



PONTIFICIA
UNIVERSIDAD
CATÓLICA
DEL PERÚ

TERMS AND CONDITIONS

International Public Bidding

CPI 016-2014-PUCP

Procurement of Equipment for Applied Robotics and Biomechanics Research Laboratory

July 2014

Lima - Peru

ADMINISTRATIVE TERMS AND CONDITIONS

1. GENERAL TERMS

1.1. Calling Entity

Pontificia Universidad Católica del Perú, hereinafter referred to as **PUCP**, domiciled at Avenida Universitaria No. 1801, San Miguel, Lima 32, Peru.

1.2. Funding source

Fondo para la Innovación, Ciencia y Tecnología - FINCyT, by means of Scientific Equipment Project Bidding (Bidding No. 01 FINCyT - EC 2014).

1.3. Purpose

This selection process is purported to select and procure specialized equipment for Applied Robotics and Biomechanics Research Laboratory.

1.4. Process Schedule

Process stages	Dates
Delivery of Terms and Conditions	Wednesday, July 9, 2014
Place of delivery of Terms and conditions	Terms and conditions shall be published at PUCP webpage. Previously, a notice shall be published in Official Gazette El Peruano to communicate this bidding
Terms and conditions Remarks	Until Monday, July 21, 2014
Terms and conditions Integration	Until Friday, July 25, 2014
Submission of inquiries	Until Monday, August 4, 2014 to e-mail aholgado@pucp.pe with a copy to e-mails jsolis@pucp.edu.pe and rcastellanos@pucp.pe
Acquittal of	Wednesday, August 13, 2014 via e-

inquiries	mail
Receipt of tenders	Until 10:00h Friday, August 22, 2014 at the Rector's Technical Consultancy Office (in printed and electronic form) or via e-mail to aholgado@pucp.pe with a copy to e-mails jsolis@pucp.edu.pe and rcastellanos@pucp.pe
Correction of Technical Tender (if necessary, bidders shall be summoned)	Until Wednesday, August 27, 2014
Awarding of Contract	Monday, September 1, 2014

1.5. Reference Budget

Open amount.

1.6. Contracting System

Lump sum contract for each item. Some characteristics are stated in the technical specifications (Annex 1).

1.7. Requirements to be a Bidder

- 1.7.1. Companies legally organized in Peru or in countries members of the Inter-American Development Bank may appear as bidders, independently (no partnerships are allowed). Foreign companies shall accredit existence as per rules of their country of origin.
- 1.7.2. The bidder shall issue an express opinion based on business or kinship relations with **PUCP** staff, as well as failures committed or penalties imposed during the last three (3) years.
- 1.7.3. In no case, **PUCP** may enter into any agreement involving, on the bidder side, the use of privileged information, acts of unfair competition or conflict of interests or with the spouses, common law partners, cohabitants or relatives to the fourth degree of kinship or

second degree of friendship of any **PUCP** officials involved in this bidding.

1.8. Disqualifications and Impeachments

- 1.8.1. Legal entities in which some of their partners or legal agents are under the conditions set forth in paragraph 1.6.3. may not appear as bidders for this bidding, unless they are openly held corporations or equivalent in the event of foreign companies.
- 1.8.2. If subsequently to the bidding, it is verified that the winning bidder has any of the above-mentioned disqualifications, he will lose those rights he might have acquired based on his involvement and the corresponding purchase order shall be annulled, if already issued, so that **PUCP** shall be expressly empowered to award goods upon the following bidder according to the list of merits.

1.9. Legal Grounds

This bidding shall be governed as follows:

- Code of Ethics and Good Governance of PUCP, available at webpage <http://www.pucp.edu.pe/documento/pucp/codigo-etica-2-digital-b.pdf>
- Applicable Peruvian rules.
- IDB Rules GN-2349-9 shall be applicable additionally for those provisions not stated in this terms and conditions. These rules may be seen at <http://www.iadb.org/es/banco-interamericano-de-desarrollo.2837.html>

Obligations and rights of the parties shall be subject to the legal grounds above.

1.10. Commitment of the Bidders

The Bidder, for filing a tender, states to be subject and inure tacitly to rules contained in the Terms and

Conditions, as well as clarifications or amendments, without being able to file any claim for issues arisen out of the construction thereof by **PUCP**.

1.11. Means of Payment

1.11.1. Companies domiciled in Peru

PUCP shall pay for goods and services hired upon thirty (30) days as from the receipt of invoice issued by the **winning bidder**, upon obtaining the delivery release of procured goods and services.

However, the **winning bidder** may request up to 40% in advance upon delivery of an advance payment guarantee letter (see conditions in paragraph 6.1) expiring after forty (40) days as from the date established for delivery of procured goods and services. Advance payment shall be made five (5) business days as from the delivery of that guarantee letter and the corresponding invoice.

1.11.2. Foreign companies

The payment shall be made by means of a letter of credit, to be effected upon submission of the shipment documents of purchased goods.

