

Terms of Reference for The Supply & Installation of CNC Lathe and Milling Machine to Butwal Technical Institute (BTI), Butwal Nepal.

Prepared by: Butwal Technical Institute (BTI)

Terms of Reference for The
Supply & Installation of CNC Lathe and Milling Machine to Butwal
Technical Institute (BTI), Butwal Nepal

Butwal Technical Institute (BTI)

Butwal, Nepal

Terms of Reference

1 INTRODUCTION

Butwal Technical Institute (BTI) is a technical vocational training institute, located in Butwal, Nepal. It was established in 1963 by United Mission to Nepal (UMN) under an agreement with Government of Nepal (GoN). BTI is well known for its skilled students who gain practical learning through the apprenticeship model. HimalPartner has a long and fundamental history with BTI since the establishment. Odd Hoftun a representative of HimalPartner, was crucial in the process of establishing both BTI and BPC.

BTI, Butwal Nepal, invites to submit the proposal for Supply, Installation and Training of CNC Lathe and Milling Machine to BTI, Butwal Nepal, and a sperate proposal for transport and delivery door to door, including import across the border.

2 GENERAL INFORMATION

- 2.1 The bidder is requested to examine all instructions, forms, terms and specification in the TOR. Failure to furnish all the information required as per TOR or submission of the bids not substantially responsive to the Bid documents in every respect will be at the bidder's risk and may result in rejection of the Bid.
- 2.2 BTI and the procurement committee shall have the right, within reason, to have any person removed that is considered unable to satisfactorily perform the required duty and follow the code of conduct.
- 2.3 If there is any mistake found in the Bidding form, documents, information, or agreement then BTI's decision will be the final on such cases.
- 2.4 It is the sole right of BTI to decide on whether to accept a bid where the Bidding form have not been filled up to the complete detail (it is also the right of BTI to decide on the definition of 'complete detail'). Furthermore, BTI has the sole right to reject any bid without giving any reason whatsoever to the Bidder.

Terms of Reference for The

Supply & Installation of CNC Lathe and Milling Machine to Butwal Technical Institute (BTI), Butwal Nepal

- 2.5 BTI will enter into an agreement as soon as the bidder is selected
- 2.6 The bidder shall bear all the cost associated with the preparation and submission of the bid.
- 2.7 All the cost incurred during the site visit (if required) shall be borne by the bidder himself.
- 2.8 Site location**
- Butwal Technical Institute is located at Butwal SubMetro Politan City, ward No-4, in Rupandehi District of, Lumbini. Distance of BTI is around 250 kms from Kathamandu and around 30 kms from Sonauli Border, Siddharthanagar.
- 2.9 The cost proposal should mention relevant taxes except VAT (VAT to be separately mentioned).
- 2.10 Where there is a discrepancy between the amounts in figures and in words the amounts in words shall be considered valid.
- 2.11 The bid shall be submitted in one envelop containing two envelops inside, one envelop for technical offer and one envelop for financial offer. Bids can be sent by courier with an notifying email.
- 2.12 Bids must be submitted (sealed bid) within 20 days from the date of notice.
- Sealed bids should be addressed to:
Butwal Technical Institute (BTI), Odd Hoftun Path, Butwal Sub Metro Politan City, Province Lumbini, Nepal
Soft copies should be sent to the following e-mail address: raj.thapa8211@gmail.com
- 2.13 The Bid shall contain the possible breakdown of the costs for the CNC machines, and a delivery/transport to BTI.
- 2.14 The selected bidder shall be invited for the agreement immediately after the acceptance of the proposal.
- 2.15 The prices of the items shall be mentioned in Nepali Rupees/Indian Currency. The bidding documents and other related documents regarding the contract shall be in English.
- 2.16 The Bidders may obtain the technical information documents by contacting Raj Kumar Thapa, Project Manager, BTI at email address: raj.thapa8211@gmail.com or Carl Wahlstrom, HimalPartner representant, at email address: carl.anton.wahlstrom@himalpartner.no
- 2.17 Bidder shall clearly state his/her name, company name, address and contact information on the envelope.

Terms of Reference for The Supply & Installation of CNC Lathe and Milling Machine to Butwal Technical Institute (BTI), Butwal Nepal

3 MINIMUM ELIGIBILITY CRITERIA

The bidder must fulfill the following qualifying requirements to be considered eligible for bidding.

