

Enquiry No. IIITDMJ/P&S/Enq./18

Date: 10-09-2015

**Sub: Invitation of Tender/Quotation for the Supply of Hand Held Surface Electromyography System(SEMG)**

Sealed Tenders are invited by the Registrar, PDPM Indian Institute of Information Technology, Design & Manufacturing Jabalpur for Supply of Hand Held Surface Electromyography System(SEMG) Specifications at Annexure

The tender No., closing and opening date of received quotations are as follows:

Tender No. IIITDMJ/P&S/Enq/18	Dated : 10- 09-2015
Closing Date & Time: 07.10.2015 at 3.00 PM	
Date & Time of opening of Tender: 07.10.2015 at 4.00 PM	

**General Terms and Conditions:**

1. Sealed pack quotations are invited from reputed suppliers capable of supplying of standard make in accordance with the technical specifications. Any certified Hand Held Surface Electromyography System(SEMG) manufacturer who has authorized distributor and service center.
2. **The bid: should be in two parts:**
  - (a) **Techno Commercial Bid:** Consisting of technical details & prices complying with the required technical specifications mentioned in Annexure.
  - (b) **EMD:** The bidder must submit the EMD (bid security). If the EMD is not found valid in terms of amount and period-wise or otherwise, quotation of the bidder will stand invalid. The quotation and EMD should be sealed by the bidder in a cover duly super scribed.
3. **Rates:-** Rates quoted should be in Indian Rupees(INR) on FOR destination at PDPM-IIITDM, Jabalpur on **DOOR Delivery basis**, inclusive of all the charges, with break up as:-
  - (i) Basic cost
  - (ii) Installation charges (if any)
  - (iii) VAT/CST as applicable
  - (iv) Total FOR at IIIT, Jabalpur

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**Note:- If the breakup is not given, it will be assumed that the quoted rates include all admissible taxes, transportation charges and installation charges.** VAT will be deducted at source as per Madhya Pradesh VAT Act.

4. Only one specific model/make of the quoted item should be mentioned. No option should be given. Quoting of options will lead to technically disqualified.
5. PDPM-IIITDM, Jabalpur is registered with DSIR, Govt. of India (Custom Duty Notification No. 51/96-Custom dt:- 23<sup>rd</sup> July 1996 and Central Excise Duty Notification no. 10/97-Central Excise Dt: 1<sup>st</sup> March 1997) and it therefore, exempted from Excise Duty and partial exempted from Custom duty. Exemption certificate of the same shall be issued, to successful bidder if needed.
6. Payment will be released 90% on delivery and 10% against satisfactory installation/ inspection report.
7. The quantity given is tentative and Institute reserves the right to change the quantity as per its requirement at any stage. Further, the Institute reserves the right to place order either of all the items or only some of the above items. The supplier shall have no right to claim any compensation in such case.
8. The supplier is to submit earnest money deposit (EMD) of Rs. 30,000/- (Rupees Thirty thousand only) with their sealed quotation. Quotation without earnest money deposit shall be summarily rejected.
9. The earnest money deposit(EMD) should be in the form of Demand Draft in favour of PDPM-IIITDM payable at Jabalpur. The EMD should remain valid for a period of 45 days beyond the final tender validity period.
10. Validity of quotation should be minimum 90 days from the date of opening of quotation. The overall offer for the assignment and tenderer(s) quoted price shall remain unchanged during the period of validity. If the tenderer quotes the validity shorter than the required period, the same shall be treated as unresponsive and it may be rejected.
11. In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required without changing any terms and conditions etc. of their original tender.
12. The bidder shall submit one copy of the tender document and addenda thereto, if any, with each page of this document should be signed and stamped to confirm the

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- acceptance of the entire terms & conditions as mentioned in the of the tender enquiry document.
13. The bidder shall quote specific make/model, incorporated of words like similar/equivalent/latest/better/OEM will be treated as ambiguous and tender will be rejected.
  14. Conditional bid will be treated as unresponsive and it may be rejected.
  15. In case the supplied item(s) has deviation(s), and is/are accepted by the Institute, amount proportionate to deviation as decided by the Institute would be deducted. In case it is found at a later stage that the items internal structure/specification do not conform with the specification in the tender document, bank guarantee will be forfeited and the firm/supplier will be liable to be blacklisted for participating in future tender process for at least one year.
  16. **Delivery Period:** Delivery of all the items should be completed within 4 weeks from the date of receipt of firm order. **No other delivery period other than that given by the Institute will be accepted and if quoted by the tenderer will lead to technical disqualification of the firm.**
  17. **Penalty for delayed Delivery:**  
In the event of delayed delivery, Installation & Commissioning i.e. after the expiry of the period as mentioned in P.O., the vendor shall be liable for a penalty deduction at a percentage of the value of the undelivered equipment subject to a maximum of 7.5% as detailed below:
    - @ 1% up to one week;
    - @ 2.5% up to two weeks;
    - @ 5% up to three weeks;
    - @ 7.5% for four weeks and aboveFor the purpose of this clause, part of the week is considered as a full week.
  18. The quotations should be completed in all respects and cover the cost for the materials of the exact specification and descriptions of the stores as per the annexure, otherwise the same shall be ignored.
  19. **Authorization Certificate:** In case of distributor of any branded company supplier has to submit authorized Agent/Dealership Certificate issued by their principal against the items quoted.
  20. **Warranty/Guarantee:** Bid should be quoted with one (01) year comprehensive on-site warranty/guarantee and will start from the date of satisfactory

