



# **INDIRA GANDHI NATIONAL TRIBAL UNIVERSITY**

(A Central University established by an act of Parliament)

**AMARKANTAK, MADHYA PRADESH-484887 INDIA**

Tel: 07629-280801, 280802 Fax: 07629-269432 website: [www.igntu.ac.in](http://www.igntu.ac.in)

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**TENDER DOCUMENT  
FOR  
THE SUPPLY, INSTALLATION AND SERVICE OF SCIENTIFIC  
INSTRUMENTS  
IN  
THE DEPARTMENT OF BIOTECHNOLOGY**

**Tender number: MPCOST/Biot/2018/01**

**This tender document contains 13 pages**

<b>Tender Fees</b>	<b>: Rs. 500/-</b>
<b>Last date &amp; time of Submission of Bid</b>	<b>: 10th July up to 5:00 p.m.</b>
<b>Date &amp; time of Opening of Bid</b>	<b>: 25th July at 4: 00 p.m.</b>

**For details visit: [www.igntu.ac.in](http://www.igntu.ac.in)**

**Contact address:**

**REGISTRAR**

**INDIRA GANDHI NATIONAL TRIBAL UNIVERSITY**

**AMARKANTAK, DISTRICT-ANUPPUR, MADHYA PRADESH-484887**

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## **STEPS OF TENDER APPLICATION:**

### **Step1:**

Enclose Receipt of Tender Application, Applicable EMD , Tender Document (filled in) and Technical Bid in sealed Envelope Number 1 with all relevant documents (**Super Scribed as ‘Technical Bid for Scientific Instruments (PI: Dr. P. Sridevi, Department of Biotechnology, Envelop No.1)’**).

### **Step2:**

Enclose Financial Bid (filled in) Sealed Envelope Number 2 (**Super Scribed as Financial Bid for Scientific Instruments (PI: Dr. P. Sridevi, Department of Biotechnology, Envelop No. 2)**).

### **Step3:**

Put above Two Envelopes in a Sealed Envelope no. 3 (**Super Scribed as ‘Tender Application For Scientific instruments (PI: Dr. Dr. P. Sridevi, Department of Biotechnology, Envelop No.3)**).

### **Step4:**

The Tender Application complete in all respects should be sent to the **Dr. P. Sridevi, Department of Biotechnology, Indira Gandhi National tribal University, Lalpur, Amarkantak, Distt. Anuppur-484887 latest by 10th July, 2018.**

## **TERMS & CONDITIONS AND INSTRUCTIONS**

1. The validity of the tender should be 180 days.
2. Who can bid?
  - i. The tenderer should be dealing with the supply of similar equipment at least FIVE years as on date of issue of this tender.
  - ii. The tenderer should have an annual turnover of Rs. One Crore or more during the last five financial years.
  - iii. The tenderer should undertake to provide comprehensive onsite maintenance during the warranty and AMC for a minimum period of Three Years after warranty.

iv. The tenderer should be either an original manufacturer or the authorized dealer having been established in the field for minimum period of FIVE years as on date of issue of this tender.

v. The firm should have registered with GST/PAN etc.

vi. The University has been granted the benefit of exemption from the payment of the Central Excise Duty and Customs Duty by the Department of Scientific and Industrial Research (DSIR), Govt. of India in respect of:

- a. Scientific and technical instruments, apparatus, equipment including computers.
- b. Accessories and spare parts of goods specified in above and consumables.
- c. Computer software, compact disks, CD ROM, Recording magnetic tapes, microfilms, micro-chips etc.
- d. Prototypes

Hence, the bidders should take into consideration about this facility of the University while quoting for the advertised Minor equipment.

3. Tenderers having quoted for ISI/ISO certified equipment/services shall be given preference.

4. The Bidder should also be Authorized Service Provider of the Original equipment Manufacturer. Copy of proof to be submitted.

5. The estimated net value of the tender is about Rs 11, 77,200/- (Rs Eleven lakh, seventy seven thousand and two hundred only) inclusive GST/taxes. The firms should submit Earnest Money Deposit (Bid security) of Rs. 40,000/- (Rs. Forty thousand only) with the tender failing which tender will not be considered.

6. The Earnest Money (Bid Security) will be accepted in Indian Rupees in the form of Account Payee Demand Draft or Fixed Deposit Receipt or Banker's Cheque or Bank Guarantee from any of the Commercial Banks or payment through online in favour of "Indira Gandhi National Tribal University, payable at Central Bank of India, Amarkantak (A/C No. 3262189064, IFSC: CBIN0284695). The Earnest Money should remain valid for a period of 45 days beyond the final Bid validation period.

