

# NATIONAL INSTITUTE OF SOLAR ENERGY

(An Autonomous Institute, Ministry of New & Renewable Energy, Government of India)



## REQUEST FOR QUOTATION

*for*

### ***Calibration of Measuring Equipment used at Solar Water Pump Testing Facility at NISE***

RFQ No. 05/07(01)/2017-18/SWP Dt. 25.10.2017

**Last Date of Submission: 13/11/2017**

Dy. Director General (Admin)  
National Institute of Solar Energy  
19<sup>th</sup> Milestone, Institutional Area,  
Gurugram-Faridabad Road, GwalPahari, Gurugram - 122003, INDIA

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Website: [www.nise.res.in](http://www.nise.res.in)

# National Institute of Solar Energy

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**Subject: Calibration of measuring equipment used at solar water pump test facility at NISE.**

The important dates and information for quotation are given below in the table:

S.No	Description	Details
1	Request for Quotation (RFQ) No.	05/07(01)/2017-18/SWP
2	Tender Type (open/Limited/Auction/EOI/Single)	Limited
3	Tender Issued Through <ul style="list-style-type: none"><li>• Expressions of interest (EOI)</li><li>• Request for information (RFI)</li><li>• Request for proposal (RFP)</li><li>• Request for quotation (RFQ)</li><li>• Request for tender (RFT)</li></ul>	RFQ
4	Tender Category (Services/Goods/works/Supply)	Service
5	Scope of Work	Calibration of Equipment
6	Place of submission of quotation and address for communication	Dy. Director General (Admin) NATIONAL INSTITUTE OF SOLAR ENERGY 19 <sup>th</sup> Milestone, Institutional Area, Gurugram- Faridabad Road, GwalPahari, Gurugram, Haryana, India -122003. E-mail: <a href="mailto:ddgsk.nise@gmail.com">ddgsk.nise@gmail.com</a> Phone: 0124-2853089/95
7	Period of validity of quotation	Date: 25/10/2017 to 13/11/2017
8	Last date & time of submission of quotation	13 <sup>th</sup> November 2017 (Monday) by 12.00 Noon
9	Time of Supply & Completion	Within 4 weeks from date of issue of Purchase Order
10	Note	Bidder should be Calibration laboratory or any agency which deal with equipment calibration job. Bidder will be responsible for provide Calibration Certificate of NABL accreditation laboratory or ISO/IEC 17025 for each instrument.

## 1. INTRODUCTION:

National Institute of Solar Energy, an autonomous institution of Ministry of New and Renewable (MNRE), is the apex National R&D institution in the field Solar Energy. The Government of India has converted 25 year old Solar Energy Centre (SEC) under MNRE to an autonomous institution in 23<sup>rd</sup> September, 2013 to assist the Ministry in implementing the National Solar Mission and to coordinate research, technology and other related works. The institute is involved in demonstration, standardization, interactive research, training and testing solar technologies and systems. It is an effective interface between the Government and institutions, industry & user organizations for development, promotion and widespread utilization of solar energy in the country.

## 2. Invitation for Quotation:

On behalf of Director General, National Institute of Solar Energy, Gurugram sealed quotations are invited from the financial and technically capable laboratory or agency may calibrate equipment themselves or by third party. Bidder have to mention all laboratory Name in case on third party Calibrations along with their Accreditation certificate. For RFQ "Calibration of Measuring Equipment used at Solar Water Pump Testing Facility" installed at National Institute of Solar Energy, Gwal Pahari, Gurugram, Haryana, India.

## 3. INSTRUCTIONS TO MANUFACTURER/SUPPLIERS

### Eligibility of Bidders

(i) The Bidder/Vendor should be reputed calibration laboratory have an annual turnover should not less than Rs 5 Lakhs in each financial year during the last two years. Bidders should enclose copy of audited sheets for financial years. Bidder must have GST and income tax registration. Copy of PAN Card and GST/ Sales Tax Registration should accompany the quotation. Bidder must have required facilities to manufacture the required items for which the bid is submitted. **The proof of turnover and list of clients shall be submitted with the quotation.**

(ii) The bidder/Vendor have to provide all the calibration certificate from some reputed laboratory recognized by NABL or International Laboratory authorized by ISO/IEC 17025.