Foreign companies may also elect to receive 40% in advance referred to in paragraph 1.10.1, under the same conditions stated therein.

Any other means of payment proposed by the bidder shall be subject to an agreement between the parties.

1.12. Penalty for delay in delivery of goods

If a delayed delivery of goods under this bidding, **PUCP** shall apply a penalty of 1% of the contracted amount for each day of delay to the supplier up to a maximum amount of ten per cent (10%) of the contract price.

If the maximum penalty amount is covered, **PUCP** may render the purchase order issued null and enforce advance

guarantee letters and compliance certificates referred to in paragraphs 6.1 and 6.2 of this Terms and Conditions.

1.13. Final provisions

Issues not set forth in this Terms and Conditions shall be governed by the rules set forth in paragraph 1.8.

2. Inquiries Stage / Terms and Conditions Remarks

- 2.1. Bidders may make remarks to the Terms and Conditions and submit them to e-mail aholgado@pucp.pe with a copy to e-mails jsolis@pucp.edu.pe and rcastellanos@pucp.pe within the terms indicated in the bidding schedule.
- 2.2. If there is any remark to the Terms and Conditions, **PUCP** shall reply them within the term stated in the bidding schedule and publish integrated terms and conditions in the same portal where the original terms and conditions were published.
- 2.3. Inquiries about these integrated Terms and Conditions shall be received within the terms indicated in the bidding schedule, according to the following form:

Terms and conditions reference	Background / justifications	Consultation / Remark (no more than 5 lines)
Page, number, section, paragraph or annex	(Annexes may be included)	

- 2.4. Acquittal of these inquiries shall be informed to all bidders to the e-mail of the legal agent stated in Form 01 and it will make up these Terms and Conditions.

3. Submission and Evaluation of Tenders

3.1. Submission of Tenders

- 3.1.1. Tenders may be submitted in printed form (including a copy in electronic form) to the Rector's Office Technical Consultancy Office located at Av. Universitaria 1801, San Miguel, Lima 32, Peru or e-mail aholgado@pucp.pe with a copy to e-mails jsolis@pucp.edu.pe and rcastellanos@pucp.pe on the date established in the bidding schedule.
- 3.1.2. The bidder, upon filing his tender, accepts implicitly all legal provisions mentioned in these Terms and Conditions and unconditionally submits thereto, waiving expressly to file any claim for issues arisen out of the construction thereof by **PUCP**.
- 3.1.3. The tender should not contain text between lines, erasures, crosses out or amendments.
- 3.1.4. Submission of adulterated, fraudulent or false documents due to any reason attributable to the bidder, even though they are detected subsequently to the receipt of tenders, shall give raise to the bidders' disqualification, although the corresponding purchase order had been issued.

3.2. Technical - Economic Conditions

- 3.2.1. The bidder shall submit his technical-economic tender taking into account all those characteristics stated in the technical specifications attached hereto (Annex 1) for the item or items in which he is involved.
- 3.2.2. **PUCP** may extend the date for submission of tenders stated in paragraph 1.2. The new date shall be communicated to all bidders no later than two (2) days in advance of the date set forth in the bidding schedule for submission of tenders.
- 3.2.3. To facilitate the exam, evaluation and comparison of tenders, **PUCP** may, at its own discretion, request any bidder to clarify the tender. The request for clarification and answer shall be made via email to the contact email indicated in Form No. 01 of the tender.

Changes in price or material issues of the tender shall not be covered by these clarifications.

- 3.2.4. **PUCP** reserves the power to cancel the selection process until before the awarding of the contract, without mentioning any cause.
- 3.2.5. The currency of Tenders shall be Nuevos Soles. However, in the event of foreign companies or those in which tendered goods are not of national manufacture, the tender may be filed in US dollars.

3.3. Contents of Tenders

3.3.1. Contents of Technical Tender

- a) Credentials and certificates
 - a.1) Sworn statement of business information according to Form No. 01
 - a.2) Sworn statement of the bidder according to Form No. 02
- b) Documents referred to the purpose of the contract
Detailed description of the tendered good or goods according to the Technical Specifications.
- c) Commitment to perform the delivery of goods within the proposed term, according to Form No. 04
- d) Documents referred to technical evaluation factors for each item in which the bidder is involved.
 - d.1) Factor 1 Tender Term
 - d.2) Factor 2 Business Guarantee
 - d.3) Factor 3 Technical Improvements
 - d.4) Factor 4 Experience and Prestige
 - d.5) Factor 5 Training
- e) In the event of printed tenders, an electronic mean (CD, USB or other) shall contain the above-mentioned information.

3.3.2. Contents of Economic Tender

- a) Form of Economic Tender (Form No. 03)
A form shall be submitted for each item in which the bidder is involved.
- b) Detailed economic tender, if applicable, in the form desired by the bidder.

3.4. Evaluation of Tenders

3.4.1. Technical Evaluation

During the evaluation process, **PUCP** shall verify the technical documentation handed-over. Only information submitted according to the forms handed-over together with the tender shall be taken into account. A Technical Tender failing to meet the requested requirements shall be disqualified and; therefore, its corresponding economic tender shall not be assessed.

