

Guru Gobind Singh Indraprastha University

Sector 16C, Dwarka, New Delhi -110078 Website: http://ipu.ac.in

Dated:

NOTICE INVITING TENDER

Guru Gobind Singh Indraprastha University invites sealed tenders from reputed and eligible contractors/firms in two bid system (Technical & Financial) for the Supply and Installation of Laser Micro-Raman Spectrometer, UV-VIS-NIR Spectrophotometer, B-class Sun Simulator (1/2 or higher sun condition) and High Performance Computation Facility (Cloud Computing) at GGSIP University, Sector 16C, Dwarka, New Delhi-110078. Tender Document contains details terms & conditions can be obtained from 10.00 a.m. to 03.00 p.m. up to 13/01/2014 from the office of Dean, USBAS, B-Block, 2nd Floor, GGSIP University, Sector 16C, Dwarka, New Delhi-110078 on payment of Rs.1000/- only through Demand Draft in favour of 'Registrar, GGSIP University, Dwarka, New Delhi'. Tender document can also be downloaded from University website i.e. www.ipu.ac.in. The downloaded tender document can be used by paying Rs.1000/- in the form of Demand Draft/pay order drawn in favour of 'Registrar, GGSIP University, Dwarka, New Delhi' to be enclosed with the filled in tender document (Technical Bid).

Duly completed tender document are to be dropped in the tender box at Dean, USBAS Office, Room No.-203, B-Block, 2nd Floor, GGSIP University, Sector 16C, Dwarka, New Delhi-110078 latest by 3.30 p.m. on 20/01/2014. The tenders (Technical Bids) shall be opened at 4.30 p.m. same day i.e. on 20/01/2014 in the presence of tender bidders or their representatives, if any.

(Dr. Bhaskar P. Joshi) Registrar



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY SECTOR 16C, DWARKA, DELHI - 110078

Name of Work: Supply & Installation of Laser Micro-Raman Spectrometer, UV-VIS-NIR Spectrophotometer, B-class Sun Simulator (1/2 or higher sun condition) and High Performance Computation Facility (Cloud Computing) GGSIPU Campus, Sector 16 C, Dwarka, New Delhi – 110078.

TENDER DOCUMENT

Dean, USBAS Room No.203, 2nd Floor, B-Block, GGSIPU, Sector- 16C, Dwarka, New Delhi – 110078 Contact Nos.: 25302400-402

Email address: usbasoffice2008@gmail.com

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Name of Work: Supply & Installation of Laser Micro-Raman Spectrometer, UV-VIS-NIR Spectrophotometer, B-class Sun Simulator (1/2 or higher sun condition) and High Performance Computation Facility (Cloud Computing) GGSIPU Campus, Sector 16 C, Dwarka, New Delhi – 110078.

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Guru Gobind Singh Indraprastha University Sector 16C, Dwarka, , Delhi – 110078

Tender Document

1.	Name of work	:	Supply & Installation of Lab Equipment of USBAS under the FIST (DST) at GGSIPU Campus, Sector 16 C, Dwarka, New Delhi
2.	Last Date of Time for submission of tender	:	upto 01.00 p.m.
3	Place / Office for submission for Tender	:	Dean, USBAS, Room No.203, 2 nd Floor, B-Block, Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi – 110078
4	Issued to	:	
5	Cost of Tender (Details)*		
	GGSIPU Receipt No.	:	
	Dated	:	
	Amount	:	Rs. 1000/-
6	Date of Issue of Tender Document	:	
7	Signature of the officer issuing the document	:	
8	University Seal	:	

^{*} In case Tender is down loaded from University website, then enclose a D/D of Rs.1000/- drawn in favour of Registrar, GGSIP University, payable at Delhi at a time of submission of tender document.

SECTION I INFORMATION & INSTRUCTIONS FOR BIDDERS

Cost of Tender Form (Non-Refundable)	Rs.1,000/- (Rs. One Thousand Only) through DD in favour of Registrar, GGSIPU, Payable at Delhi
Completion period of the work	90 days (Ninety Days) Supply & Installation.
Issue of Tender Document	upto
Date and time of submission of Tender	upto 1 P.M.
Opening of Technical bid in presence of the	04.00 PM on in the office of Dean, USBAS,
authorized representatives of bidders, if any.	Room No.203, 2 nd Floor, B-Block, Guru Gobind Singh
	Indraprastha University, Sector 16C, Dwarka, New Delhi –

1.0 Introduction

1.1 The sealed item rate tenders are invited in two Bid System – (Technical & Financial Bid) on behalf of the Registrar, Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, , Delhi – 110078 from reputed & eligible agencies for "Supply & Installation of Laser Micro-Raman Spectrometer, UV-VIS-NIR Spectrophotometer, B-class Sun Simulator (1/2 or higher sun condition) and High Performance Computation Facility (Cloud Computing) for USBAS at GGSIPU Campus, Sector 16C, Dwarka, New Delhi".

2.0 Scope

The work consists of:

- 2.1 Supply & Installation of Laser Micro-Raman Spectrometer, UV-VIS-NIR Spectrophotometer, B-class Sun Simulator (1/2 or higher sun condition) and High Performance Computation Facility (Cloud Computing) for USBAS at University Campus at Sector-16C, Dwarka, New Delhi as per requirement given in Section-III.
- 2.2 Installation/fixing of Laser Micro-Raman Spectrometer, UV-VIS-NIR Spectrophotometer, B-class Sun Simulator (1/2 or higher sun condition) and High Performance Computation Facility (Cloud Computing) for USBAS, at the said location.
- 2.3 Comprehensive on-site **warranty** for a period of **36 months** from the last date of completion / installation for all the items supplied as certified by the University.
- 2.4 Seprate bids is required for each items mentioned as above

3.0 Definitions:

- 3.1 **GGSIPU** means Guru Gobind Singh Indraprastha University, Delhi
- 3.2 University means Guru Gobind Singh Indraprastha University, Delhi
- 3.3 **Employer** means the Registrar, GGSIPU and his successor
- 3.4 **Bidder** means the Manufacturer or his direct authorized distributor (dealing at first point), individual, proprietary firm, partnership firm, limited company private or public or corporation
- 3.5 "Year" means "Financial year" unless stated otherwise.

