x XLR-1/4" combo, 1 x Dual RCA Stereo | |
| 4.09 | Outputs: | 1 x XLR | |
| 4.1 | Frequency Range: | 50Hz-20kHz (-10dB) | |
| 4.11 | Crossover Frequency: | 2.1kHz | |
| 4.12 | Maximum Peak SPL: | 132dB | |
| 4.13 | Horizontal Coverage Angle: | 90 Degrees | |
| 4.14 | Vertical Coverage Angle: | 60 Degrees | |
| 4.15 | Enclosure Material: | Plastic | |
| 4.16 | Mounting Options: | Pole Mount with 1.37" socket, Floor Wedge, 3 x M8 Fly Points | |
| 4.17 | Power Source: | Standard IEC AC cable | |

## Microphones

| | | | |
|---|---|---|---|
| **5** | **Vocal Microphone** | | **8** |
| 5.01 | Microphone Type: | Dynamic | |
| 5.02 | Polar Pattern: | Cardioid | |
| 5.03 | Frequency Response: | 50Hz-15kHz | |
| 5.04 | Max SPL: | 160dB SPL @ 1kHz | |
| 5.05 | Output Impedance: | 150 ohms | |
| 5.06 | Sensitivity: | 54.5 dBV/Pa (1.85 mV) | |
| 5.07 | Color: | Black | |
| 5.08 | Connector: | XLR | |
| 5.09 | Included Accessories: | Mic Clip, Carry Pouch | |
| | | | |
| **6** | **Cordless Microphone** | | **2** |
| 6.01 | Simultaneous Systems Per Band: | Up to 12 | |
| 6.02 | System: Analog/Digital: | Analog | |
| 6.03 | System: Frequency Range: | 542-572 MHz | |
| 6.04 | System: Operating Range: | 300 ft. Line-of-sight | |

| | | | |
|---|---|---|---|
| 6.05 | System: Frequency Response: | 50Hz-15kHz | |
| 6.06 | System: Microphone Included: | Yes, 1 x SM58 | |
| 6.07 | System: Channel Selection: | Auto/Manual | |
| 6.08 | Microphone: Type: | Dynamic | |
| 6.09 | Microphone: Polar Pattern: | Cardioid | |
| 6.1 | Microphone: Frequency Response: | 50Hz-15kHz | |
| 6.11 | Transmitter: Battery Type: | 2 x 2 AA | |
| 6.12 | Transmitter: Battery Life: | Up to 14 hours | |
| 6.13 | Receiver: Type: | Table Top | |
| 6.14 | Receiver: Displays: | LED | |
| 6.15 | Receiver: Outputs: | 1 x XLR, 1 x 1/4" | |
| | | | |
| **7** | **Podium Microphone** | | **1** |
| 7.01 | Microphone Type: | Electret Condenser | |
| 7.02 | Polar Pattern: | Supercardioid | |
| 7.03 | Frequency Response: | 50Hz-16kHz | |
| 7.04 | Output Impedance: | 250 ohms | |
| 7.05 | Connector: | XLR | |
| 7.06 | Power Source: | 48V phantom power | |
| | | | |
| **8** | **Wireless Lapel Microphone** | | **2** |
| 8.01 | System: Analog/Digital: | Digital | |
| 8.02 | Microphone: Polar Pattern: | Omnidirectional | |
| 8.03 | Transmitter: Form Factor: | Clip-on | |
| 8.04 | Transmitter: Battery Life: | 54 hours | |
| 8.05 | Transmitter: Connector: | 1/8" | |
| 8.06 | Receiver: Antenna Type: | Fixed | |
| 8.07 | Receiver: Type: | Portable | |
| 8.08 | Receiver: Outputs: | 1 x USB-C | |

