NATIONAL COUNCIL OF SCIENCE MUSEUMS

SECTOR-V, BLOCK-GN, BIDHANNAGAR,

KOLKATA : 700 091.

NOTICE INVITING E-TENDER

TENDER NO. I-18012/7/17(125)

On-line Digitally signed e-tenders are invited in two Bids System from the manufacturers or their authorized registered Indian agents for Supply, Installation and Commissioning of Digital Planetarium System at site (Mizoram Science Centre, Aizawl, Mizoram, INDIA) for projection on 8 meter vertical (not tilted) dome with 5(five) years On-site Comprehensive Warranty. The integrated planetarium system includes full dome projection system, show control server computer, computer for operator’s interface, planetarium software with at least eight full dome shows, cove light and cove light control mechanism, 5.1 Dolby digital surround system etc. complete in all respects as per Council’s specification. The equipment supply shall also include training of personnel in operation and routine/preventive maintenance, Service Manual, full documentation etc. Only reputed manufacturers or their authorized registered Indian agents having proven experience and capability to render after Sales Service in India at site smoothly may download the tender documents from the Central Public Procurement Portal (CPPP): <http://eprocure.gov.in/eprocure/app> or from the Council’s website[www.ncsm.gov.in](http://www.ncsm.gov.in/) Bid submission end date is **October 07, 2017.** Online Technical (Techno-Commercial) Bid will be opened at the first instance in this office **at 4.00 p.m. on October 09, 2017** for technical evaluation as well as selection of techno-commercially acceptable offers and at the second stage, the Financial Bids of only the selected and techno-commercially acceptable equipment/offers will be opened **at 4:00 p.m on October 13, 2017.** Off-line tenders shall not be accepted and no request in this regard will be entertained whatsoever. Decision of the Council regarding selection of eligible and qualified vendors/firms for opening the Financial Bid shall be final and binding on the bidders.

NATIONAL COUNCIL OF SCIENCE MUSEUMS

SECTOR-V, BLOCK-GN, BIDHANNAGAR,

KOLKATA : 700 091.

NOTICE INVITING E-TENDER

TENDER NO. I-18012/7/17(125)

On-line Digitally signed e-tenders are invited in two Bids System from the manufacturers or their authorized registered Indian agents for Supply, Installation and Commissioning of Digital Planetarium System at site (Mizoram Science Centre, Aizawl, Mizoram, INDIA) and various other upcoming Centers in India for projection on 8 meter vertical (not tilted) dome with 5(five) years On-site Comprehensive Warranty. The integrated planetarium system includes full dome projection system, show control server computer, computer for operator’s interface, planetarium software with at least eight full dome shows, cove light and cove light control mechanism, 5.1 Dolby digital surround system etc. complete in all respect as per Council’s specification. The equipment supply shall also include training of personnel in operation and routine/preventive maintenance, Service Manual, full documentation etc. Only reputed manufacturers or their authorized registered Indian agents having proven experience and capability to render after Sales Service in India at site smoothly may download the tender documents from the Central Public Procurement Portal (CPPP): <http://eprocure.gov.in/eprocure/app> or from the Council’s website[www.ncsm.gov.in](http://www.ncsm.gov.in/) as per the following schedule :-

|  |  |
| --- | --- |
| Bid Document Published Date | September 06, 2017 |
| Bid Document Download Start Date | September 06, 2017 |
| Bid Document Download End Date | October 07, 2017 |
| Bid Submission Start Date | September 07 , 2017 |
| Bid Submission End Date | October 07, 2017 (up to 4:00 p.m. ) |
| Technical (Techno-Commercial) Bid Opening Date | October 09, 2017 (at 4.00 p.m.) |
| Financial Bid opening date | October 13, 2017 (at 4:00 p.m.) |

The online bid both Technical (Techno-Commercial) Bid and Financial bid duly furnished in Cover-I and Cover-II respectively should be uploaded by the due date and time as per the above schedule. The responsibility to ensure the same lies with the Bidder. Off-line tenders shall not be accepted and no request in this regard will be entertained whatsoever. Online Technical (Techno-Commercial) Bid will be opened at the first instance in this office at 4.00 p.m. on October 09, 2017 for technical evaluation as well as selection of techno-commercially acceptable offers and at the second stage, the Financial Bids of only the selected and techno-commercially acceptable equipment/offers will be opened at 4:00 pm on October 13, 2017. Decision of the Council regarding selection of eligible and qualified vendors/firms and or equipment in particular for opening the Financial Bid shall be final and binding on the bidders. Bidders may be present during opening of tenders.