Bidder will responsible for arrange traceability of laboratory for each equipment's calibration certificate.

(a) Bidder will assume total responsibility for the fault-free operation of equipment / items and Maintenance during the calibration period and provide necessary services if required.

(b) Calibration certificate must be valid for one year from the date of work completion.

(iii) Bidder/Vendor who does not meet the criteria given above, if they have made untrue or false representation in the forms, statements and attachments submitted in proof of the qualification requirements or have a record of poor performance, not properly completing the contract, inordinate delays in completion or financial failure, etc. are subject to disqualification.

**Note:** Only Submission of the bid does not suffice for deeming the Order to the bidder; all bidders will undergo a strict scrutiny process to evaluate the bids received by the committee.

## 12. Technical Specifications of Calibration of Equipment used at Solar Water Pump Testing Facility

Sl.no	Instrument name	Technical Specification	Quantity	
1.	Electro Magnetic Flow meter	Output: 4-20 mA /RS485 (Catalogue attached)	<b>For Surface :</b> a. 50 mm- 1 no <b>For Submersible :</b> b. 25 mm – 1no c. 50 mm- 5 no's d. 80 mm - 1 no e. 100 mm – 1 no (Spare)	Total 9 no's
2.	Delivery Pressure Transmitter	Range: 0 to 40 bar Output: 4-20 mA (Catalogue attached)	<b>For Surface :</b> 1 no's <b>For Submersible :</b> 7 no's	
3.	Suction Pressure Transmitter	Range: -1 to 3 bar Output: 4-20 mA (Catalogue attached)	2 no's (one for 50 mm pipe line and another one is spare)	8 no's
4.	Power meter - AC (Three Phase/single phase)	Volt: 50 to 500 VAC Frequency: 45- 65 Hz Current: 20 A (Catalogue attached)	6 no's	2 no's
5.	Voltage &Current Measurement DC	Volt: 0 to 1000 VDC Current: 20 A ( Input Side of drive 8 no. of voltage and current measurement, Output side of drive 2 no. of voltage and current measurement)	<b>Input Side of drive</b> 8 no's <b>Output Side of drive :</b> 2 no's	
6.	Motorized automatic control Valve	Modulating valve based on 4 – 20 mA signal.	<b>For Surface</b> 50 mm – 1 no	9 no's

			<b>For Submersible</b> 25 mm - 1 no 50 mm – 5 no’s 80 mm - 1 no	
7.	PV Array tester	Measure DC voltage and current	1 no	10 no’s
8.	Temperature Sensor	<b>For array</b> 8 no’s <b>Ambient</b> 1 no	9 no’s	8 no’s
9.	Speed sensor	PNP type Slip Coil type	PNP type: 1 no Slip coil :3 no’s	
10.	Water level sensor	Ultrasonic type	1 no	
11.	Solar PV Array Simulator	15A, 1000V or 15kWp	1 no	

### 13. General Conditions of Contract

**a) Inspections and Tests:** All routine test & acceptance tests as per relevant standards and specification shall be carried out by the vendor on the premises of the Calibration. Charges for all these tests/ calibration for all the equipment / items & components shall be included. The work may be completed within 30 days from the date of issue of work order.

**b) Certificate:** The vendor shall furnish, at its own cost, test certificate for the various equipment / items as called for.

**Warranty:** The vendors must provide full comprehensive warranty for a period of 12 months (one year) post completion of calibration.

**c) Payment:** 100% against delivery, Installation testing & commissioning and acceptance of the system /equipment / items to the entire satisfaction of the Purchaser.

**d) Taxes and Duties:** NISE is registered with Department of Scientific & Industrial Research and exempted from excise duty/customs duty. Service provider shall suitably adjust its price and be entirely responsible for all taxes, duties, license fees, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser. If taxes & duties are claimed, these may be mentioned separately.

**e) Penalty Clause:** If the Services within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct

from the Contract Price, as penalty (Half percent of contract price per week of delay subject to a ceiling of 5% of final contract price).

**f) Applicable Law:** The Contract shall be subject to the laws of the Union of India and jurisdiction of Gurugram, Haryana shall apply.