## Support equipment

| | | | |
|---|---|---|---|
| 9 | XLR to XLR Cable: | 30Mtr | **15** |
| 10 | Jack to XLR Cable: | 30Mtr | **10** |
| 11 | DI Box Active | | **4** |
| 12 | Tall Mic Stand | | **4** |
| 13 | Tripod Mic Stand | | **4** |
| 14 | Speaker Stand | | **4** |
| 15 | Soundproofing | | **1** |
| 16 | Power Conditioner | | **1** |

| | | | |
|---|---|---|---|
| 17 | Power Cables | | **20** |

## Basic Acoustic Treatment

| | | |
|---|---|---|
| 20 | Acoustic foam / fabric-wrapped panels at key reflection points, ~500 sq ft coverage & Installation | Budget-tier; not a full engineered treatment |

## Storage & Backstage

| | | | |
|---|---|---|---|
| 20 | **Storage & Backstage** | | |
| | Lockable steel storage cabinets/racks × 4–5 | Costumes, percussion instruments, props | |
| | Backstage/green-room shelving | | |

## Charges / Quotations includes

Installation, Cabling Labour & Commissioning.

## Pre bid meeting

Pre-Bid Meeting & Site Visit Details

- A **Pre-Bid Conference** will be held to clarify tender specifications and commercial conditions.
- **Date & Time:** November 06, 2026, from **03:30 PM to 04:30 PM**.
- **Location:** Room No- LA212, 2nd Floor, Liberal Arts Building, IIT Hyderabad.
- Bidders may submit specific queries via email **on or before** November 04, 2026**, by 05:00 PM**.
- **Non-participation in the Pre-Bid Meeting or failure to submit queries** will imply acceptance of the tender conditions, and no subsequent representations regarding technical or commercial specifications will be entertained.

Note: Bidders may visit IITH on any working day to review the specifications and validated by a qualified sound engineer, who can confirm actual channel/input counts, speaker placement and coverage for the room's real dimensions, and whether the proposed gear is right-sized for the space before prebid meeting.

**Eligibility Criteria:**

1. Delivered product serial number should be reflected on the OEM website for warranty check.
2. Both/OEM and Bidder should be in AV setup for the last 3 years.
3. Both should submit the documentary evidence of the same along with the bid.
4. The OEM Brands must have a presence in India as a manufacturer of similar items for more than 3 years.
5. The OEM/Bidder should be engaged in a similar business of AV setup in India at least for 3 years. (Kindly attach the 3 POs)
6. Bidders should clearly indicate the **make and model** of the product to be supplied**. Please submit Annexure I & II with all the details.** The Product Brochure/catalogue is required to be submitted.

7. **Delivery period**: Within 45 days from the issue of purchase order. **Declaration to this effect must be submitted on Bidder's letterhead.**

8. **Warranty:** The items covered by the schedule of requirement shall carry **Five years** of comprehensive warranty from the date of installation and acceptance of the items by IIT Hyd. Warranty shall include free maintenance of the whole items supplied including free replacement of parts. The defects if any, during the guarantee/warranty period are to be rectified free of charge by arranging free replacement wherever necessary. This includes cost, freight, and local taxes or any other charges which should be borne by the Bidder**.**

- The bidder must have an **average annual** turnover of 8 Lakhs and OEM 60 Lakhs during the last three financial years. Declaration certified by the CA to be submitted along with the balance sheet copy as per **Annexure IV**

- **Experience:** The OEM/Bidder should have satisfactorily completed the supply of AV setup of a minimum value as mentioned below during the last Three years to any reputed organisations. Copies of work orders and Completion certificates duly self-attested must be uploaded.
    - 3 (Three) similar completed works each costing not less than 5 Lakhs
    - 2 (Two) similar completed works each costing not less than 7.5 Lakhs

- 1 (One) similar completed work costing not less than 15 Lakhs

**Note:** The details should be provided as per Annexure 'VI', including a list of the previous three purchase orders for similar products from the last three years, along with photographs, location, and contact details of the previous supply orders along with the product brochure/catalogue for checking feedback. The technical committee will review these orders to assess aesthetics and quality, and these factors will be considered in the evaluation process.