4.0 Who can apply:

- 4.1 <u>If the bidder is a proprietary firm</u>, the application shall be signed by the proprietor with his full typewritten name and the full name of his firm with its current address, Contact details etc.
- 4.2 If the bidder is a firm in partnership, the application shall be signed by all partners of the firm with their full typewritten names and current addresses, or alternatively, by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney should accompany the application. In both cases, a certified copy of partnership deed and current address of all the partners of the firm should accompany the application.
- 4.3 <u>If the bidder is a limited company or a corporation</u>, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The bidder should also furnish a copy of the Memorandum and Articles of Association duly attested by a Public Notary.
- 4.4 Joint Venture/ Consortiums are not accepted.

5.0 Sealing and Marking of Bids

- 5.1 The bidder shall place the three separate envelopes (called inner envelopes) marked "**Technical Bid**"," **Financial Bid**" and "**Earnest Money Deposit**" in one outer envelope. The inner envelopes will have marking as follows:-
 - A) Technical Bid
 - B) Earnest Money Deposit (EMD)
 - C) Financial Bid

S.No.	Name of the Equipment *	EMD Amount (Rs.)
1	Laser Micro-Raman Spectrometer	60000
2	UV-VIS-NIR Spectrophotometer	44000
3	B-class Sun Simulator (1/2 or higher sun condition)	30000
4	High Performance Computation Facility (Cloud Computing)	30000

^{*}Separate bids is required for each items mentioned as above. Hence the financial bid mau be spli up in four parts including FINANCIAL BID-I, FINANCIAL BID-II

- 5.2 The sealed inner and outer envelopes containing the EMD, technical bid and financial bid shall be addressed to Registrar, Guru Gobind Singh Indraprastha University, Sector 16C, Dwarka, New Delhi 110078
- 5.3 The sealed tender shall bear the name and identification number of the Tender on the cover of the Envelope(s).
- 5.4 In addition to the identification required as above, **each** of the envelopes shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared late or is declared non-responsive.

6.0 **Bid Submission:**

- 6.1 The envelop named "Technical Bid" shall comprise of all documents as per Clause-7.
- 6.2 The envelope named "Financial Bid" and shall comprise of the price bids of the items included in Section III
- 6.3 Each page of the Technical Bid, Tender Document & Financial Bid should be sealed and signed as part technical bid.
- Duly signed tender document along with all corrigendum, addendum issued, if any, should also be sealed as part of technical bid.
- 6.5 Conditions other than those laid down in the Tender document will not be entertained.

7.0 Eligibility Criteria for Technical Bid

The formats/Annexure for the documents to be submitted, with Technical bid, are placed at **Section –II** (Annexure – A, A1, A2 to Annexure E):

7.1	Letter of Transmittal	Annexure – A
	Declaration by Bidder	Annexure – A1
	Compliance to Bid Requirement	Annexure – A2
7.2	Organizational Structure: - Legal status of the company/ organization with legal proof along with copies of the original documents	Annexure - B
7.3	Income Tax Registration (PAN No.),	Attach copies of
	Service Tax Registration,	the original
	Vat Registration/ TIN Number	documents
7.4	Average financial turnover of Rs.60 lakhs during the immediate last three consecutive financial years, duly audited, signed & stamped by a Chartered Accountant.	
	The bidder should not have incurred losses in more than two years in the last 3 consecutive financial years, duly certified by Chartered Accountant, along with copies of audited profit and loss account of last three years	Annexure C
7.5	Firm should have a authorized service centre in India only and should executed atleast 03 nos. of Similar Supply of Lab Equipment in India & Abroad in the last 03 years Explanation:	
	"Similar Supply" means the work of Supply & Installation, installation of Lab Equipment(s) as at 5.1 in public sector undertaking, Govt. department, Educational Institutions, Research Institutional. This should be certified by an officer of the client organization not below the rank of Executive/Engineer/Director/Administrative Officer on their letter-head.	Annexure D
7.6	An affidavit on Rs. 10/- (non-judicial stamp paper) declaring that the bidder/ organization has not been blacklisted/debarred by any of the government/ public sector agency in the last 3 years. A declaration of fair business practice by the Bidder.	Annexure – E
7.7	The bidder should quote the rates inclusive of all taxes &levies (including import duty if any) as well as the cost of transportation and installation at the specific site for each item as at 5.1 as per detailed specifications given in Financial bid.	
7.8	The Manufacturer should have a authorized service centre in India only	Attach copy of proof
7.9	An affidavit on Rs. 10/- non judicial stamp paper that non of the GGSIPU employees including faculties having grade pay Rs. 4800/- and above are related to the bidder (it may be noted that if any such employee of GGSIPU related to the bidder having grade pay Rs. 4800/- and above shall be a disqualification and the bid shall stand cancelled at technical stage itself.)	

8.0 Evaluation Criteria:

- 8.1 The details submitted by the bidders will be evaluated in the following manner:
- 8.1.1 The "initial eligibility criteria" prescribed in para 7.0 to 7.9 above in respect of experience in similar class of works completed, financial turnover, profitability and valid registrations will first be scrutinized.
- 8.1.2 Evaluation of Financial bid.

8.2 **Technical bid Evaluation**:

- 8.2.1 Even though any bidder may satisfy the above requirements, he/she would be liable to disqualification if he/she has:-
- 8.2.1.1 Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.
- 8.2.1.2 Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/weaknesses etc.
- 8.2.1.3 In such case, the EMD/performance guarantee, as the case may be, shall stand forfeited to the GGSIPU absolutely.