In the event that, from the review of the Technical Tender, form defects are inferred in the submitted documents, such as errors or omissions that may be corrected which do not amend the scope of the technical tender, the bidder shall be requested to change the tender, granting upon him a term two (2) business days at most to correct such an error or omission.

PUCP reserves the right to verify the economic and financial status of the bidder in risk centers, Chambers of Commerce, international lists and others. **PUCP** may reject the tender if the bidder is found to be in a financial status which fails to ensure **PUCP** the compliance with his obligations.

3.4.2. Economic Evaluation and Awarding of the Contract

The economic evaluation shall be purported to rate the economic tender of the bidders, the technical tender of which was found to be in agreement with and rated enough to proceed to the second stage. An evaluation shall be made for each item, independently.

PUCP shall advise of the result of the technical-economic evaluation to all bidders at the email stated in Form No. 01.¹

PUCP shall advise of the awarding to the winning bidders of each item through an email addressed to the email stated by each bidder in Form No. 01. Decision made by **PUCP** shall not be subject to review requests by the bidders.

4. Evaluation System

4.1. Technical Evaluation (Technical Tender)

4.1.1. Compliance with Reference Terms and Technical Specifications

During this stage, it shall be seen that the technical tender of the bidder meets the technical specification of Annex 1. If the above-mentioned technical specifications are not met, the tender shall be disqualified.

4.1.2. Factors of Technical Evaluation (100 points at most)

a) Factor Delivery Term

20 points shall be awarded upon the lesser term for the tender. The other bidders shall receive a score inversely proportional to the tender term.

b) Factor Business Guarantee of the bidder and/or manufacturer (against manufacture defects and hidden faults)

10 points shall be awarded for each year of guarantee additional to the requested term under reference terms (20 points at most.)

c) Factor Technical Improvements

¹ To advise of the result means to communicate the order of merit of the different bidders regarding each item of the bidding.

5 points shall be awarded for each tendered technical improvement the evaluation committee deems relevant for the selection process (4 improvements at most.)

d) Factor Bidder's Experience and Prestige

20 points shall be awarded based on the list of clients to whom the bidder sold equipment similar to the requested one. Therefore, the bidder shall submit, in each case, any document proving that. The selection committee shall assess the submitted documentation and the score deemed appropriate shall be given to the bidder.

e) Factor Training

The committee shall assess the training plan submitted by the bidder and it shall rate it with a score from 0 to 20 points. A greater score shall be given to bidders offering use and training manuals in Spanish, as well as face-to-face training in Peru.

Summary

Consequently, maximum scores of technical evaluation factors for each item shall be as follow:

Technical Evaluation Factors	Maximum score
<i>Delivery Term Improvement</i>	20
<i>Business Guarantee Improvement</i>	20
<i>Technical Improvements</i>	20
<i>Experience and Prestige</i>	20
<i>Training</i>	20
Total	100

4.2. Economic Evaluation (Economic Tender)

The maximum score of the economic tender (PMPE) for each item shall be one hundred (100) points and it will be given to the tender which offers a lesser amount (cost) for such an item. Scores of other tenders for the same item shall be given inversely proportional to the tender amount, according to the following formula:

$$P_i = (O_m \times PMPE) / O_i$$

Where:

i = Tender

P_i = Economic tender score i

O_i = Economic tender amount i

O_m = Lesser economic tender amount

PMPE = Maximum score of economic tender

Score calculation shall be made with two decimals, rounding the second decimal to the immediate superior one if the third decimal is equal to or more than five (5).

4.3. Awarding of the good

Awarding shall be made independently for each item subject matter of this public bidding. However, more than one item may be awarded upon the same bidder.

For the awarding, all components of the tender shall be taken into account under the following terms:

Evaluation of technical tender of tendered goods shall meet, at least, those characteristics stated in the reference term or similar ones. On the other side, at the criteria of the selection committee, it might be disqualified. This evaluation shall not grant any score.

Evaluation of factors requested in 4.2.1. shall give a score to be considered as technical score.

Total score for awarding of the contract shall be obtained based on the technical and economic score.

Thus, the total score shall be obtained using the following formula:

$$PTP_i = 0,6 P_{Ti} + 0,4 PEI$$

Where:

PTP_i = Total score of the bidder i

P_{Ti} = Score for technical evaluation of the bidder i

PE_i = Score for economic evaluation of the bidder i

For each item, a priority order from the top to the bottom of bidders submitting a tender in that item (order of merit) shall be prepared. The bidder obtaining the greater score shall be the first one.

