



# MEHR CHAND POLYTECHNIC COLLEGE

DAYANAND NAGAR, G.T. ROAD

JALANDHAR-144008

## NOTICE INVITING E-TENDER

Tender no. MCPC/2025-26/1

MCPC invites tenders from the eligible bidders for supply of Metrology and Instrumentation Lab equipments/items mentioned below:

<b>Name of Work</b>	Supply of equipments for Metrology and Instrumentation Lab of Mechanical Engg. Deptt., at <b>Mehr Chand Polytechnic College Jalandhar</b>
Last date and time of submission of online tender	14-10-2025 Time 23:55
Date and time of opening of Technical bids	15-10-2025 Time 11:00 am
Date and time of opening of Financial bids	15-10-2025 Time 2:00 pm
Venue	MCPC, Jalandhar
Estimated amount	Rs. 5,22,000
Tender Document fee	INR Rs 100/- Non-refundable
Processing Fee	As per website. Non-refundable
EMD	INR Rs 5000/-
Bid validity	90 days ( from Date of opening of bids)
Delivery time	30 days (from the issuance of purchase/supply order)
On-site warranty	One year from the successful commissioning of equipments at MCPC
Tender document available at	<a href="https://www.tenderwizard.com/PUNJAB">https://www.tenderwizard.com/PUNJAB</a> <a href="http://www.mcpolyjal.com">www.mcpolyjal.com</a>

The tender document can be downloaded from website <https://www.tenderwizard.com/PUNJAB> Tenders shall be opened at above mentioned place in the presence of parties or their representatives who may like to be present. For participating in the above e-tendering process, the suppliers/bidders shall have to get themselves registered with <https://www.tenderwizard.com/PUNJAB> and get user ID and password. Class three Digital signatures is mandatory to participate in the e-tender process. For any clarification/difficulty regarding e-tendering process flow, please contact us on 9463028600 (Convenor) or E-procurement Helpdesk Nos. 0172-5035985, 9257209340, 8054628821..

1. The **tender form fee and E.M.D. as mentioned in above table**. The EMD should be deposited / Pay by online/E-payment mode only. No other modes will be accepted.
2. Corrigendum/Addendum /Corrections/Notice, if any will be published on the website.

3. All fees like tender fee (Non-refundable) and Earnest money shall be paid through ONLINE mode (IPG, Net Banking, NEFT/RTGS) only.
4. Bids must be submitted online through **<https://www.tenderwizard.com/PUNJAB>** before the time specified in the above table (as per system clock). Department/Service provider does not take any responsibility for the delay caused due to non-availability of internet connection or network traffic for online bids.
5. Bidders shall upload scanned copy of all the papers i.e. proof of Earnest Money, Tender document Fee, PAN Card, GST No. etc as mentioned in the subsequent pages.
6. Uploaded documents of valid successful bidder(s) may be verified. The valid successful bidder(s) has to provide the originals to the concerned authority on receipt of letter, which will be sent back through registered post.
7. Bid(s) once submitted online, can be resubmitted before last date and time of submission.
8. There is no limit to data that can be uploaded on **<https://www.tenderwizard.com/PUNJAB>**, however, for ease of uploading and downloading, vendors will be advised to compile data into files and upload. Capacity of each upload file should not be more than 4 MB, preferable to keep it even less.
9. Perspective Vendors are advised to start uploading process well on time and not leave it to the last minute as same shall take time because of the data involved.
10. If the date of opening of tenders happens to be a public holiday, then the tenders will be opened on next working day at the same time and place.
11. The bidders should keep checking the website for any **addenda/corrigenda** to the notice/bidding documents till the last date of on-line submission of bids, and the bidder should incorporate the same in his bid documents.

## **General Guidelines**

1. The terms and conditions, general guidelines of tender along with the annexures each and every page must be signed & stamped by authorized signatory and scanned & uploaded on the website.
2. Technical bid Proforma to be filled online.
3. Technical bid will be opened on the due date and time as notified, in the presence of the vendors present with authorization letter from the respective company/firm, if they desire to be present.
4. The bidders who qualify the technical bid, will only be informed regarding opening of financial bids. The financial bids will be opened on the due date and time as intimated, in the presence of the vendors present with authorization letter from the respective company/firms.
5. Rates should be FOR destination (MCPC).
6. The EMD/Performance security is liable to be forfeited in case the supplier fails to execute the order in time.
7. MCPC shall not be responsible if it is not possible to upload / submit the tender online due to any fault or malfunctioning of the internet / e tender site.
8. The tender should be submitted with the tender document available on e-tender website (<https://www.tenderwizard.com/PUNJAB>) and can be seen on College website i.e. ([www.mcpolyjal.com](http://www.mcpolyjal.com)).
9. Authorized signatory should sign on all the pages. Bids without signatures of authorized signatory on all the pages will be out rightly rejected.
10. MCPC Jalandhar reserves the right to increase/decrease the order quantity without assigning any reason(s), whatsoever.
11. Delivery of the above items will have to be made according to the schedule given by the user department of MCPC Jalandhar.
12. The items are required to be delivered within stipulated period from the date of issuance of supply order. Place of delivery will be MCPC Jalandhar.

