



**Request for Proposal (RFP)
For
Supply of Microwave Muffle Furnace System
For
State FSL, Bhubaneswar**

Tender No:56-RFP-Microwave Muffle Furnace System -2024-25

Date: 07/03/2025

Tender Fee: {Non-refundable Rs.590/- (Rs500/- + 18% GST (Rs.90/-)}

**A.I.G. of Police (Provisioning)
Tender Calling Authority
At/Po- Buxibazar, Cuttack, PIN – 753001**

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2. Disclaimer

RFP document is neither an agreement nor an offer by the Odisha Police (the “Authority”) to the prospective Applicants or any other person. The purpose of this RFP is to provide information to the interested parties that may be useful to them in the formulation of their proposals pursuant to this RFP. The Authority does not make any representation or warranty as to the accuracy, reliability, or completeness of the information in this RFP document and it is not possible for the Authority to consider particular needs of each party who reads or uses this RFP document. This RFP includes statements which reflect various assumptions and assessments arrived at by Authority in relation to the consultancy. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. Each prospective Applicant should conduct its own investigations and analysis and check the accuracy, reliability and completeness of the information provided in this RFP document and obtain independent advice from appropriate sources.

Authority will not be responsible for any delay in receiving the proposals. The issue of this RFP does not imply that the Authority is bound to select an Applicant or to appoint the Successful Applicant, as the case may be, for the firm and the Authority reserves the right to accept / reject any or all of proposals submitted in response to this RFP document at any stage without assigning any reasons whatsoever. Authority also reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted the Application in response to this RFP.

The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

Authority reserves the right to change/ modify/ amend any or all provisions of this RFP document. The amended RFP will be made available on the website of Authority.

Key Definitions:

- i. “AUTHORITY” means Odisha Police, Office of the D.G & I.G. of Police, Odisha, Cuttack
- ii. “BIDDER” means the agencies/firms submitting proposal against this RFP
- iii. “AGENCY” means the selected bidder to carry out the assignment in accordance with the terms defined in this RFP
- iv. “Applicable Law” means the laws and any other instruments having force of law in India from time to time
- v. “Proposal/bid” means proposal submitted by bidders in response to the RFP issued by Odisha Police, Office of the D.G & I.G. of Police, Odisha, Cuttack
- vi. “Contract Value” means the price payable to the selected bidder under the Contract for the complete and proper performance of its contractual obligations.
- vii. “Day” means Working day as defined by Government of Odisha
- viii. “Services” means the work to be performed by the Agency pursuant to the selection by Odisha Police and to the contract to be signed by the AGENCY

3. Notice Inviting Tender



Odisha Police

Office of the D.G & I.G. of Police, Odisha, Cuttack

Tel. :0671-2304001,

Website:www.odishapolice.gov.in, Email : dirtsfsl.orpol@nic.in

RFP No. 56-RFP-Microwave Muffle Furnace System -2024-25 Date : 07.03.2025

Online Bids through e-Tender Portal <https://tendersodisha.gov.in> are invited from the eligible bidders for procurement of Microwave Muffle Furnace System State FSL, Bhubaneswar during the current financial year 2024-25 as per the schedule mentioned below.

Events	Date
RFP Issue Date	07-03-2025
The Prospective bidders are requested to submit their queries relating to the tender through Mail ID – dirtsfsl.orpol@nic.in & aig-prov.odpol@gov.in by 12.03.2025 by 05.00 PM. In this connection a pre-bid technical committee will be held in virtual mode and the link will be sent through mail for the meeting. The pre-bid date is tentatively nature and subjected to postponement which be duly informed through mail	Venue _ O/o the State FSL, Rasulgarh, Bhubaneswar - 751010
RFP Submission Due Date and time	18.03.2025
Date & Time of Opening of Technical Bids	19.03.2025
Date & Time of Opening of Financial Bids	To be intimated
Tender Document fee	In favour of A.I.G. of Police (Prov.), Odisha, Cuttack payable at Cuttack. (Demand Draft)
EMD (Earnest Money Deposit)	In favour of A.I.G. of Police (Prov.), Odisha, Cuttack payable at Cuttack. (Demand Draft)

The bid document with all information relating to the bidding process including cost of bid document, Prequalification criteria and terms & conditions are available in the websites: <https://tendersodisha.gov.in> The Authority reserves the right to accept / reject any part thereof or all the bids without assigning any reason thereof.

