



ASSAM UNIVERSITY: SILCHAR

TENDER DOCUMENT

Supply & Installation of laboratory equipments for the Department of Pharmaceutical Sciences. Assam University Silchar.

Tender Reference	No: AU/PS/Purchase/2018
Price of Tender Document	Rs. 500.00
EMD	5% of quoted amount
Last Date and Time for receipt of tender offers	09.02.2018 up to 11.00 a.m
TIME AND DATE FOR OPENING of tender (Technical bid)	09.02.2018 at 3.00 p.m
TIME AND DATE FOR OPENING of tender (Financial bid)	Bidders will be informed separately.
Address for Communication	HOD Dept. of Pharmaceutical Sciences, Assam University, Silchar, P.O: Dorgakona, Pin-788011, Assam, India.

NOTICE INVITING TENDER

TENDER NOTICE FOR THE SUPPLY & INSTALLATION OF LABORATORY EQUIPMENTS

H.O.D Department of Pharmaceutical Sciences, Assam University Silchar, Assam, invites sealed tenders as a “3 Bid System” from reputable original manufacturers/ authorized dealers/ Suppliers for Supply & Installation of laboratory equipments to the Department of Pharmaceutical Sciences, Assam University Silchar.

1. Interested parties may send their tender offers in three separate covers (Pre-bid-qualification, Technical and Financial Bids) in a single sealed cover addressed to “HOD Department of Pharmaceutical Sciences, Assam University Silchar, P.O-Dorgakona, PIN-788011, Assam, India” superscripted with tender number and complete in all respects latest by **09.02.2018 up to 11.00 a.m.** The Quotations (technical bid) will be opened on by **09.02.2018 at 3.00 p.m.** The tenders received after the scheduled date and time will be rejected out rightly. **The tender is Supply & Installation of laboratory equipments with mentioned terms and condition. The Technical Bid & Financial Bid are to be submitted in proforma given in Appendix-A/A & A/B.**
2. For pre-bid qualifications, the bidder has to be exclusively a manufacturer / agent / authorized distributor of laboratory equipments and should have a registered office anywhere in India, Preferably having a branch / service office at Guwahati / Silchar. The bidder should provide information about their earlier service and time taken with regard to execution for Supply & Installation of laboratory equipments to University / Educational or Research Institute / Government Departments. **The EMD will be 5% of quoted amount and Price of Tender Document of Rs. 500/- should be submitted separately either as a Bank Draft/ Pay Order/ Banker’ s cheque in favour of “Finance Officer, Assam University”.** The tenders submitted without EMD (Earnest Money Deposit) and cost of Tender Document shall be liable to be rejected summarily
3. After the pre-bid qualifications, the technical bid will be opened by the committee. The Financial bid containing the rate of the item(s) will be opened after the technical bid by the Committee in respect of those who qualify the terms and conditions of the technical bid.
4. The pre-bid qualifications, technical bid and financial bid should be sealed by the bidder in separate covers superscripted with “ Pre-bid qualification for tender for Supply & Installation of laboratory equipments” and "Technical bid for Tender for Supply & Installation of laboratory equipments” and “Financial Bid for Tender for Supply & Installation of laboratory equipments” and all three Sealed Envelopes should be kept in a main/ bigger envelope superscripted as “Tender for Supply & Installation of laboratory equipments”.