**For any technical query related to enquiry, you may contact**

Dr. Dr. Aalok Khandekar, Associate Professor
Department of Liberal Arts, aalok@la.iith.ac.in

**For Commercial query:**

Mr. M Venkatesh – Senior Assistant Registrar, Email: ar.purchase@iith.ac.in
Mr. Ramesh Kumar - Assistant Registrar Email: ar.stores@iith.ac.in
Ms. D Chanchala Devi– Joint Registrar, Email: hos.snp@iith.ac.in
With CC: office.stores@iith.ac.in

## TERMS AND CONDITIONS

1. **Delivery period**: Material should be delivered within **45 days** from the date of issue of purchase order. The offered delivery period shall have to be strictly adhered to in case an order is placed.

2. **Payment: - No advance payments are allowed under any circumstances**. 100**%** payment will be made against Delivery, Installation, Commissioning, Training & acceptance by IIT Hyderabad.

3. **Earnest Money Deposit (EMD)**
   a. The tender documents must be accompanied by Earnest Money Deposit (EMD) of **Rs. 30,000/-** in the form of Account Payee/Demand Draft/ Bank guarantee from any commercial Banks on any Scheduled/Nationalized Bank **in favour of the Director, Indian Institute of Technology Hyderabad**.

   b. **The original documents/instruments of EMD (Bank Guarantee/ Demand Draft etc) should be posted/couriered/given in person to the Stores & Purchase Section of IIT Hyd on or before opening of**

**Technical Bid. In case of non-receipt of original document before the due date of opening of technical bid, the uploaded bid will be summarily rejected.**

**For Online Payment of EMD /& Tender Fees**: The EMD/Tender Fees can also be paid online, the bank details are as follows:

| Name of the Bank & IIT Hyderabad | Account Number | IFSC CODE | Branch code |
|---|---|---|---|
| SBI | 30412797764 | SBIN0014182 | 14182 |

**The Online payment proof needs to be uploaded along with the Technical Bid.**
**The firm registered with NSIC/MSME/Udyam Adhaar must give proof of registration along with their bid, failing which the bid will not be considered.**

Exemption from submission of EMD/Tender Fees against valid and relevant NSIC /MSME Certification is permitted; however, it shall be subject to scrutiny by the IITH and if during scrutiny, it is found that the NSIC Certificate is invalid and/or irrelevant, then that bid is liable to be rejected as "not-accompanying EMD". Therefore, Bidders claiming exemption from EMD/Bid Securing Declaration against NSIC certificate, should ensure the same carefully, while submission of their bids.

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.

4. **Security Deposit:**
   - **a.** Within fifteen (15) days of the award of contract, the vendor shall furnish a Security Deposit amounting to **5% of the purchase order value** in the form of Demand Draft/Bank Guarantee (**from scheduled Bank only**) favoring the Director, IIT Hyd. **The Bank Guarantee should be submitted/routed through the NeSL Portal.**
   - b. The Security Deposit will be forfeited if the vendor fails to execute the order.

c. The Security Deposit should be valid for warranty period + 60 days, as the same will extend the same as Performance Bank Guarantee. Hence while preparing the BG, the delivery period and installation and warranty + 60 days needs to be accounted for to cover the BG validity period.
d. This Security Deposit will be refunded to the vendor only on satisfactory completion of all contractual obligations including warranty as per this Tender and Purchase Order issued against this Tender.
e. **Bank Guarantee wherever mentioned in this document may be read as "Bank Guarantee from any Scheduled Bank" only**.

**5. Bid Opening and Evaluation Process:**

a. Technical Bids will be opened as per the Date Schedule & Time.
b. Financial Bids/Commercial Bids of the eligible bidders will be opened at a later date. The date and time for opening of Financial Bids /Commercial will be announced later.
c. Bids would be summarily rejected if the tender is submitted other than through an online portal. The Bid is to be submitted within the stipulated date / time.