**A.I.G. of Police (Provisioning,
Cuttack, Odisha
(Tender Calling Authority)**

4. Instruction to the Bidders

1. The Odisha Police –Odisha Police (Tender Inviting Authority) is a Govt. organization working under Home Department, Govt. of Odisha.
2. The bid documents published by the Bid Inviting Officer (Procurement Officer Publisher) in the e-procurement portal <https://tendersodisha.gov.in> will appear in the “Latest Active Tender”. The Bidders/ Guest Users can download the Bid documents from 07/03/2025 submit it online from 18/03/2025, 5.00 PM after which the same will be removed from the list of “Latest Active Tender”.

4.1 PARTICIPATION IN BID

4.1.1 PORTAL REGISTRATION:

The bidder intending to participate in the bid is required to register in the e-procurement portal using an active personal/official e-mail ID as his/her Login ID and attach his/her valid Digital signature certificate (DSC) - Class II or III to his/her unique Login ID. He/ She has to submit the relevant information as asked for about the bidder. The portal registration of the bidder is to be authenticated by the State Procurement Cell after verification of original valid certificates/documents such as (i) PAN and (ii) Registration Certificate (RC) / GST Certificate (for Procurement of Goods) of the concerned bidder. The time period of validity in the portal is co terminus with validity of RC/ GST. Any change of information by the bidder is to be re-authenticated by the State Procurement Cell. After successful authentication, bidder can participate in the online bidding process.

4.1.2 LOGGING TO THE PORTAL:

The Bidder is required to type his/her Login ID and password. The system will again ask to select the DSC and confirm it with the password of DSC as a second stage authentication. For each login, a user's DSC will be validated against its date of validity and also against the Certificate Revocation List (CRL) of respective CAs stored in system database. The system checks the unique Login ID, password and DSC combination and authenticates the login process for use of portal.

4.1.3 DOWNLOADING OF BID:

The bidder can download the bid of his / her choice and undertake the necessary preparatory work off-line and upload the completed bid before the closing date and time of submission.

4.1.4 CLARIFICATION OF BID:

The registered bidder can ask questions related to the online bid in the e-procurement portal before the pre-bid meeting. The Odisha Police Headquarters, At-Buxi Bazar, Cuttack, (Email – aig-prov.odpol@gov.in) will clarify queries related to the bid. Through e-mail by the e-mail ID: aig-prov.odpol@gov.in and Contact No. 0671-2339517 or State e-Procurement cell help desk 1800-3456765, 0674-2530998 for assistance in this regard.

4.1.5 PAYMENT OF COST OF BID DOCUMENTS:

The detail guideline for payment of Cost of Bid Document is mentioned at General Condition of contract

4.1.6 SUBMISSION AND SIGNING OF BID

The detail guideline for submission of & signing of bid is mentioned at General Condition of Contract

Note : For management of space the bidders can serially arrange their scanned documents as per Annexure 1,2(all pages should be signed by authorized signatory with seal and then to be scanned) and create two equalized PDF files and upload them to avoid any space constraint.

The **BOQ** file (Excel file) is to be uploaded in the **price bid**.

5. General Definitions

5.1 General Definitions

- 5.1.1 *Department* means Odisha Police under Home Department, Government of Odisha.
- 5.1.2 *Government* means Government of Odisha.
- 5.1.3 *Bid / Tender Inviting Authority* is the Odisha Police or authorized person of Odisha Police (A.I.G. of Police (Provisioning), Odisha, Cuttack, who on behalf of the User Institution/Government or the funding agencies calls and finalize bids and ensure supply, installation and after sales service of the equipment's procured under this bid document.
- 5.1.4 *Tender Evaluation Committee & Technical Committee* are Committees authorized by the D.G. & I.G. of Police, Odisha, Cuttack to decide on the purchase of the items to be procured by the Odisha Police.
- 5.1.5 *User Institutions* are the Odisha Police under Home Department, Govt. of Odisha for which the items under this bid is procured.
- 5.1.6 *De-recognition/ Debarment* – the event occurring by the operation of the conditions under which the bidders will be prevented for a period of 3 years from participating in the future bids of Tender Inviting Authority, more specifically mentioned in the Specific Conditions of Contract and General Conditions of Contract of this bid document, the period being decided on the basis of number of violations in the bid conditions and the loss/hardship caused to the Tender Inviting Authority on account of such violations.

6. Objective

The primary objective of procuring a Microwave Muffle Furnace System for the Forensic Science Laboratory under the Odisha Police Department aims to enhance forensic investigations by enabling rapid, precise, and energy-efficient ashing, digestion, and thermal decomposition of samples..