5. Hiring

5.1. Procedure

- 5.1.1. **PUCP** shall issue a purchase order to the **winning bidder** of each item (**awarded party**) to procure goods and services. These terms and conditions and technical - economic tender of the bidder shall be considered Appendixes to that purchase order.
- 5.1.2. The **winning bidder** is obliged to deliver goods and services detailed in the purchase order, on the date and under the conditions set forth therein.
- 5.1.3. For goods manufactured abroad, **PUCP** reserves the right to inspect the purchased goods, prior to the shipment, at the place of origin, so in that case it is indispensable to sign a certificate of compliance before shipment.
- 5.1.4. **PUCP's** decision to make this inspection prior to the shipment shall be announced to the **winning bidder** no less than fifteen (15) days in advance to the date scheduled for the shipment.
Travel expenses giving raise to this inspection shall be borne by **PUCP**.
- 5.1.5. If the purchase includes training courses abroad, these shall be given preferably in Spanish or with a simultaneous translation into Spanish. Expenses involving that training, except for travel tickets and accommodations expenses of **PUCP** personnel to be trained, shall be borne by the **winning bidder**.
- 5.1.6. **PUCP** shall issue a good compliance certificate (Warehouse entry note) once those goods are verified according to the conditions and

characteristics established in the purchase order. For goods, compliance shall be given by the **PUCP** Warehouse Area within a term of three (3) calendar days, at most, as from the following day on which the bidder delivers the documents supporting the delivery of goods at the warehouse. For services (training and education), compliance shall be stated by the user.

- 5.1.7. The issue of that delivery compliance certificate shall not release the **winning bidder** from his liability for hidden defects found in the delivered goods.

5.2. Quality

- 5.2.1. Delivered goods shall meet the technical standards and/or specifications kept in our purchase order.
- 5.2.2. **PUCP** reserves the right to inspect the quality of goods delivered, components used and manufacture process. The supplier shall grant all facilities to conduct that inspection as per paragraph 5.1.3. **PUCP** may delegate that inspection to a third party of its choice.
- 5.2.3. Guarantee of quality and good operation of purchased goods shall be valid as from the day following the date of issue of the corresponding compliance certificate.

5.3. Prices

- 5.3.1. Prices established in the purchase order are fixed, unless any readjustment clause is expressly stated otherwise.
- 5.3.2. If any readjustment clause is kept on the purchase order, it shall govern only up to the delivery date set forth in this purchase order.
- 5.3.3. In any case, if for any reason or cause (except for force majeure events) goods are delivered after to the date stated in the purchase order, the price readjustment shall be counted only until that date and then it will remain fixed.

- 5.3.4. In this case, **PUCP** reserves the right to apply penalties and sanctions set Forth in paragraph 1.11 of these Terms and conditions.
- 5.3.5. Goods and services prices must include taxes, insurances, transportation costs, inspections, packaging costs, work costs, installation costs and adjustments (if applicable) required for the use, pursuant to the laws in force, as well as any other item that may have an incidence on purchased good cost.

5.4. Payment

- 5.4.1. **PUCP** shall make an advance payment referred to in paragraph 1.10.1 of these Terms and Conditions within the term and under the conditions set forth therein, provided the bidder has signed an acceptance of purchase order and **PUCP** has received guarantees and insurances established in that purchase order.
- 5.4.2. Advance payment and balance invoices must state the purpose of the purchase order and they shall be issued in accordance with applicable legal devices, unless the supplier is not domiciled in Peru, in which case an invoice shall meet the legal provisions of the country of origin. If these conditions are not met, the invoice shall be rejected.
- 5.4.3. For payment of the purchase order balance, a compliance note for warehouse entry shall be enclosed with the invoice to be furnished by **PUCP** as stated in paragraph 5.1.6.
- 5.4.4. If any discrepancy in the accounts submitted by the supplier and review thereof by **PUCP** exists, **PUCP** shall return the invoice to the **winning bidder**, informing him about the discrepancies found. Only when the supplier corrects the invoice, **PUCP** shall accept the submission thereof and it shall be subject to the formalities set forth in this paragraph.
- 5.4.5. For addressing issues related to taxes, the supplier shall observe the legal, tax, customs and labor provisions in force in our country.

- 5.4.6. For local suppliers making an economic tender in dollars, as per paragraph 3.2.5., the payment may be made in US Dollars or its equivalent into the domestic currency at the exchange-sale rate published by the Banking and Insurance Superintendency on the date of check writing.
- 5.4.7. For suppliers domiciled outside, payment shall be made as per paragraph 1.10.2.

5.5. General Terms

- 5.5.7. The **winning bidder** shall deliver the goods under the conditions, characteristics, quantities and terms stated in the purchase order.
- 5.5.8. Force majeure events beyond your control (non-contractual acts of god and nature events) preventing the performance of obligations of the **winning bidder**, shall be communicated and duly accredited within a term of twenty-four (24) hours upon occurrence of the fact (unless for force majeure events preventing them). On the other side, **PUCP** shall be entitled not to release the **winning bidder** from penalties set forth in these Terms and Conditions. **PUCP** reserves the right to consider, based on the documentation submitted, whether this fact is a force majeure event or not.
- 5.5.9. Upon compliance with the date of delivery, and the additional term in which the application of penalties stated in paragraph 1.11 is 10% of the purchase order amount, **PUCP** shall be entitled to reverse the purchase order in any time, because the supplier fails to meet the delivery terms and because of not agreeing with the quality, quantity and characteristics of goods and/or services set forth in these Terms and Conditions, with no liability of any kind towards **PUCP** and notwithstanding the filing of the corresponding claims for damages caused for said failure.