TERMS AND CONDITIONS

1. The supply and installation of the laboratory equipments shall be done by the vendor free of charges within 3 weeks from the date of issue of purchase order by the HOD Department of Pharmaceutical Sciences, Assam University, Silchar, to the vendor. The installation of the items will be done at the Department of Pharmaceutical Sciences, Assam University, Silchar.
2. The intending supplier should quote the rates inclusive of all expenses, charges, taxes, duties, transportation, packing and forwarding, freight, insurance, etc. i.e. All "Inclusive" with free delivery up to Department of Pharmaceutical Sciences, Assam University, Silchar.
3. The documents containing bids shall be free from cutting or erasing and overwriting or typing. However, alterations if any in the tender should be attested properly by the bidder, failing which the tender is liable to be rejected.
4. University will not accept the assembled items.
5. Tenderers will have to supply laboratory equipments manufactured by any one of the reputed companies or groups and not of local brand name or assembled.
6. Payment terms: Payments will be made after delivery and successful installation and demonstration by factory trained engineers / authorized persons.
7. Validity: The bids should be valid for a maximum period of 90 days from the date of opening of tender and the prices should remain valid till execution of purchase agreement.
8. **Warranty:**
 - a) **Warranty terms as per Annexure-1.** During the warranty period, replacement of any part of laboratory equipments or rectification of defects of works including the transportation expenditure incurred for such repairs will be free of cost.
 - b) Any deviation in the material and the specifications from the accepted terms may liable to be rejected and the bidders need to supply all the goods in the specified form to the satisfaction / specifications specified in the order / contract and demonstrate at their own cost.
 - c) Free maintenance and service during warranty.
 - d) Manual - Hard copies of instruction/operation/service manuals should be supplied
9. **Shifting & Reinstallation:** If required, manufacturer /supplier has to take all the responsibilities for shifting and reinstallation of the laboratory equipments from the temporary building to permanent building. This responsibility has to be given in writing by the manufacturer. All terms and conditions remain same at permanent site. Also, the performance of the instrument should be reproducible after shifting.
10. **Installation:**
 - a) Suppliers of the laboratory equipments must provide free installation at the current temporary site and thereafter at permanent site.
11. The registration number of the firm along with the GSTIN No. and I.T. registration number (P.A.N) along with the place of registration should invariably be given along with the technical bid.
12. Certificate of dealership / distributorship is required to be submitted.

13. All the documents required should be submitted along with the technical bid which should be complete with detailed specification, technical brochures of the proposed items, makes & models, consumption of power & utilities for individual items and complete system, man power requirement, proposed drawings etc. and compliance stated.
14. The bidder should enclose latest sales tax / GST / income tax clearance certificates along with PAN number.
15. The tender not conforming to any or all the above terms and conditions will be rejected.
16. Incomplete tenders are liable to be rejected.
17. University hereby reserves the right to place whole of the order with single tenderer even if the tenderer has not quoted the lowest price for each item. Merely quoting the lowest price shall not entitle a tenderer to get or receive the order.
18. Actual quantity requirement is tentative and it may vary at the time of placing the order. The rates approved after finalization of tender may be valid for one year and University may place subsequent order as per requirement.
19. No request for advance payment shall be entertained in any circumstance. After completion of the supply the firm will submit bills in triplicate for payment with a certificate of successful installation of the materials from the Head of concerned Department.
20. If there be any dispute, it will be referred to an arbitrator to be appointed by the University for his decision and award. The award or decision of the arbitrator shall be final and binding on both parties.
21. **Documents:**
 - a. All pages of the Tender should be numbered and indexed.
 - b. The bidder shall provide in its tender the required as well as the relevant documents like technical data, literature, drawings etc. to establish that the goods and services offered in the tender fully confirm to the goods and services specified by the purchaser in the tender documents. For this purpose the bidder shall also provide a clause-by-clause commentary on the technical specifications and other technical details incorporated by the purchaser in the tender documents to establish technical responsiveness of the goods and services offered in its tender duly indicating relevant page numbers in the product literature.
 - c. The bidder shall provide a list of major Government and Private Institutions where its relevant bid item has been supplied during last one year.
22. **Additional information and instruction on Duties and Taxes:** If the Bidder desires to ask for excise duty, sales tax/GST, Custom Duty, Service Tax, Works Contract Tax etc. to be paid extra, the same must be specifically stated. In the absence of any such stipulation the price will be taken inclusive of such duties and taxes and no claim for the same will be entertained later.
23. **Breach of Terms and Conditions:** In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order/ job without assigning any reason thereof and nothing will be payable by Assam University, Silchar in that event the security deposit shall also stands forfeited.
24. **Insolvency etc.:** In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order under the Insolvency Act made against them or in

the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified Assam University, Silchar shall have the power to terminate the contract without any prior notice.