**Technical Committee**

(i) On the due date the Technical bids will be opened and referred to a duly constituted technical committee which is duly constituted. The committee will go through the technical aspects of the tender and recommend short listed firms. The recommendation of the technical committee is the final and binding on all the parties.
(ii) The technical evaluation will be an assessment of the Technical Bid. IIT Hyd representatives will proceed through a detailed evaluation of the Technical Bids as defined in Annexure - A (Schedule of requirements, specifications and allied technical details), in order to determine whether they are substantially responsive to the requirements set forth in the tender. In order to reach such a determination, IIT Hyd will examine the information supplied by the BIDDERs, and shall evaluate the same as per the specifications mentioned in this tender.

(iii) The technical committee may formulate evaluation criteria in addition to the specifications and requirements indicated in the tender, in the interest of IIT Hyd and these criteria/recommendation will also form as a part of short-listing of the firms.

(iv) 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 IIT Hyd 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 bidder will have to provide the details/any additional documents as and when sought by the Technical committee.

(v) 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.

(vi) After the technical evaluation is completed and approved, IIT Hyd shall inform to the BIDDERs whose bids have been rejected technically with the reasons for rejection.

(vii) The successful BIDDERs will be informed regarding the date and time of Commercial bid opening.

(viii) In the event of seeking any clarification from various BIDDERs by IIT Hyd , the BIDDERs are required to furnish only technical clarifications that are asked for. No amendment to commercial bid will be entertained at that stage. In case if a BIDDER fails to quote for a particular item it amounts to non-compliance and hence such bid will not be considered for further evaluation. Further during this process if any BIDDER indicates the price during the clarification such bids also will not be considered for further evaluation.

6. **The Director, IIT Hyd reserves the right to accept the offer in full or in parts or reject summarily or partly.**

7. **Bid Validity Period:**

a. The prices must be valid at least for a period of **120 days** from the date of opening of the Tender. No changes in prices will be acceptable in any condition after opening of tender till the validity of the offer or execution of the order whichever is later

b. IIT Hyd may ask for the BIDDER's consent to extend the period of validity. Such request and the response shall be made in writing only. The BIDDER is free not to accept such request. A BIDDER agreeing to the request for extension will not be permitted to modify his bid.

c. Bid evaluation will be based on the bid prices without taking into consideration the above corrections

8. **AWARD OF CONTRACT**:

a. IIT Hyd, shall award the contract to the technically qualified eligible BIDDER whose bid has been determined as the lowest evaluated commercial bid.

b. If more than one BIDDER happens to quote the same lowest price, IIT Hyd reserves the right to award the contract to more than one BIDDER or any BIDDER.

9. **IIT Hyd reserves the right to vary quantities at the time of Award:**
a. IIT Hyd reserves the right at the time of Contract award to increase or decrease the quantity of goods and services originally specified in the tender document without any change in unit price or other terms and conditions. Further, at the discretion of IIT Hyd, the quantities in the contract may be enhanced by 25% within the delivery period.
b. Firms which have already supplied similar equipment to IIT Hyd and have not completed required installation/commissioning/after sales service/warranty replacements etc. such firms offer will not be considered for further evaluation and no enquiries thereafter will be entertained.

10. **Fraud and Corruption:**
IIT Hyd 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:

(i) "Corrupt practice" means the offering, giving, receiving, or soliciting, directly or in directly, of anything of value to influence the action of a public official in the procurement process or in contract execution;
(ii) "Fraudulent practice" means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;
(iii) "Collusive practice" means a scheme or arrangement between two or more bidders, designed to establish bid prices at artificial, non -competitive levels; and
(iv) 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) IIT Hyd 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

11. **Interpretation of the clauses in the Tender Document / Contract Document**

In case of any ambiguity / dispute in the interpretation of any of the clauses in this Tender Document, Director, IIT Hyd's interpretation of the clauses shall be final and binding on all parties.

12. **Pre-installation**: The BIDDER must state in detail the Electrical Power/UPS requirements, floor Space, head room, foundation needed and also to state whether an air-conditioned environment is needed to house the system and to run the tests. i.e. pre-installation facilities required for installation may please be intimated in the technical bid. Subsequently, before the consignment lands in IIT Hyd the bidder shall confirm that the pre-installation requirements are sufficient for installation of the equipment. The BIDDER should continuously monitor the pre-installation requirements and see that everything is ready before the consignment is taken to the site for installation.