5.5.10. If after two (2) business days as from the issue of purchase order, no written answer is received from the **winning bidder**, it shall be considered as knowledge, acceptance and compliance of every and each of the conditions set forth therein.

6. Guarantees

6.1. Advance Payment Guarantee

The **winning bidder** shall hand over **PUCP** an advance payment guarantee letter issued by a first-order entity (with A rating, according to risk rating companies), supervised by the Peruvian Banking and Insurance Superintendency or by a first-order bank abroad with a Peruvian correspondent bank, for the advance payment amount. This guarantee letter must be unconditional, joint and several, irrevocable, without any benefit of excussion and automatic realization at the request of **PUCP**.

No joint guarantees may be accepted, i.e. shared responsibility guarantees.

The bidder shall deliver this **guarantee letter** together with an invoice for tender advanced payment formalities.

This guarantee letter shall be valid up to forty (40) calendar days as from the date scheduled for delivery of equipment and signature of the corresponding final compliance certificate.

6.2. Performance Guarantee

Prior to the issue of the purchase order, the **winning bidder** shall hand over a guarantee letter in order to ensure **PUCP** the compliance with delivery of goods and provision of services subject matter of this international public bidding contained in the corresponding purchase order, at any scope, in an amount equal to ten per cent (10%) of the total purchase order amount.

This guarantee letter shall be valid up to forty (40) calendar days as from the date scheduled for delivery of equipment and signature of the corresponding final compliance certificate. It shall have the same characteristics of an advance payment guarantee letter.

6.3. Equipment Guarantee

The bidder shall include within the technical tender the scopes and terms for equipment guarantee subject matter of this international public bidding.

7. Reference Terms / Technical Specifications

7.1. Technical Specifications

Characteristics of goods and services to be procured through this international public bidding shall be specified in Appendix 1.

7.2. General Conditions

7.2.1. For each item to be tendered, the bidder must:

- State the name, general description of the good to be supplied, materials to be used, model type. Give necessary details in attached files.
- Include an explanation of conditions under which guarantees are offered for the product against manufacture and hidden defects, provision of spares and technical assistance during the estimated lifetime of goods, duly certified by the manufacturers.
- Hand over use and preventive maintenance manuals for each equipment.
- State all requirements for equipment installation and use, taking into account the voltage required for each equipment. Housing power voltage in Lima - Peru is 220V.

7.2.2. Besides, the following should be taken into account:

- Minimum guarantee term required for each item is stated in Appendix 1. However, the winning bidder must also ensure he may provide the technical assistance and spare service for a term of five (5) years at least, stating the conditions under which these services shall be provided upon expiry of the initial guarantee term.
- As a payment condition, a compliance certificate shall be processed with the **PUCP** specialized user.

ANNEX 1

(Technical Specifications)

INTERNATIONAL PUBLIC BIDDING

CPI 016-2014-PUCP

Procurement of Equipment for Applied Robotics and
Biomechanics Research Laboratory

Technical Specifications

a) Summary sheet of equipment to be procured:

Item	Description	Quantity
1	Rotary hexapod robot	1
2	Modular force platform	2
3	Electrodynamic test machine	1

b) Photographs

(image) Item 1

(image) Item 2

(image) Item 3

c) Detailed Specifications for each equipment:

Item 1

Parallel Mechanism type Rotary hexapod robot

(Rotary hexapod robot)

No.	Technical specifications
1	General terms
1.1	The equipment must enable to generate 6 degrees of movement freedom of a platform using parallel mechanism
1.2	The equipment must enable performance of complex movements through a software
1.3	The equipment must count on accessories which enable to install devices for movement testing
2	Characteristics

2.1	Dimensions:
2.1.1.	Required space for the base: 1.50 m x 1.50 m
2.1.2.	Approximate diameter of the base: 1.20 m Tolerance \pm 10%
2.1.3	Approximate height: 1 m
2.1.4.	Approximate diameter of the mobile platform: 1m
2.2	Mobile platform degrees of freedom = 6
2.3	Speeds:
2.3.1.	Approximate advance speed: 100 mm/s
2.3.2.	Approximate angle (rotating) speed: 120°/s
2.4.	Load capacity (minimum): 130 kg
2.5.	Fault life average time: 2000 hours
2.6.	Work volume:
2.6.1.	Approximate careers in horizontal plane, axes X and Y: \pm 200 mm
2.6.2.	Approximate career in vertical axle Z: \pm 200 mm
2.6.3.	Rotations around axes X and Y: \pm 20°
2.6.4.	Rotation around axle Z: \pm 360°
2.7.	Operating environmental conditions:
2.7.1.	Maximum relative moist: 98%
2.7.2.	Minimum / maximum temperature: +10°C / +40°C
2.8.	Career precision = \pm 0.8 mm
No.	Technical Specifications
2.9.	Platform and structure material: carbon steel or alloy steel
3	Accessories
3.1.	Controller
3.1.1.	PID filter - 32bit
3.1.2.	1.8 GHz processor speed
3.1.3.	Interface communication: TCP/IP - RS - 232
3.2.	User software:
3.2.1.	Drivers compatible with LABVIEW 10 (2011), Windows 7 and 8
3.2.2.	Manual control by user
3.3.	Customized platform table with 6 T channels at least
3.4	Mobile and electrical component protector
3.5	Metallic structure for machine protection
3.6	Installation kit (defined by the manufacturer): wiring and connections
3.7	Electrical board: including cabinet and electrical devices