8.3 Opening of Financial bid and evaluation:

After the Technical evaluation of the bids, the University will open the 'Financial Bids' of all the bidders who have qualified in the Technical Eligibility Criteria as per Clause 7, at notified time, date and place in the presence of the qualified bidders or their representatives, if any. **The lowest financial bidder shall only be considered for award of work.**

9.0 Earnest Money Deposit:

- 9.1 The Earnest Money Deposit (EMD) must be attached (see Clause 5.1). The Earnest money shall be accepted with a minimum validity of 6 months in the following forms and shall be in favour of "Registrar, GGSIPU", payable at Delhi:
 - i. Demand draft / Bankers cheque
 - ii. Fixed deposit receipt (FDR)
- 9.2 Tenders with no earnest money deposit will summarily be rejected. In case of successful bidder of the financial bids, the earnest money will be returned without any interest after obtaining the required 10% Performance Security in the form of FDR along with the agreement on non-judiciary stamp paper of Rs.100/-.
- 9.3 In the case of unsuccessful bidders, the Earnest Money Deposit will be refunded without any interest.

10.0 Financial Bid:

- 10.1 The bidder shall quote unite rate in INR/USD/EURO/British Pound as the case may be, both in word and figures in the Financial Bid only. No alterations in the form of tender, in the schedule of quantities or additions etc. shall be permitted. In case of difference between the rates of items written in figures and in words, the rates of items written in words shall be taken as correct. No changes in unit rates shall be allowed. The rates quoted in schedule quantity are for finished and completed items and no extra amount for carting or transporting material, labour etc. shall be paid unless specifically so mentioned or provided for in tender. The rates should be inclusive of all leads and lifts for all materials in the completed items and also include all taxes, duties, royalties etc. including Work Contract Tax, labour cess, ESI, EPF etc. as applicable. No extra payment on this account will be made.
- 10.2 The Work Contract Tax/Turnover Tax/Income Tax shall be deducted at source at the rate that will be in force from time to time.
- 10.3 The bidder shall quote unite rate in INR/USD/EURO/British Pound as the case may be, both in word and figures in the Financial Bid only. Exchange rate on the date of opening of technical will be applicable for the purpose of comparison. Import items should be quoted as per performa invoice by the principals.

11.0 General:

- All information called for in the enclosed forms should be furnished against the relevant places in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against at the relevant place. Even if no information is to be provided in a column, a "Nil" or "No Such Case" entry should be made in that column. If any particular/query is not applicable in case of the bidder, it should be stated as "not applicable". The bidders are cautioned that Supply & Installation for incomplete information called for in the application forms or deliberate suppression of any information may result in the bid being summarily disqualified. Bids received after the expiry of the stipulated date and time mentioned in the tender document will not be entertained.
- 11.2 The bid document should be legibly written and serially numbered with proper tagging and binding. The bidder should sign each page of the bid.
- Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing with date and rewriting. Pages of the eligibility criteria document are to be numbered. Additional sheets, if any added by the bidder, should also be numbered. Bid(s) should be submitted separately as a package for each item taking into account the specifications given in the financial bid.
- 11.4 References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the bidder should be signed by officer of the client organization with name & designation.

- 11.5 The bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of tender document unless it is called for by the University.
- Any information furnished by the bidder found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/taking up of any work in GGSIPU. In such case the EMD/Performance guarantee, as the case may be, shall stand forfeited to GGSIPU absolutely.
- 11.7 The successful bidder shall have to work in co-ordination and co-operation with any other agencies appointed by the University to work simultaneously in the same or adjoining area. The decision of the University in case of any dispute between the different agencies appointed by the University shall be final and a binding. This NIT including the various clauses shall also form a part of such agreement.
- 11.8 The bidder will have to enter into regular agreement within 7 days from the receipt of acceptance of the tender and shall abide by all the rules and regulations embodied therein.
- 11.9 Income tax, Works Contract Tax and any other tax at the rates in force during the progress of contract that will be in force from time to time shall be recovered / deducted from the released payment amount.
- 11.10 Sales Tax, purchase Tax, turnover tax or any other tax on material applicable on the date of submission of bid in respect of this contract shall be payable by the contractor and University will not entertain any claim whatsoever in respect of the same.
- 11.11 The bidder shall have to make his own arrangement at no extra cost to the University for water Supply & Installation, sanitation and electric Supply & Installation etc. at the site of work. If no such arrangement(s) has been made, 1% (one percent) of the contract amount shall be deducted/recovered from the contract value.
- 11.12 On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the University shall be communicated in writing to the Registrar.
- 11.13 The contractor shall furnish a list of University employees related to him, if any.
- 11.14 If the bidder shall obtain a contract with GGSIPU as a result of wrong tendering or other non-bonafide methods of competitive tendering, the University reserves the right to terminate the contract without any liability to the contractor. In such case the EMD/Performance guarantee, as the case may be, shall stand forfeited to GGSIPU absolutely.
- 11.15 Without prejudice to any of the rights or remedies under this contract if the contractor dies, the University shall have the option of terminating the contract without compensation to the legal heir of the contractor.
- 11.16 Escalation: Increase in rates of material / Labour shall not be payable on any account. Price quoted shall be firm and no escalation will be allowed on any account.
- 11.17 The successful bidder will have to sign an agreement within stipulated time period as mentioned in the letter of intent. The necessary fees, stamp paper, etc. required for completing the agreement have to be borne by the bidder.
- 11.18 Scope of Works

The Scope of work shall consist of fabrication and assembly for Laser Micro-Raman Spectrometer, UV-VIS-NIR Spectrophotometer, B-class Sun Simulator (1/2 or higher sun condition) and High Performance Computation Facility (Cloud Computing) for USBAS including manufacturing, Supply & Installation, erection and placing in position at site, complete in all respects, and its maintenance during warranty period.