25. **Force Majeure:** If, at any time during the subsistence of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, act of public enemy, civil commotion, sabotage, fire, floods, explosion, epidemics, quarantine restriction, strikers lockout or act of God (hereinafter referred to as events) provided notice of happening of any such eventuality is given by party to other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance, and deliveries have been so resumed or not shall be final and conclusive.
26. Further, that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, either party may, at least option to terminate the contract.
27. Bidder shall submit a copy of the tender document and addenda thereto, if any, with each page of this document should be signed and stamped to confirm the acceptance of the entire terms & conditions as mentioned in the tender enquiry document.
28. Conditional bid will be treated as unresponsive and it may be rejected.
29. The Institute reserves the right to accept in part or in full or reject any or more tender(s) without assigning any reasons or cancel the tendering process and reject all tender(s) at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s).

ANNEXURE - I

TECHNICAL SPECIFICATIONS

Item - 1

Name of item: Top loading balance

Quantity: 01

Specification:

- Linearity: +0.02 mg
- Repeatability: + 0.1 mg
- Pan Size: 90 mm
- Readability: 0.0001 g or 0.1mg
- Weighing Capacity: 220 g
- Warranty: One Year

Item - 2

Name of item: Tablet Dissolution Test Apparatus

Quantity: 01

Specification:

- Six/Three-stages, microprocessor based RPM & Tempr controller.
- RPM of 25, 50, 75, 100, 125, 150.
- Accuracy of ± 1 RPM.
- Timer of about 1 to 99 hrs,
- LED display system. Working on 220/230 V.
- With 6 numbers of 1L Dissolution Vessels and at least 1 extra Vessel.
- A set each of Paddle Type and Basket Type Stirrers.
- Should be able to be set at working temperature of 37 ± 0.5 °C.
- Comply to Indian Pharmacopoeia Specifications
- **Warranty:** One Year

Item - 3

Name of item: Filtration Assembly with Vacuum Pump

Quantity: 01

Specification:

- Borosilicate all glass filter holder, 47 mm, 500 ml flask, 300 ml funnel along with good quality sealed vacuum pump
- **Warranty:** One Year

Item - 4

Name of item: UV-Chromatographic Inspection Chamber

Quantity: 02

Specification:

- Separate long UV (365 nm), Short UV (254 nm) and visible sources.
- All metal epoxy powder fused housing for rugged dependability.
- UV absorbing matt black finish inside giving high sensitivity.
- An eye protective glass window should be attached on the top front for viewing.
- Warranty: One Year

Item - 5

Name of item: Overhead Mechanical Stirrer with digital RPM indicator

Quantity: 01

Specification:

- Easy to use, simple speed setting, digital RPM indicator.
- Able to work with low volumes of solution.
- Able to stirrer low to medium viscosity at solutions.
- Max. of about 3000 RPM. SS steel stirring shaft, propeller type.
- A strong clamp, SS rod and a stand to maintain vibrations at minimum.
- Warranty: One Year

Item - 6

Name of item: Standard Colorimeter

Quantity: 01

Specification:

- Spectral range (nm): 450, 470, 510, 520, 540, 570, 600 & 670
- Photometric range: ± 1.99 abs
- Light source: Long life solid state light source
- Detector: Photodiode
- Control: Micro
- Filter based, long life photo diode indicator, automatic reference adjustment, immune to ambient light variations
- Warranty: One Year

Item - 7

Name of item: Thermostatic Water bath

Quantity: 05

Specification:

- Temperature range from ambient to 100°C.
- Thermostatic control with accuracy of 1°C.
- Double walled, inside stainless steel and outside mild steel sheet painted in epoxy powder coating. Top of the bath and concentric rings of stainless steel.
- Size inside (Stainless steel lxbxh) 300x250x100 mm, 6 holes of 75 mm diameter.
- Capacity of 8 Litres.
- To work on 220/230 volts AC
- Warranty: One Year

Item-8

Name of item: Tablet Disintegration Tester (2 stages)

Quantity: 01

Specification:

- Should comply with specifications in Indian Pharmacopoeia.
- Microprocessor based temperature control with digital LED display.
- Temperature should be able to be set at working temperature of 37 ± 0.5 °C.
- Disintegration beakers should be 1 L vessels.
- Smooth up and down movement with 30 strokes per minute. Working at 230/220 V AC.
- Warranty: One Year

Item-9

Name of item: Polarimeter

Quantity: 01

Specification:

