

**NIT No.: ICAT/T/QCL/Calibration of E1-Class Weight Box/2023-24/138  
Manesar, 18<sup>th</sup> December' 2023**

The Director, International Centre for Automotive Technology (ICAT), a division of National Automotive Board (NAB), Govt. of India, hereby invites the sealed bid for “**Calibration of E1-Class Weight Box (1mg to 500g) under ISO/IEC 17025:2017 Accreditation**” at ICAT Centre – 1, Manesar as per following details:

**Tender Activity Schedule**

<b>Job Description</b>	<b>Calibration of E1-Class Weight Box (1mg to 500g) under ISO/IEC 17025:2017 Accreditation.</b>
<b>Scope of Work/Services</b>	<b>As Per Annexure “B”</b>
<b>Eligibility Criteria</b>	<p>The bidder whose bid meet the following eligibility criteria would only be considered.</p> <ul style="list-style-type: none"> <li>• <b>Legal Valid Entity:</b> The bidder shall necessarily be a legal valid entity either in the form of Proprietary Firm, Partnership Firm, Private Limited Company. A Proof of legal validity of the Bidder shall be submitted.</li> <li>• Should meet the attached technical requirement.</li> <li>• Experience having successfully completed 2 Similar orders during last 3 financial year ending last day of month previous to the in which bids are invited.</li> <li>• If the bidder fails to submit the authenticated documents in support of his/their credentials as specified in tender documents, his/their tender will liable to be rejected summarily.</li> <li>• Tender form is not transferable.</li> </ul> <p><b><u>B . Technical Capability:</u></b></p> <ul style="list-style-type: none"> <li>• Laboratory should be ISO/IEC 17025:2017 Accredited (Latest Valid Certificate to be provided along with technical bid).</li> <li>• Bidder can outsource the calibration activity to any other associates having ISO/IEC17025:2017 accreditation (Latest valid Certificate &amp; Scope of the Outsourcing Lab to be provided along with the bid).</li> <li>• CMC (Calibration Measurement Capability) should be provided with bid along with filling in the Annexure-B.</li> </ul> <p><b><u>C. Supporting Documents for Eligibility Criteria:</u></b></p> <ul style="list-style-type: none"> <li>• In case the bidder does not have the Latest Valid Certificate at the time of bid submission, it should provide initially the Grant letter along with Form-73 and will further submit the valid certificate afterwards. However if any discrepancies found subsequently related to the bid eligibility criteria, ICAT reserves the rights to cancel the Bid.</li> </ul>

<p><b>Evaluation Criteria</b></p>	<p>It is mandatory for the bidder to comply with the complete technical requirement as per Annexure-B given in the bid document. If CMC (Calibration Measurement Capability) of the bidder is found coarser than the required, then the bidder shall be declared disqualified in the Technical Evaluation as does not comply with the technical requirement, he shall be disqualified and any deviation proposed on technical requirement from the bidder end will not be considered at all. Disqualified bidders will not be eligible to make any claim. Those bidders who meet our technical requirements will be moved forward for financial evaluation. The order would be awarded to the L1 bidder among the technically qualified bidders.</p>
<p><b>Payment Terms</b></p>	<p>100% payment after completion of Work and submission of Invoice.</p>
<p><b>Delivery/Completion Period</b></p>	<ul style="list-style-type: none"> <li>• <b>60 Days from the date of Issuance PO.</b></li> <li>• <b>Pick-up &amp; Drop of the Weight Box should be under the scope of bidder.</b></li> </ul>
<p><b>Liquidity Damages</b></p>	<p>0.5% (Half percent) of the value of work per week subjected to a maximum of 10% (Ten percent) of the work contract.</p>
<p><b>Bid Validity</b></p>	<p><b>3 Months (90 Days)</b></p>
<p><b>Project Site</b></p>	<p>International Centre For Automotive Technology <b>(Centre – 1)</b>, Plot No. 26, Sector – 3, HSIIDC, IMT Manesar, Gurgaon 122050</p>
<p><b>Billing Address</b></p>	<p>International Centre For Automotive Technology (Centre – 1), Plot No. 26, Sector – 3, HSIIDC, IMT Manesar, Gurgaon 122050 GST No. <b>06AABAN9435G2ZI</b></p>
<p><b>Last Date of submission of Sealed Bid</b></p>	<p><b>Up to 1700 Hrs. on 08<sup>th</sup> January’ 2024, at ICAT Centre – 1, Manesar, Gurgaon, India.</b></p>
<ul style="list-style-type: none"> <li>• Bidders to comply with Rule 144 (xi) of GFR 2017 (refer Office Memorandum of Department of Expenditure dated 23<sup>rd</sup> July 2020 <a href="https://doe.gov.in/sites/default/files/OM%20dated%2023.07.2020.pdf">https://doe.gov.in/sites/default/files/OM%20dated%2023.07.2020.pdf</a></li> <li>• <b>Preference to Make in India:</b> As per the revised order issued by Department of Industrial Policy and Promotion (DIPP) vide No. P-45021/2/2017-PP (BE-II) dated 04.06.2020. The purchaser reserves the right to give preference to the local supplier. <a href="https://dpiit.gov.in/sites/default/files/PPP%20MII%20Order%20dated%204th%20June%202020.pdf">https://dpiit.gov.in/sites/default/files/PPP%20MII%20Order%20dated%204th%20June%202020.pdf</a></li> </ul>	

