

# ADVERTISEMENT PUBLISHED

भारत सरकार, अंतरिक्ष विभाग  
भारतीय अंतरिक्ष अनुसंधान संगठन  
भारतीय सुदूर संवेदन संस्थान  
4, कालीदास रोड, देहरादून-248001  
उत्तराखण्ड



Govt. of India, Dept. of Space  
Indian Space Research Organisation  
Indian Institute of Remote Sensing  
4, Kalidas Road, Dehradun - 248001  
Uttarakhand

दूरभाष / PH : 0135-2524318 / 4317, फेक्स / FAX : 0135-2748041 ई-मेल / E-mail : pns@iirs.gov.in

## निविदा आमंत्रण सूचना / Notice Inviting Tender

भारत के राष्ट्रपति की ओर से भारतीय सुदूर संवेदन संस्थान, देहरादून द्वारा निम्नलिखित के लिए दो भागों में मोहरबंद बोलीयां आमंत्रित की जाती हैं।  
On behalf of President of India, Indian Institute of Remote Sensing, Dehradun invites Two Part sealed tender for the following.

क्र. सं. / Sl. No.	निविदा सं. / Tender No	विवरण / Description	मात्रा / Qty.
1.	जी.आई.ई.आर. 2015000195-01 /GIER 2015000195-01	अभियांत्रिकी भूकंप-लेखी/सोसमोग्राफ (48 चैनल) अनुशंगी सामग्री/एक्सेसरीज के साथ विस्तृत विवरण/विनिर्देश, निबंधन एवं शर्तें निविदा प्रलेखानुसार/Engineering Seismograph (48 Channels) with Accessories (Detailed Specifications, Terms & Conditions as per tender documents)	01 संख्या / 01 No.
2.	जी.आई.आर.एस. 2015000196-01 /GIRS 2015000196-01	सुदूर संवेदन एवं भू-सूचनाविज्ञान के अनुप्रयोग हेतु ई-अधिगम अंतर्वस्तु का विकास (विस्तृत विवरण/विनिर्देश, निबंधन एवं शर्तें निविदा प्रलेखानुसार)/Development of E-Learning Content for "Application of Remote Sensing and Geoinformatics". (Detailed Specifications, Terms & Conditions as per tender documents)	125 घंटे / 125 hrs.  (सफल निविदाकार/विजेता के यूनिट मूल्य के आधार पर घंटों को घटाया/बढ़ाया जायेगा./No of hours will be increased/reduced depending on unit cost of the qualified vendor)

निविदा शुल्क / Tender Fee	रु. 227/- प्रत्येक निविदा हेतु / Each Tender
निविदा प्रारूप जारी करने की तिथि / Starting date for issue of Tender Forms	27.08.2015 से
निविदा प्रारूप जारी करने की अंतिम तिथि / Last date for issue of Tender Forms	22.09.2015, 12:00 बजे तक / upto 12:00 hrs
निविदा स्वीकृति की नियत तिथि / Due date for Receipt of Tender	23.09.2015, 14:00 बजे तक / upto 14:00 hrs
तकनीकी बोलियां खोलने की तिथि / Date of opening of Techno-commercial Bids	23.09.2015 एवं 24.09.2015 15:30 बजे क्रमशः / 15:30, hrs respectively.

निविदा प्रपत्र किसी भी अनुसूचित बैंक से देहरादून में भुगतान योग्य, वेतन एवं लेखा अधिकारी, आई० आई० आर० एस० के पक्ष में जारी रु 227/- का डी०डी० जमा करके क्रय एवं भंडार अनुभाग, आई० आई० आर० एस० से किसी भी कार्यदिन में प्राप्त कर सकते हैं अथवा [www.iirs.gov.in](http://www.iirs.gov.in) से डाउनलोड कर सकते हैं। यदि निविदा दस्तावेज वेबसाइट से डाउनलोड किया गया है, तो रु 227/- का डी०डी० जो वेतन एवं लेखा अधिकारी, आई० आई० आर० एस०, देहरादून के पक्ष में देय हो, बोली के साथ अवश्य सलग्न करें।

Tender forms can be purchased from Purchase & Stores Section, IIRS on all working days on payment of Rs 227/- in the form of DD drawn in favour of Pay & Accounts officer, IIRS Dehradun payable at Dehradun or can be downloaded from [www.iirs.gov.in](http://www.iirs.gov.in). When tender forms are downloaded, DD for 227/- drawn in favour of Pay & Accounts officer, IIRS Payable at Dehradun shall be attached with tender document.