**h) Rejection Terms:** Incomplete, conditional, fax, late quotation will be rejected summarily. Director General, National Institute of Solar Energy reserves the right to reject any or all the quotations at his discretion without assigning any reason thereafter.

The following forms/documents are provided by the bidder/vendor.

- (i)** Performance Statement Form (As per the attached **Annexure-1**)
- (ii)** Service Support details;
- (iii)** Authorization Form
- (iv)** Certificate of experience of minimum two similar jobs / Client List.
- (v)** Turnover for the past 02 years (Profit/Loss Account/ Balance/Sheet).
- (vi)** Price Bid (As per the attached **Annexure-2**)

**q) Site Survey:** Interested parties/ Vendors are requested to inspect the work site at the address mentioned above and get them acquainted with the nature of work and local conditions that may have a bearing on the rates.

## **NOTES**

- a)** NISE, Gurugram will evaluate all the options and activities mentioned above and reserve the right to award the contract for the most feasible and cost effective option and activities.
- b)** NISE, Gurugram reserves the right to accept or reject any or all applications without assigning any reasons.
- c)** Offers with incomplete information are liable to be rejected, which may be noted.

**Deputy Director General (Admin)**  
National Institute of Solar Energy  
Gurugram-Faridabad Road,  
GwalPahari Gurugram – 122 003, INDIA

No 05/07(01)/2017-18/SWP

**Performance Statement Form**

(For the last Two years)

Name of Bidder/Vendor: \_\_\_\_\_

Order No. & Date	Client	Contact Person/ Phone	Description & quantities of ordered items	Value of order (in Rs Lakhs)	Date of Completion		Satisfactory completed On
					As per Contract	Actual	

To be attached: Documentary evidence (client's letter or certificate) in support of satisfactory completion of above orders. Minimum 2 Customers

\_\_\_\_\_  
Signature and seal of the Bidder

\_\_\_\_\_  
Date

(Annexure- 2)

**Price Bid Format**

(On Company's Letterhead)

Ref No.

Date:

**PRICE BID**

The Deputy Director General (Admin)  
National Institute of Solar Energy (NISE)  
Gurugram – Faridabad Highway  
GwalPahari; Gurugram – 122 003, INDIA

**Subject:**

Request for quotation for Calibration of Measuring Equipment used at Solar Water Pump Testing Facility at NISE

<b>S No</b>	<b>Item</b>	<b>Basic Price (in Rs)</b>	<b>Taxes (in Rs)</b>	<b>Other Charges (if any) (in Rs)</b>	<b>Total (in Rs)</b>
	<b>Total</b>				

Amount in words (Rs.) .....

Signature:

Name of the Representative Submitting the Bid:

Designation:

Company Seal



(Annexure-3)

**Format for submission of Bidder/ Vendor Data**

1.	<b>Name of vendor</b>	
2.	Registered Address	
	Phone No.	
	Fax No.	
	Name of Proprietor/ CEO/Chairman	
	Phone/Mobile No.	
	Email id	
3.	Factory Address	
	Phone No.	
	Fax No.	
	Email id	
4.	Delhi/NCR Address (if any)	
	Phone No.	
	Fax No.	
	Email id	
5.	Correspondence Address	
6.	Name of Contact Person	
	Designation	
	Phone/Mobile no.	
	Fax No.	
	Email id	
7.	Website	

8.	<b>Sales Tax related information/ GST</b>	
	TIN No.	
	L.S.T. No.	
	C.S.T. No.	
	Sales Tax Exemption No. (if any)	
9.	<b>Income Tax related information</b>	
	PAN No.	
	PAN reference no. (in case PAN applied for)	
	PAN Status (in case PAN applied for)	
10.	<b>Excise duty related information</b>	
	ECC No.	
	Range	
	Collectorate	
11.	Registration No. with Directorate of Industries	
12.	SSI Reg. No. (if Small Scale Industrial Unit)	
13.	<b>Bank related information</b>	
	Bank name	
	Branch name	
	Bank address	
	Bank phone no.	
	Bank fax no.	
	Bank MICR Code (9 digit)	
	RTGS-IFC Code	
	Account type	
	Account no.	
Swift Code		

I certify that the information given herein is correct to the best of my knowledge and belief.

Signature of  
Proprietor/CEO/Chairman  
Seal of the company/concern