- 3.1 The bidder should be a registered Nepali Company/Indian Company for which the photocopy of the registration must be furnished with the offer.
- 3.2 VAT/PAN registration and renewed timely
- 3.3 Recent Tax clearance certificate
- 3.4 Company must have sold at least 200 CNC machines of similar nature and at least working in CNC for a minimum of 15 years.
- 3.5 Company with international standard certification will be preferred.
- 3.6 Tenderers shall confirm in writing that they are not in any of the situations listed in *Annex 5. Criteria for exclusion of participation in a procurement procedure*

The following criteria will be weighted for comparing the bids

1. Machine details compared to specifications (e.g. machine size and tool holder)
2. Length and coverage of warranty
3. Tools, equipment, and spare parts included
4. Training and after-sales services included
5. Delivery time
6. Price

4 SCOPE OF SUPPLY & INSTALLATION AND DELIVERY

4.1 Scope Supply:

Ref.no.	Machine/tool	Specification
1	CNC lathe	Industrial grade
		Max diameter: 200-300 mm
		Max part length: 250-300
		Tool turret with minimum 8 positions, optional with driven tool positions
		Hydraulic or pneumatic chuck (3-jaws)
		Bar diameter 45-60 mm
		Programmable quill with rotating tailstock centre
		Spindle motor power 5.5-7.5kW
		Voltage 400V 3-phase
		Toolholders for all turret positions including holders for left and right turn tools, bore bars and drill chucks.

Terms of Reference for The Supply & Installation of CNC Lathe and Milling Machine to Butwal Technical Institute (BTI), Butwal Nepal

		For tool turret with driven tool positions: Toolholders for axial and radial positioning
		A/C for control cabinets
		Simulation software
		CNC system: Fanuc
		Delivery with insurance, installation, electrification, start-up and training
		3 years warranty and service (with replacement parts) included in delivery
		Response time for service and repair enquires
		List of service offices and partners in relative distance to installment location

2	Accessories and equipment for CNC lathe	All tools and equipment must fit the lathe and its' specifications
		Rotating tailstock centre 1 set of hard jaws for spindle chuck 3 sets of soft jaws for spindle chuck 2 drill chuck 8 mm diameter 2 drill chuck 13 mm diameter Thread tap holders for standard taps from M4 to M16 3 holders for ISO inserts (HM) for left hand 3 holders for ISO inserts (HM) for right hand 2 holders for ISO inserts (HM) for parting-off and grooving 2 bore bars for internal turning Start drill and drills for predrilling before internal turning Sets of inserts for the provided insert holders Hand tools needed for provided tools, tool holders and other equipment Measuring tools for tool offsets (e.g. tool setter) Tools and materials for machine training to be included Voltage stabilizator for required electrical supply to CNC machine Air compressor as required for CNC machine Price list for critical and essential spare parts

Ref.no.	Machine/tool	Specification
---------	--------------	---------------

Terms of Reference for The

Supply & Installation of CNC Lathe and Milling Machine to Butwal Technical Institute (BTI), Butwal Nepal

3	CNC mill	Industrial grade
		Table size: min 600x300 mm
		Travel in X/Y/Z: 500x400x400
		Clearance between spindle and work table: (min/max) 100-600 mm
		Minimum 10 tool positions
		Work table load capacity: minimum 200 kg
		Spindle motor power min 5.5kW
		Voltage 400V 3-phase
		CNC system: Fanuc
		A/C for control cabinets
		Simulation Software
		Delivery with insurance, installation, electrification, start-up and training
		3 years warranty and service (with replacement parts) included in delivery
		Response time and price list for service and repair enquires
List of service offices and partners in relative distance to installment location		

4	Accessories and equipment for CNC mill	<p>All tools and equipment must fit the mill and its' specifications</p> <p>Clamping set for direct clamping on work table Clamping vice for mounting on work table 2 face mills with spindle holder and HM inserts 2 sets of tool holders for standard mill shank dimensions Thread tap holders for standard taps from M4 to M16 3 mill chuck for diameter 3-22 mm 3 sets of inserts for mill chuck 2 sets of HSS mills with standard diameters (6-8-10-12-16-20 mm) Sets of inserts for the provided insert holders Hand tools needed for provided tools, tool holders and other equipment Measuring tools for tool offsets (e.g. 3d tool setter) Tools and materials for machine training to be included Voltage stabilizator for required electrical supply to CNC machine Air compressor as required for CNC machine Price list for critical and essential spare parts</p>
---	---	---

Terms of Reference for The

Supply & Installation of CNC Lathe and Milling Machine to Butwal Technical Institute (BTI), Butwal Nepal

4.2 Delivery

- Mentioned CNC Machines, spare parts and tools & equipment shall be delivered at Butwal Technical Institute, Butwal Nepal.