4	Manuals
4.1.	Operation manual: Instructions necessary for equipment operation and handling in all technical characteristics and design considerations by the manufacturer
4.2.	Installation and servicing manual: instructions for a correct execution and care during the installation and servicing
4.3.	Controller and software use manual: Instructions to know, amend and schedule functions using a software developed by the manufacturer and establish a correct communication with equipment actuators and sensors
4.4.	Maintenance manual: Maintenance instructions
4.5.	Documents to be delivered
4.5.1.	Manufacturer's guarantee certificate
4.5.2.	Factory testing certificate
5	Servicing and Installation
5.1.	The equipment shall be supplied complete including all elements necessary for correct installation, servicing and operation
6.	Training Courses
6.1.	Equipment operator (3 people / 3 days at the Manufacturer's facility). Travel expenses shall be borne by PUCP : <ul style="list-style-type: none"> • Aimed at installed system operation • General equipment check and operation • Safety considerations • Start-up procedures • Operation problem identification • General equipment check and operation
No.	Technical Specifications
6.2.	Maintenance technician (3 people / 3 days at the Manufacturer's facility). Travel expenses shall be borne by PUCP Mechanical maintenance <ul style="list-style-type: none"> • Aimed at qualified technical personnel - Equipment check • Component identification, fault diagnosis and problem solution procedure • Equipment mechanical adjustment procedure,

	<p>replacement, component assembly and disassembly</p> <ul style="list-style-type: none"> • Periodical maintenance • Preventive maintenance, electrical maintenance • Aimed at qualified technical personnel • Equipment and full system check • Equipment electrical adjustment procedure, replacement, component assembly and disassembly • Controller system • Error and fault recovery code • Periodical maintenance • Preventive maintenance • Controller and event sequence system check
7.	Guarantee
7.1.	1 year
8.	Equipment delivery time
8.1.	20 weeks. CIF Callao
9.	Electrical Energy Requirements
9.1.	Voltage: 380V three-phase, frequency: 60Hz
10.	Equipment Maintenance Plan
10.1.	The manufacturer shall provide line diagnosis as a part of technical equipment support at no cost. Equipment maintenance is to be borne by PUCP .

Symbol	Description
m	Meter
°	Degrees
mm	Millimeters
V	Voltage
Hz	Hertz
kg	Kilogram
m.s.n.m.	Meters above sea level
°C	Degrees Celsius
s	Seconds

Item 2: Digital modular force platform to analyze force in the sole of the foot
(Modular force platform)

No.	Technical Specifications
1.	General Terms
1.1.	Device must enable to measure reaction force of the foot on a platform
1.2.	The device must count on a system to measure, at least, 3 orthogonal force of the foot on a platform, causing output data that may be recorded on real time by a PC
2.	Characteristics
2.1.	Dimensions
2.1.1	Approximate dimensions of the base: 400 mm x 600 mm
2.2.	Load capacity
2.2.1.	Approximate force on a horizontal plane: 4500 N
2.2.2.	Approximate force on a vertical axle: 9000 N
2.3.	Minimum quantity of analogous outputs: 3
2.4.	Non-linearity: +/- 2% in the scale in whole
2.5.	Environmental conditions: The equipment shall operate under the following conditions:
2.5.1.	Maximum and minimum height: -10°C and +50°C
2.5.2.	Maximum height: 3600 m.s.n.m.
2.5.3.	Maximum relative moist: 98%
2.6.	Platform material: aluminum
3.	Accessories
3.1.	Amplifier with the following characteristics - Minimum quantity of analogous inputs: 3 - Configurable bridge excitation: 2.5, 5, 10 VDC - Configurable gain: 500, 1000, 2000, 4000 - Auto-zero - Analogous output: +/- 5V, DAC 16-bit - Maximum and minimum data capture ratio: 2000 Hz/channel, 10 Hz/channel - Digital signal processor: 16 bit - Ports: USB 2.0
3.2.	Data collection and analysis software, at least for two (2) platforms (including license) with the following modules: - Progress analysis module - Balance module - Energy analysis module

