



# इन्स्ट्रुमेन्टेशन लिमिटेड INSTRUMENTATION LIMITED

(भारी उद्योग मंत्रालय के अधीन भारत सरकार उपक्रम)  
कंजिकोड पश्चिम - ६७८ ६२३, पालक्काड, केरल, भारत  
TEL: (0491)2566127-130, 2567127,2567596,2566132  
GST : 32AAACL4212G1Z6, CIN: U29299RJ1964GOI001174



(A Govt.of India Enterprise Under Ministry of Heavy Industries)  
Kanjikode West – 678 623, Palakkad, Kerala, India  
E-mail : commercial@ilpgt.com, contact@ilpgt.com  
GeM Seller ID : E5FF200001308318, Web : www.ilpgt.com

PROCUREMENT DEPARTMENT  
ANCILLARY DEVELOPMENT DEPT  
E- TENDERING

Tender Number	Tender Date
ILP/ SC2/ADP 133/49 TE-2425	DT :21/02/2025

Dear Sir(s),

Bids are invited through online E-procurement mode for manufacturing and supply of **D/A Air Lock Relay** from the approved and developed vendors of ILP and also from new vendors whom meet the eligibility criteria mentioned in tender.

You are requested to forward the bids in two parts

Part I : Techno Commercial bid

Part II: Price bid

Item details :-

Sl. No	Description	Drawing No.	Qty(nos)	Material
01	D/A AIR LOCK RELAY ILP MAKE	4000026	250	As Per Drawing

Date of Publishing	22/02/2025	
Date of start of sale / download of tender documents	22/02/2025 Website – www.ilpgt.com and <a href="https://etenders.gov.in/e procure/app">https://etenders.gov.in/e procure/app</a>	
Last date of download of tender documents	01/03/2025	
Due date and time of Tender Submission	01/03/2025	
Date & time of price bid opening	03/03/2025	Interested bidders can choose to attend.



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## CRITICAL DATE SHEET

### Bid Submission:

Published Date	22/02/2025
Bid Document Download / Sale Start Date	22/02/2025
Clarification Start Date	NA
Clarification End Date	NA
Pre bid meeting	NA
Bid Submission Start Date	22/02/2025
Bid Submission End Date	01/03/2025
Bid Opening Date	03/03/2025

Bidders are advised to visit this website regularly to keep themselves updated as any change/ modification in the tender will be intimated through this website only.

Bids shall be submitted online only at <https://etenders.gov.in/eprocure/app>.

Tenderer/Contractor are advised to follow the instructions “Instructions To Bidder for Online Bid Submission” provided in the Annexure “ III” for online submission of bids - .

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

The Hard Copy of original documents in respect of cost of tender document, earnest money must be delivered to the \_\_\_\_\_ on or before bid opening date/time as mentioned in critical date sheet. Tenderer shall likely to be liable for legal action for non-submission of original payment instrument like DD,etc., against the submitted bid. The Demand Draft attached/submitted for tender fee shall be non refundable.

Bids will be opened as per date/time in the tender Critical Date Sheet.



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EMD	Applicable / Not applicable If applicable Amount Rs ..... DD only in favour of Instrumentation Limited, payable at Palakkad. Bidders who are registered with the Central Purchase Organization, SSI Units registered under single point registration scheme of National Small Industries Corporation (NSIC) are exempted from EMD.
Tender cost	Applicable / Not applicable If applicable Amount Rs ..... including GST (Rs .... including GST for collection by post) By DD in favour of Instrumentation Limited, payable at Palakkad Bidders who are registered with the Central Purchase Organization, SSI Units registered under single point registration scheme of National Small Industries Corporation (NSIC) are exempted from Tender Fee.
Eligibility	As per tender documents.
Bid Validity	120 days
Type of Bid	Two part bid

## General Information about the tender as follows:-

- (a) Tender reference No: - ILP/SC2/ADP 133/49 TE-2425 dt:21/02/2025  
(b) Mode of tender -  
(c) Address for Communication : The AGM (Proc)  
Ancillary Development Department  
Instrumentation LTD.,  
Kanjikode West,  
Palakkad – 678 623, Kerala State.  
Ph-0491-2569166/2569590  
E-mail: [adforging@ilpgt.com](mailto:adforging@ilpgt.com)  
[manikkam@ilpgt.com](mailto:manikkam@ilpgt.com)  
[logesh@ilpgt.com](mailto:logesh@ilpgt.com)

## Eligibility Criteria for New Vendors:

- 1.Vendors should be the manufacturer of Air Lockup Relay and for that they should submit firm/registration certificate .



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## Technical information

1. Material test certificate for mechanical properties and chemical composition shall be furnished along with the supplies.
2. Items are required as per drawing only.
3. The vendor code and item code etc should be inscribed or tagged to the items.

## Commercial Terms

1. Payment Terms: The payment will be made 45 days after receipt and acceptance of the material. For MSME vendors, the payment will be released as per provisions of MSME Act. The number of days will be counted after receipt and acceptance of material.
2. In case the delivery schedule is not maintained as per terms and conditions of the purchase order, then ILP reserves the right to cancel the order and resort to risk purchase at the cost of the vendor.
3. The item should be guaranteed for a period of 18 months from the date of acceptance, against material / manufacturing defects. Any rejection found during the usage of the item due to above defects, within the period, the item should be replaced / reworked by the vendor, free of cost, at ILP/site of installation.
4. Delivery terms : Free delivery at ILP stores. The cost of Freight, Packing, Forwarding & Insurance will be borne by the vendor.
5. Delivery is the essence of this tender. Delivery required is 12 weeks time after release of purchase order.
6. LD clause is applicable for delayed delivery @ 0.5% per week subject to the maximum 5% of order value.
7. Bidders are advised to quote their lowest bid in the first instant itself.