**DAINIK JAGRAN (HINDI), DATED : 25.08.2015**

**THE HINDU (ENGLISH), DATED: 25.08.2015**

**GOVERNMENT OF INDIA  
DEPARTMENT OF SPACE  
INDIAN INSTITUTE OF REMOTE SENSING  
IIRS  
DEHRADUN  
PURCHASE & STORES  
INVITATION TO TENDER**

Ph No: 0135 - 2524317, 4318  
Fax 0135 - 2748041  
Email: pns@iirs.gov.in

Date :03/09/2015

M/s

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Our Ref No : GIRS 2015-000196-01

Tender Due: 14:00 Hrs ISTon 23/09/2015

Opening : 15:30 Hrs ISTon 24/09/2015

Dear Sirs,

Please submit your sealed quotation , in the Tender Form enclosed here along with the descriptive catalogues / pamphlets /literature ,superscribed with Our Ref.No. and Due Date for the supply of the following items as per the terms & conditions mentioned in Annexure( Form No: )

S.No.	Description of Items with Specifications	Unit	Quantity
1	Development of E-Learning Content for "Applications of Remote Sensing and Geoinformatics" as per detailed technical specifications given below, E-Content development for lectures (detailed Specifications as per annexure enclosed)	HRS	125
2	3 D basic animation (3D look Object/Character based animation (equivalent to 2.5D for GIS)) (10 Seconds each)	NOS.	25
3	3D advanced animation (3D Modelling, Lighting Effect, Texture and Rigging (10 Seconds each)	NOS.	10
4	Integration of Developed e-learning contents with Web based learning management system (LMS) (Detailed Specifications as per annexure enclosed)	JOB.	1
5	Maintenance and warranty, Warranty First year (detailed Specification as per annexure enclosed)	JOB	1
6	Annual Maintenance for the Second Year (detailed Specification as per annexure enclosed)	JOB	1
7	Annual Maintenance for the Third Year (detailed Specification as per annexure enclosed)	JOB.	1
8	Sample Development (1 Sample Web Portal) (No cost to IIRS, Evaluation requirement criteria) (Detailed Specifications as per annexure enclosed)	JOB	1


**DELIVERY AT:** IIRS

**MODE OF DESPATCH** DOOR DLVRY

**DUTY EXEMPTIONS**

**SPECIAL INSTRUCTIONS** NIL

**SPECIFIC TERMS**

  
V.V. NARAYANAN KUTTY  
PURS. & STORES OFFICER  
For and behalf of the President of India  
The Purchaser

**Note:**

- (1) Specification as per Annexure-I
- (2) Job Description as per Annexure -II
- (2) Tender Form as per Annexure-III
- (3) Instructions to Tenderer as per Annexure-IV
- (4) Special Terms & Conditions as per Annexure-V
- (5) Technical Terms & Condition as per Annexure-VI



**GOVERNMENT OF INDIA  
DEPT. OF SPACE, GOVT. OF INDIA  
INDIAN SPACE RESEARCH ORGANISATION  
INDIAN INSTITUTE OF REMOTE SENSING  
No.4, KAIDAS ROAD, P.B.NO.135, DEHRADUN-248001**


**PURCHASE DEPARTMENT**

NO.IIRS/P&S/GIER-2015-000196-01/PT-02/15-16

Dated: 24.08.2014

Sl. No.	Material Code	Item Description	Unit	Quantity
1.		<p>Development of E-Learning Content for "Applications of Remote Sensing and Geoinformatics" As per detailed technical specifications given below:</p> <p><b><u>E-Content development for Lectures</u></b></p> <ul style="list-style-type: none"> <li>▪ Level of interactivity - <b>Level 3</b></li> <li>▪ Technologies permitted: Flash / Javascript / Silverlight</li> <li>▪ 1 hour of developed e-learning material must contain a <b>minimum</b> of: <ul style="list-style-type: none"> <li>○ 60 screens (equivalent of 90 minutes of learning time for normal learner from the input of 30 power point slides) i.e., each e-learning screen is of 90 seconds approximately.</li> <li>○ 5 nos. 2D <b>Level 3</b> (2 nos. Text based + 3 nos. Image based) animation (10 seconds each)</li> <li>○ Text &amp; Image based interaction along-with professional voiceover and interaction elements (4 nos. self-assessment, quiz, etc.)</li> </ul> </li> </ul> <p>More details as per Annexure 1</p> <ul style="list-style-type: none"> <li>▪ The development content template should consists of presentation materials and icons/ hyperlinked buttons for different options such as: Glossary, search, notes, show synchronized audio text, audio on/off button /Self-Assessment module with multiple choice questions (or quiz), Grade book Play forward/backward/pause options, Menu/ Table of contents (collapsible/tree structure) and go to option for the student to go to any part of the lesson.</li> </ul>	Lecture eLearning hrs.	125 hrs (No of hours will be increased/ reduced depending on unit cost of the qualified vendor)
2.		<ul style="list-style-type: none"> <li>▪ <b><u>3D animation</u></b> <ul style="list-style-type: none"> <li>○ 3D basic animation (3D look Object/Character based animation (equivalent to 2.5D for GIS)) (10 seconds each)</li> <li>○ 3D advanced animation (3D Modelling, Lighting Effects, Texture and Rigging) (10 seconds each)</li> </ul> </li> </ul>	Nos.	25
			Nos.	10
3.		<p><b><u>Integration of Developed e-learning contents with Web based Learning Management System (LMS)</u></b></p> <ul style="list-style-type: none"> <li>•IIRS is already having customized LMS based on MOODLE. The vendor has to integrate new e-learning contents with existing LMS as per the requirement. The courses will be customized and created as per user's requirements.</li> <li>•The vendor should also update IIRS e-learning web portal contents (web pages) and create new pages as per the course requirement.</li> <li>•<del>The</del> IIRS E-Learning Courses has to be migrated or developed <sup>as</sup> of MOOC Concept with Latest State of Art E-Learning Standard &amp; Technology.</li> </ul>	Job	One
4.		<p><b><u>Maintenance and warranty</u></b></p> <ul style="list-style-type: none"> <li>•Warranty on e-learning contents and LMS eLearning portal (24 x 7 basis) for 1 year with no additional cost to IIRS and annual maintenance cost for another two more years. Vendor must quote Per year maintenance cost. <ul style="list-style-type: none"> <li>○ Warranty (first year)</li> <li>○ Annual Maintenance for the second year</li> <li>○ Annual Maintenance for the third year</li> </ul> </li> </ul>	Job	One