3.3.	Wiring for PC amplifier connection (minimum length 3 m)
4.	Manuals
4.1.	Operation manual: Instructions necessary for equipment operation and handling in all technical characteristics and design considerations by the manufacturer
4.2.	Installation and servicing manual: Instructions for a correct execution and care during the installation and servicing
4.3.	Controller and software use manual: Instructions to know, amend and schedule functions using a software developed by the manufacturer and establish a correct communication with the platform
4.4.	Maintenance manual: Maintenance instructions
4.5.	Documents to be delivered
4.5.1.	Manufacturer's guarantee certificate
4.5.2.	Factory testing certificate
5	Servicing and Installation
5.1.	The equipment shall be supplied complete including all elements necessary for correct installation, servicing and operation
6.	Training Course
6.1.	Equipment installation, maintenance and operation training for 3 people during 3 days. On distance via internet
7.	Guarantee
7.1.	3 years at least
8.	Equipment delivery time
8.1.	12 weeks. (CIF Callao)
9.	Electrical Energy Requirements
9.1.	Voltage: 220V single-phase
9.2.	Frequency: 60 Hz
10.	Equipment Maintenance Plan
10.1.	The manufacturer shall provide line diagnosis as a part of technical equipment support at no cost. Equipment maintenance is to be borne by PUCP

Symbol	Description
m	Meter
mm	Millimeters

V	Voltage
Hz	Hertz
N	Newton
m.s.n.m.	Meters above sea level
°C	Degrees Celsius
s	Seconds

Acronym	Description
VDC	Direct current voltage
DAC	Digital to analogical signal converter

Item 3. Electrodynamic Test Machine for Static, Fatigue, Dynamic Testing
(Electrodynamic Test Machine)

No.	Technical Specifications
1.	General Terms
1.1.	This machine must enable to conduct mechanical tests of minor parts and subject them to minor load
1.2.	This machine must enable to conduct static load, dynamic load, fatigue, break, cyclical load essays and create customized fatigue essays, as well as solid and visco-elastic material dynamic tests
1.3.	This machine must count on an interface which enables to obtain data from real time tests and control parameters thereof
1.4.	This machine must count on a software that enable visualization, analysis and obtaining of charts from the results gathered
2.	Characteristics
2.1.	Dimensions
2.1.1	Approximate dimensions of the base: 600 mm x 600 mm
2.1.2.	Approximate equipment height: 1.0 m
2.2.	Work volume
2.2.1.	Approximate dimensions of work platform: 400 mm x 400 mm
2.2.2.	Approximate height: 800 N
2.3.	Work load
2.3.1.	Approximate static load (compression and traction): +/- 6.0 kN
2.3.2.	Fatigue load in 100 millions of cycles: 6.0 kN
2.3.3.	Approximate advance speed: 120 mm/s
2.3.4.	Approximate oscillation frequency: 15 Hz
2.3.5.	Approximate vertical career: +/- 80 mm
2.4.	Environmental conditions
2.4.1.	Maximum relative moist: 98%
2.4.2.	Minimum / maximum temperature: +10°C / +50°C
2.5.	Structure and guide material: alloy steel
3.	Accessories

3.1.	Controller
3.1.1.	PC Type
3.1.2.	Minimum channel quantity: 2
3.1.3.	Data feedback channels: 5
3.1.4.	Data acquisition speed: 32kHz
3.1.5.	Data resolution: 24 bit
3.2.	Software
3.2.1.	Static, dynamic, cyclical and fatigue material essays
3.2.2.	Real time adjustable PID
3.2.3.	Load-limited career control
3.2.4.	Adaptive control
3.2.5.	Advance speed feedback
4.	Manuals
4.1.	Operation manual: Instructions necessary for equipment operation and handling in all technical characteristics and design considerations by the manufacturer
4.2.	Installation and servicing manual: Instructions for a correct execution and care during the installation and servicing
4.3.	Controller and software use manual: Instructions to know, amend and schedule functions using a software developed by the manufacturer and establish a correct communication with the platform
4.4.	Maintenance manual: Maintenance instructions
4.5.	Documents to be delivered
4.5.1.	Manufacturer's guarantee certificate
4.5.2.	Factory testing certificate
5	Servicing and Installation
5.1.	The equipment shall be supplied complete including all elements necessary for correct installation, servicing and operation
6.	Training Course
6.1.	Equipment use, care, maintenance, operation, software and hardware training
7.	Guarantee
7.1.	1 year at least
8.	Equipment delivery time
8.1.	25 weeks (CIF Callao)
9.	Electrical Energy Requirements

9.1.	Voltage: 220V single-phase
9.2.	Frequency: 60 Hz
10.	Equipment Maintenance Plan
10.1.	The manufacturer shall provide line diagnosis as a part of technical equipment support at no cost. Equipment maintenance is to be borne by PUCP

Symbol	Description
m	Meter
mm	Millimeters
V	Voltage
Hz	Hertz
N	Newton
m.s.n.m.	Meters above sea level
s	Seconds
°C	Degrees Celsius