## Submission of Tender

**The tender shall be submitted online in Two part bid ie Technical Bid & price bid.**

All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading as token of acceptance of all terms and conditions.

The offers submitted by Telegram/Fax/email/hardcopy shall not be considered . No correspondence will be entertained in this matter.



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## PRICE BID

1. Prices should be mentioned in Price Bid format (BOQ\_XXXX.xls) provided on the portal.
2. The tender is being issued with no financial commitment and purchaser reserves the right to change or vary any part thereof at any stage. Purchaser also reserves the right to withdraw the tender should it be so necessary at any stage.
3. All provisions of the General Terms and conditions (Annexure -1) will be applicable, except those mentioned specifically in the tender.
4. ILP reserves its right to go for reverse auction bidding with all bidders and for this separate notification will be sent to the bidders who participate in the tender and bid found valid.
5. H1 Bidder are to be eliminated automatically in e-procurement system.
6. All the approved vendors of IL Palakkad are required to participate in the bid. Non participation in 5 consecutive tenders can lead to cancellation of approved vendor status.

  
Engineer (AD)  
IL Palakkad



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## ANNEXURE- 1

### GENERAL TERMS AND CONDITIONS

#### 1) SPECIFIED GOODS

The goods supplied should be strictly according to the specifications as given in the schedule of material failing which they are liable to be returned at your risk and cost.

#### 2) DESPATCH INSTRUCTIONS

The materials should be securely packed and dispatched to Instrumentation Limited, Palakkad (Kerala). Challans of Packing slips in duplicate should be sent immediately after Dispatch. Each package should bear Purchase Order No. & date. One copy of challan shall be sent to AGM (Proc).

#### 3) BILL

To enable clearance of the consignments locally and for prompt payment, please ensure that the original copy of bill, duly pre-receipted is sent to our Finance & Accounts Department and duplicate and triplicate copies are sent to our AD/Engg/Design Department.

#### 4) FREIGHT & INSURANCE

F.O.R Destination i.e., M/s. Instrumentation Ltd Palakkad. Insurance will be on your account.

#### 5) REJECTION OF MATERIAL

If, on inspection, the Company finds that the stores or part of stores supplied are not of the contract quality or of defective condition or otherwise are not in satisfactory condition owing to any reason of which the Company shall be the sole judge, the Company will be entitled to reject the material, cancel the purchase order and purchase its requirement from other sources at the risk and cost of the supplier and recover the loss if any from the supplier. Rejected goods will be Dispatched periodically back to the supplier at freight to pay basis. The L.R. with packing note will be sent to the supplier immediately after Dispatch. It is the sole responsibility of the supplier to collect the material from the transporter. ILP will not entertain any claim either from the supplier or from the transporter for goods not collected in a reasonable period. If the material supplied are found to substandard and get rejected then the payment paid will be recovered from subsequent bills of the suppliers



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## 6) REPLACEMENT OF THE REJECTED MATERIALS

If you fail to replace any stores rejected by us or fail to execute orders or any part thereof as stipulated, either by non-delivery, part delivery or defective supplies, within such time as stipulated, we shall be entitled to purchase without notice to you such stores from any source and if such price exceeds the rate sent out in the schedule of acceptance of tender you shall be responsible to pay the difference between the rest of which such stores have been purchased and also the incidental charges so incurred.

7) ILP extends all the benefits to MSME vendors as per MSME Act and for Start up organizations. The vendor to mention their MSME status and enclosed the registrations / documentary evidences.

## 8) FULL SUPPLY

As far as possible, full supply against the purchase order schedules may be arranged one time as per our delivery schedules, if however, it becomes necessary to send supplies in lots purchase order number and dates should variably be quoted on all communications.

CONSIGNEE	-	INSTRUMENTATION LIMITED, KANJIKODE WEST PALAKKAD-678 623, KERALA.
BANKERS	-	THE STATE BANK OF INDIA, PALAKKAD BRANCH, KANJIKODE WEST, PALAKKAD-678 623
NOTE	-	ALL DISPUTES ARE SUBJECT TO PALAKKAD JURISDICTION ONLY.
APPROVED TRANSPORTERS	-	PATEL ROADWAYS/ KTC/ ARC



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## Annexure - 2

### Price Bid Supply of D/A Air Lockup Relay

SI No	Description	Drawing no:	Material Grade	Qty (Nos)	HS N Code	Unit Rate (Rs.)			Total (Rs)
						With GST	With out GST		
01	D/A AIR LOCK RELAY ILP MAKE	4000026	As Per Drawing	250					

Name of Party :

ILP Vendor Code :

GST No :

Tender No :

Item :

Delivery Period : 12 weeks from date of LOI / Order.

GST extra @ ..... %

Technical other commercial terms and conditions as per tender

The above mentioned Financial Proposal/Commercial bid format is provided as BoQ\_XXXX.xls along with this tender document at <https://etenders.gov.in/eprocure/app>. Bidders are advised to download this BoQ\_XXXX.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid. **Bidder shall not tamper/modify downloaded price bid template in any manner.** In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with Instrumentation Limited, Palakkad.





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## Annexur-3

### Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:  
<https://etenders.gov.in/e procure/app>

### **REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://etenders.gov.in/e procure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### **SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2). Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3). The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.



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## PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

## SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.



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- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids (ie after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

## ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

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## TENDER ACCEPTANCE LETTER (To be given on Company Letter Head)

Date:

To,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: \_\_\_\_\_

Name of Tender / Work: -

\_\_\_\_\_

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: <https://etenders.gov.in/eprocure/app> as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract , without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)