5.	<p><b>Sample development</b></p> <ul style="list-style-type: none"> <li>• Sample e-learning Content has to be developed as per the required specifications at no cost to IIRS. The sample content is for one hour video lecture consisting of 25 no. of slides and lecture notes of 6 to 8 pages. The sample should be representative of the quality of work which will be finally delivered. There should be a minimum of 2 nos. 2D animation and all features as mentioned in S. No. 1 and Annexure 1.</li> <li>• The sample e-learning content and the LMS web portal consisting of online registration, record keeping of participants, learning (self-based and instructor led), online assessment and collaborative learning etc., to be made available to IIRS.</li> <li>• Web link is to be provided for checking / evaluating it. The same can also be submitted along with technical bid evaluation.</li> </ul>	One job	1 Sample web portal
6.	<p>▪ <b>OPTIONAL ITEMS:</b></p> <p>Multimedia content development requires updation / modification subsequent to the initial development. It is therefore proposed to take unit costs for the different type of content development, as per the following list.</p> <p>(1) Additional screens</p> <p>(2) 10 second 2D <b>Level 3</b> (Text based) animation</p> <p>(3) 10 second 2D <b>Level 3</b> (Image based) animation</p> <p>(4) 10 second 3D <b>Level 3</b> (3D look Object/Character based animation (equivalent to 2.5D for GIS)) animation</p> <p>(5) 10 second 3D <b>Level 3</b> (3D Modelling, Lighting Effects, Texture and Rigging) animation.</p> <p>Vendor to submit samples of each type along-with technical bid. The final billing will be based on actual. This additional cost will be required during the warranty and maintenance period. Funds required will be proposed in the subsequent budget estimates like BE 2016-17 etc.</p>	<p style="text-align: center;"><u>UNIT</u></p> <p>1 e-learning screen (90 secs)</p> <p>10 seconds</p> <p>10 seconds</p> <p>10 seconds</p> <p>10 seconds</p>	



Purchase & Stores Officer

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INDIAN SPACE RESEARCH ORGANISATION  
INDIAN INSTITUTE OF REMOTE SENSING  
No.4, KAIIDAS ROAD, P.B.NO.135, DEHRADUN-248001

PURCHASE DEPARTMENT

NO.IIRS/P&S/GIER-2015-000196-01/PT-02/15-16

Dated: 24.08.2014

1. JOB DESCRIPTION

- IIRS invites quotations for development of e-learning contents for Application of Remote Sensing and Geoinformatics and its integration to existing e-learning portal (<http://elearning.iirs.gov.in>) and LMS based on Moodle and open source software technologies. The quotation also include maintenance and updation of IIRS e-learning web portal for three years.

2. Requirements

There are primarily 2 requirements to achieve our goal:

1. Easy to learn e-learning Content Development for applications of Remote Sensing and Geospatial technologies;
2. Integrations of the contents with existing e-learning portal based on Moodle and open source software technologies.

3. Type of E-Learning Content development

IIRS, since beginning is involved in capacity building in transferring technology in remote sensing and Geoinformatics, focusing in training and education at postgraduate level. In addition, IIRS has gained lot of experience in conducting satellite based Distance Learning Program in the last nine years. IIRS is already running e-learning based online courses of different durations through its e-learning web portal <http://elearning.iirs.gov.in>. The existing e-learning courses are for Remote Sensing, GIS and GNSS technologies. Now it is proposed to launch the e-learning based courses on Application of Remote Sensing and Geo-spatial technologies. The application area may include Forestry and Environmental studies, Water Resources, Geosciences applications, Urban and regional studies, disaster management, Agriculture and soil science related studies etc. The e-learning contents must be dynamic, learner centric and self-paced contents by using various multimedia technologies, internet streaming with Web 2.0 and related technologies. The integration of different video lectures, practical demonstration and field exercises are also part of this e-learning contents development.

The original contents will be in English language but provision must be given to convert these contents (Text, audio, video and other graphics) in other languages like Hindi and other regional languages of India.