ANNEX 2

(Forms)

**CPI 016-2014-PUCP INTERNATIONAL PUBLIC BIDDING
FORM No. 01**

BUSINESS INFORMATION SWORN STATEMENT

The undersigned, _____, legal agent of _____, identified by (National ID Card, Alien's Registration Card or any document valid in the country of origin) No. _____, with power of attorney registered in the town of _____, under Filing Card No. _____, Entry No. _____, **does hereby declare under oath** that the following information about the company I represent is true:

General Information

Name or corporate name:			
Business name:		Company Tax ID ⁽¹⁾	
Address:			
Telephone:	Telephone:	Fax:	
Email:	City:	Department:	Country:
Contact Person:			

Note 1: Use a RUC number for companies domiciled in Peru and an identification valid in the country of origin for companies domiciled outside Peru.

Creditor's Banking Information

Order	Bank name	Currency	Account number	Interbank account number (CCI) ⁽²⁾	Savings	Checking	Account holder ⁽³⁾
1							
2							
3							

Note 2: For invoice payment via bank transfer

Note 3: The abovementioned account shall belong to the company's corporate name

Quality Information

Does your company have a Quality System? (Explain)	Progress level:
--	-----------------

--	--

Legal Agent Particulars:

Name: _____

National ID Card in the country of origin
or Alien's Registration Card: _____

--

Signature of the Legal Agent

City, year, month and day

CPI 016-2014-PUCP INTERNATIONAL PUBLIC BIDDING

FORM No. 02

SWORN STATEMENT

City, year, month and day

Pontificia Universidad Católica del Perú

We hereby address to you in order to state as follows:

- We are aware of, accept and subject ourselves to the Terms and Conditions, conditions and procedures of this international public bidding to which we are parties, since we have studied the documents pertaining to the bidding terms and conditions. Thus, we fully agree with the contents of those documents and adhere to the conditions thereof. Therefore, we acknowledge we will have no right to file any claim for saying we are unaware thereof during the awarding process and, subsequently, during the execution process if awarded with the contract.
- We accept that the construction of the Terms and Conditions and other documents to be issued by **PUCP** are **PUCP's** responsibility.
- We are responsible for the veracity of documents and information submitted to you for the Selection Process.
- We undertake to keep the tender during the whole term for the awarding process and to accept the purchase order to be issued by **PUCP** if awarded with the contract.
- We are not impeached or disqualified for contracting with **PUCP** as stated in paragraph 1.7 of the Terms and Conditions.
- We hereby certify to be aware of the contents of the Code of Ethics and Good Governance of **PUCP** (published at www.pucp.edu.pe) and undertake to denounce acts of corruption and fraud we become aware of and accept civil and criminal consequences if being involved therein.

- We are legally empowered to submit the tender and enter into the corresponding agreement, if selected.

Sincerely,

Signature and seal of the bidder's legal agent
Legal agent's name
Corporate name

**CPI 016-2014-PUCP INTERNATIONAL PUBLIC BIDDING
FORM No. 03**

FORM OF ECONOMIC TENDER

(Fill in a form **for each item** in which you are involved as a bidder)

City, year, month and day

Pontificia Universidad Católica del Perú

Upon reviewing the International Public Bidding Terms and Conditions, including the acquittal of inquiries, we hereby make the following tender:

Item xxx² _____ item description _____

OPTION A. Callao³ CIF Price in dollars
Equipment Price in dollars

Unit Price	
X Quantity	
= Total Price	USD _____

Local services (if applicable) in Soles (including IGV)	_____ soles
Total amount: _____ USD plus	_____ soles

OPTION B. Local Price in Soles	
Equipment Sale Price	
Service Sale Price	_____ soles
Subtotal	
IGV (18%)	_____ soles
Total price	

If our tender is accepted, we engage in delivering the goods within the tender term equal to _____ calendar days.

² State the item numbering kept on the technical specifications and to which this tender refers.

³ El Callao Port or Jorge Chavez International Airport, as decided by the bidder.

The tender shall be valid during all the selection process.

We hereby accept the mean of payment established in the Terms and Conditions and state we will make use (will not make use) of 40% in advance set forth therein.

This Tender shall be a mandatory performance agreement until the corresponding purchase order is prepared and accepted.

Sincerely,

Signature and seal of the bidder's legal agent
Legal agent's name
Corporate name

CPI 016-2014-PUCP INTERNATIONAL PUBLIC BIDDING

FORM No. 04

**COMMITMENT TO PERFORM THE DELIVERY OF GOODS WITHIN THE
PROPOSED TERM**

City, year, month and day

Pontificia Universidad Católica del Perú

We hereby address to you in order to undertake to perform the delivery of goods subject matter of the above-captioned International Public Bidding as per the term specified in our technical tender, as from the date set forth in the purchase order, i.e. _____ calendar days.

Sincerely,

Signature and seal of the bidder's legal agent
Legal agent's name
Corporate name