Key Objectives:

- i. **Rapid Sample Processing** – Enables faster ashing, digestion, and thermal decomposition of forensic samples.
- ii. **High Precision & Accuracy** – Ensures reliable analysis of drugs, toxic substances, and biological materials.
- iii. **Energy Efficiency** – Reduces power consumption compared to conventional muffle furnaces.
- iv. **Enhanced Forensic Investigations** – Supports criminal case analysis by providing high-quality forensic evidence.
- v. **Modernization of Forensic Facilities** – Upgrades laboratory capabilities with advanced technology.
- vi. **Compliance with Legal & Scientific Standards** – Ensures adherence to forensic and investigative protocols..

7. Scope of Work:

The Odisha Police is procuring Microwave Muffle Furnace System for the Forensic Science Laboratory under the Odisha Police Department to enhance and improve the accuracy and efficiency of analyzing drugs, toxic substances, and biological materials. By modernizing forensic capabilities, it should support reliable evidence processing, ensuring high-quality forensic analysis for criminal investigations, legal proceedings, and law enforcement applications..It should have following technical specification.

8. Technical Specification

SI No.	Parameter	Value
1	Microwave Muffle Furnace	A microwave heating system, programmable temperature controller and integral exhaust system.
2	Time frame for sample dry	Up to 8 samples of 25ml crucibles in a time frame of < 30 minutes
3	Power Output	1400 + 50 watts
4	Operating temperature range	0°C to 1200°C , ± 1°C
5	Effective door protection device	to prevent damage to the outer door
6	safety interlocks to prevent microwave leakage	Minimum 3 independent (as per US DHH Standard)
7	Temperatures	1°C increments
8	IR sensor	Act as over temperature protection to prevent damage to the system
9	NIST traceable temperature control system	Yes
10	Thermocouple calibration	allow precise temperature calibration
11	Features	<ul style="list-style-type: none"> i. The device should work even in the event of a power failure. ii. The system shall be equipped with an additional protection device consisting of an IR sensor to prevent damage to the outer door when the operator does not replace the interior furnace door. iii. The IR sensor shall also act as over temperature protection to prevent damage to the system in the event the outside temperature of the insulated ashing furnace chamber exceeds safe limits. iv. System shall have a thermocouple calibration procedure incorporated into the control software to allow precise temperature calibration of the thermocouple to the instrument as required by good laboratory practices (GLP). v. System shall have software that detects a thermocouple failure, stops the microwave source and signals the operator with an error message on the LCD display, preventing heat related damage. vi. System shall have minimum two serial port connectors and one parallel port connector for use with user supplied external devices such as LIMS, balances, printers, or computers. vii. System shall include a built-in test system to continuously monitor the performance and status of the instrument subsystems, including initial line frequency test check, system power on hours, magnetron operation

		<p>hours, time spent at various temperatures, number of door opening/closings, calibration time and date, calibration set points, calibration tables and data.</p> <p>viii. System shall have an adjustable, compressed air driven, built-in and interlocked safety exhaust system which contains no screens or moving parts and channels volatile material from the ashing furnace chamber.</p>
12	Use of software	<p>i. Detects a thermocouple failure</p> <p>ii. Stops the microwave source</p> <p>iii. Signals the operator with an error message on the LCD display</p>
13	Accessories	<p>i. 5Kva Stabilizer Voltage for 30 minutes minimum backup</p> <p>ii. Compatible crucibles of different capacity upto 50 gms each 20 nos.</p> <p>iii. Thermal protector gloves – 4 pair</p> <p>iv. 4 nos. for crucible in and out from the system</p>
14	Warranty	05 years from the date of successful installation
15	GENERAL TERM & CONDITION	<p>i. The above equipment has to be supplied along with its all accessories, installed, and commissioned for functional and performance testing at SFSL BHUBANESWAR Laboratory.</p> <p>ii. The offered system should be complete and all essential cables, interfaces and other parts should be supplied with the system.</p> <p>iii. Life Span certificate must be provided by the OEM.</p> <p>iv. Equipment should be supplied with suitable calibration material as per ASTM standards.</p> <p>v. Offer must clearly specify list of standard accessories supplied with the main Instrument.</p> <p>vi. Maintenance to be performed by a OEM service engineer, or trained technical person.</p> <p>vii. Supplier must support annual maintenance of the instrument after expiry of the warranty of the instrument.</p> <p>viii. Must provide PBG (performance bank guarantee) for 5 years.</p> <p>ix. In case of instrument breakdown OEM / supplier / bidder must supply all the consumables and accessories of the instrument free of cost for 5 years if required without any conditions.</p> <p>x. OEM / Supplier / Bidder must check and rectify the power supply like earthing and supply current before installation of the entire equipment.</p> <p>xi. All the Quoted technical specification should be available on manufactures website/catalogue to judge the authenticity of technical specification. Separate sheet will not accept.</p> <p>xii. 10 years assurance for providing spares and other requirement for running the supplied model of in State F.S.L. Bhubaneswar.</p> <p>xiii. Comprehensive warranty (on-site) and maintenance (with factory trained engineer) for minimum 5 year for all parts including labour with co-maintenance and service and free shipping on all warranty items and also for regular up gradation to all software during the entire warranty period from the date of installation.</p> <p>xiv. Supplier / Bidder should have produce the past performance certificate of the similar item from reputed laboratory / Forensic laboratories / Govt. organization.</p> <p>xv. Response time to attend any fault of this warranty shall 48 – 72 hrs.</p>