7. The Earnest Money (Bid Security) of unsuccessful bidders will be returned at the earliest after expiry of the final bid validity and latest on or before of the 30th day after the award of the contract **on the written request of the bidder**. No interest will be paid on EMD.

8. Successful Bidder will have to submit 5 (five) percent Performance Security of the total cost of the equipment in the form of an Account Payee Demand Draft, Fixed Deposit Receipt from a Commercial bank, Bank Guarantee from a Commercial bank or payment through online in favour of "Indira Gandhi National Tribal University, payable at Central Bank of India, Amarkantak (A/C No. 3262189064, IFSC: CBIN0284695). The

Performance Security should remain valid for a period of sixty days beyond the warranty/guarantee period of the equipment.

9. The bidder should have an average annual financial turnover of Rs. One Crore or more during the last five financial year (Attach audited profit & loss Accounts and balance sheet for the last financial year duly audited by CA and particulars of turnover in the preceding years).

10. The prices applicable for the items in response to the tender shall come into this part in the prescribed format only. Bid will be rejected if rates are not quoted in the prescribed format and should quote their offer/rates in clear terms without ambiguity. The rates should be quoted both in figures and words and legibly written without any overwritings. In case of any correction, the same must be attested by the bidder with full signature. However, no over-writing is permissible. Manufacturer's price-list, where applicable, should be submitted along with the bid. In case of any discrepancy between the rates in figures and that in words, **the rate in words will be accepted as correct.**

**11. Quotation should be in clear headings: Price, Discount, additional service, post installation service, terms and conditions.**

12. Lowest bid (L1) will be decided by the price of the equipments quoted should be FOR IGNTU, Lalpur, Amarkantak inclusive of all taxes (GST & Custom Duty, etc), charges for inland transportation, installation, commissioning, training charges, insurance and other local services required if any for delivering the equipments at the desired destination as specified in the price schedule format.

13. The warranty period should be minimum 1 year with spares or as mentioned in technical specifications (whichever is higher) from the date of installation with satisfactory performance as per specifications. For standard items which carry warranty of more than one year, standard warranty shall be applicable

14. Each bidder shall submit only one bid. A bidder, who submits more than one bid, shall be disqualified and considered non-responsive.

15. Incomplete tender(s) and tender(s) received after the due date and time will not be accepted. Tender sent by hand or registered post or ordinary post will not be entertained. **The tender should be sent by Speed Post only.**

16. University will not be responsible for any postal delay.

17. Tenderer has to adhere to rules, regulations, and timings of IGNTU, Lalpur, Amarkantak.

18. Any dispute arising out of or relating to this tender inquiry shall be deemed to have arisen in Lalpur, Amarkantak, Dist – Anuppur, MP and is subject to jurisdiction the district court Anuppur MP/Hon'ble High Court, Jabalpur only.

19. Competent Authority of Indira Gandhi National Tribal University reserves the right to accept in part or in full any tender or reject any tender without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of Contract, without incurring any liability, whatsoever to the affected tenderer or tenderers.

20. The freight, insurance charges, if any, will not be borne by the IGNTU. Similarly, shortage, pilferage in transit will be the sole responsibility of the supplier. The defective supply will have to be replaced by the supplier within 14 days without freight/transport or any other charge failing which EMD/Performance Security will be forfeited and other lawful action may be taken.

**21. The tenderers should make sure that the delivery of the instrument must be at the Department of Biotechnology, IGNTU without any additional delivery charges. It will be at the risk and cost of the supplier only.**

22. The tenderers shall ensure that their tenders should be duly sealed and signed (with date) on each page, complete in all respects as per instructions contained in the Tender Documents and send the same in a sealed envelope to the **Dr. P. Sridevi, Dept of Biotechnology, Indira Gandhi National Tribal University, Amarnatki-484887, Madhya Pradesh, India on or before 10th July up to 5:00 p.m by speed post only.**

23. Tenderers must state that firm(s) has not been currently banned, blacklisted and debarred by any ministry/department of Central or State Governments. **Please submit an affidavit to this effect on a non-judicial stamp paper.**

24. The supply of Equipments will have to be completed within **45 days** from date of issue of the Work Order/Supply Order. The liquidated charges @ 0.5% per week shall be imposed if supply made after expiry of delivery period subject to maximum 5% of the total value of equipments/contract value. EMD will be forfeited in the said case.