13. **Installation**:
    a) BIDDER shall be responsible for installation / demonstration wherever applicable and for after sales service during the warranty and thereafter.
    b) Installation 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, unless otherwise instructed by the Institute
    c) After successful installation what will be the minimum down time of equipment/instrument in case of breakdown. If the identified firm or person fails to put the system into working condition what is the further alternative course of action suggested to adhere to minimum down time should be covered in the Technical Bid.

14. **Inspection**:
    a) The inspection of the system will be done by our technical expert /Scientist in the presence of the firm's representative.
    b) In case of receipt of the material in short supply or damaged condition the supplier will have to arrange the supplies/ replacement of goods free of cost pending the settlement of the insurance case wherever applicable on FOR at the IIT Hyd.

15. **Training:** Wherever needed, Scientist/Technical persons of the Institute should be trained by the supplier at the project site free of cost. In case the person is to be trained at a supplier's site abroad or in India it should be mentioned in the quotation clearly. The supplier should bear all the expenses for such training including 'to & fro' fares and lodging & boarding charges.
16. **Warranty / Support**:

a) The items covered by the schedule of requirement shall carry 3 Year warranty from the date of acceptance of the equipment by IIT Hyd. Warranty shall include free maintenance of the whole equipment supplied including free replacement of parts. The defects, if any, shall be attended to on immediate basis but in no case any defect should prolong for more than 24 hours. The comprehensive warranty includes onsite warranty with parts.

b) The defects, if any, during the guarantee/warranty period are to be rectified free of charge by arranging free replacement wherever necessary. This includes cost, insurance, freight, custom duty, local taxes if any should be borne by the beneficiary or his agent. No cost will be borne by IIT Hyd.

c) The warranty on the associated software should cover providing of upgraded version/s, if any, released during the warranty period free of cost.

d) The Bidder shall assure the supply of spare parts after warranty is over for maintenance of the equipment supplied if and when required for a period of 10 years from the date of supply of equipment on payment on approved price list basis.

e) The equipment must be supported by a Service Centre in India manned by the technical support engineers. Also it should be possible to contact the Principal's vendor support Centre on a toll free number/web/mail. The support through this Centre must be available during all working days and hours.

f) The manufacturer/OEM should facilitate the bidder/Agent on regular basis with technology / product updates & extend support for the warranty as well.
g) The vendor will have to arrange for all the testing equipment & tools required for installation, testing & maintenance etc.

h) The principal vendor must have local logistics support by maintaining spares in the country of deployment of the equipment, with the Indian Agent. This is to ensure immediate delivery of spares parts from the Principal Vendor of equipment to its channel partner/system integrator.

i) Details of the agency who shall maintain during warranty and undertake Annual Maintenance Contract/Comprehensive Service Maintenance Contract beyond warranty shall be given in the offer. In case of foreign quote, the Indian Agent who shall maintain during warranty and AMC beyond warranty shall be given in the Technical Offer

j) **Commencement of Warranty Period**: The warranty period of an item shall commence from the date of successful installation, commissioning and demonstration & Training at IIT Hyd. The warranty period and validity of Performance Guarantee shall be extended for the period of delay in satisfactory installation and delay in warranty services.

17. **Reasonability of Prices**: The prices quoted must be the prices applicable for a premiere Educational and Research Institute of national importance. The bidder must give details of identical or similar equipment, if any, supplied to reputed organisations during last three years along with the final price paid and Performance certificate from them.
18. **Annual Maintenance Contract**: **(NOT APPLICABLE)** The bidder must mention in the quotation, the rate/amount of annual maintenance charges, if we opt for maintenance contract after expiry of the warranty period. This is mandatory to mention, wherever applicable. No sub-contracting will be allowed for installation or maintaining system/ equipment / instrument during or after warranty period.