9. Qualification Criteria

The bidder must meet the below eligibility criteria to be considered for further shortlisting purpose

Sr. No.	Basic Requirement	Specific Requirement	Documents Required
1	Entity Type	Bidder must be Company registered under Companies Act, 1956 or any of its amendments thereafter or Partnership registered under Indian Partnership Act, 1932 or any of its amendments thereafter or Proprietor registered under Shops and Establishment Act	<ul style="list-style-type: none"> • Copy of Certificate of incorporation / Registration certificate with relevant authority • PAN Card • GST Registration certificate and GST Clearance certificate upto March 2023
2	Existence of Firm	The Bidder should be in business in the supply of Microwave Muffle Furnace System to govt agencies for at least last Five (5) years as on date of bid submission	<ul style="list-style-type: none"> • Work order or Agreement Or • Payment Proof Or • Completion Certificates or Satisfactory Certificate Or • Delivery Challan
3	Turnover	I. The Bidder shall have average annual turnover of not less than 140 Lakhs in last three consecutive financial years out of last four financial years (Financial years 2020-21, 2021-22, 2022-23, 2023-24) II. The OEM shall have average annual Turnover of not less than 280 Lakhs in last three consecutive financial years out of last four financial years (Financial years 2020-21, 2021-22, 2022-23, 2023-24)	CA Certificate/ Audited Balance Sheet clearly stating turnover
4	OEM authorisation	The bidder/OEM submitted OEM authorisation certificate.	
5	Relevant Experience	The bidder must have supplied at least 1 nos of Microwave Muffle Furnace System for any Govt Agencies in last 3 years as on date of bid submission.	Work order copy from the client stating the quantity of equipment supplied

6	Blacklisting And Pending Petitions	Bidder shall not have been debarred / blacklisted till bidding period by Central Govt. / State Govt. / Public Sector Undertaking / any other Local Body or body established under or in the control of the Central or state Government on the date of submission of their Bid.	Self-certification on furnished with 20 rupees stamp paper
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The bidder meeting the criteria mentioned above shall be eligible for financial bid opening.

10. Evaluation of Bid

Selection may be made on LCS Least Cost Selection method, which means the bidder quoting the lowest rate shall be identified as preferred bidder.

11. Deliverables

Vendors need to supply the required qty of Microwave Muffle Furnace System within 30 days from date of issuance of Purchase order.

Location of Delivery of Project

Name of Office : O/o Director State FSL
Address : Rasulgarh, Bhubaneswar, 751010
Contact Details : difsfsl.orpol@nic.in

12. Payment Terms

100% payment on successful delivery, testing and training of Microwave Muffle Furnace System

13. Performance Security

The Bidder shall be submitting the Performance Security equivalent to 5% of the agreement value in the form of a Bank Guarantee

14. Conflict of Interest

Conflict of interest exists in the event of conflicting assignments, typically monitoring and evaluation of the mandate being executed by the selected bidder in the future.

15. Anti-corruption Measure

- a) Any effort by Bidder(s) to influence the Authority in the evaluation and ranking of commercial proposals, and recommendation for award of contract, will result in the rejection of the proposal.
- b) A recommendation for award of Contract shall be rejected if it is determined that the recommended bidder has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question.
- c) In such cases, the Authority shall blacklist the bidder either indefinitely or for a stated period of time, disqualifying it from participating in any related bidding process for the said period.

16. Legal Jurisdiction

All legal disputes between the parties shall be subject to the exclusive jurisdiction of the Courts in Cuttack only.

