



**INDIAN INSTITUTE OF SCIENCE EDUCATION AND
RESEARCH THIRUVANANTHAPURAM (IISERTVM)
(Govt. of India, Ministry of H.R.D)**

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CET CAMPUS, KULATHUR, ENGINEERING COLLEGE.P.O
THIRUVANANTHAPURAM 695016,
KERALA, INDIA.

Date: 17th May 2016

INVITATION TO TENDER

No: IISER/PUR/7910 /AL/SC/16

Due Date: 7th June 2016 [4PM]

Date of Opening: 8th June 2016 [3PM]

Dear Sirs,

SUB: Supply of Kinematic mirror

We invite Sealed Tenders for the following items:

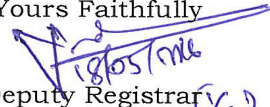
Sl No:	Item/ Description
1.	Kinematic mirror Specifications and quantity as per Annexure I

Please quote your lowest rate and shortest delivery period as per the following terms. Your offer in sealed cover **SUPERSCRIBING TENDER NUMBER AND DUE DATE** shall reach us on or before the due date and time. Please follow "Instruction to Tenderers" attached.

- EMD** : Rs. 45,500/- in the form of DD or BG to be submitted alongwith the quote. Quote received without EMD is summarily rejected. [Back side of DD should bear Tender No. and Firm name written using pencil].
- Payment** : Within 30 days after supply and installation/Net 30 days /LC. **No advance payment will be made by IISERTVM.**
- Delivery** : To be delivered at our stores (Free delivery). If import, mention Ex-works/ FCA/CIP terms with clear breakup charges.
- Taxes & Duties** : Indicate taxes and duties. We are exempted for customs duty under 51/96 notification and Excise duty under 10/97 notifications.
- Discount** : Indicate, if any.
- Delivery Schedule** : Required Immediately. Indicate your schedule
- Validity of quote** : 60 days

Thanking You,

Yours Faithfully


Deputy Registrar
[Purchase & Stores]

P.S. CATALOGUE/LEAFLET FEATURING ALL TECHNICAL SPECS/INFORMATION OF THE PRODUCT QUOTED SHALL ACCOMPANY THE OFFER.

List of opto-mechanics

S No	Items	Quantity
1	Ø1" Clear-Edge Kinematic Mirror Mount	20
2	Kinematic Mirror Mount for Ø1" Optics	20
3	Kinematic Mirror Mount for Ø12.7 mm Optics, M4 Taps	05
4	Rotation Mount for Ø1" (25.4 mm) Optics, M4 Tap	08
5	Rotation Mount for Ø1/2" (Ø12.7 mm) Optics, M4 Tap	05
6	Fixed Ø12.5 mm Optical Mount, Metric, 5 Pack	02
7	Fixed Ø25 mm Optical Mount, Metric, 5 Pack	02
8	90° Flip Mount for Ø1" Filters and Optics, M4 Tap	05
9	Flip Mount Adapter, Metric	04
10	Kinematic Grating Mount Adapter (Grating Height: 40-60 mm)	04
11	45° Mirror Mount for Ø1" Optics	06
12	Fixed Cylindrical Lens Mount, Max Optic Height: 1.60" (40.6 mm)	04
13	Ø12.7 mm Universal Post Holder, Spring-Loaded Locking Thumbscrew, L = 40 mm	10
14	Ø12.7 mm Universal Post Holder, Spring-Loaded Locking Thumbscrew, L = 50 mm	15
15	Ø12.7 mm Universal Post Holder, Spring-Loaded Locking Thumbscrew, L = 75 mm	20
16	Ø12.7 mm Universal Post Holder, Spring-Loaded Locking Thumbscrew, L = 100 mm	10
17	Universal Base Plate, 65 mm x 65 mm x 10 mm, Metric	05
18	Mounting Base with Radial Through Slots, 50 mm x 75 mm x 10 mm	10
19	Mounting Base, 50 mm x 75 mm x 10 mm, 5 Pack	03
20	Mounting Base, 25 mm x 75 mm x 10 mm, 5 Pack	02
21	Mounting Base, 25 mm x 58 mm x 10 mm, 5 Pack	03
22	Ø12.7 mm Optical Post, SS, M4 Setscrew, M6 Tap, L = 20 mm, 5 Pack	02
23	Ø12.7 mm Optical Post, SS, M4 Setscrew, M6	02