installation/commissioning of Hand Held Surface Electromyography System(SEMG), against any defect of manufacturing, workmanship and poor quality of components. supplied items. During warranty/guarantee period the purchaser will not bear the cost of the item (s), which may come as replacement of the original stores or spares as a result of faults noticed at the time of inspection during the warranty period. The Seller/Local Agent is required to eliminate the fault(s) occurring during the Warranty period without delay by improvement or replacement as may be necessary, at their own cost. During warrantee period, the supplier should ensure a maximum downtime of 48 hours from the date/time of the complaint lodge about the item. The supplier must provide after sales service facility on site during warrantee period.

21. **Performance Bank Guarantee:** During Warranty Period supplier has to submit PBG @ 5% of the total cost of the items supplied in the form of Demand Draft payable at Jabalpur. PBG will be valid for a period of 60 days beyond the date of completion of warrantee.
22. **Inspection & Testing:** Goods will be inspected by the purchaser at his end. Goods rejected on inspection will be replaced by the supplier of cost and all charges for collection and delivery of the same to the Purchaser will be on suppliers account.
23. Any attempt of negotiations direct or indirect on the part of the tenderer with authority to whom he has submitted the tender unless called by the competent authority or any endeavor to secure any interest for an actual or prospective tenderer or to influence by any means, the acceptance of particular tender will render the tender liable to exclusion form consideration.
24. **Eligibility Criteria:** A bidder must have proven track record in supplying the specified items/similar items to the educational institutions/reputed organizations and should be financially sound and should have own showroom & service centre.
25. All disputes/arbitration should be within the jurisdiction of Jabalpur
26. Kindly enclose pamphlet/brochure of the company along with the quotation showing complete details, technical specifications and quality of the items.
27. Sealed quotation, mentioning "Tender No. IIITDMJ/P&S/Enq./18 at the top of the envelop, should reach on or before 3.00 PM on 07.10.2015 to the Registrar PDPM-IIITDM Jabalpur, Dumna Airport Road, Post: Khamaria, Jabalpur (M.P.) Pin-482005.

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28. Techno Commercial bid will be opened at **4.00 PM** same day (**07.10.2015**) in case of holiday, technical commercial bid will be opened at the same time on next working day.

*10/11/15*

**Rizwan Ahmed**  
**Assistant Registrar (P&S)**

# ANNEXURE

## Design Discipline

PDPM- Indian Institute of Information Technology Design and Manufacturing, Jabalpur, Madhya Pradesh.

Name of the Equipment: Hand Held Surface Electromyography System (SEMG) for recording skeletal muscle activities in human subjects.

One Hand Held EMG system for Design Discipline is required as per the following specifications:

1. Should be a PC based system so that one is able to carry the system to the field for data recording on human subjects in actual working conditions like agricultural work, or inside the shop floor.
2. It shall be portable, hand held and should have the facility to attach to the body of the human subject.
3. It shall be able to record EMG data telemetrically (without any wired connection to the EMG system) from a distance.
4. Operating range: Minimum, 60 meters.
5. Temperature range: 0 to 70 degree Celsius
6. It should have a minimum battery back-up of five hours.
7. There should be minimum two channels for simultaneous recording from two muscles.
8. Fast Fourier Transformation (FFT): with Radix 2 or any updated Algorithm
9. Common Mode Rejection Ratio (CMRR): greater than 1wdB or greater than 120 dB.
10. Gain: Each channel should have a selectable gain which can be set to a factor of 100, 1000 or 10,000.
11. Transmission source: 2.4 GHz/1mW
12. Filter: EMG signals to be filtered to a bandwidth of 20 to 450 Hz.
13. SEMG sensor: Double differential
14. Noise level: 3-5 pV peak to peak (10Hz-100 KHz)
15. Sensitivity: 0.1mv/div
16. A/D convertor: 14 Bit
17. Bandwidth: 20Hz-460 Hz
18. Sampling Rate: 3000 samples/sec/channel

19. Software for analyzing the recorded EMG signals for RMS, FFT, Averaged and Integrated EMG.

20. Annual Maintenance Contract against any technical problem for five years after completion of one year of installation of the device.


21. Manufacturers guarantee on the product for one year from the date of installation.

22. Installation, demonstration and training of the product at Design Discipline, PDPM IITDM Jabalpur, Madhya Pradesh

23. The bidder should have a valid and updated certificate of an authorized dealership of the product.

24. The product should have safety certificate from a competent authority e.g. CE/FDA (USA), which should be included.

25. The equipment should be supplied in a proper case for carrying it to the field for data collection.

A handwritten signature in black ink, appearing to be 'Shankar Singh', written over a circular stamp or mark.