# Mehr Chand Polytechnic College, Jalandhar

## Terms & Conditions

Bidders responding to this enquiry shall be deemed to be agreeable to the terms and conditions herein contained. These terms and conditions shall be binding on the successful bidders. Conditional bids are liable to be rejected.

1. MCPC invites on line tenders from reputed original equipment manufacturers (OEM)/ authorised distributors/ dealers to supply equipments at college.
2. MCPC will award the contract to qualified bidder(s) quoting the lowest rate (**ITEM WISE**) at the terms & conditions of work mentioned in the tender documents. Preference will be given to those who upload tender for all instruments/equipments.
3. The specifications of equipment/items and bidder details are placed at Annexure I.
4. The financial bid proforma is placed at Annexure II.
5. Bidder(s) is/are required to fill bidder details & financial bid etc. as per format provided online, failure to do so will result in rejection of bid(s). The rates to be quoted **ONLINE** by bidders in Financial bid have to be item wise.
6. The EMD will be forfeited if any terms and conditions are contravened / deviated.
7. The prices are to be quoted **including taxes/levies/govt. duties etc** for supply of lab equipment at MCPC Jalandhar. Item wise prices are only to be quoted.
8. The College reserves all the right to reject or accept any tender without assigning any reason or cancel or withdraw the tender notice.
9. The validity of the offer shall be 90 days after the date of opening of the technical bid. If any bidder withdraws his tender within the validity period or makes any modifications in terms and conditions of the tender and/or rates after submission of tender which or does not start the work within stipulated period from the date of issue of letter of acceptance, then MCPC shall without prejudice to any other right or remedy, be at liberty to forfeit the earnest money deposited by the bidder. In case of forfeiture of EMD, the Bidder shall be debarred from bidding in case of re-invitation of the tenders.
10. Bidder shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the Bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid EMD/demand draft will be forfeited.

11. All disputes shall be subject to the jurisdiction of Jalandhar Courts only.

**12. Inspection and tests prior to shipment of Goods and at final acceptance are as follows:**

- I. The acceptance test will be conducted by the Purchaser, at its option after the equipment is installed at Purchaser's site in the presence of supplier's representatives. The acceptance will involve trouble free operation and ascertaining conformity with the ordered specifications and quality. There should not be any additional charges for carrying out acceptance test. No malfunction, partial or complete failure of any part of the equipment is expected to occur. The Supplier should maintain necessary log in respect of the result of the test to establish to the entire satisfaction of the Purchaser, the successful completion of the test specified.
- II. In the event of the ordered item failing to pass the acceptance test, a period not exceeding one weeks will be given to rectify the defects and clear the acceptance test, failing which the Purchaser reserve the right to get the equipment replaced by the Supplier at no extra cost to the Consignee.
- III. Successful conduct and conclusion of the acceptance test for the installed goods and equipment should also be the responsibility and at the cost of the Supplier.

**13. Manuals and Drawings**

- I. Before the goods and equipment are taken over by the Purchaser, the Supplier should supply operation and maintenance manuals. These should be in such details as will enable the Consignee to operate, maintain, adjust and repair all parts of the works as stated in the specifications.
- II. The Manuals should be in the ruling language (English) in such form and numbers as stated in the contract.
- III. Unless and otherwise agreed, the goods equipment should not be considered to be completed for the purpose of taking over until such manuals and drawing have been supplied to the Consignee.

**14. Penalty**

- I. If delivery is not made in time and the MCPC is required to make purchase from outside at higher rates, the loss sustained will be deducted from the E.M.D./ Performance Security of the Bidder.
- II. Irrespective of the fact as to whether or not the MCPC makes purchases from outside, the MCPC may impose penalty upto 1 % per week of total cost of delayed articles, if the delay is due to willful laches or negligence on the part of Bidder, and if it causes financial loss or inconvenience to the MCPC.

## Acceptance

I/We accept the above terms & conditions and shall comply with these strictly.

Name of Vendor \_\_\_\_\_

Signature

Address \_\_\_\_\_

Seal of firm :

\_\_\_\_\_

Date :

## Annexure I

Eligibility criteria:

(Documents must be provided in support of the following otherwise bids will be summarily rejected)