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	Tap, L = 30 mm, 5 Pack	
24	Ø12.7 mm Optical Post, SS, M4 Setscrew, M6 Tap, L = 50 mm, 5 Pack	04
25	Ø12.7 mm Optical Post, SS, M4 Setscrew, M6 Tap, L = 75 mm, 5 Pack	06
26	Ø12.7 mm Optical Post, SS, M4 Setscrew, M6 Tap, L = 100 mm, 5 Pack	03
27	Ø12.7 mm Optical Post, SS, M4 Setscrew, M6 Tap, L = 150 mm, 5 Pack	02
28	Thin Slip-On Post Collar for Ø1/2" Posts, 5 Pack	03
29	Centered Mounting Post Joist, M4 Mounting Hardware	06
30	Offset Mounting Post Joist, M4 Mounting Hardware	06
31	Ø25.0 mm Post Clamp, M4 Tap, M4 Counterbore	06
32	25 mm Dovetail Translation Stage, M6 Taps	03
33	50 mm Dovetail Translation Stage, M6 Taps	03
34	Kinematic Mount for 1" (25.4 mm) Tall Rectangular Optics, Right Handed	06
35	High-Precision Rotation Mount, M6 and M4 Taps	02
36	Solid Adapter Plate for PR01/M, Metric, Four 4-40 Cap Screws Included	02
37	General-Purpose Plate Holder, Holds Plates Up To 0.58" Thick	02
38	Plate Holder for Large Filter Plates up to 0.58" (14.7 mm) Thick	02
39	MIR Liquid Crystal Detector Card	03
40	IR Detector Card, 700 - 1400 nm	02
41	6" (155 mm) Magnetic Beam Height Measurement Tool	02
42	12" (305 mm) Magnetic Beam Height Measurement Tool	02
43	Mounted Zero Aperture Iris, 12.0 mm Max Aperture	10
44	Mounted Zero Aperture Iris, 25.0 mm Max Aperture	10
45	Ø25.0 mm Pedestal Pillar Post, M4 Taps, L = 75 mm	05
46	Ø25.0 mm Pedestal Pillar Post, M4 Taps, L = 100 mm	05

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47	Long Clamping Fork, 44.8 mm Counterbored Slot, M6 x 1.0 Captive Screw, 5 Pack	03
48	Ø12.7 mm Pedestal Post Holder, Spring-Loaded Hex-Locking Thumbscrew, L=54.7 mm	05
49	Ø12.7 mm Pedestal Post Holder, Spring-Loaded Hex-Locking Thumbscrew, L=79.7 mm	05
50	Ø12.7 mm Pedestal Post Holder, Spring-Loaded Hex Locking Thumbscrew, L=34.7 mm	05
51	24" x 12" (610 mm x 305 mm) Straight Laser Safety Screen	02
52	12" x 12" (305 mm x 305 mm) Straight Laser Safety Screen	04
53	305 mm Height Laser Safety Screen Corner Joiner Plate, M6 Cap Screws Included	03
54	16 Drawer Stackable Cabinet	02
55	M6 Cap Screw and Hardware Kit	01
56	Benchtop Organizer with Balldriver Set and Dropper Bottles, Metric	01
57	11-Piece Color-Coded Hex Key Set, Imperial	01
58	150 mm Translation Stage with Stepper Motor, Integrated Controller, M6 Taps	01
59	Rotation Platform, Metric	02
60	Kinematic Prism Mount, Eight M4 Taps	04
61	Large Adjustable Clamping Arm, M4 Threaded Post	04
62	2 GHz Si Free-Space Photodetector with Window, 400 - 1100 nm, M4 Tap	02
63	50 mm (1.97") Motorized Translation Stage Bundled with Controller and Power Supply, M4 and M3 Taps + Base Plate for MTS50 Series Translation Stages	01
64	Cotton Blend Pouch for Ø1" Optics, Pack of 10	03
65	Medium Powder-Free Latex Gloves, Qty. 100 Gloves	01
66	Aluminum Breadboard, 300 mm x 450 mm x 12.7 mm, M6 Taps	01
67	Dovetail Optical Rail, 150 mm, Metric	04
68	Dovetail Optical Rail, 300 mm, Metric	04
69	Dovetail Rail Carrier, 1.00" x 1.00" (25.4 mm x 25.4 mm)	08
70	Extended Dovetail Rail Carrier, 25 mm x 51 mm, M4 Taps	04
71	3-Channel Benchtop 3-Phase Brushless DC	01