- 2D and 3D animation in the presentation material
- Interesting layouts with Multimedia effects
- Professional Voice over (in neutral English accent)
- Professional anchor (if required)
- Outdoor / Indoor shoots (Videos/Images)
- Domain expertise
- Video clips, if required

**Note:** (All the above mentioned elements have to be used creatively keeping the aesthetic aspects which ultimately invite the target audience to visit our website and hold the attention)

The e-learning contents once developed will be hosted at IIRS servers for which all the hardware, software and network requirement will be provided by IIRS. The vendor has to provide full configuration requirement in advance before submitting the contents to the IIRS for hosting.

#### 4. Web Based Learning Management System

For running the e-learning courses IIRS has already develop Moodle based Learning management System with e-learning portal. The existing LMS is based on Sharable Content Object Reference Model (SCORM). The new contents will be created based on latest SCROM standards using latest version of Moodle. The additional plugin or add-on configuration in Moodle will be responsibility of the vendor. The vendor has to provide full documentations and training on Moodle administration for e-learning contents and courses.

The broad specifications of web portal for hosting of LMS and IIRS e-learning program will include:

- The web 2.0 technology with AJAX and other asynchronous based systems need to adopted for better user experience. The new web portal with icon based design will be developed in open source software technologies like PHP, XML, JavaScript, MYSQL/PostGreSQL, Drupal etc. The source code with a proper documentation needs to be submitted to IIRS after completion of the project.
- The vendor should not use any images or example from outside India. The issues related to Intellectual Property Rights (IPR) and copy right needs to be handled very carefully.
- The satellite images, maps, tables and contents should be taken from IRS satellite or from case studies of ISRO or from India only.
- The web portal should have functionality such as transcription, animation, supporting material, reference/ Bibliography, keywords, search mechanism etc.
- The web portal should have a proper data security mechanism, data and contents backup and recovery system, content updating and management system (like a Wiki concept), configuration of web portal in active-active failover mode (to ensure 24X 7 availability of the system)

#### 5. Course Contents

The objective of the course is to provide an opportunity for individuals to learn Applications of Remote Sensing and Geospatial technologies for the benefit of their professional career. As a part of the course the individuals are allowed to learn the basic concepts and understanding of remote sensing and Geoinformatics through series of lessons, tutorials, hands on exercises, interactions and group discussions etc. The following subjects are considered as part of development of e-learning contents and courses of different durations of following discipline.

- Forestry, Ecology and Environmental applications.
- Water Resources and Hydrological applications.
- Geoscience and geoenvironmental applications.
- Disaster and Emergency management.
- Agriculture and soil Science application.
- Urban and regional Planning studies.
- Marine and atmospheric Sciences.
- Land use planning and Management.
- Other thematic applications.

**Note:** (1) The above list is tentative. Likely to be changed, if decided by the subject experts. The detail syllabus will be provided to the identified vendor after the finalization of the tender.

(2) The vendor shall employ a subject expert, if deemed necessary, at no additional cost to IIRS. All material, help and guidance will be provided by IIRS. The vendor shall not resort to merely embedding the lecture video into a FLASH/SCORM module. The vendor shall convert the given content into transcripts/story boards and get it verified from the subject expert at IIRS before converting to FLASH/SCORM module. All templates, story boards, FLASH/SCORM project files etc. used will be part of the deliverables.

#### 6. QUANTUM OF JOB

The proposed course will have the following number of contact hours in e-learning format.

<b>Proposed E-Learning Course</b>	<b>Applications of Remote Sensing and Geospatial technologies</b>
Duration of the Course	<b>1 month and 4 Months</b>
Lecture hours of contact based courses to be used for E-Learning content development	<b>140 eLearning hrs.</b> Each elearning lecture hour would ideally contains 60 slides /storyboards and should include Flash based PPTs /content development, Audio/voice over & Flash based simple images, self-assessment tests /activities/quiz and

	<p>supporting material like references, glossary etc. A minimum of 5 nos. of 2D animation would be part of each elearning lecture hour.</p> <p>Total number of 2D and 3D animations per module will vary as per the requirement of the subject. The per unit price for each 2D and 3D animation on per 10 second basis needs to be provided.</p>
Practical Lab content development for software/ application demonstrations and practice & Field equipment demonstrations	The eLearning contents will also include lab demonstrations for software and application, field video coverages with edited videos and animations. The vendor has to provide separate costing for this activity if required. These contents will be made compatible with eLearning contents by integration with LMS. Wherever required the audio of these videos will be recorded by the professionals with edited transcript. Vendors are required to quote unit rate i.e. per hour basis.

### TENDERING PROCESS

This will be a two part tender i.e. Technical bid and Commercial bid which will be submitted by the vendors in two separate sealed envelopes. Technical bids should contain technical specifications confirming our requirements. The technical bid also should include submission of the following material:

1. E-Learning content development for one e-learning hour on Applications of Remote Sensing. Supporting lecture material may be taken from IIRS.
2. LMS in MOODLE environment with sample registration facility. The web portal address consisting of e-learning sample content including animations of 2D/3D, the learning template etc. to be provided along with technical bid.
3. Documentary evidence for selection / pre-qualification (as per Annexure II)

The commercial bid submitted in the separate envelop should consist of quote for each item mentioned in this tender document. IIRS will not pay for the sample content development, but rather use it to evaluate the technical bids.