It is intended to purchase the above equipment directly from the manufacturer without involving any agent or payment of any agency commission. Authorized Registered Indian Agents of foreign manufacturers who are capable to render after Sales Service (in case foreign manufacturers do not quote any rate to the actual users), shall submit copy of Agency Agreement with foreign manufacturer along with the tender and in such case no agency commission shall be paid by the Council in foreign currency.

NCSM reserves the right to accept or reject any or all tenders in full or part without assigning any reason

whatsoever. NCSM shall also not be bound to accept merely the lowest tender but the technical suitability,

capability and superiority of the equipment/system as well as after sales service including infrastructure to

render such service etc. shall be of prime consideration for selection of the equipment/system.

# General Information and Instructions

1. The instruction given herein will be strictly binding on the tenderers and deviation, if any will make the tender or tenders liable to be considered invalid. Tenders incorporating additional conditions by the tenderer are liable for rejection.
2. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app> Manual bids shall not be accepted.
3. The instruction given in **“Annexure-A” for “Instruction for Online Bid Submission”** should be strictly followed during submission of the Bid.
4. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
5. An agent of foreign OEM, for submitting the offer on behalf of OEM, would be required to produce a copy of their legal agency agreement with their principal and a copy of registration/enlistment with DGS&D as an Indian agent, if registered/enlisted, failing which their bid would be disqualified.
6. **Validity of Bids**: The Bids should remain valid for 180 days from the date of Financial bid opening.
7. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection. Conditional tenders will be rejected. Non-compliance of applicable General Information and Instruction will disqualify the Bid.
8. The tenderers should have Digital Signature Certificate (DSC) for filling up the Bids. The person signing the tender documents should be authorized for submitting the on line e-tender.
9. The Tenderers shall fill up the Prescribed Format for submission of **Technical (Techno- commercial) Bid as per “Annexure-B”** format duly signed by the authorized signatory. The person signing the tender document should be authorised for submitting the online e-tender.
10. The Financial Bid shall be filled in and signed by the authorized signatory online as per Proforma **“Annexure-C”** available at Central Public Procurement Portal e-tender system website <http://eprocure.gov.in/eprocure/app>. Off line Financial Bid shall not be accepted.
11. **Tender must be uploaded in two separates covers marked Cover-1 (Technical Bid) and Cover-2 (Financial Bid/BOQ).The contents of Cover-1 and Cover-2 shall be as follows:-**

**Cover-1**

1. **Technical Bid (as per Annexure-B format) shall be duly filled in and digitally signed .**
2. **Prescribed Undertaking by the Original Planetarium Integrator (OPSI) as per “Annexure-D” format duly**

**Self attested and digitally signed.**

1. **The Technical Brochures of each equipment with technical explanation for every features of**

**the product offered by the tenderers.**

1. **All relevant documents related to Technical (Techno-commercial) Bid as per “Annexure-B”.**

**Cover-2**

**The Financial Bid (as per Annexure-C format) i.e. Schedule of Price Bid in the form of attached BOQ Proforma shall be duly filled in and uploaded online by the bidder in Cover-2 .**

**The Cover-1 i.e. Technical (Techno-commercial) Bid shall be opened by the Council at the first instance and evaluated by the competent authority of the Council. At the second stage the Cover-2 containing Financial**

**Bid of only techno-commercially acceptable offers shall be opened for further evaluation and ranking before awarding the contract.**

1. The authorities of National Council of Science Museums do not bind themselves to accept

mere lowest tender and reserves the right to reject or accept any or all tenders wholly or

partially without assigning any reason whatsoever

# ANNEXURE -A

**NATIONAL COUNCIL OF SCIENCE MUSEUMS**

**SECTOR-V, BLOCK-GN, BIDHANNAGAR,**

**KOLKATA – 700 091.**

**TENDER No.: I-18012/7/17(125)**

# Instructions for Online Bid Submission

1. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.
2. More information useful for submitting online bids on the CPP Portal may be obtained

at:<https://eprocure.gov.in/eprocure/app>

**REGISTRATION**

* 1. Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL:

https://eprocure.gov.in/eprocure/app) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge.

* 1. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
  2. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
  3. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
  4. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
  5. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

**SEARCHING FOR TENDER DOCUMENTS**

* 1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
  2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
  3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

**PREPARATION OF BIDS**

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

**SUBMISSION OF BIDS**

1. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. A standard Price Schedule format (BOQ) has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. **In case no rate value is required to be quoted in any particular cell, that cell must be kept blank, figure ‘0’ (zero) shall not be entered in such cell(s)**. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
4. The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
5. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
6. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
7. Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
8. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