Sealed Envelope should be marked with **“Calibration of E1-Class Weight Box (1mg to 500g) under ISO/IEC 17025:2017 Accreditation”**

Interested suppliers/service providers who meet our requirements should submit no regret techno commercial proposal in a **sealed envelopelatest 08<sup>th</sup> January’ 2024 by 17:00 Hrs.**at below given address

**To,  
The Purchase Department,  
International Centre For Automotive Technology  
Plot N. 26, Sector-3, HSIIDC, IMT Manesar  
Gurgaon 122050 (Haryana)  
Contact No. +91-9748243776**

**Note: ICAT reserves the right to reject/modify/cancel the tender without assigning any reason thereof.**

**Annexure A**

**Proposal Invited for Calibration of E1-Class Weight Box (1mg to 500g) under ISO/IEC 17025:2017 Accreditation at Centre-I, Manesar (Haryana).**

**Evaluation Criteria:**

- It is mandatory for the bidder to comply with the complete technical requirement as per Annexure-B given in the bid document. If CMC (Calibration Measurement Capability) of the bidder is found coarser than the required, then the bidder shall be declared disqualified in the Technical Evaluation as does not comply with the technical requirement, he shall be disqualified and any deviation proposed on technical requirement from the bidder end will not be considered at all. Disqualified bidders will not be eligible to make any claim. Those bidders who meet our technical requirements will be moved forward for financial evaluation. The order would be awarded to the L1 bidder among the technically qualified bidders.
- All the items should be quoted compulsorily by the interested bidders, if not then the bidder will be disqualified without further notice.

**Eligibility Criteria:**

- The bidder shall necessarily be a legal valid entity either in the form of Proprietary Firm, Partnership Firm, Private Limited Company. A Proof of legal validity of the Bidder shall be submitted.
- Should meet the attached technical requirement.
- Experience having successfully completed 2 Similar orders during last 3 financial year ending last day of month previous to the in which bids are invited.
- Laboratory should be ISO/IEC 17025:2017 Accredited (Latest Valid Certificate to be provided along with technical bid).
- Bidder can outsource the calibration activity to any other associates having ISO/IEC 17025:2017 accreditation (Latest valid Certificate & Scope of the Outsourcing Lab to be provided along with the bid).
- CMC (Calibration Measurement Capability) should be provided with bid along with filling in the Annexure-B.

**Supporting Documents for Eligibility Criteria:**

In case the bidder does not have the Latest Valid Certificate at the time of bid submission, it should provide initially the Grant letter along with Form-73 and will further submit the valid certificate afterwards. However if any discrepancies found subsequently related to the bid eligibility criteria, ICAT reserves the rights to cancel the Bid.