Annexures

17. Annexure 1 : Technical Bid Format

Technical Bid Format

(To be submitted in Technical Bid Envelope)

The documents have to be arranged serially as per order mentioned below:

1	Name of the Firm/Company	
2	Name of the Authorized Signatory and Designation	
3	Address & Contact Details	
4	E-mail ID	
5	Registration Details: Company / Firm	Certificate of Incorporation/ Registration PAN Card GST Registration Certificate Bank Account & RTGS details
6	Experience in similar field	Work order/Contract Agreement Copy Filled up for per Annexure-2
7	Annual average turnover of Rs 140 Lakhs for Bidder and 280 Lakhs for OEM in the last three financial years (i. 2021-22, 22-23 and 23-24)	Annual Turnover Statement certified by Chartered Accountant as per Annexure-3 Filed IT return of last 3 years
8	The Firm/ Agency should not have been blacklisted/banned by Central/State Govt. & PSU/ CPSEs	Self-certification on furnished with 20 rupees stamp paper
9	Submission of undertakings for Bid terms & conditions acceptance.	To be submitted on the Letter Head
11	Non-refundable RFP Document Fee of Rs.-590 /-	Demand Draft in favour of A.I.G. of Police (Prov.), Odisha, Cuttack payable at Cuttack.
12	Earnest Money Deposit (EMD) of Rs.1,40,000/- along with Offer Document.	Demand Draft in favour of A.I.G. of Police (Prov.), Odisha, Cuttack payable at Cuttack.

Place:

Date:

Bidder's Signature

18. Annexure 2: Summary of Technical Capability

(To be submitted in Technical Bid Envelope)

Name of the Assignment	Name/ Address of the Organization	Date of Award of Assignment	Value of Work Order In Rs.

Note: Please furnish the Work order/Contract Agreement copy only in support of the information mentioned above.

Place:

Date:

**Bidder's
Signature**

19. Annexure 3: Financial Capability of Bidder/Agency Annual

Turnover Statement (To be signed by Certified Chartered Accountants)

(To be part of Technical Bid Envelope)

The Average Annual Turnover for the last three financial years of M/s _____ Are given below and certified that the statement is true and correct.

Year	Annual Turnover in Rs.	Average Annual Turnover
2021-22		
2022-23		
2023-24		

Average annual turnover for the above three years in Rs. (In words _____)

Date:

Signature of Auditor/

Chartered Accountant

Place:

Name:

Seal:

20. Annexure 4: Template of financial bid

(To be submitted in Financial Bid Envelope)

SI No.	Description of Item	Qty	Total Amounted Quoted by the bidder (inclusive of all Taxes) (INR in Lakhs)
1	Microwave Muffle Furnace System	1	

Note:

1. The quoted rates shall be inclusive of Logistics, packaging and training and all other conditions mentioned in the RFP document.
2. All Quoted rate are inclusive GST.

Date:

**Place:
Bidder's Signature**

21. Annexure 5 : Format for Pre-Bid Queries

Name of the Bidder				
Name of the Sender				
Designation				
Sr. No.	Page no.	Clause Reference	Clause Description	Modification/ Clarification required

Manufacturer's Authorization Form (MAF)

(To be submitted on OEM Letterhead)

Ref. No. _____ Dated _____

To

The A.I.G. of Police (Provisioning),

Odisha, Cuttack.

Dear Sir,

Tender Reference No./ NIT / GeM Bid No. : _____

Name of the item:

We M/s. _____ who are established and reputable manufacturers of _____ do hereby authorize M/s. _____ (Name and address of Agent / Dealer) to participate in the above tender.

We hereby extend our technical assistance to the bidder during installation and inspection of the product.

We hereby certify that, the equipments being sold would not be declared End of Support (EoS) or become obsolete in the next 5 years. Also, we certify that the products being sold would be covered under Warranty / Support and OEM support will be available for ____ years (as specified in the GeM Bid / Tender / NIT No.) from the date of installation, even in the case, the bidder becomes "Out of service".

We have studied the requirements of the product and confirm that we will adhere to the specifications of the tender and quality plan and extend all support during the inspection and provide documentary evidence at the time of inspection for the verification by Client/Client's representative.

Yours faithfully

(Name)

For and on behalf of M/s. _____

(Name of manufacturers)

Certificate for Prevention of Corruption Act / non Debarment Certificate

"I certify that I have not committed any offence-

(a) Under the Prevention of Corruption Act, 1988;

or

(b) The Indian Penal Code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.

(c) I have not been debarred by any Central / State Government Organization/Bodies for the last 3 years."

Signature with designation.

Please note that non-submission of this certificate will lead to disqualification.