- Manual, Laboratory Polarimeter.
- Measurement range: -180 to +180 °C
- Scale value: 1°; Vernier: ± 0.05 °
- Magnifier: 3X
- Light Source: Sodium Lamp

- Wavelength: 589.44 nm
- Tube length: Up to 200 mm
- Stable time: 10 minutes
- Power requirements: 220-230V/50Hz
- Dimensions: L500x W135 x H330 mm
- **Warranty:** One Year

Item-10

Name of item Melting Point Apparatus

Quantity: 02

Specification:

- Temperature Range: 5°C above an ambient to 360°C. with an accuracy ± 2
- **Warranty:** One Year

Item-11

Name of item: Hot Plate Magnetic Stirrer with Digital RPM indicator

Quantity: 01

Specification:

- Capacity of 500 mL.
- Speed range 1200 rpm.
- Stainless steel top and working at 220/230 volts AC
- **Warranty:** One Year

Item-12

Name of item: Electromagnetic Sieve Shaker with Standard Sieve Set

Quantity: 01

Specification:

- Simple and safe to use Electromagnetic vibrator sieve shaker.
- Noiseless digital sieving timer accommodating 8 sieves (200 mm Dia x 50 mm H) or 16 sieves (100 mm Dia x 25 mm H).
- Set time of 0-99 mins, with about 3000 vibrations per minute.
- Two supporting SS Rods, sieve retaining assembly and rubber pad.
- Option of different vibration modes is desirable.
- The standard brass/stainless steel sieves should consists of the following:
- Sieve numbers – 10, 22, 30, 36, 44, 60, 85, 100, 120, 150
- **Warranty:** One Year

Item-13

Name of item: Fluorimeter

Quantity: 01

Specification:

- Measure limit :0.03ug/ml (FAM)
- Detector: Photodiode
- Excitation: 320 ± 15 nm;
- Emission: 700 ± 10 nm
- Cuvette: 10 x 10 mm glass cuvette; 70—250 μ L mini cell
- Calibration Type: Single-point and Blank
- Power: 1.5Vx 4AAA batteries and DC 6V 1A adapters
- Size: 17.5cm x 8.5cm x 6cm
- data input: U-disk and RS-232
- data logging: Internal data logging option for up to 1000 data points and Internal data logging package with interfacing software to Microsoft® text.
- Should be compact, small and lightweight, easy to use.
- **Warranty:** One Year

Item-14

Name of item: Oil-Sealed Vacuum Pump

Quantity: 01

Specification:

- Free Air Displacement Ltrs/Min: 32
- Pump Speed: 450 RPM
- Pump Stage: Single & Double
- Warranty: One Year

Item-15

Name of item: Projection Microscope

Quantity: 01

Specification:

- Compact, dust proof construction projection screen of 100 mm dia.
- With provision of wall projection.
- 12 V-100 W halogen lamp, equipped with loop and arrow pointer.
- Supplied with mechanical stage and two objectives 10x & 40x.
- Eye piece 10x
- Warranty: One Year

TECHNICAL BID FORM

To,
The HOD
Department of Pharmaceutical Sciences
Assam University, Silchar-788011, Assam

Date:

Ref: - Your tender notice No. AU/PS/Purchase/2018

I hereby offer to supply the stores given in schedule and agree to hold offer open till last date of tender. I shall be bound by a communication of acceptance within the prescribed time. I have understood the terms and conditions and it certify that I will be fully abided by terms and conditions. If I/We fail to comply with any of the terms and conditions Earnest Money Deposit (EMD)/ Security money already deposited may be forfeited.

An amount of Rs. _____ /-(Rupees.....) only as EMD/Security enclosed herewith in form of Bank Draft/Pay Order/Banker's Cheque No.....dated..... issued by Bank..... Photo copy of valid GST/Sale tax clearance and past experience certificate of such supply enclosed. Certified that I/we have no pre-conditions attached with tender/ specifications.

Encl: Annexure- A/A-1, A/A-2, A/A-3

Yours faithfully.

Signature.....
Name of tenderer.....
Address with seal.....

