



Dr. Meenu Kapoor
Associate Professor

9th May, 2014

Limited Tender Enquiry

Sealed tenders are invited from manufacturers or authorized dealers/distributors/suppliers for the supply and installation of lab equipment to Dr. Meenu Kapoor, in Room No: ARL 505, A Block, Fifth floor, School of Biotechnology, GGS Indraprastha University, Sector 16C, Dwarka, New Delhi – 110078 as per the Terms and Conditions provided at the end of this document. The last date is **4th June 2014**, 12.00 noon. Quotations will preferably be opened on the same day at 3.00 p.m in University School of Biotechnology, GGSIPU.

Ultra low temperature, ULT (-86°C) Freezer (EMD: Rs.12,000/-)

- **Capacity: 300-370 Liters with vacuum insulated panels, powder-coated outer body and stainless steel inner cabin.**
- **Dimensions: <70 x 90 x 200 cms (WxDxH) exterior, >40 x 60 x 110 cms (WxDxH) interior**
- **Operating temperature -50 °C to -86 °C with 2-stage cascaded cooling. Platinum (Pt100) temperature sensor (desirable)**
- **voltage range 190 – 270V with suitable voltage stabilizer.**
- **Fully programmable, microprocessor-controlled**
- **Audible and visible alarms for temperature, power failure, system failure, remote alarm, sensor abnormality & part replacement notification.**
- **Digital display panel and on screen system messaging display**
- **Self diagnostic system, condition monitoring and data storage system (desirable)**
- **Heavy duty lockable castors and pad-locked outer door**
- **storage capacity: 20,000 vials of 2 inch size**
- **CFC-FREE, HCFC-FREE non flammable refrigerants**
- **Adjustable shelves with minimum 3 compartments, each compartment with its own doors (desirable)**
- **Auto resume function after power failure (highly desirable)**
- **2 years of unconditional, comprehensive warranty on-site**
- **Should be FDA certified, ISO 9001 & 14001 compliant (highly desirable)**

Terms and Conditions:

1. Sealed quotation envelopes must be superscribed with the name of the equipment and addressed to Dr. Meenu Kapoor, School of Biotechnology, GGS Indraprastha University, Sector 16C, Dwarka, New Delhi – 110078.
2. The vendor/supplier should be a registered firm, should possess PAN and VAT registration with Govt. of NCT Delhi as applicable and MUST attach documentary proof thereof.
3. Only a manufacturer or its authorized distributor/dealer/supplier may participate in the bid, enclosing the proof of authorization and other credentials of the firm in India.

4. The firm should have ideally supplied elsewhere the item being quoted, and should provide a list of users, with their contact details.
5. The tender will follow a simultaneous two bid system, one technical bid and the other financial bid (where there will be only the cost of the equipment, the cost of spares and cost of add on items will be quoted.). The final cost should be very clear and there should not be any ambiguity or hidden cost. The financial bid will be sealed in a separate cover, super scribed “**FINANCIAL BID**” and will be inserted in the bigger sealed cover containing the technical bid and EMD.
6. The EMD (refundable) as indicated against the name of each equipment should be submitted in the form of demand draft/FDR in favour of the Registrar, GGSIPU payable at Delhi. The refund will be made after the supply and satisfactory installation of the equipment. Only firms listed as registered suppliers with the National Small Industries Corporation are exempted from submitting bid security or EMD, provided they submit proof of being a registered supplier with NSIC for equipment.
7. The rates quoted should be in Indian Rupees, for CIF, New Delhi (for imported items, forex price and rupee price at current exchange rate to be mentioned). The final price should be quoted legibly in figures as well as in words, without any cutting, overwriting or erasing in the rates or specifications. If there is any difference in the rates of words and figures in a tender the figure written in words will be considered as final. The rates should be strictly in accordance with the actual specifications met by the item. Some basic accessories that are essential for the ability of the equipment to meet all the specifications should be included in the basic price (with breakup, if appropriate), and any other accessories may be quoted separately.
8. The specifications must provide full details as declared by the manufacturer, preferably enclosing manufacturer’s brochure/catalog. Non-compliant quotations will be rejected.
9. A compliance/deviation statement for all the specifications mentioned here must be provided with each quotation
10. The quotation should clearly mention the life of the equipment, the availability of spares, the local technical support, after sales service, the cost involved in limited/comprehensive AMC, free services if any etc.
11. Excise duty and Customs duty exemption certificates and other documents for clearance will be provided by as applicable.
12. The tender may be rejected in full or in any part at the discretion of the university.
13. An affidavit on a non judicial stamp paper worth Rs. 100/- stating that (1) the firm has not been debarred/blacklisted by any university/autonomous organization/ govt./semi govt. organizations; (2) will observe fair dealing in the business and that this equipment has not been sold at less than the price quoted (3) has no personal dealing with any of the employees of this university.
14. Payment will be made upon delivery and installation (preferably), or by sight draft (for imported equipment only) to be released upon delivery and installation
15. Successful bidders who fail to supply the item or complete the requirement of bank guarantee (BG) within the stipulated time will forfeit their EMD and are likely to be debarred from further participation in any bid in the university.
16. The firm will facilitate the inspection team to visit the premises as and when required by the committee. However, the expenses will be met by the purchasing organization.

Validity

17. The rates should be valid for at least six months from the date of opening of the tender.

Warranty/Guarantee

18. On site comprehensive warranty of at least 2 years since installation is a must, unless specified otherwise.
19. The successful bidders will have to submit a performance guarantee of 10% of the quoted price in the form of FDR/BG which should have a validity of three months beyond the warranty period, within ten days from the day of the purchase order.

Time period for the supply

20. The equipment should be supplied within four weeks for indigenous and eight weeks for imported goods.

Penalty

21. The equipment is to be supplied within the stipulated time frame. A penalty of 0.5% of the purchase order will be charged for the delay per week or part thereof. The penalty will be charged to a maximum of 5% of the supply order. The same is also applicable for not supplying the equipment in good condition as stipulated in the purchase order as per specification.
22. In case of the supply of defective/damaged equipments, the firm will remove the same and replace it with brand new equipment with the said specification in good working condition at the cost of the firm/supplier. No extra cost to this effect will be borne by this university. No rectification or repair will be permitted during the time of installation.
23. The penalty will be deducted from the bill, and if, the equipment is not supplied as per the specification, the penalty will be recovered from the EMD/performance security/other payment pending with the university.
24. In case of non supply/defective supply the university may also take penal action.

Rejection of the tender.

25. The bid without bid security (EMD) will summarily be rejected.
26. Late tender(s) will not be accepted.
27. No separate covers other than the consolidated sealed cover for tender will be accepted.
28. The terms and conditions other than those stipulated in the above tender will not be considered. Conditional tenders are likely to be rejected.

Legal

29. All the disputes are subjects to the jurisdiction of Delhi only.