



GURU GOBIND SINGH
INDRAPRASTHA
UNIVERSITY

School of Biotechnology

GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

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Dr. Meenu Kapoor

26th December, 2011

Associate Professor

NOTICE INVITING TENDER

Sealed tenders are invited from manufacturers or its authorized distributors/dealers **for the supply and installation of lab equipment to Dr. Meenu Kapoor, A block, University School of Biotechnology, GGS Indraprastha University, Dwarka, New Delhi 110075.**

Name of the work	Supply and installation of items as per the annexure
Last date, time and venue for submission of the quotation	Latest by 16th January, 2012 at 12.00 Noon in the office of the Dr. Meenu Kapoor, University School of Biotechnology in Block A, Room # AFR 106 or ARL505, Sector 16 C Dwarka, New Delhi 110075
Opening of the Technical bid	17th January, 2012 in the above mentioned place
Opening of the Financial bid	18th or 19th January, 2012 in the above mentioned place

SPECIFICATIONS OF Research Microscope (EMD = Rs. 42000)

Microscope for transmitted and reflected microscopy with built-in filter holders for LBD, ND6, ND25 and GF. Lamp house for 12V-100W halogen bulb (pre-centered) for Koehler illumination for transmitted light, capable of Bright field, Dark field, DIC and fluorescence microscopy, with following specifications:

1. Three way triocular observation tube inclined to 30 degree with Di-opter adjustment facility for both the eyes. Should have 3 position beam splitter (100/0, 20/80, 0/100) (F.O.V. 22mm)
2. Wide-field eyepiece (field of view 22 mm) 10X with rubber eye cap preferably.
3. Interchangeable reversed Sextuple revolving nosepiece upgradeable to DIC
4. Universal 8 position condensor for Bright field, DIC and Dark field. Turret condensor. Should have 3 positions for DIC, I for Dark field (10X-40X dry) and one position for bright field.
5. Objectives Plan Achromat, 10X (N.A.0.25 W.D.10.6mm) & 100X Oil (N.A.1.25 W.D.0.15mm). DIC prism for 40X and 20X objective (U Plan Fluorite); N.A 0.50, WD 2.1mm; N.A.0.75, WD 0.51 mm with spring). DIC slider and analyzer.
6. The fluorescence attachment should be reflected light fluorescence illuminator with provision for accommodating atleast 7 filters on turret. Neutral density filter for incident light.

7. Lamp housing for 100W mercury burner providing twice brightness than other systems with infinity corrected collector lens.
8. Power supply with built-in hour meter for mercury burner (100W)
9. Fluorescence filter blocks (mirror units) with high S/N ratio for DAPI or Hoechst, FITC/GFP & TRITC or Rhodamine etc.
10. Slide stage should be rectangular, ceramic with right hand low drive for X and Y motion with a traverse range of 52mm X 76mm. Stage should be capable of holding 2 slides at a time
11. Color Cooled Digital Camera system 5.0 mega-pixel, capable of handling brightfield, fluorescence, DIC and dark field applications. Other features should include: high quality 2/3" CCD size, binning option with modes (2x2, 3x3, 4x4), 10 bit digitization, exposure time of 1.6ms to 17.9min in 1 μ s increments, Pixel Size: 3.4 μ m x 3.4 μ m, frame speed of 25fps full field of view. (Higher with binning & ROI.). It should have IEEE 1394 FireWire™ interface for fast data transfer.
12. System should include software with real time image preview and capture. Live histogram, Auto-exposure. Binning for increased sensitivity and image capture speed, ROI for increased image capture speed & image cropping. Auto contrast enhancement, Automatic color balance control (white balance). File formats compatible (TIFF,PGM,PPM for Windows)(TIFF,PICT for Mac). Digital zoom function, Gain & offset control.
13. A Windows XP computer with Firewire and compatible with the microscope system should be included.
14. All power chords, empty mirror unit, TV adaptor, C mount adaptor 1X and dust cover should be included.
15. Warranty of at least One year should be provided.

Terms and conditions.