PROFORMA “A/A-1”

DETAILS OF AGENT / DISTRIBUTOR / DEALER/MANUFACTURER REGISTRATION

1. Name of Agent / Distributor /Dealer/Manufacturer:
2. Name of the Company under which agent / distributorship:
3. Dealership / Distributorship number (if any):
4. Validity period: With effect from_____ to_____

Copy of Dealership / Distributorship certificate to be enclosed

Signature of Agency/ Contractor

Seal

PROFORMA “A/A-2”

List of similar nature of works with regard to execution for supply & Installation of laboratory equipments to University / Educational or Research Institute / Government Departments

Sl No	Name of work with brief particular there of	Time required for supply of the items	Contract Amount	Name of the Client with his complete postal address, phone numbers

Add extra sheet if required

Sign of the Agent / Distributor /Manufacturer

Seal

Date:

PROFORMA "A/A-3"

List Ongoing work

Sl No	Name of work with brief particular there of	Time required for supply of the items	Contract Amount	Name of the Client with his complete postal address, phone numbers

Add extra sheet if required

Sign of the Agent / Distributor /Manufacturer
Seal

Date:

Declaration

1. I/ We have read all the terms and conditions of the NIT carefully and these are acceptable to me/ us.
2. I/ We hereby declare that our firm/ company/ concern are registered for the above work. We are in the business of above work for few years, which can be verified from your end. We have all the logistics, infrastructure and technical staff required for carrying out the work, as per terms and conditions, specification and delivery schedule etc. mentioned in the NIT. We have not been blacklisted by any Government (Central and State)/ Board/ University/ Public undertakings/ Banks/ RBI etc till date.
3. The decision of the University authority will be accepted by me/us during and after the bid evaluation process.

Name of the bidder_____

Address_____

Telephone no-

Mobile No-

Email id-

Signature of the Bidder

With Seal & Date

Date:.....

CHECK LIST OF DOCUMENTS

1. Valid Agent / Distributorship /Manufacturer certificate (Xerox copy self attested)

Proforma A/A-1

Experience of similar nature of works with regard to execution Supply & Installation of laboratory equipments to University / Educational or Research Institute / Government Departments, Proforma A/A-2

(Xerox copy self attested): Yes/No

2. Ongoing works statement (if any) Proforma A/A-3

(Xerox copy self attested): Yes/No

3. PAN CARD (Xerox copy self attested): Yes/No

4. GSTIN No. Yes/No

(Xerox copy self attested)

FINANCIAL BID FORM

To,
HOD, Dept. of Pharmaceutical Sciences
Assam University, Silchar-788011, Assam

Date:

Ref: - Your tender notice No. AU/PS/Purchase/2018

Sir,

I/We hereby quote the following rates for supply & Installation of laboratory equipments as per specification shown in Annexure-1. Description of store with specification Rate for each item is also given in the Annexure "A/A.4".

(i) GSTIN No @.....

Certified that I/we have no pre-conditions attached with tender/specification.

Yours faithfully.

Encl.:- Annexure "A/A-4"

(Signature of Tenderer)

Address with seal.....

ANNEXURE "A/A-4"

**Rate quotation for supply & Installation of laboratory equipments
(Pharmaceutical Science Department)**

No: AU/PS/Purchase/2018

Date:

Sl. No	Name of the items	Qty	Make/Model	Rate per Unit (Rs.)	GST @.....	Total Price for unit	Grand total (Rs.)
1.	Top loading balance	01					
2.	Tablet Dissolution Test Apparatus	01					
3.	Filtration Assembly with Vacuum Pump	01					
4.	UV-Chromatographic Inspection Chamber	02					
5.	Overhead Mechanical Stirrer with digital RPM indicator	01					
6.	Standard Colorimeter	01					
7.	Thermostatic Water bath	05					
8.	Tablet Disintegration Tester (2 stages)	01					
9	Polarimeter	01					
10	Melting Point Apparatus	02					
11	Hot Plate Magnetic Stirrer with Digital RPM indicator	01					
12	Electromagnetic Sieve Shaker with Standard Sieve Set	01					
13	Fluorimeter	01					
14	Oil-Sealed Vacuum Pump	01					
15	Projection Microscope	01					

Signature with seal _____

Name : _____

Address: _____

_____ Mobile No. _____