25. The firm will have to supply the Equipments as per specification mentioned in supply/work order/in this tender document. **Short supply of material and deviation in specification will not be accepted in any circumstances.**

26. If after delivery, acceptance, installation and within the guarantee and warranty period, the operation or use of the equipments proves to be unsatisfactory, the IGNTU shall have the right to continue to operate or use such equipments until rectifications of defects, errors or omissions by repair or by partial or complete replacement is made without interfering with the IGNTU's operation.

27. If any of the equipment supplied by the Tenderer is found to be substandard, refurbished, un-merchantable or not in accordance with the Tender Document specification or otherwise faulty, the IGNTU will have the right to reject the equipment or its part. The prices of such equipment shall be refunded by the Tenderer with 18% interest if such

payments for such equipment have already been made to him and the Performance Guarantee will be forfeited.

28. All damaged or unapproved equipments shall be returned at suppliers cost and risk and the incidental expenses incurred thereon shall be recovered from the supplier. Defective part in equipment, if found before installation and/or during warranty period, shall be replaced within 45 days on receipt of the intimation from this office at the cost and risk of supplier including all other related charges.

29. The damaged or defected part / equipments must be replaced free of cost by the supplier immediately.

30. No payment will be made for unsatisfactory/damaged supply of equipments and advance payment will not be made.

31. No revision in rate (on higher side) will be accepted at any stage.

32. The firm shall not assign or sublet the work/job/supply order any part of it to any other firm.

33. The quoted rate shall be valid for a period of six months from the execution of the date of award of work.

34. The payment will be released after successful supply of the ordered quantity and quality of the equipments at our end in good condition subject to production of the physical verification & Installation Report of the user department/nominated committee.

35. That bidder has to offer the AMC (Annual Maintenance Contract) for the three years after the warranty/Guarantee period and should quote the rate accordingly. In AMC, the bidder have to provide free of cost visit/servicing and replacement of non-consumable items.

36. The bidders shall submit the copy of valid PAN number and registration of firm along with the quotation.

37. The bills must be prepared/ raised in the name of the Registrar, IGNTU, Amarkantak, MP and should be mentioned - for Department of Biotechnology.

38. The request to extend the last date of the tender submission will be considered.

39. The bids shall be opened on date and time as mentioned above. The bidders may send their authorized representatives to attend the bid opening, if they so desire.

40. Pre-bid meeting may be held on **23rd July 2018** at 12 noon at Department of Biotechnology, IGNTU, Amarkantak, MP.

42. Corngendum, if issued any for the tender, shall form part of the Tender Document.

Corrigendum will be posted IGNTU website. Bidders/Tenderers are requested to visit University website regularly and note the corrigendum / amendments to the tender without fail and submit the offer accordingly. IGNTU, Lalpur, Amarkantak will not be responsible for ignorance of corrigendum.

43. In case of breach of any of the conditions above, the decision of the competent authority, IGNTU will be final and binding.

44. IGNTU, Amarkantak reserves the right to cancel the rate/contract without assigning any reason thereof and no further correspondence shall be entertained in this regard.

**Tender Form: Open Tender Enquiry**  
**(Separate sheet may be used)**  
**Technical Bid**

**Subject:**

1	Tender Ref No	
2	Name of the Firm	
3	Type of the firm: (Proprietorship, Pvt Ltd, Public Ltd, Partenship etc.)	
4	Year of Establishment	
5	Contact details Phone, Email, Fax	
6	Name of the authorized signatory	
7	Details of the tender fee (Rs. 5000)	
8	EMD detail :	
9	Annual Turnover of the firm/company: Last five financial years (enclose documents in support of the claim)	
10	Registration no. of the Firm	
11	Authorization certificate of dealership:	
12	Certified copies of income tax	
13	GST No.	
14	PAN No.	
15	State whether you have been currently banned/black listed by any Govt agency. Submit an affidavit	
16	Proof of registration with any central govt . organization	
17	Copy of the Purchase orders issued by any State/Central govt organization for the same specification as mentioned in this tender document	
18	Copy of the Purchase orders issued by any State/Central Govt organization for the lower or higher specification mentioned in this tender document	
19	List of the State/Central Govt Organization where AMC has been performed	
20	Copies of the AMC Orders (if any)	
21	Any other information	

22	<b>Equipments:</b> Details of the specification, features, etc with literature must be enclosed	
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**Undertaking:**

1. I/We have gone through the tender enquiry document and confirm to accept to all points and abide with the same.
2. No other charges would be payable by the IGNTU, Amarkantak.
3. I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.
4. Quoted price are final and no other payment will be claimed.