4.1 Installation

- Both the machine shall be installed at Butwal Technical Institute, Butwal Nepal

4.2 Factory Acceptance Test

- The costs for Factory Acceptance Test will be covered by the buyer including all costs for travel, accommodation, and daily allowance.

4.3 Guarantee/Warranty

- The Guarantee shall be of minimum 3 year from the date of successful installation, testing and certification by installing company. During the guarantee period 5% of the total purchase amount are retained and paid back after completion of the guarantee period.

4.4 Training

- Training for the staff of BTI from manufacturer for at least 15 days at BTI about operation and maintenance of CNC machines.

5 PAYMENT TERMS

Payment shall be done according to financial rule and regulation of Butwal Technical Institute. All the invoices should be addressed to Accounting Department, Butwal Technical Institute. Payment will be made through either a/c payee cheque or bank transfer against a valid invoice.

Payment schedule:

- 40% advance against valid Bank Guarantee.
- 55% after installation and certified by Butwal Technical Institute.
- 5% after the completion of guarantee period.
- If complete installment is done prior to the agreed deadline a bonus of 5% is granted.
- All taxes levies as per the rules and regulations of Government of Nepal shall be borne by the Bidder himself. BTI shall deduct the applicable tax at source while making the payment.

6 HEALTH SAFETY & ENVIRONMENT (HSE)

Terms of Reference for The Supply & Installation of CNC Lathe and Milling Machine to Butwal Technical Institute (BTI), Butwal Nepal

Supplier must follow BTI's HSE rules & regulations. If found violating these, BTI has the right to terminate the contact with immediate effect and with no rights given to the supplier to claim for breach of contract. The supplier shall follow the HSE conditions of contract (separate document). The supplier will not be allowed to work at site without proper personnel protective equipment (Safety shoes/Gum boots/hand gloves/ proper lifting devices etc. where appropriate). It will be supplier responsibility to arrange the personnel protective equipment required for working at site for his personnel.

C-19 Safety condition of Contract shall be followed by both parties.

For the detail, please check the attached BTI's "HSE Condition of Contract"

Code of Conduct

Both parties will abide by the Suppliers Business Ethics and Anti-Corruption Clause, Suppliers Code of Conduct, in dealing with each other, and potential 3rd parties. If found violating these, BTI has the right to terminate the contact with immediate effect and with no rights given to the committee to claim for breach of contract.

For the detail, please check the attached Suppliers Business Ethics and Anti-Corruption Clause, Suppliers Code of Conduct and BTI Financial Policy.

7 FORCE MAJEURE

Force Majeure means an event beyond the control of a party, which that Party could not be expected to foresee when the Contract was entered into, and the consequences of which that Party could not reasonably be expected to prevent.

If it can be demonstrated that the execution of the Contract has been prevented by Force Majeure, this shall not be deemed to be a breach of contract. Each of the Parties shall cover its own costs resulting in the event of Force Majeure.

A Party wishing to invoke Force Majeure shall without delay notify the other Party of the nature, cause and anticipated duration of the Force Majeure situation.

8 OTHER TERMS AND CONDITIONS

8.1 TIME FOR COMPLETION

The supply, installation and training shall be completed within 5 months from the date of agreement. The Bidder shall propose his schedule required for the completion of the task after signing of the agreement.

8.2 PERSONNEL ACCIDENT INSURANCE AND LOAD INSURNACE

Bidder shall also have adequate accident insurance as well as personnel insurance, as required by prevailing laws in Nepal (for the staff involved in field works). At the request of BTI,

Terms of Reference for The Supply & Installation of CNC Lathe and Milling Machine to Butwal Technical Institute (BTI), Butwal Nepal

consultant shall provide documentation of such insurance and the scope of its coverage. All costs related to insurance shall be covered by the consultant.

8.3 SUBCONTRACT

The bidder shall not sub-let any part or full of the contracts.

8.4 EFFECTIVE DATE OF CONTRACT AND VALIDITY OF THE AGREEMENT

The contract will be effective from the date of signing of agreement. The agreement shall be valid until the satisfactory completion of the responsibilities by both parties. Any unexpected aspect missed in this document shall be reviewed and agreed upon by both parties in good faith.

8.5 DISPUTE

Disputes if any, will be solved by mutual discussion, understanding in good faith and in accordance with Nepali law.

9 ENCLOSURES

- Annex 1 BTI Suppliers Business Ethics and Anti-Corruption Clause
- Annex 2 BTI Code of Conduct for BTI Business partners
- Annex 3 BTI Financial Policy
- Annex 4 BTI HSE rules for contracting works
- Annex 5 Criteria for exclusion of participation in a procurement procedure

*****END*****