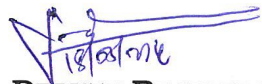
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	Servo Controller	
72	Direct Drive Stage, 220 mm Travel - Metric	02
73	Compact 100 mm Travel Direct Drive Stage, Metric	01

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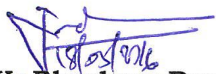
IISER-TVM
INSTRUCTION TO TENDERERS [IMPORTS]:

1. **PRICE:** The price quoted shall be firm. The terms of FOB/EXW/FCA/CIF/CIP etc shall be clearly mentioned. Please mention the breakup of Ex-works, FCA and CIP. Also mention the total weight of the shipment after packing.
2. **AGENT & AGENCY COMMISSION:** In case Tenderer is represented by any agent in India, their name and address shall be furnished. The amount of commission included in the price shall be clearly shown in the offer; which will be paid directly to the Indian Agents by purchaser in equivalent Indian Rupees. In case Indian agents existing and their agency commission is not shown in the Tender, reasons for the same shall be clearly mentioned in Tender. Details of Indian agent's statutory registration shall be stated. If Agency Commission is paid by Principals in foreign currency, the reasons for the same and exemption from Enforcement Directorate in India shall also be provided.
3. **LEAFLET/CATALOGUE:** Tenderer should furnish all necessary leaflet/catalogue etc., of the stores offered by him to enable the Purchaser to evaluate his offer correctly.
4. **MODE OF DESPATCH:** Tenderer shall indicate the mode of dispatch (*i.e.*, Sea/Air-freight/Parcel Post, etc.) depending upon the normal mode of dispatch adopted by him for the type of stores offered for consideration of the Purchaser.
5. **COUNTRY OF ORIGIN:** Tenderer shall indicate in his offer the country of origin of goods offered and the name and address of the manufacture.
6. **INSURANCE:** If insurance of the goods is felt necessary, the same shall be advised by the Tenderer in the offer.
7. **DELIVERY/SHIPMENT:** The time for and date of delivery quoted shall be reasonable/realistic and shall strictly be adhered to in case of placing order on the Tenderer.
8. **MODE AND TERMS OF PAYMENT:** Preferred payment terms of Institute is Sight raft/Net 30 days. If LC is preferred by vendor, payment will be 90% against shipping documents and 10% after installation and commissioning. In both cases APBG for 10% of the P.O. value should be furnished before final payment which should be valid during warranty period. **OURS BEING A GOVT OF INDIA EDUCATIONAL INSTITUTE WE ARE UNABLE TO MAKE ANY ADVANCE PAYMENT**
9. **WARRANTY:** Period of warranty and conditions shall be clearly mentioned in the Tender.
10. **GENERAL:** The Tenderer shall also be complied with the following:
 - a. Mention your Banker's name and address.
 - b. Show approximate net and gross weight and dimensions of packages/cases.
 - c. Furnish list of recommended spares for satisfactory operation for a minimum period of one year if the quote is for Plant & Machinery, Equipments etc.
 - d. Details of any technical service, if required for erection assembly, commissioning and demonstration.
 - e. Conform that the prices quoted are inclusive of all taxes, levies, duties arising in the tenderer's country.
 - f. The offer is valid for a minimum period of 90 days from the due date of opening of the tender.
 - g. Samples, if called for, will be sent free of all charges.
 - h. Late tenders and Delayed will not be considered.
 - i. Offers made by Indian Agents on behalf of their Principals, should be supported by the Proforma Invoice of their Principals.
 - j. The authority of person signing the tender, if called for, shall be produced.
 - k. The purchaser reserves the right to accept or reject the lowest or any other offer in whole or in part without assessing any reason.
11. **TENDER OPENING:** All tenders will be opened at Pratheeksha Building. Authorized representatives [with authorization letters] of the bidders may attend the Tender Opening.