- 11.19 Specification for Work and Quality
 - The procurement of various materials shall be either from the manufacturers or their main authorized dealers to ensure that no duplicate/spurious makes are used in the works. The entire work shall be warranted for a period of three years against defective material with liability of replacement or to the satisfaction of the University.
- 11.20 Safety and Security
 Safety and Security of workers/staff, material, equipments, etc. will be the responsibility of the contractor. The university will not be held responsible on this account
- 11.21 The University reserves the right, without being liable for any damages or obligation to inform the bidder, to:

- (a) Amend the scope and value of contract to the bidder.
- (b) Reject any or all the applications without assigning any reason.
- 11.22 Any effort on the part of the bidder or his agent to exercise influence or to pressurize the University would result in rejection of his bid. Canvassing to any kind is prohibited.

12.0 Final decision making authority

The University reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders. No claim whatsoever will be entertained / paid by the university to the bidder (s).

13.0 Summary Rejection of tender:

13.1 The tenders not accompanied with Tender Fees and Earnest Money Deposit shall be summarily rejected. Similarly, if the bidder proposes any alternation in or additions to the prescribed form of tender or decline to carry out any work of the tender document; or any conditions mentioned, etc., his tender is liable to be rejected.

14.0 Particulars provisional

- 14.1 The University reserves the right to execute the work or reject the tender without assigning any reason or incurring any liability to the bidder.
- 14.2 The University has the power to make alteration in, omission from, addition of or substitution for the original specifications, drawings, designs.
- 14.3 Variation in the quantity of work order will be up to 30% from the proposed quantity and must be acceptable to the bidder for a period of one year from the date of acceptance of the work order.

15.0 Site visit

The bidder is requested to visit the work site and get acquainted with site conditions regarding layout and all other matters, affecting the work before filling in the item rates. Submission of a tender by a bidder, implies that they have read these instructions and have made themselves aware of the scope of the work, conditions of contract and University will not, therefore, bear any extra charges on any account, in case the bidder finds later on to have misjudged the site conditions or specification.

16.0 Amendment of tender document:

- 16.1 Before the deadline for submission of tender, the University may modify the tender document by issuing addenda.
- Any addendum thus issued shall be a part of the tender document and shall be uploaded on the University website (www.ipu.ac.in). Prospective bidders must visit the website before filling and submission of Tender Document for such information.

17.0 Validity of Tender:

Ninety days from the date of opening of tender. During this period no bidder shall be allowed to withdraw his tender. In case of withdrawal, the EMD submitted by the bidder shall be forfeited and no claim shall be entertained on this regard.

18.0 Performance Guarantee:

- 18.1 The Performance Guarantee of 10% of the total tendered value will be deposited by the tenderer within the 10 days after the letter of intent. The Performance Guarantee shall be accepted in the following form and shall be in favour of "**Registrar, GGSIPU**", payable at Delhi with a validity of months as under:
 - i. Fixed deposit receipt (FDR) of a nationalized bank (39 months validity)

- ii. Bank Guarantee(As per Annexure-H) (39 months validity). Bank guarantee will be taken as good only afterv the same being verified/confirmed by the bank concerned. (Letter for commencement of work will be issued only thereafter.
- 18.2 The Performance Guarantee will be refunded without any interest after the successful installation and after three months of completion of warranty period.
- 18.3 In case of non submission of Performance Guarantee within specified time, the earnest money will be forfeited and the University may consider to black list/debarred the contractor.
- 18.4 In case a fixed deposit receipt/ Bank Guarantee of any bank is furnished by the contractor to the University as part of the Performance Guarantee and the Bank is unable to make payment against the said instrument. The loss caused thereby shall fall on the contractor and the contractor shall forthwith on demand furnish additional security to the University to make good the deficit.

19.0 Warranty

The bidder shall provide **36 months** Warranty (on site and comprehensive) on all items from the last date of installation and shall be responsible for any defects that develop in the **Lab Equipment for USBAS**. They shall also replace any defective part of the product supplied and other accessories, without any exception and recourse, free of cost.

The bidder is responsible for all packing, unpacking, assembly, installation of units. The bidder will test the products and accomplish the adjustments necessary for successful and continuous operation of the products supplied at all installation sites and shall ensure maintenance of the supplied products during the warranty period. All the repairing / replacing of defects shall be done by the bidder totally free of cost.

20.0 Duration

The items covered under this tender are required to be delivered and installed at University Campus at Sector 16C, Dwarka, New Delhi within 90 days. as specified in delivery schedule submitted by bidder.

21.0 Payment Terms

Payment for Goods and Services shall be made by University in Indian Rupees as follows:

- 21.1 Payment shall be paid to the supplier after the complete Supply & Installation / installation as mentioned in the purchase order.
- 21.2 Each invoice should be submitted in duplicate clearly specifying contract no, goods description, quantity, unit price, total amount along with warranty certificate, etc.
- 21.3 No advance payment will be made under any circumstances.

22.0 Delay and Non Conformance

- 22.1 If the bidder fails to Install the Equipment with in the period specified in the Purchase Order, University shall without prejudice to its other remedies under the Purchase Order, deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% of the contract price of the delayed goods weekly or part thereof of delay until actual delivery. The penalties will be maximum of 10% of the contract amount / awarded value.
- 22.2 In case of extraordinary delay or beyond 60 days of stipulated delivery period, University reserves the right to terminate the contract, without any liability to cancellation charges, forfeit/encash the submitted Performance Guarantee and blacklist/debarred the defaulting firm.