S. no.	Eligibility criteria	Supporting Documents required
1	Only authorized dealer/ agency of Original Equipment Manufacturer (OEM) or OEM in execution of Laboratory Equipment/Instrument, etc. supplies should apply against this invitation for bid. In the case of the bidder, offering to supply Laboratory Equipment/Instrument, under the bid, which the bidder does not manufacture or otherwise produce, the bidder has to provide Manufacturer's Authorization Certificate. Bids submitted without valid authorization certificate will be summarily rejected. Authorization certificate from OEM is essential for all the items of supply under scope of work.	Latest Authorization letter from OEM to the Bidder authorizing him to do business on OEM's Behalf, as associate or authorized business partner, for OEM's Manufactured Items. In case of OEM participating as a bidder, a power of attorney by the company's Director to the authorized signatory to be submitted along with the bid.
3	An undertaking from the OEM is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support for spares & maintenance facilities during warranty & AMC. The bid shall not be considered responsive in absence of the certificate from the OEM.	Undertaking by the authorized signatory of OEM in favour of the Bidder agency.
4	The Bidder must have successfully executed at least one order of supply of Laboratory equipments to Govt./PSU's/Autonomous bodies/ Govt. Institutions such as IIT's/NIT's/IIIT's/Central Universities/ Govt. universities etc. during last three Financial years for which necessary supporting documents have to be enclosed.	Copies of work orders and completion certificates

Notwithstanding anything stated above, the Consignee reserves the right to assess bidder's capability and capacity to perform the contract, should circumstances warrant such an assessment in the overall interest of the MCPC, Jalandhar, Punjab and constituents campuses.

### Bidder Details

S.No.	General Information	
1.	Name of the Firm	
2.	Address Email-id Website, if any	
3.	Contact Numbers Landline Mobile	
4.	Nature of Firm/Concern (Sole Proprietor/Partnership/Pvt Ltd etc.) Self Attested copy should be attached	
5.	Name of Authorised Signatory of Firm:	
6.	PAN No (Attested copy should be attached)	
7.	GST No (Attested copy should be attached)	
8.	An undertaking stating that the firm/ bidder has never been blacklisted by any Government/Semi-government/ Government Undertaking or by any Autonomous Organisation and no complaint/Inquiry is pending against the bidder.  (This undertaking must be attached)	

**Name of Firm:**

**Signature:**

**Address:**

**Seal of firm:**



## MECHANICAL DEPARTMENT

<b>SPECIFICATION OF EQUIPMENTS/GOODS</b> <b>All items Mitutoyo/Insize/Equivalent brand</b>			
S. NO.	ITEM	RANGE	QUANTITY
1	Digital calipers (Standard type)	0-150 mm/0-6"	1
2	Digital calipers (Basic type)	0-150 mm/0-6"	2
3	Vernier caliper with fine adjustment	0-130 mm/0-5"	1
4	Vernier depth gauge (Standard type)	0-200 mm	1
5	Mini digital height gauge	0-150 mm/0-6"	1
6	Digital outside micrometers (Basic type, without data output)	0-25 mm/0-1"	2
7	Screw thread micrometers	0-25 mm	1
8	Gear tooth micrometers	50-75 mm	1
9	Disk micrometer	0-25 mm	1
10	Optical parallels	0-25 mm	1
11	Precision bore gauges (With dial indicator)	50-160 mm	1
12	Digital indicators (Standard type)	12.7 mm/ 0.5"	1
13	Universal dial indicator stands (non-magnetic)	-----	1
14	Thickness gauges	0-10 mm	1
15	Dial snap gauges	0-25 mm	1
16	Steel pin gauge sets	-----	1
17	Steel pin gauge sets	-----	1
18	Pin gauge handles (Operated without wrench)	1.51-6.35 mm	1
19	Setting rings	∅ 10 mm	1
20	Ceramic measuring balls	1.200 mm	2
		1.340 mm	2
		1.588 mm	2
		1.750 mm	2
		2.381 mm	2
21	Ceramic measuring balls	-----	1
22	Plain plug gauges	10 mm	1
23	Go ring gauge set (Class 6g)	-----	1
24	No Go ring gauge set (Class 6g)	-----	1
25	Metric thread plug gauges	-----	1
26	Protractor	0-225 degree	1
27	Universal protractor	0-360 degree	1
28	Optical flats	-----	1
29	American standard wire gauge	0-36	1
30	U.S. standard sheet metal gauge	0-36	1
31	Taper slot gauge	0.5-10 mm	1
32	Taper gauge set	1-29 mm	1
33	Taper bore gauge	3-16 mm	1
34	Fillet welding gauge	-----	1
35	Outside calipers	0-150 mm	1
36	Inside spring calipers	20-170 mm	1

S. NO.	ITEM	RANGE	QUANTITY
37	Inside calipers	17-150 mm	1
38	Outside spring calipers	0-140 mm	1
39	Spring dividers	0-150 mm	1
40	Taper gauge and steel ruler set	-----	1
41	Angle plates set	-----	1
42	Parallel sets	-----	1
43	Sine bar	100 mm	1
44	Frame levels	-----	1
45	Folding magnifier with illumination	-----	1
46	Non contact tachometer	-----	1
47	Roughness tester	-----	1
48	Surface roughness specimen set	-----	1
49	Digital anemometer	-----	1
50	Stroboscope	-----	1
51	Parkinson gear tester	-----	1