DEPUTY REGISTRAR
[PURCHASE & STORES]

IISERTVM
INSTRUCTIONS TO TENDERERS [INDIGENOUS].

1. Tenders should be sent in sealed envelopes superscribing the relevant tender no. and the due date of opening. Only one tender should be sent in each envelope.
2. Late tender and Delayed Tenders will not be considered under any circumstances.
3. Sales Tax and /or other duties/levies where legally levies and intended to be claimed should be distinctly shown separately in the tender.
4. (a). Your quotation should be valid for a minimum period of 60 days from the date of opening of the Tender. Quotation with firm prices will be preferred.
(b). Prices are required to be quoted according to the units indicated in the Invitation to Tender. When quotations are given in terms of units other than those specified in the tender form, relationship between the two sets of units must be furnished.
5. **(a) Preference will be given to those tenders offering supplies from ready stocks. The basis of delivery is at IISER site free of cost.**
(b) Our payment terms are within 30 days of receipt and acceptance of the item at our site.
6. (a) All available technical literature, catalogues and other data in support of the specifications and details of the items should be furnished along with the offer.
(b) Samples, if called for, should be submitted free of all charges by the tenderer and the IISER shall not be responsible for any loss or damage thereof due to any reason whatsoever. In the event of non-acceptance of tender, the tenderer will have to take back the samples at his own expense.
(c) Approximate net and gross weight of the items offered shall be indicated in your offer. If dimensional details are available the same should also be indicated in your offer.
(d) **Specifications:** Stores offered should strictly conform to our specifications. Deviations, if any should be clearly indicated by the tenderer in their quotation. The tenderer should also indicate the Make/Type number of the stores offered and provide catalogues, technical literature and samples, wherever necessary along with the quotations. Test Certificates wherever necessary should be forwarded along with supplies. Whenever specifically mentioned by us the tenderer could suggest changes to specifications with appropriate reasons for the same.
7. IISER shall be under no obligation to accept the lowest or any tender and reserves the right of acceptance of the whole or any part of the tender or portion of the quantity offered and the tenderers shall supply the same at the rates quoted.
8. Corrections, if any, in the Quotation must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between amounts quoted in words and figures, amount quoted in words shall prevail. Quotation must have price for each line item and totaling of the price including taxes and duties should be clearly mentioned.
9. The tenderer should mention the name of his bankers, Sales Tax Registration, PAN number etc in the tender.
10. The authority of the person signing the tender, if called for, should be produced.
11. The purchaser reserve the right to accept or reject the lowest or any other offer in whole or in part without assigning any reason.
12. IISER being a Govt of India Educational and Research Institute, is exempted from payment of Excise Duty under Notification No. 10/97 and Customs Duty under Notification No. 51/96- Customs dated 23rd July 2009. Also, we can issue Form16 as per VAT Rules.
13. The stores supplied should be covered with minimum of 1 year warranty from the date of supply, installation and commissioning.
14. Earnest Money Deposit/ Bid Security should be submitted alongwith your quote as mentioned in Invitation for Tender. EMD should be in favour of Indian Institute of Science Education and Research Thiruvananthapuram valid for 90 days.
15. **Tender Opening:** All tenders will be opened at Pratheeksha Building. Authorized representatives [**with authorization letters**] of the bidders may attend the Tender Opening.


(K. Bhaskara Rao)
Deputy Registrar
[Purchase & Stores]