23.0 Services during warranty period

- 23.1 The maximum response time for maintenance complaint during warranty period (i.e. time required for bidder's maintenance engineer to report at the installation after a request call/telegram is made or letter is written) shall not exceed 01 day.
- 23.2 The period for correction of defects in warranty period is 03 days.
- 23.3 In case an item is not usable beyond the stipulated maximum downtime the contractor will be required to arrange for an immediate replacement.
- In case the rectification of defects is not carried out within 03 days and replacement of defective items are not provided, a penalty of sum equivalent to 5% per week of the delivered price of that defective item(s) shall be levied. This penalty is applicable upto a maximum of 4 weeks (maximum 20%). Subsequently, the rectification shall be carried out by the University at the risk and cost of the contractor. The cost of repairs along with the penalty of 100% shall be recovered from the payment with held with University and the balance amount if any, will be paid to the contractor after completion of warranty obligations.

24.0 Packing and Marking

- All packing should be strong enough to withstand rough handling during loading/ unloading and transporting. Fragile articles should be packed with special precaution and should bear the marking like Fragile, handle with care, This side up etc.
- 24.2 All protection and threaded fittings shall be suitably protected and covers shall block the openings.

25.0 Substitution and Wrong Supplies

Unauthorized substitution or materials delivered in error of wrong description or quality or supplied in excess quantity or rejected goods shall be returned to the contractor at contractor's cost and risk.

26.0 Insurance, Freight and Deliveries

- 26.1 The contractor shall make all arrangements towards safe and complete delivery at the designated locations indicated by University in the Purchase Order. Such responsibility on part of the contractor will include taking care of insurance, freight, state level permits etc. as applicable.
- 26.2 The contractor will keep University informed about changes, if any, in various stages of deliveries, installation.

27.0 Arbitration and Settlement of Disputes:

- 27.1 University and the contractor shall make every effort to resolve amicably by direct information negotiation by difference or dispute arising between them under or in connection with the University order.
- 27.2 If after thirty (30) days from the commencement of such informal negotiations, University and the contractor have been unable to resolve amicably the dispute, either party may require that the dispute be referred for resolution to the formal mechanisms as specified hereunder:
- 27.2.1 Any dispute or differences whatsoever arising between the parties out of or relating to the manufacturing, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the award made in pursuance thereof shall be binding on the parties. The sole arbitrator shall be appointed by the Vice Chancellor, GGS Indraprastha University.
- 27.2.2 The performance under this contract shall not stop for any reason whatsoever during the said dispute/proceedings, unless the contractor is specifically directed by University to desist from working in this behalf.
- 27.2.3 The venue of arbitration shall be Delhi/ New Delhi. The language of proceedings shall be English. The Law governing the substantive issues between the parties shall be the Laws of India. All disputes are subject to the jurisdiction of the Delhi Courts only

27.2.4 It is also a term of that if any fees are payable to the arbitrator, these shall be paid equally by both the parties. It is also a term of the contract that the arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the parties calling them to submit their statement of claims and counter statement of claims.

28.0 Force Majeure

For purpose of this Clause, "Force Majeure" means an event beyond the control of the contractor and not involving the Contractor's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the University either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargo.

If a Force Majeure situation arises, the contractor shall promptly notify the University in writing of such conditions and the cause thereof. Unless otherwise directed by the University in writing, the Supplier shall continue to perform its obligations under the Purchase Order as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

SECTION II

INFORMATION REGARDING TECHNICAL ELIGIBILITY (Annexure A to E)

LETTER OF TRANSMITTAL

From:
То
The Registrar
GGS IPU
Sector 16C, Dwarka,
Delhi

Sub: Submission of Tender Document for the work of "Supply & Installation of Laser Micro-Raman Spectrometer, UV-VIS-NIR Spectrophotometer, B-class Sun Simulator (1/2 or higher sun condition) and High Performance Computation Facility (Cloud Computing) for USBAS at GGSIPU Campus, Sector 16C, Dwarka, New Delhi".

Sir,

Having examined the details given in Tender document for the above work, I/we hereby submit the relevant information:-

- 1. I/we hereby certify that all the statement made and information supplied in the enclosed annexure / forms accompanying statement are true and correct.
- 2. I/we have furnished all information and details necessary for eligibility and have no further pertinent information to Supply & Installation.
- 3. I/we submit the requisite certified solvency certificate and authorize the Registrar, GGSIPU to approach Bank issuing the solvency certificate to confirm the correctness thereof. I/we also authorize the GGSIPU to approach individuals, employers, firms and corporation to verify our competence and general reputation.

Name & Signature(s) of Bidder(s) with seal

DECLARATION BY THE BIDDER

We	(Name of the Bidder) hereby represent that we have gone through and understood the
	two parts) in Part-I (Commercial Section & Technical Section) and Part-II (Schedule of
Quantities) and that our Bid l documents.	has been prepared accordingly in compliance with the requirement stipulated in the said
page in token of our acceptance part of our bid and in the ex	Bidding Document marked "Original" as part of our Bid duly signed and stamped on each bee. We undertake that Part-I and Part-II of the Bidding Document shall be deemed to form yent of award of work to us, the same shall be considered for constitution of Contract sign and stamp each page of this Part-I and Part-II as a token of Acceptance and as a part of eard of Contract to us.
	have indicated prices in Schedule of Quantities and submitted in Price Bid in separately a that rate quoted by us includes price for all works/activities/supply etc. as mentioned in Schedule of Quantities.
SIGNATURE OF BIDDER	:
NAME OF BIDDER	:
COMPANY SEAL	:

Note : This declaration should be signed by the Bidder's representative who is signing the Bid.

COMPLIANCE TO BID REQUIREMENT

We hereby agree to fully comply with, abide by and accept without variation, deviation or reservation all technical, commercial and other conditions whatsoever of the Bidding Documents and Addendum to the Bidding Documents, if any, for subject work issued by GGSIPU.

We hereby further confirm that any terms and conditions if mentioned in our bid (Un-priced as well as Priced Part) shall not be recognized and shall be treated as null and void.