19. **Indemnity:** The vendor shall indemnify, protect and save IIT Hyd 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 equipment's supplied by the bidder/OEM.

20. **Freight & Insurance:** The equipment'/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 IIT Hyd site

21. **Amalgamation/Acquisition etc.**: In the event the Manufacturer/Supplier proposes for amalgamation, acquisition or sale of its business to any firm during the contract period, the BUYER/Successor of the Principal Company are liable for execution of the contract and also fulfilment of contractual obligations i.e. supply, installation, commissioning, warranty, maintenance/replacement of spares accessories etc. while submitting your bid, you may confirm this condition.

**22. Liquidity Damage for delayed Services**

i) As time is the essence of the contract, Delivery period mentioned in the Purchase Order should be strictly adhered to, failing which, IIT Hyd encash/claim the Security Deposit and also LD clause will be applicable /enforced.

ii) If the supplier fails to Supply, Install and Commission the system as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 0.5 % of order value per every week of delay 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) IIT Hyd reserves the right to cancel the order in case the delay is more than 10 weeks. Penalties, if any, will be deducted from the Security Deposit.

23. **Requirement of registration:** Vide Ministry of Finance OM No. 6/18/2019-PPD dated 23rd July 2020.

    a. Any bidder from a country sharing a land border with India will be eligible to bid in this tender only if the bidder is registered with the Department for Promotion of Industry and Internal Trade (DPIIT).

    b. "Bidder" (including the term 'tenderer', 'consultant' 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 juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.

    c. "Bidder from a country which shares a land border with India" for the purpose of this Order means:
        i. An entity incorporated, established or registered in such a country; or
        ii. A subsidiary of an entity incorporated, established or registered in such a country; or
        iii. An entity substantially controlled through entities incorporated, established or registered in such a country; or
        iv. An entity whose beneficial owner is situated in such a country; or
        v. An Indian (or other) agent of such an entity; or
        vi. A natural person who is a citizen of such a country; or
        vii. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

    ii. For details about registration procedures please visit the above mentioned OM. Mandatory documentary evidence regarding the bidder's registration with DPIIT is to be submitted along with the tender, failing which the tender shall be liable for rejection. Bidders are also requested to submit the Model Certificates as **per Annexure** for this tender as mentioned in the Ministry of Finance OM No. 6/18/2019-PPD dated 23rd July 2020.

**24. Public Procurement (Preference to Make in India), Order 2017:**

i. IIT Hyd shall compare all substantially responsive bids to determine the lowest valuated bid. This Institute is following and abide with the Public Procurement (Preference to Make in India), Order 2017, DIPP, MoCI Order No. P-45021/2/2017-B.E. II dated 15th June 2017 and its subsequent amendments. Accordingly, preference will be given to the Make in India products while evaluating the bids, however, it is the sole responsibility of the bidder(s) to specify the product quoted by them is of Make in India product along with respective documentary evidence as stipulated in the aforesaid order in the technical bid itself**.**

ii. As per the above order and its subsequent amendments "Local Content" means the amount of value added in India which shall be value of the item procured (excluding net domestic indirect taxes) minus the value of the imported content in the item (including all the custom duties) as a proportion of the total value, in percent. Accordingly, the suppliers will be classified in following categories.

1. **Class I local Supplier – has local content minimum 50%**
2. **Class II local Supplier – has local content minimum 20%**

b. **Verification of Local Content**: The Class I Local Supplier /Class II Local Supplier at the time of bidding shall be required to indicate the percentage of local content and provide self-certification as per **Annexure that** the items offered meet the local content requirement. The details of the location(s) at which the local value addition is made also needs to be specified.

**The bidders can be debarred for a period up to two years as, per Rule 151(iii) of GFR 2017, in case of false declaration.**

**Complaint Redressal Mechanism:**

In case any complaint received by the procuring agency or the concerned Ministry/Department against the claim of a bidder regarding local content/domestic value addition in a product, the same shall be referred to competent authority at IITH or the relevant Ministry.