**Seal & Signature of the bidder**

Date:

Place:

List of the attached documents:

- 1.
- 2.
- 3.

**Technical Compliance of the bidder with reference to the ‘Specification of Equipment:**

Name and model no. of offered goods/equipment:

Name of the equipment	Technical specification from IGNTU	Features available in the equipment Yes or No	Any deviation from specification, if any	Corresponding part number/ datasheet /page no in broacher in support of specification	Comment of Technical Committee, IGNTU with date

A soft copy (in CD/Pen drive) of the technical specification of the quoted equipment may be provided with the technical bid of this tender document.

**Signature of the Bidder with seal and date**

**Price Schedule form**  
**Price Schedule for Equipments Being Offered from India/Abroad in INR**  
**( Separate form to be used for each item offered)**

Tender No.:

Name of the Bidder/Tenderer:

Name & Model No. of offered Equipment:

S. No.	Details	Price per Unit in INR
1	Ex-works, Ex-warehouse, Ex-show room off the shelf price (inclusive of all taxes already paid)	
2	GST payable, if contract is awarded (.....%) C.G.S.T.(.....%) S.G.S.T. (.....%) I.G.S.T. (.....%)	
3	Packing & forwarding up to station of dispatch, if any	
4	Charges for inland transportation, insurance to ultimate destination i.e. IGNTU, Lalpur, Amarkantak, MP if any	
5	Installation, Commissioning and training Charges, If any	
6	Any other charges (Please specify)	
7	Warranty/Guarantee Period (Wherever applicable)	
	<b>Total Price for equipment : (FOR IGNTU)</b>	
	<b>Price in figures Rs .....</b>	
8	AMC charges for three years after warranty/Guarantee period (wherever applicable)	
	Charges in figures Rs .....	

\*\* IGNTU has custom/excise exemption certificate.

Total Bid price in Indian currency (In words): .....

Name

Business Address

Note:

- (a) The cost of optional items shall be indicated separately.
- (b) Quoted rates will be final and no extra payment will be made.

**Signature of Bidder with seal and date**

(Plz sign each and every page with seal and date of this tender)

## Instrument Specification

Item No.	Equipment/Instrument	Quantity	Specifications
1.	Thermal Cycler	01	<ol style="list-style-type: none"> <li>1. Block format: 96-well, 0.2 mL 3-zone VeriFlex™ Block</li> <li>2. Max. block ramp rate* :3.5°C/sec</li> <li>3. Max. sample ramp rate* :2.7°C/sec</li> <li>4. Temperature accuracy ±0.25°C :(35–99.9°C)</li> <li>5. Temperature range :0–100.0°C</li> <li>6. Temperature uniformity &lt;0.5°C : (30 sec after reaching 95°C)</li> <li>7. Temperature calibration Calibrated to standards traceable to the National Institute of Standards and Technology</li> <li>8. Dimensions (H x W x D) 20 x 19 x 39 cm (7.9 x 7.5 x 15.4 in.)</li> <li>9. Weight 5.9 kg (13.0 lb)</li> <li>10. PCR volume range 10–100 µL</li> <li>11. Instrument memory 2,000 MB onboard memory (capacity for &gt;1,000 protocols); USB port for additional external storage</li> <li>12. Display interface 5-inch color TFT LCD</li> <li>13. Power 100–240 V, 50–60 Hz, max. 500 W</li> <li>14. VeriFlex Blocks 3 temperature zones, 20°C range (10°C zone-to-zone)</li> <li>15. Data connectivity** Cloud or mobile via Ethernet or WiFi</li> </ol>
2.	UV Transilluminator	1	<p>Item No:- 2 UV TRANSILLUMINATOR TECHNICAL SPECIFICATIONS</p> <ul style="list-style-type: none"> <li>• Transmission size (WxL) : 200x150mm Source ultraviolet wavelength: 302 (nm)</li> <li>• Transmission UV lamp power: 8 (W)</li> <li>• Volume (LxWxH) : 325x265x150</li> </ul>

			<p>(mm)</p> <ul style="list-style-type: none"><li>• Weight: 4.6kg</li></ul> <p>Other FEATURES</p> <ul style="list-style-type: none"><li>• The high transparent UV protective screen, can be opened to any angle, safe operation, convenient.</li><li>• Using the UV filter glass, quartz ultraviolet lamp, long service life, light uniform.</li></ul>
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