SIGNATURE OF BIDDER	:	
NAME OF BIDDER	:	
COMPANY SEAL	:	

ORGANISATION STRUCTURE

1.	Name & Address of the Bidder :	
2.	Telephone No./Fax No./ e-mail :	
3.	Legal status of the Bidder (attach copies of original document defining the legal status) a) An Individual b) A proprietary firm c) A firm in partnership d) A limited company or Corporation e) A Public Sector Undertaking	
4.	Particulars of registration with various Government Bodies (Attach attested Photo Copy) Organization /Place of registration Registration No	
5.	PAN No	
6.	Names and Titles of Directors & Officers with designation to be concerned with this work.	
7.	Name & Designation of individuals authorized to act for the organization : (Pl attach power of attorney in favour of authorized representative duly signed by authorized signatory	⁷)
8.	Was the Bidder ever required to suspend work for a period of more than six months continuously after you commenced the construction? If so, give the name of the project and reasons of suspension of work.	
9.	Has the Bidder, or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.	
10.	Has the Bidder, or any constituent partner in case of partnership firm, ever been debarred/ black listed for tendering in any organization at any time? If so, give details. :	
11.	Has the Bidder, or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details. :	
13.	Any other information considered necessary but not included above. :	

(Stamp, Name & Signature of Bidder)

<u>DETAILS OF ANNUAL TURNOVER</u>

(separate for each item)

A. FINANCIAL DETAILS

Financial Years	Gross Annual Turnover (In Lakhs)	Profit/Loss (In Lakhs)
2011-2012		
2010-2011		
2009-2010		

B. Audited balance sheet and profit & loss account for above five years to be submitted.

(Stamp, Name & Signature of Bidder)

DETAILS OF SUPPLY OF LAB EQUIPMENT IN LAST 03 (THREE) YEARS (separate for each item)

Sl.No.	POSTAL ADDRESS OF CLIENT WITH CONTACT NUMBERS	STARTING DATE	SCHEDULED COMPLETION DATE	ACTUAL COMPLETION DATE	REASONS FOR DELAY, IF, ANY

(Stamp & Signature of Bidder)

DECLARATION FOR FAIR BUSINESS BY THE BIDDER

(Affidavit on Non-Judicial Stamp Paper of Rs.l0/- duly attested by Notary / Magistrate)

This is to	certify that We, M/s in submission of this offer confirm that:-
i)	We have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements;
ii)	We do not have records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.
iii)	Business has not been banned with us by any Central / State Government Department/ Public Sector Undertaking or Enterprise of Central / State Government.
iv)	We have submitted all the supporting documents and furnished the relevant details as per prescribed format.
v)	The information and documents submitted with the tender by us are correct and we are fully responsible for the correctness of the information and documents submitted by us.
vi)	We understood that in case of any statement/information/document furnished by us or to be furnished by us in connection with this offer is found to be incorrect or false, our EMD in full will be fortified and business dealings will be banned.
vii)	We have not been punished / penalized by way of imprisonment in last three years.
viii)	We have not been blacklisted/debarred by any of the Government/Public Sector Agency in last three years.
	SEAL, SIGNATURE & NAME OF THE BIDDER
	Signing this document

CHECK LIST FOR SUBMISSION OF BID

(separate of each bid)

Bidder is requested to fill this check list and ensure that all details/documents have been furnished as called for in the Bidding Document along with duly filled in, signed & stamped checklist with each copy of the "Un-priced bid (Part - I)".

Please tick the box and ensure compliance:

1	EMD
2	Bid Forwarding Letter
3	Power of Attorney in Favour of the person who has signed the bid on stamp paper of Appropriate value.
4	Partnership Deed in case of partnership firm and Article of Association in case of limited company.
5	Compliance to Bid Requirement
6	Declaration by the bidder
7	All pages of the bid have been page numbered in sequential manner.
8	Annexure(s) – A to E
9	Valid VAT, Service Tax, Excise Registration
SIGNATURE O	OF BIDDER :
NAME OF BID	DER :
COMPANY SE	AL :

Form of Performance Guarantee Bank Guarantee Bond

1.	In consideration of the GGSIPU (hereinafter called "The University") having offered to accept the terms and conditions of the proposed agreement between and (hereinafter called "the said Contractor(s)") for the work (hereinafter called "the said agreement") having agreed to production of a irrevocable Bank Guarantee for Rs (Rupees
	only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and condition in the said agreement.
	We, (indicate the name of the Bank) (hereinafter referred as "the Bank") hereby undertake to pay to the University an amount not exceeding Rs (Rupees only) on demand by the University.
2.	We,
3.	We, the said bank further undertake to pay the University any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the
4.	Contractor(s) shall have no claim against us for making such payment. We,
5.	We,(indicate the name of the Bank) further agree with the University that the University shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the University against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act of omission on the part of the University or any indulgence by the University to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
6.	This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
7.	We,(indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the University in writing.
8.	This guarantee shall be valid upto unless extended on demand by the University. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs (Rupees only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.
Dated	the day of for (indicate the name of the Bank)

SECTION III

SCHEDULE OF QUANTITIES

FINANCIAL BID (To be sealed separately)

Financial bid in respect of Supply & Installation of **Lab Equipment for USBAS under the FIST (DST)** at Guru Gobind Singh Indraprastha University Campus, Sector 16C, Dwarka, Delhi