The bidder against whom the complaint is received shall be required to furnish the necessary documentation in support of the domestic value addition claimed in the product to authority. If no information is furnished by the bidder, such laboratories may take further necessary action, to establish the bonafides of the claim

A complaint fee of Rs. 2 lakh or 1% of the value of the domestically manufactured products being procured (subject to a maximum of Rs.5 lakh), whichever is higher, to be paid by Demand Draft to be deposited with Procuring Institute. In case, the complaint is

found to be incorrect, the complaint fee shall be forfeited. In case, the complaint is upheld and found to be substantially correct, the deposited fee of the complainant would be refunded without any interest.

False declarations will be in breach of the Code of Integrity under Rule 175 (1)(i)(h) of the General Financial Rules for 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.

25. **Note for MSME/NSIC/Start up Bidder:** 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.
**These exemptions /relaxations are meant for procurement of only goods produced and services rendered by MSEs. Traders/ distributors/ sole agent/ Works Contract are excluded from the purview of the policy.**
**This Bid is also governed by latest General terms and conditions as per GeM**

26. **Force Majeure**: IIT Hyd 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. Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of God (like earthquakes, floods, storms etc.) acts of states, the direct and indirect consequences of wars (declared or undeclared) hostilities, national emergencies, civil commotion and strikes at successful Bidder's premises.

27. **Dispute Settlement**:

IIT Hyd and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

If, after twenty-one (21) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the IIT Hyd or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided,

as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration.

Arbitration may be commenced prior to or after delivery of the Goods under the Contract. The dispute settlement mechanism/arbitration proceedings shall be concluded as under:

(a) In case of Dispute or difference arising between the IIT Hyd and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Director IIT Hyd, if he is unable/ unwilling to act, to the sole arbitration of some other person appointed by his willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.

(b) In the case of a dispute between the Purchase and a Foreign suppler, the dispute shall be settled by arbitration in accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules. The venue of the arbitration shall be the place from where the purchase order or contract is issued.

28. **Jurisdiction:** The disputes, legal matters, court matters, if any, shall be subject to Hyderabad Jurisdiction only.

29. The Director, IIT Hyd reserves the right to accept the offer in full or in parts or reject summarily or partly and also reserves the right to cancel the tender at any stage without assigning reasons.

**Indian Institute of Technology Hyderabad**
**Kandi, Sangareddy - 502 284, Telangana, India**
**Phone: 040-23016071:**
**Website: www.iith.ac.in, Email: office.stores@iith.ac.in>**

ANNEXURE -B

FORMAT OF COMPLIANCE STATEMENT OF SPECIFICATIONS

| 1 | 2 | 3 | 4 | 5 | 6 |
|---|---|---|---|---|---|
| S. N. | Name of specifications/part / Accessories of tender enquiry<br><br>As per Annexure A of the Tender Document. | Specifications of quoted Model/ Item | Compliance<br><br>Whether "YES" Or "NO" | Deviation, if any, to be indicated in unambiguous terms | Whether the compliance / deviation is clearly mentioned in technical |

| | | | | | |
|---|---|---|---|---|---|
| | | | | | leaflet/ literature |
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| n | | | | | |

**NOTE: The bidder should also submit the Brochure with technical details of the product supporting the compliance statement.**

ANNEXURE - **C**

UNPRICED TECHNICAL BID
**(Bidder should provide the following details on Letter head)**

Quotation No : Date:

Name of the Bidder _____ GeM bid No._____

| Sr.No | Item Description | Country of Origin | Make & Model | HSN Code | GST % | Qty |
|---|---|---|---|---|---|---|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| n | | | | | | |

**Other Terms & Conditions**

| | | |
|---|---|---|
| 1 | Payment terms | : |
| 2 | Delivery Period from the date of Issue of PO | : |
| 3 | Warranty | : |
| 4 | Any other additional terms | : |

ANNEXURE – D

MANUFACTURER'S AUTHORIZATION & WARRANTY SUPPORT DECLARATION

**( ON OEMs Letter head)**

Date:

Tender No / GeM bid no:

To
The Director,
Indian Institute of Technology Hyderabad,
Kandi, Hyderabad – 502 284

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 by the above firm.

| | |
|---|---|
| Authorized representative of the Manufacturer | Authorized representative Bidder |
| Signature: | Signature: |
| Name: | Name: |
| Address: | Address: |
| Mobile No: | Mobile No: |
| Email ID: | Email ID: |

**ANNEXURE E**

**Declaration for Local Content (on OEM's Letter Head)**

**(To be given on Company Letter Head - For tender value below Rs.10 Crores)**
**(To be given by Statutory Auditor/Cost Auditor/Cost Accountant/CA for tender value above Rs.10 Crores)**

Date: _____

To,
The Director,

Indian Institute of Technology Hyderabad,
Kandi, Sangareddy 502284

Sub: Declaration of Local content

Tender Reference No: _____

Name of Tender / Work: - _____

1. Country of Origin of Goods being offered: _____

2. We hereby declare that items offered has ____% local content **(Please provide exact %)**.

3. Details of location at which local value addition will be made / made: (Complete address to be mentioned) _____

_____

*"Local Content"* means the amount of value added in India which shall, be the total value of the item being offered minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.
*"*False declaration will be in breach of Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for 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."*

**Yours Faithfully,**
**(Signature of the Bidder/OEM, with Official Seal)**

**ANNEXURE F**

CERTIFICATE BY BIDDER- DPIIT REGISTRATION

" I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, / if from such a county, has been registered with the Competent Authority (copy of the Registration Certificate enclosed) . I hereby certify that his bidder fulfils all requirements in this regard and is eligible to be considered.

Signature with Date and Stamp
Of the Bidder

**ANNEXURE G**

**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 of the details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

OR

I hereby certify that our firm namely _____ was blacklisted by _____ for a period of _____years/months at the Institute Level/ All Indian Level.

Date: Authorized Signatory

Name:

Place: Designation:

Contact No.:

ANNEXURE –H

BIDDER INFORMATION FORM

Company Name : _____

Registration Number : _____

Manufacturer /Distributor for the quoted product : _____

Registered Address : _____

_____

Name of Partners /Director:_____

_____

City : _____

Postal Code :_____

Company's Establishment Year :_____

Company's Nature of Business :_____

Company's Legal Status (tick on appropriate option )
1) Limited Company
2) Undertaking
3) Joint Venture
4) Partnership
5) Others ( In case of Others please specify)

Company Category
1) Micro Unit as per MSME
2) Small Unit as per MSME
3) Medium Unit as per MSME
4) Ancillary Unit
5) SSI
6) Others ( In case of Others please specify)

**CONTACT DETAILS**

Contact Name :_____

Email Id :_____

Designation :_____

Phone No :( _____) _____

Mobile No :_____

**BANK DETAILS**

Name of Beneficiary : _____

A/c. No. CC/CD/SB/OD: _____

Name of Bank : _____

IFSC NO. (Bank) : _____

Branch Address and Branch Code: _____

_____

**Other Details**

Vendor's PAN No. _____

Vendor's GST _____

ANNEXURE – I

PREVIOUS SUPPLY ORDER LIST FORMAT

| Order placed by<br><br>*{Full address of Purchaser]* | Order No. and Date (Copies Need to be attached) | Description and quantity of ordered equipment | Value of order | Contact Person along with Telephone no., Fax no. and e-mail address. |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |

Note: Technical Committee may seek additional information from the existing users at IIT Hyd or from other Institutes, these feedbacks will be considered for technical evaluation.

Signature and Seal of the Manufacturer/ bidder ……

Place:

Date:

ANNEXURE – J

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

Date: DD/MM/YYYY

To,

The Director
Indian Institute of Technology Hyderabad
Kandi – 502 285.Telangana, India
Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No/GeM Bid no: _____

Name of Tender / Work: -

Dear Sir,

1. I/ We have downloaded / obtained the tender document(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)