### ICAT Terms & Conditions

- **Completion Period:** 60 Days from the date of Issuance PO.
- **Sealed bids** to be submitted as per attached “**Annexure- B & C**” after duly filled on Letter Head duly signed and stamped.
- **Payment Terms:** 100% payment after completion of Work and submission of Invoice.
- **Quotation Criteria:** The bidder whose bid meets the technical specification given above would only be considered (As per conditions mentioned in Evaluation Criteria).
- **Liquidity Damages/Penalty for Delay:** The calibration & certification work shall be completed strictly as per time limits specified in the work contract / agreement failure to complete the work within stipulated time will make you liable to an unconditional penalty of 0.5% (Half percent) of the value of work per week subjected to a maximum of 10% (Ten percent) of the work contract. Any damage caused to the equipment / gadget / instrument will attract a penalty of free of cost replacement of same Make/Type.
- Tender form is not transferable.
- ICAT reserve the right to reject any or all the tenders in part or full without assigning any reason thereof. The ICAT also reserves the right to negotiate the rates and terms & conditions with any or all the bidders at its sole discretion as deemed fit without assigning any reasons thereof.
- The job order shall be placed on single bidder for complete calibration of Annexure “B” on the basis of lowest consolidated values.
- The comparison of the bids shall be on basis of total price (Inclusive of all taxes etc) quoted by the bidders.
- **Proposal Validity Period:** Bids validity should be of at least 90 days from the last date of submission of Bids. Any Bid having validity lower than that specified above shall be rejected by ICAT as being nonresponsive. However, ICAT may request the Bidders to extend the Bid unconditionally beyond the Bid validity period up to an additional period of thirty (30) days without any modification and without giving any reason thereof. Conditional extension of bid validity shall not be accepted and ICAT reserves right to reject such bid/s and proceed with the bidding process with the remaining bidders.
- If the bidder fails to submit the authenticated documents in support of his/their credentials as specified in tender documents, his/their tender will liable to be rejected summarily.
- **Payment Terms:** Payment shall be made only after the submission & acceptance of final Calibration report containing the details of Calibration parameters, Calibration results as per specified calibration standard and instruments calibration details.
- All bills and accompanying documents should be raised and submitted in original; as per the Payment Terms, and should be accompanied by original copies of duly receipted/certified Delivery Challan/Work Progress or Completion Certificate, as applicable. No payment shall be released against any duplicate bills, work progress report or Completion Certificate or delivery challan. All applicable taxes such as GST, Service tax, Works Contract Tax shall be mentioned separately in the invoice.
- All other statutory deductions applicable such as GST & TDS (if any applicable) will be deducted at source.
- All Transportation, Accommodation and Fooding Expenses shall be borne by the bidder.

- **Service Terms:** Services will be provided at ICAT, Centre-1. (Inclusive of Packing, Forwarding, Transportation and Unloading of Equipment at ICAT Project Site).
- **Transportation** (Pickup of Instruments from ICAT and Return Back) **shall be under scope of Bidder/Service Provider.**
- **Any Damage/Missing of Instruments & Auxiliary Items during the transportation/calibration will be borne by Bidder/Service Provider.**
- **Billing Address:** International Centre For Automotive Technology (Centre – 1), Plot No. 26, Sector – 3, HSIIDC, IMT Manesar, Gurgaon 122050 (GST No. **06AABAN9435G2ZI**).

**Annexure-B**

**Technical Specification for “Calibration of E1-Class Weight Box (1mg to 500g) under ISO/IEC 17025:2017 Accreditation” at ICAT Centre-I, Manesar (Haryana)”**

<b>Technical Specifications</b>				
<b>Sr. No</b>	<b>Scope of Work: Calibration of E1-Class Weight Box 1mg to 500g (Consists of 24 small weights)</b>	<b>Qty (Total 24 Nos.)</b>	<b>CMC Required from Calibration Agency (As per ISO/IEC 17025:2017 Accreditation) (CMC &lt;= ± mg)</b>	<b>CMC of Bidding Calibration Agency ± mg</b>
1	1, 2, 5, 10 & 20 mg	7	0.001	
2	50 mg	1	0.001	
3	100 mg	1	0.001	
4	200 mg	2	0.002	
5	500 mg	1	0.002	
6	1 g	1	0.003	
7	2 g	2	0.004	
8	5 g	1	0.005	
9	10 g	1	0.006	
10	20 g	2	0.008	
11	50 g	1	0.01	
12	100 g	1	0.02	
13	200 g	2	0.03	
14	500 g	1	0.08	

**Please Note:-**

- Calibration shall be conducted for all 24 E1-Class Weights under this Weight box as specified in Sr. Nos. from 1 to 14, Partial calibration is not acceptable.  
(Weights of 2mg, 20mg, 200mg, 2g, 20g & 200g are twice in Numbers as specified in Qty Column)
- In case of any query related with technical aspect, please be feel free to contact to the undersigned:

**Contact Person: Mr. Sunit Kumar Katiyar**

**Contact No.: +91- 8448117636**

**Email Address: [sunit.kumar@icat.in](mailto:sunit.kumar@icat.in)**

**International Centre for Automotive Technology (ICAT)**

Plot No. - 26, Sector-3, HSIIDC, IMT Manesar, Gurgaon-122050, Haryana, India  
 Phone: +91-124-4586-111, FAX: +91-124-2290005, Email: [purchase@icat.in](mailto:purchase@icat.in),

Website [www.icat.in](http://www.icat.in)

NIT No.: ICAT/T/QCL/Calibration of E1-Class Weight Box/2023-24/138  
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**Annexure-C**

**Financial bid for “Calibration of E1-Class Weight Box (1mg to 500g) under ISO/IEC 17025:2017 Accreditation” at ICAT Centre-I, Manesar (Haryana)”**

<b>Financial Bid</b>			
<b>Serial No.</b>	<b>Scope of Work</b>	<b>Qty (Nos.)</b>	<b>Amount (INR)</b>
1	<b>E1-Class Weight Box (1mg to 500g)</b> (Consists of 24 small weights)	1 Nos.	
Total Amount (INR)			
Freight charges (INR)			
GST %			
Grand Total Amount (INR)			

**Please Note:-**

- In case of any query related with financial aspect, please be feel free to contact to the undersigned:

**Contact Person: Mr. Bikash Singh**

**Contact No: +91- 9748243776**

**Email Address: [bikash.singh@icat.in](mailto:bikash.singh@icat.in)**

**International Centre for Automotive Technology (ICAT)**

Plot No. - 26, Sector-3, HSIIDC, IMT Manesar, Gurgaon-122050, Haryana, India  
Phone: +91-124-4586-111, FAX: +91-124-2290005, Email: [purchase@icat.in](mailto:purchase@icat.in),  
Website [www.icat.in](http://www.icat.in)



**Annexure-D**

*{Format for **each** of the Declarations to be typed on bidder's letter head separately and to be submitted in the tender document}*

**DECLARATION-1**

(Declaration regarding Make in India)

In line with Government Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017 & P-45021/2/2017-PP (BE-II) dated 28.05.2018, we hereby certify that we M/s \_\_\_\_\_ (supplier name) are local supplier meeting the requirement of minimum local content (\_\_\_\_%) as defined in above orders against Tender/Enquiry No. \_\_\_\_\_

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Details of location at which local value addition will be made is as follows:

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(Signature of the bidder with seal/ rubber stamp)

**DECLARATION-2**

(Declaration regarding compliance of Rule 144 (xi) of GFR 2017)

“I/We have read the clause regarding restrictions on procurement/sub-contracting from an entity/natural person/agent/consortium/Joint venture having beneficial ownership in countries which share land border with India. I/We certify that neither we are not from such a country nor having any beneficial ownership from such a country. If I/We from such a country or having beneficial ownership, are registered with the competent authority. I/We hereby certify that we fulfill all requirements in this regard and are eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]”

Authorized Signatory

\* We also understand, 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 and would be a ground for immediate termination and further legal action in accordance with law.

**VENDOR INFORMATION FORM (VIF)**

**Bidders are requested to fill up this VIF & submit along with their bids.**

Name of the Firm	
Nature of Business (Product/Services)	
Company Category (Micro Unit/Small Unit/Medium Unit/Ancillary Unit/SSI) (Please enclose relevant self-attested photocopy of Certificates)	
Company's Legal Status (Proprietor/Limited Company/Undertaking/Joint Venture/Partnership/Others)	
Bidder Type (Indian/Foreign)	
Full Address of Registered Office with Postal Code	
Telephone Numbers(Mobile & Landline)	
Fax Numbers	
Email Address	
Contact Person	
Name of the Proprietor/Partners, Address, Mobile No.	
D.O.B.	
Registration No. for registration under Companies Act 1956. (Please enclose self-attested photocopy of Certificates)	
Company Establishment Year	
PAN	
GST	
Bidder Bank A/C No.(Attach Bankers certificate of account maintenance for last two years)	
Name of the Bank	
Bank Address	
Branch Code	
IFSC Code	