**ANNEXURE-B**

**NATIONAL COUNCIL OF SCIENCE MUSEUMS**

**SECTOR-V, BLOCK-GN, BIDHANNAGAR,**

**KOLKATA – 700 091.**

**TENDER No.: I-18012/7/17(125)**

# TECHNICAL (Techno-Commercial) BID.

Notes**: ALL PARTICULARS / INFORMATIONS SHOULD BE GIVEN IN THE FOLLOWING FORMAT WITH COMPLETE DETAILS.**

01. Name of the tenderer :

02. Mailing address of the tenderer :

including PIN/ZIP Code

03. Communication details like

Telephone numbers(s) :

Fax number(s) :

E-mail address :

Website number:

04 i) Back ground details of the firm :

(State whether original manufacturer /

authorised Registered Indian Agent

of the manufacturer).

ii) In case of authorised Registered Indian Agent, :

submit notary certified copy of the Agency

Agreement with the manufacturer.

iii) In case of authorised Indian Agent, :

state whether enlisted with Central Purchase

Organization (i.e. DGS&D) as per

Compulsory Enlistment Scheme of Govt. of

India

(State ‘YES or ‘NO’)

iv) If the answer of (iii) is ‘YES’, submit :

notary certified copy of enlistment Certificate duly

issued by the CPO(i.e. DGS&D) of Govt. of India.

05. Following details should be submitted in case the :

tenderer is the manufacturer of the equipment:

a) Year of establishment :

b) Number of Planetarium instrument supplied and installed :

which are presently in operation (detail list of location,

type of equipment and year of installation may be indicated).

**-: 2 :-**

06. Following details should be submitted in case the

tenderer is not the manufacturer of the equipment:

a) Name of the manufacturer :

b) Year of the establishment :

c) Number of Planetarium instrument :

Supplied which are presently in operation

(detail list of location, type of equipment

and year of installation may be indicated).

07. i) Whether capable to supply and install the Planetarium Equipment :

as per minimum requirement/and Technical Specification given in

Annexure-E) (Please mention “YES” or “NO”)

ii) If it is mentioned “NO” above, submit detailed deviation to :

be made from the enclosed Technical Specification.

Attached extra sheet, if required

**iii**) If it is mentioned “YES” above, submit the details specifications :

of the offered product including copies of **Product brochure.**

08. State the name & address of the Vendor to whom :

the Order will be placed (NCSM prefers to procure the

entire System from a single source).

09. Mention recommended sitting arrangement for the theatre :

where the equipment(s) offered shall be housed

( i.e. whether Circular or Unidirectional )

10. State detail address and setup link wherefrom :

support for maintenance during Warranty Period

shall be offered by the firm.

11. i) Whether agreed to accept AMC after the warranty period is over :

(State ‘YES or ‘NO’)

ii) If the answer above is ‘Yes’, state the detail address :

and set up link where from support for maintenance

during post warranty shall be offered by the firm.

12. Minimum down time to handle breakdown :

calls and/or any sort of emergencies.

13. Machine Self-life time of the product offered (i.e. up to :

which period technical support as well as spare parts

including consumables shall be available with the firm).

14. Payment terms :

(all payments shall be made only through bank against

irrevocable Letter of Credit)

**NCSM prefers to 90% payment shall be released after shipment**

**of the Equipment at site and balance 10% payment shall be**

**released on successful Installation, commissioning, training,**

**and handing over the system to our authorized representative**

**at site against presentation of original Dispatch Document**

**negotiated through Bank.**

**-: 3 :-**

15 a) Whether agreed to deliver the goods without any advance :

Payment (State ‘YES or ‘NO’)

b) If the answer above is ‘NO’, whether agreed to submit :

### Bank Guarantee for the equivalent amount.

c) Whether agreed to retain adequate Security in the form :

of Bank Guarantee etc. for strict observance of Warranty

terms during the Warranty period.

**NCSM prefers to release 90% payment after delivery of the**

**Equipment at site and balance 10% payment after**

**Installation and commissioning of the equipment at site.**

16. a) Minimum time required to deliver the :

Planetarium equipment.

b) Minimum time required to install the delivered equipment :

at site after delivery.

17 Validity of the offer for acceptance:

(minimum 180 days from the due date of opening

of the Financial Bid may be offered for acceptance).