1. Sealed tenders super scribed with the name of the equipment addressed to Dr. Meenu Kapoor, University School of Biotechnology, GGS Indraprastha University, sector 16 C Dwarka, New Delhi 110075.
2. The vendor/supplier should be a registered firm, should possess PAN, TIN (VAT)/Sales tax and service tax as applicable.
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 the equipment being quoted elsewhere and should provide a list of users with their contact details, including phone/email.
5. The tender will follow a simultaneous two bid system. One the 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 any hidden cost i.e. there should not be any ambiguity in the total cost. The financial bid will be sealed in a separate cover, super scribed "FINANCIAL BID" and will be inserted in the big sealed cover along with the technical bid and EMD.
6. The EMD (refundable) should be in the form of demand draft/FD in favour of the Registrar, GGSIPU payable at Delhi. Only those firms listed as registered suppliers with the Central Purchase Organization (DGS&D), National Small Industries Corporation or Indian Council of Agricultural Research are exempted from submitting bid security or EMD, provided they submit proof of valid registration certificate for the equipment.
7. The rate quoted should be FOR, in Indian Rupees, should be inclusive of all taxes and the rates should be shown separately. (for imported items, foreign currency, the exchange value with Indian rupee on that date should be mentioned, before and after taxes/duties/freight/clearance charges as applicable for delivery to the final destination (USBT, GGSIPU, Dwarka). The rates should be quoted legibly in figure as well as in words. There should not be any cutting, overwriting or erasing in the rates or specifications. If there is any difference in the rates of words and figure 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. If there is an indigenous item available with the same specification this will be preferred over the foreign equipments unless specifically mentioned.
9. In case of imported items, quotations must provide the foreign currency value. The other rates customs, clearance, local delivery up to the lab should be clearly mentioned in the price bid.
10. Excise duty and Customs duty exemption certificates and other documents for clearance will be provided by as applicable.
11. In case of Imported items, where the price is quoted in INR other relevant papers regarding the import of that equipment should be provided on request.
12. The specifications must provide full details as declared by the manufacturer, preferable enclosing manufacturer's brochure/catalog/literature. Specifications of the equipments which are less than the stipulated ones in the tender will not be considered.
13. The tender should mention the life of the equipment, the availability of spares, the local technical support, after sales service, the cost involved in the AMC and Comprehensive AMC, free services etc. if any.
14. A letter of authority from the original manufacturer for sale and service of the equipment.
15. The tender may be rejected in full or any part at the discretion of the university.
16. An affidavit on 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 for less than the price quoted, (3) has no personal dealing with any of the employees of this university.
17. No Advance will be given.
18. The payment will be made after supply and satisfactory installation of the equipment.
19. The successful bidder who has not completed the requirement of BG within the stipulated time the EMD will be forfeited and likely to be debarred from further participation in any bid in the university.
20. 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.
21. EMD = Rs. 42000

Validity

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

Warranty/Guarantee

23. The successful bidders will have to submit a performance guarantee of 10% of the quoted price in the form of FD/BG which should have a validity of three months beyond the warranty/guarantee within ten days from the day of confirmation of the tender.

Time period for the supply

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

Penalty

25. The equipment is to be supplied on the stipulated time frame. A penalty of 0.5% of the purchase order will be charged for the delay per week or a 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.
26. 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 born by this university. No rectification or repair will be permitted during the time of installation.
27. 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 in the university.

28. In case of non supply/defective supply the university may also take strict action like debar or blacklist the firm from participation any tender process in this university.

Rejection of the tender.

29. The bid without bid security (EMD) will summarily be rejected.
30. The bid without the documents required as mentioned in the technical bid are likely to be rejected.
31. Late tender(s) will not be accepted.
32. There should not be two prices for the same equipment, which will summarily be rejected.
33. No separate covers other than the consolidated sealed cover for tender will be accepted.
34. The terms and conditions other than the stipulated in the above tender will not be considered. The conditional tenders are likely to be rejected.
35. The tender may be rejected in full or any part at the discretion of the university.

Legal

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

TECHNICAL BID

The technical bid should be in the following format.

1. Name and address of the bidder
2. Telephone No., Mobile number and Fax number and Email address
3. Status of the firm
 - i) An proprietary firm
 - ii) Partner ship firm
 - iii) Limited company or corporation
4. Particulars of registration with various govt. offices/bodies
5. PAN number with a copy of the latest return
6. TIN/Sales tax number with a copy of the latest return
7. Service tax number, if any with a copy of the latest return
8. Address of the manufacturing Unit/plants with telephone numbers, mobile numbers, fax numbers and email address.
9. Earnest money deposit as prescribed against each item in the form of DD/FD in favour of Registrar, GGSIPU payable at Delhi.
10. The copy of the terms and conditions as given in the tender with the signature and seal of the dealer/proprietor/manufacturer.
11. The Certificate of dealership or Distributor or manufacturer indicating the person is Manufacturer, dealer or distributor.
12. A letter of authority from the original manufacturer for sale and service of the equipment.
13. A certificate from the manufacturer certifying the guarantee/warrantee period on the equipments and the spares.
14. The firm should provide a list of users with their contact details, including phone/email.
15. The after sales service should be clearly mentioned (i.e. The life of the equipment, the availability of spares, the local technical support, the cost involved in the AMC and Comprehensive AMC, free services if any etc.)
16. Undertaking on non judicial stamp paper worth Rs. 100/-
 - i) The firm has not been debarred or blacklisted by any Govt./semi govt./autonomous organization/Public Sector Undertakings.
 - ii) it will ensure fair trade practice (where it will be mentioned that this equipment has not been sold for less than the price quoted)
 - iii) The firm has no personnel dealings with the officials of the University.
17. The technical specification along with the literature of the equipment without mentioning any cost should be given in the format given below. If any add on items other than the specifications mentioned in the tender may also be mentioned separately.

Name of the equipment	EMD (Rs. 42000)
	Detail
Specifications	

FINANCIAL BID (put up in a separate envelope)

Annexure B

Will consists of the duly filled Financial Bid, cost including the taxes and should be FOR. The rate of taxes will be shown separately. If any add on items/optional items other than the specifications mentioned in the tender the cost should be mentioned separately. In the case of imported equipments the cost of the equipment should be mentioned in that foreign currency with the exchange value of Indian rupee. The rate of FOB and other charges should clearly be mentioned. No additional charges will be levied.

Name of the equipment		EMD	
Specifications	Price	Tax	Total price

(Signature)

(seal)