S. No.	Name of the Items	Specifications	Qty.	Unit Price in figure	Unit Price in words
1.	Laser Micro- Raman	Laser Sources: (a) 633 nm He-Ne Laser with power tunable up to 30 mW	01	g	
	Spectrometer	(b) 532 nm Diode Green Laser with power tunable up to 100 mW			
		OR 785 nm Diode Near-IR Laser with power tunable up to 100 mW			
		along with power supply, 3 m optical fiber and laser to fiber coupler and optical accessories.			
		Spectrometer: Triple aberration corrected spectrograph with 1800 gr/mm			
		holographic grating. Pixel resolution better than 1.5 cm ⁻¹ /pixel within the spectral			
		range Raman shift range: 50 cm ⁻¹ to 2000 cm ⁻¹ or better.			
		Compatible for UV-VIS-NIR laser sources. Software controlled provision for single spectrograph configuration.			
		Sample compartment: Confocal Raman Optical microscope with 1 micron or better			
		spatial resolution. Objectives: 20x, 50x and 100x, Raman filters, Reflectance			
		halogen illumination, Laser spot size: 1 micron @ 100x objective			
		Depth resolution: 2 micron or better @ 100x objective Automated X, Y, Z scanning (digitized position output)			
		CCD color camera with grabber card Sample holder for thin films and powder.			
		Sample Heating / cooling Peltier Stage: Temperature range: -40°C to 120°C with extra water cooling			
		arrangement (Independent access to Microscope should also be available)			
		Detector: -60°C or -70°C TE cooled CCD detector, which should have			
		best sensitivity with UV-VIS-NIR Lasers with best possible resolution. Spectral range: 400 - 1050 nm or wider. Quantum			
		efficiency > 55%. Necessary controller and power supply.			
		Data Acquisition Unit: Complete computer (PC) based control of all operations			
		including the spectrograph, detector parameters, data acquisition and data analysis.			
		Data analysis software: Peak fitting, Raman band analysis, Zoom and back ground			
		elimination, Smoothing functions and noise elimination, spectrograph calibration, Thumbnail viewing and report			
		elimination, Smoothing functions and noise elimination,			

S. No.	Name of the Items	Specifications	Qty.	Unit Price in figure	Unit Price in words
NO.	Items	multi-licensed.		III ligure	words
		Computer: Desktop computer with 2 nd Generation Intel(R) Core(TM) i5-2320 Processor (3.0GHz), 4GB SDRAM at 1333MHz, 500GB HDD, AMD HD6450 1GB DDR3 Graphics, Dell TM IN1930 18.5" Widescreen Flat Panel Monitor, DVD-RW, with standard serial and parallel ports, Ethernet card, Windows based operating system or any other latest configuration & Laser printer. Optional: (1) Sample holder for liquid samples (2) Broad band Polarization Rotator and analyzer in the wavelength range 230 nm to 1000 nm.			
		Apart from the specifications given above, all the higher specifications, resolution, and advanced in-built technology model will be preferred. The instrument should have the upgradability features.			
		3 years essential spares including all important control electronics should be provided. The detailed list of spares to be enclosed.			
		Representative spectra should be provided to establish performance of the instrument for the solid, liquid and colloidal as well as thin film samples.			
2.	UV-VIS-NIR Spectrophotom eter	1. Principle: Double beam, double monochromator, UV-Visible-NIR spectrophotometer with complete computer based control of data acquisition and data processing. 2. Wavelength range: 185 nm to 2600 nm or higher range preferred. 3. Light source: 50W halogen lamp (Life: 1000 hr or higher), Deuterium lamp (Life: 1000 hr or higher). Automatic changeover at freely selectable wavelength. 4. Monochromator: Prism-grating or Grating − grating type double monochromator: Concave diffraction monochromator, Main monochromator: Diffraction grating monochromator, Aberration correction type Czerny Turner monochromator. 5. Detector: UV/VIS region: Photo multiplier tube NIR region: In GaAs photodiode / cooled PbS optical conductive element 6. Stray Light: 0.00008% T at 220 nm (NaI) or less 7. Wavelength Resolution: ≤ 0.1 nm in UV/VIS region & ≤ 0.2 nm in NIR region 8. Wavelength accuracy: ± 0.2 nm in UV-vis region and ± 0.8 nm in NIR region or better 9. Wavelength reproducibility: ± 0.1 nm in UV-vis region and ± 0.5 nm in NIR region or better 10. Photometric system: Double beam 11. Photometric system: Double beam 12. Photometric stability: 0.0005 Abs/h or better 13. Photometric accuracy: ± 0.004 Abs or better 14. Data Acquisition Modes: Spectrum, Kinetics and Photometric modes.	01		

S.	Name of the	Specifications	Qty.	Unit Price	Unit Price in
No.	Items			in figure	words
		15: Samples : Solutions, powders and thin films deposited on			
		solid substrates/wafers. 16. Extra accessories: power cords, sample holders for			
		liquid, thin films and powders.			
		17. Computer: Desktop computer with 2 nd Generation			
		Intel(R) Core(TM) i5-2320 Processor (3.0GHz), 4GB			
		SDRAM at 1333MHz, 500GB HDD, AMD HD6450 1GB			
		DDR3 Graphics, Dell TM IN1930 18.5" Widescreen Flat Panel			
		Monitor, DVD-RW, with standard serial and parallel ports,			
		Ethernet card, Windows based operating system or any other latest configuration & one Laser printer.			
		latest configuration & one Laser printer.			
		Optional:			
		(1) Integrating Sphere Attachment, Model: ISR-3100 for			
		Diffuse, Reflectance measurement of Solid and liquid samples.			
		(2 Thermoelectrically Temp. Controlled Cell Holder for			
		temperature range 25°C to 100°C			
		(3) Attachment for Polarizer, analyzer for analysis with polarized light.			
		Apart from the specifications given above, all the higher			
		specifications, resolution, and advanced in-built technology			
		model will be preferred. The instrument should have the			
		upgradeability features.			
3.	B-class Sun	SUN SIMULATOR WITH ACCESSORIES FOR	01		
	Simulator (1/2	TESTING SOLAR CELLS:			
	or higher sun condition)	Maximum Mod Dimensions			
	Condition	Solar Cells (200 X 200 mm) or higher			
		Solar Cells (200 / 200 min) of higher			
		Measurement Range			
		PV Module: (Voltage: 0-60 V +/- 0.15 mV; Current: 0 to			
		10Amp +/-0.45mA)			
		Solar Cells: (Voltage: 0-1.00 V, Current: 0 to 10A)			
		Reproducibility: +/- 0.5%(PV Cells)			
		Data Acquisition- Voltage ,Current ADC RESOLUTION 16			
		BITS Cell Testing: Xenon Light Source fixed on top and Solar			
		PV Cell placed on a Cu chuck with vacuum holding.			
		Light Source: Pulsed xenon light source (Single Flash)			
		closely matching solar spectrum avoiding heating.			
		Illumination Uniformity: ± 3% over entire test area or better			
		Reference Cell calibration: Coupled to the electronic			
		circuitry to monitor illumination intensity and control pulse- to			
		pulse consistency			
		Electronic Load: A computer controlled electronic load for			
		automatically varying the module load to plot the I-V curve			
		Test PV Cells: a) Mono crystalline /Poly crystalline silicon			
		PV modules b) Dye sensitized c) Organic			
		Parameter measurements: I – V curve Open circuit current			
		Short circuit current ,Load current and Power at a fixed			
		Voltage.			
		Peak Power- Current and Voltage at Peak Power			
		Fill factor Cell and Module efficiency			
		Module temperature and corrected Temperature.			
		Date and time of measurement, EQE, IQE			