I/We hereby declare that the above statements are true. I/We also declare that the decision of National Council of Science

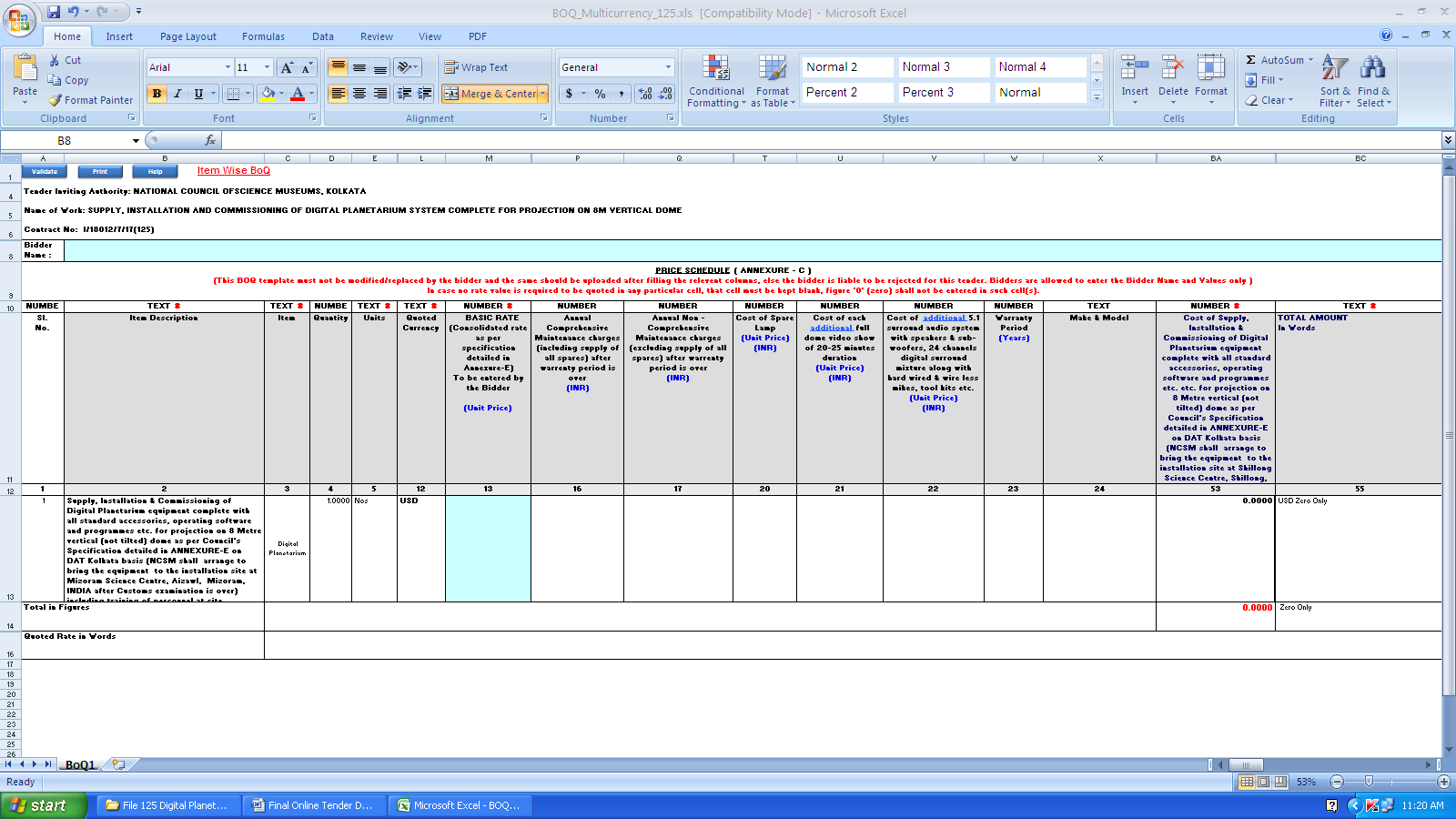
Museums regarding selection of eligible firm/models of Planetarium equipment for opening of Financial Bid shall be final

and binding on me/us.

**Dated Official Seal Signature of the Tenderer/Constituted Attorney**

**ANNEXURE-C**

**Price Bid (BOQ):** To be filled as per the following format and to be uploaded in **Cover-2**.



**ANNEXURE-D**

**PROFORMA FOR ISSUING “UNDERTAKING BY ORIGINAL PLANETARIUM SYSTEM INTEGRATOR ” .**

**( To be submitted in OEM’s Letter head.)**

Dated:

**To**

**The National Council of Science Museums,**

**Block-GN, Sector-V, Bidhannagar,**

**Kolkata : 700 091.**

Dear Sir,

We, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

hereby state that the product offered vide this tender by our authorized agent:

M/s. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and to be supplied if found

selected and suitable shall be our original equipment and is to be deemed as if the supply has

been made by us directly.

Accordingly, we stand by all the terms, conditions and stipulations as defined in tender

No.I-18012/7/17(125) of National Council of Science Museums.

We also undertake to directly make good of any shortcomings either in product quality and/or

in services which my/our authorized agent may fail to fulfil as a part of his obligations under

the terms & conditions of this tender.

Thanking you,

Yours faithfully,

(Authorised Signatory with Seal).

**ANNEXURE-E**