The commercial bid should be per hour cost basis including integration with IIRS LMS and e-learning portal. Separate pricing for maintenance and updation of IIRS e-learning portal and LMS need to be quoted on per year basis.

### PROJECT SCOPE & CONDITIONS

1. Develop easy to learn, learner centric, active learning contents.
  - a. Vendor will deploy a coordinator and also multi-media expert at IIRS during entire project duration for successful implementation of the project.
  - b. Vendor may use the available content with IIRS/DECU/ISRO (video and presentation)
  - c. It is desirable that the vender should have theme experts for different discipline mentioned in S. No. 5 using RS & GIS technologies.
  - d. The developed content MUST be latest version of SCROM compliant (XML based)
  - e. Expert from IIRS will evaluate and sign off each of the modules final content to be hosted by LMS
  - f. All e-learning content must be in English language transcript but system must have a provision to translate the contents in other languages also (without re-creation of the contents).
  - g. The number of slides and animation duration mentioned in quantum of job is indicative. The payment will be made on actual basis. Some sessions may require more or less number of slides/animations. Vendor has to be transparent about the pricing and development processes. **Only fresh/new animations are counted for pricing – any repeated animation fully or partially in any lecture once will not be counted again.**
2. Develop and setup Moodle LMS with all necessary modules and payment gateway
  - a. Vendor has to provide complete code for the setup including associated libraries
  - b. Setup the aforesaid course
  - c. Upload all content
  - d. Implement Web 2.0 features such as discussion boards, chat, group collaboration for project work, integration with social platforms (if required).
  - e. Setup interactions and assessments
  - f. Setup certification module
  - g. Modifying and skinning of LMS to match IIRS E-Learning web portal
  - h. Support for all resolution & all browsers. The vendor must ensure that the portals and its contents are compatible to mobile devices and tablets.

3. Testing and deployment on IIRS servers.
4. Training IIRS staff on using LMS (including adding SCROM content, managing modules on LMS, etc.)
5. Maintenance, backups and warranty of the product (minimum 3 year).
6. Text search functionality also to be implemented.
7. No content from internet or other sources to be used without prior approval. Content to be developed ONLY from the material supplied by IIRS in form of slides, lecture notes and videos (if available)
8. All material will be the copyright and intellectual property of IIRS/ISRO. Users must not be allowed to download the content. The e-learning content should be watermarked with IIRS logo.
9. As far as possible, content from DECU (ISRO) & IIRS to be used. Examples of satellite imagery have to be from Bhuvan or Indian satellite products.
10. The vendor will Build the product, operate it (3 year from the date of commissioning) and transfer at the end of the operation period. Vendor need to place a technical person at IIRS, if it is decided to host at IIRS.
11. The identified vendor will be asked to complete 1 subject topic (like applications of Remote sensing for Agriculture) in all aspects covering eLearning, LMS development and web portal deployment etc. The same will evaluated for the quality of the output by the expert committee constituted by IIRS. If satisfied the vendor will be asked to continue, else IIRS will have the right to terminate the job not satisfying with the quality of the work done by the vendor.
12. The payment will be made at the successful completion of each part and certification by IIRS.
13. For story boarding and instructional design, the vendor must have 2 subject experts or hire, for quality production and timely completion.

#### **PROJECT TIMELINE**

The project HAS TO BE LIVE by **15<sup>th</sup> August 2015 or at any further date – as specified by IIRS.** Parties willing to work in strict timelines and having adequate project management and delivery staff need apply. The detailed project planning and management processes needs to be mentioned in the technical bid.

#### **NOTE:**

##### **Vendor qualification criteria**

1. Must have atleast 500 hours of elearning content development experience in past 3 years
2. Must be registered company as per Companies Act, 1956, in operation continuously for the last 5 years
3. Must have a total annual turnover during the last 3 financial years (2012-13, 2013-14 and 2014-15) should be a minimum of 1 Crore.
4. Must enclose relevant certificates for payment of service tax
5. Must submit an undertaking that they have not been black listed currently and in the past three years in any Central/State government ministry/department/Public Sector Undertaking (PSU)/government Bank.

Vendor must submit documentary evidence for the above with the technical bid.



**Purchase & Stores Officer**



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**PURCHASE DEPARTMENT**

NO.IIRS/P&S/GIER-2015-000196-01/PT-02/15-16

Dated: 24.08.2014

(Seal of the Company)

Tender No. : .....  
Due on : .....  
Ref. No. : .....  
Date : .....

**TENDER FORM**

From: .....  
.....  
.....

To: The Sr./Purchase & Stores Officer,  
..... (name of the Centre/Unit)  
.....