S. No.	Name of the Items	Specifications	Qty.	Unit Price in figure	Unit Price in words
		Solar Insolation, dark I-V		8	
		Temperature compensation: The module testing temperature			
		is Measured during testing to allow Temperature			
		compensation of the I-V data.			
		Extrapolation of I-V data: Option in the software menu for			
		extrapolating the I-V curve data to the required temperature			
		and insolation			
		Computer Interface: RS232-C Interface Provided to storage,			
		retrieval and printing of I-V data with user friendly software,			
		for computer control option			
		Operating Systems: MS Windows			
		Utilities: Exhaust duct, Air-conditioned Dust free room			
		Standard Desktop PC with serial interface with Laser Jet			
		Printer: To be Provided with instrument			
		Spares and accessories included : Two Lamps & Fuses &			
4.	High	one set of tools or more. 1. Server: (provision up to at least 30 clients)	01		
4.	Performance	Intel(R) Xeon(R) Processor E5-2640 2.50GHz, 15M Cache,	01		
	Computation	7.2GT/s QPI, Turbo, 6C, 95W			
	Facility (Cloud	One Broadcom 5716 dual-port Gigabit Ethernet without TOE			
	Computing)	enabled			
		8GB Memory, 1333MHz, Dual Rank LV RDIMMs for 1			
		Processor (Up to 768GB)			
		1TB 3.5-inch nearline SAS (7.2K) Hard Drive (Eight 3.5" SAS,			
		SATA, or SSD + four PCIe SSD drives)			
		RAID 5/6			
		Power Supply, Redundant Cable for PERC H700, Hot Plug Chassis			
		19 " Flat Panel LCD Monitor			
		Open Manage Kit for Server			
		Mouse, Keyboard, Optical drive, 3 years comprehensive			
		2. Thin Client			
		Operating System: Thin OS			
		Processor: Marvell ARMADA PXA 510 v7 1.0 Ghz System -			
		on-chip (SoC) Memory: 0 MB Flash/ 1GB RAM DDR3			
		I/O Peripheral Supply:			
		One DVI- I port, DVI to VGA (DB-15) adapter included			
		Dual display support with optional DVI-I to DVI-D plus VGA-			
		Monitor splitter card (sold separately) Four USB 2.0			
		Network:			
		10/100/1000 Base-T Gigabit Ethernet Optional internal wireless			
		802.11 b/g/n			
		Display: VESA monitor current with Display Data Control (DDC) for			
		VESA monitor suppot with Display Data Control (DDC) for automatic setting of resolution and refresh rate			
		Dual monitor supported with display rotation (L" Shaped"			
		displays)			
		Single: 1920x1200@60Hz; color depth: 32 bpp			
		Dual : Up to 1920x1080@60Hz; colour depth : 32 bpp			
		Audio:			
		Output: 1/8- inch minni jack, full 16- bit stereo 48 KHz sample			
		rate Input 1/8-inch mini jack, 8-bit microphone			
		Included:			
		Enhance USB Keyboard with PS/2 mouse port and Windows			
		Keys PS/2 mouse			

S.	Name of the	Specifications	Qty.	Unit Price	Unit Price in
No.	Items			in figure	words
		Display: 19" Widescreen Flat Panel			
		Mouse: USB Optical Mouse			
		Keyboard: Standard 104 American Keyboard			
		Power: Worldwide auto-sensing 100-240 VAC, 50/60 Hz			
		Energy Star V5.0 Phase V external and EuP compliant power			
		adapter			
		Warranty: 3 years on side			
		3. UTM Firewall			
		Advanced OoS			
		DPI of VoIP traffic			
		H.323 gatekeeper and SIP proxy support			
		Web GUI, SNMP, Netflow/IPFIX			
		Application contro, Application bandwidth management,			
		Custom application identification, Application traffic analytics,			
		Application signature database, User activity tracking			
		GeoIP country traffic identification			
		4. Software			
		MS Windows Server Standard 2012 Sngl OLP			
		MS Windows Client Access Licence 2012 Sngl OLP Device			
		CAL			
		Citrix XenApp			
		Corel Draw Graphic Suite X6 - 1 user (Academic)			
		(Subscription Mandatory)			
		Corel Draw Academic- 1 user Maintenance only - 2 years ESD			

OFFICIAL SEAL, SIGNATURE & NAME OF THE BIDDER