Dear Sir,

I/We hereby offer to supply the stores detailed below at the price hereunder quoted and agree to hold this offer open till..... I/we shall be bound to supply the stores hereby offered upon the issue of the Purchase Order communicating the acceptance thereof on or before the expiry of the last mentioned date. You are at liberty to accept any one or more of the items of stores tendered for or any portion of any one or more of the items of such stores. I/We, notwithstanding that the offer in this tender has not been accepted in whole, shall be bound to supply to you such items and such items and such portion or portions of one or more of the items as may be specified in the said Purchase Order communicating the acceptance:

Sl. No.	Description	Quantity	Unit	Rate	Delivery Date

Note: All the rates should be given both in figures and words

Place at which delivery will be made	
Date by which the ordered item/s will be supplied	

2. I/We have understood the items of the tender annexed to the invitation to tender and have thoroughly examined the specifications/drawing and/or pattern quoted or referred to herein and am/are fully aware of the nature of the stores required and my/our offer is to supply the stores strictly in accordance with the requirements subject to the terms and conditions stipulated in the enquiry and contained in the Purchase Order communicating the acceptance of this tender either in whole or in part.

Signature of Tenderer

Date: .....

(Seal)

GOVERNMENT OF INDIA  
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INDIAN INSTITUTE OF REMOTE SENSING  
No.4, KAIDAS ROAD, P.B.NO.135, DEHRADUN-248001

PURCHASE DEPARTMENT

NO.IIRS/P&S/GIER-2015-000196-01/PT-02/15-16

Dated: 24.08.2014

**INSTRUCTIONS TO TENDERERS**

- 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 tenders and delayed tenders will not be considered.
- 3- Sales Tax and/or other duties/levies legally leviable and intended to be claimed should be distinctly shown separately in the tender.
- 4- As a Government of India Department, this office is exempted from payment of Octroi and similar local levies. Tenderers shall ensure that necessary Exemption Certificates are obtained by them from the Purchase Officer concerned to avoid any payment of such levies.
- 5-
  - a) Your quotation should be valid for 90 days from the date of opening of the tender.
  - b) Prices are required to be quoted according to the units indicated in the annexed tender form. 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.
- 6- Preference will be given to those tenders offering supplies from ready stocks and on the basis of FOR destination/delivery at site.
- 7-
  - (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 Purchaser 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 remove 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 confirm to our specifications. Deviations, if any, should be clearly indicated by the tenderer in his 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. Wherever options have been called for in our specifications, the tenderer should address all such options. Wherever specifically mentioned by us, the tenderer could suggest changes to specifications with appropriate response for the same.

- 8- The purchaser 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 portions of the quantity offered and the tenderers shall supply the same at the rates quoted.
- 9- Corrections, if any, must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between amount quoted in words and figures, amount quoted in words shall prevail.
- 10- The tenderer should supply along with his tender, the name of his bankers as well as the latest Income-Tax clearance certificate duly countersigned by the Income-Tax Officer of the Circle concerned under the seal of his office, if required by the Purchaser.
- 11- The Purchaser reserves the right to place order on the successful tenderer for additional quantity up to 25% of the quantity offered by them at the rates quoted.
- 12- The authority of the person signing the tender, if called for, should be produced.

## **TERMS & CONDITIONS OF TENDER**

### **1. DEFINITIONS:**

- (a) The term 'Purchaser' shall mean the President of India or his successors or assigns.
- (b) The term 'Contractor' shall mean, the person, firm or company with whom or with which the order for the supply of stores is placed and shall be deemed to include the Contractor's successors, representative, heirs, executors and administrators unless excluded by the Contract.
- (c) The term 'Stores' shall mean what the Contractor agrees to supply under the Contract as specified in the Purchase Order including erection of plants & machinery and subsequent testing, should such a condition is included in the Purchase Order.
- (d) The term 'Purchase Order' shall mean the communication signed on behalf of the Purchaser by an Officer duly authorised intimating the acceptance on behalf of the Purchaser on the terms and conditions mentioned or referred to in the said communication accepting the tender or offer of the Contractor for supply of stores or plant, machinery or equipment or part thereof.

### **2. PRICES:**

Tender offering firm prices will be preferred. Where a price variation clause is insisted upon by a tenderer, quotation with a reasonable ceiling should be submitted. Such offers should invariably be supported by the base price taken into account at the time of tendering and also the formula for any such variation/s.

### **3. SECURITY DEPOSIT:**

On acceptance of the tender, the Contractor shall, at the option of the Purchaser and within the period specified by him, deposit with him, in cash or in any other form as the Purchaser may determine, security deposit not exceeding ten percent of the value of the Contract as the Purchaser shall specify. If the Contractor is called upon by the Purchaser to deposit, 'Security' and the Contractor fails to provide the security within the period specified, such failure shall constitute a breach of the Contract, and the Purchaser shall

be entitled to make other arrangements for the re-purchase of the stores Contracted at the risk of the Contractor in terms of Sub-Clause (ii) and (iii) of clause 10(b) hereof and/or to recover from the Contractor, damages arising from such cancellation.

**4. GUARANTEE & REPLACEMENT:**

- (a) The Contractor shall guarantee that the stores supplied shall comply fully with the specifications laid down, for material, workmanship and performance.
- (b) For a period of twelve months after the acceptance of the stores, if any defects are discovered therein or any defects therein found to have developed under proper use, arising from faulty stores design or workmanship, the Contractor shall remedy such defects at his own cost provided he is called upon to do so within a period of 14 months from the date of acceptance thereof by the purchaser who shall state in writing in what respect the stores or any part thereof are faulty.
- (c) If, in the opinion of the purchaser, it becomes necessary to replace or renew any defective stores such replacement or renewal shall be made by the Contractor free of all costs to the purchaser, provided the notice informing the Contractor of the defect is given by the purchaser in this regard within the said period of 14 months from the date of acceptance thereof.
- (d) Should the Contractor fail to rectify the defects, the purchaser shall have the right to reject or repair or replace at the cost of the Contractor the whole or any portion of the defective stores.
- (e) The decision of the purchaser notwithstanding any prior approval or acceptance or inspection thereof on behalf of the purchaser, as to whether or not the stores supplied by the Contractor are defective or any defect has developed within the said period of 12 months or as to whether the nature of the defects requires renewal or replacement, shall be final, conclusive and binding on the Contractor.
- (f) To fulfil guarantee conditions outlined in clause 4 (a) to (e) above, the Contractor shall, at the option of the purchaser, furnish a Bank Guarantee (as prescribed by the purchaser) from a Bank approved by the purchaser for an amount equivalent to 10% of the value of the Contract along with first shipment documents. On the performance and completion of the Contract in all respects, the Bank Guarantee will be returned to the Contractor without any interest.
- (g) All the replacement stores shall also be guaranteed for a period of 12 months from the date of arrival of the stores at purchaser's site.
- (h) Even while the 12 months guarantee applies to all stores, in case where a greater period is called for by our specifications then such a specification shall apply in such cases the period of 14 months referred to in para 4 (b) & (c) shall be the 'asked for' guarantee period plus two months.

**5. PACKING FORWARDING & INSURANCE:**

The Contractor will be held responsible for the stores being sufficiently and properly packed for transport by rail, road, sea or air to withstand transit hazards and ensure safe arrival at the destination. The packing and marking of packages shall be done by and at the expense of the Contractor. The purchaser will not pay separately for transit insurance, all risks in transit being exclusively of the Contractor and the Purchaser shall pay only for such stores as are actually received in good condition in accordance with the Contract.

6. **DESPATCH:**

The Contractor is responsible for obtaining a clear receipt from the Transport Authorities specifying the goods dispatched. The consignment should be dispatched with clear Railway Receipt/Lorry Receipt. If sent in any other mode, it shall be at the risk of the Contractor. Purchaser will take no responsibility for short deliveries or wrong supply of goods when the same are booked on 'said to contain' basis. Purchaser shall pay for only such stores as are actually received by them in accordance with the Contract.

7. **TEST CERTIFICATE:**

Wherever required, test certificates should be sent along with the dispatch documents.

8. **ACCEPTANCE OF STORES:**

- (a) The stores shall be tendered by the Contractor for inspection at such places as may be specified by the purchaser at the Contractor's own risk, expense and cost.
- (b) It is expressly agreed that the acceptance of the stores Contracted for, is subject to final approval by the purchaser, whose decision shall be final.
- (c) If, in the opinion of the purchaser, all or any of the stores do not meet the performance or quality requirements specified in the Purchase Order, they may be either rejected or accepted at a price to be fixed by the purchaser and his decision as to rejection and the prices to be fixed shall be final and binding on the Contractor.
- (d) If the whole or any part of the stores supplied are rejected in accordance with Clause No. 8 (c) above, the purchaser shall be at liberty, with or without notice to the Contractor, to purchase in the open market at the expense of the Contractor stores meeting the necessary performance and quality Contracted for in place of those rejected, provided that either the purchase, or the agreement to purchase, from another supplier is made within six months from the date of rejection of the stores as aforesaid.

9. **REJECTED STORES:**

Rejected stores will remain at destination at the Contractor's risk and responsibility. If instructions for their disposal are not received from the Contractor within a period of 14 days from the date of receipt of the advice of rejection, the purchaser or his representative has, at his discretion, the right to scrap or sell or consign the rejected stores to Contractor's address at the Contractor's entire risk and expense, freight being payable by the Contractor at actuals.

10. **DELIVERY:**

- (a) The time for and the date of delivery of the stores stipulated in the Purchase Order shall be deemed to be the essence of the Contract and delivery must be completed on or before the specified dates.
- (b) Should the Contractor fail to deliver the stores or any consignment thereof within the period prescribed for such delivery, the purchaser shall be entitled at his option either:
  - (i) to recover from the Contractor as agreed liquidated damages and not by way of penalty, a sum of 0.5% per week of the price of any stores which the Contractor has failed to deliver as aforesaid or during which the delivery of such store may be in arrears subject to a minimum of 10%, or

- (II) to purchase from elsewhere, without notice to the Contractor on the account and at the risk of the Contractor, the stores not delivered or others of a similar description (where others exactly complying with the particulars, are not, in the opinion of the purchaser, readily procurable, such opinion being final) without cancelling the Contract in respect of the consignment (s) not yet due for delivery, or
- (iii) to cancel the Contract or a portion thereof and if so desired to purchase or authorize the purchase of stores not so delivered or others of a similar description (where others exactly if complying with the particulars are not, in the opinion of the purchaser, readily procurable, such opinion final) at the risk and cost of the Contractor.

In the event of action being taken under sub-clause (ii) & (iii) of clause 10 (b) above, the Contractor shall be liable for any loss which the purchaser may sustain on that account, provided that the re-purchase or if there is an agreement to repurchase then such agreement is made within six months from the date of such failure. But the Contractor shall not be entitled to any gain on such re-purchase made against default. The manner and method of such re-purchase shall be at the discretion of the purchaser, whose decision shall be final. It shall not be necessary for the purchaser to serve a notice of such re-purchase on the defaulting Contractor. This right shall be without prejudice to the right of the purchaser to recover damages for breach of Contract by the Contractor.

**11. EXTENSION OF TIME:**

As soon as it is apparent that the Contract dates cannot be adhered to, an application shall be sent by the Contractor to the purchaser. If failure, on the part of the Contractor, to deliver the stores in proper time shall have arisen from any cause which the purchaser may admit as reasonable ground for an extension of the time (and his decision shall be final) he may allow such additional time as he considers it to be justified by circumstances, of the case without prejudice to the purchaser's right to recover liquidated damages under clause 10 thereof.

**12. ERECTION OF PLANT & MACHINERY:**

Wherever erection of a plant or machinery is the responsibility of the Contractor as per the terms of the Contract and in case the Contractor fails to carry out the erection as and when called upon to do so within the period specified by the purchaser, the purchaser shall have the right to get the erection done through any source of his choice. In such an event, the Contractor shall be liable to bear any additional expenditure that the purchaser is liable to incur towards erection. The Contractor shall, however, not be entitled to any gain due to such an action by the purchaser.

**13. PAYMENT:**

Contractor's bill will be passed for payment only after the stores have been received, inspected and accepted by the Purchaser.

**14. MODE OF PAYMENT:**

Normally payment will be made for the accepted stores within 30 days from the date of receipt of the materials.

15. **RECOVERY OF SUM DUE:**

Whenever any claim for the payment of, whether liquidated or not, money arising out of or under this Contract against the Contractor, the purchaser shall be entitled to recover such sum by appropriating in part or whole, the security deposited by the Contractor, if a security is taken against the Contract. In the event of the security being insufficient or if no security has been taken from the Contractor, then the balance or the total sum recoverable as the case may be, shall be deducted from any sum then due or which at any time thereafter may become due to the Contractor under this or any other Contract with the purchaser. Should this sum be not sufficient to cover the full amount recoverable, the Contractor shall pay to the purchaser on demand the remaining balance due. Similarly, if the purchaser has or makes any claim, whether liquidated or not, against the Contractor under any other Contract with the purchaser, the payment of all moneys payable under the Contract to the Contractor including the security deposit shall be withheld till such claims of the purchaser are finally adjudicated upon and paid by the Contractor.

16. **INDEMNITY:**

The Contractor shall warrant and be deemed to have warranted that all stores supplied against this Contract are free and clean of infringement of any Patent, Copyright or Trademark, and shall at all times indemnify the purchaser against all claims which may be made in respect of the stores for infringement of any right protected by Patent Registration of design or Trade mark and shall take all risk of accidents or damage which may cause a failure of the supply from whatever cause arising and the entire responsibility for sufficiency of all means used by him for the fulfilment of the contract.

17. **ARBITRATION:**

In the event of any question, dispute or difference arising under these conditions or any conditions contained in the Purchase Order or in connection with this Contract (except as to any matter the decision of which is specially provided for by these conditions), the same shall be referred to the sole arbitration of the Head of the Purchase office or some other person appointed by him. It will be no objection that the arbitrator is a Government servant, that he had to deal with matter to which the Contract relates or that in the course of his duties as Government servant he has expressed views on all or any other matters in dispute or difference. The award of the arbitrator shall be final and binding on the parties of this Contract.

If the arbitrator be the Head of the Centre/Unit –

- (i) In the event of his being transferred or vacating his office by resignation or otherwise, it shall be lawful for his successor-in-office either to proceed with reference himself, or to appoint another person as arbitrator, or
- (ii) In the event of his being unwilling or unable to act for any reason, it shall be lawful for the Head of the Centre/Unit to appoint another person as arbitrator.

If the arbitrator be a person appointed by the Head of the Purchase Office – In the event of his dying, neglecting or refusing to act or resigning or being unable to act, for any reason, it shall be lawful for the Head of the Centre/Unit either to proceed with the reference himself or appoint another person as arbitrator in place of the outgoing arbitrator.

Subject as aforesaid the Arbitration & Conciliation Act 1996 and the rules thereunder and any statutory modifications thereof for the time being in force shall be deemed to apply to the arbitration proceedings under this Clause. The Arbitrator shall have the power to extend with the consent of the purchaser and the Contractor the time for making and publishing the award. The venue of arbitration shall be the place as