

## TENDER PAPER FOR SUPPLY OF EQUIPMENT

For “**DBT-funded Advanced State Level Biotech Hub**” Department of Animal Biotechnology, College of veterinary science, Guwahati-781 022.

Starting date for downloading the Tender Paper for submission: 06.08.2018

Last Date & Time of Receipt of Bid documents: **up to 15 days of publication of the advertisement**

### **Address for Communication and submission of Tender:**

The Dean,  
Faculty of Veterinary Science,  
Assam Agricultural University  
Khanapara, Guwahati-781 022

### **TERMS AND CONDITIONS**

#### **1. Sell of Tender/Bid document:**

The prospective bidders may obtain the complete sets of the tender documents from the **Office of the Dean, Faculty of Veterinary Science, AAU, Khanapara, Guwahati-781022** directly on payment of of Rs.100.00 in the form of Demand Draft drawn in favour of the Comptroller, AAU, Jorhat or downloaded from the website [www.vetbifg.ac.in](http://www.vetbifg.ac.in) and submit the same. The downloaded tender documents will also be charged with the same amount in the form of Demand Draft (non-refundable) drawn from any Nationalized bank in favour of the Comptroller, AAU, Jorhat payable at Jorhat. The cost of tender paper and the EMD amount should be submitted separately as separate demand drafts. Responsibility lies with the bidders to collect the same from the website or the office, notice board before last date of submission of the tender document. The tender paper will be rejected if the bidder changes any clause or Annexure of the bid document downloaded from the website.

- a) The tender shall be for the full quantity of all item(s) or for individual items as mentioned in the schedule of requirement of the equipments is mentioned at **Annexure-I**.
- b) Each quotation must be submitted along with a compliance statement as specified at **Annexure- II**
- c) The quoted rates for indigenous items must be for FOR College of Veterinary Science, Khanapara on Door Delivery basis and should show **Grand Total Price** with break up of cost like (a) **Basic price** (b)(+) **Central Excise Duty (if any)** ,(c)(+) **VAT/Central Sale Tax** ( d) **Freight and Insurance, packing charge, if any** (e) **Installation and commissioning charge if any**. All taxes should be shown both in terms of rate and amount.
- d) Tenders should invariably be attested with signature by the renderer with date before submission, failing which the tender will be ineligible for further consideration.
- e) If there is difference between figures & words, price mentioned in words will be taken into consideration.
- f) Conditional price shall not be taken into consideration and in such cases the tender will be rejected.
- g) Rate for indigenous items should be quoted in Indian Currency, both in words and figures against each item as the payments will be made in Indian currencies only.

- h) The firm should submit the price for Annual Maintenance Charges including spare parts and excluding spare parts at-least for a period 3 years after expiry of the warranty/guarantee period.
- i) Bidder /vendor should confirm the genuine pricing of the quoted items by submitting documentary evidence in the form of order to whom the same item has been supplied particularly to other SAU/Central University/IIT/ICAR /other reputed Govt/semi-Govt organization, certificate, copy of the latest price list applicable in India, etc.

### **3. Bid Security & documents:**

- a) The bidder shall furnish EMD @ 2.5% of the total quoted value in the shape of Demand Draft in favour of the Comptroller, AAU, Jorhat from any Nationalized bank. Any bid not secured with EMD will be rejected. The above bid security will be forfeited if a bidder (i) withdraws its bid during the period of bid validity or (ii) fails to perform.
- b) The contractual obligations as per the purchase order in the stipulated time limit.
- c) The EMD of the unsuccessful bidders will be returned back without interest after finalization of the tender and EMD of successful bidder will be returned after completion of the Warranty/Guarantee period.
- d) The bidder shall furnish documents like technical brochures, leaflets etc. establishing the eligibility and conformance of the goods offered to the technical specifications and standards of the items quoted for.
- e) The goods offered by the bidder must meet the required technical specifications and confirm to the standards if any, mentioned in the technical specifications attached with the tender bid. The bidder must enclose the supporting certificates/test reports and documents in this regard along with the bid if any.
- f) All the enclosed documents should be duly attested by a Gazetted Officer.

### **4. Other documents:**

- 1. The bidder should enclose documentary evidence of supplying similar items/equipment(s) to other reputed University/Institutes/Organizations etc.
  - 2. The bidder (in case he/she is not the manufacturer) must submit the manufacturer's authorization letter to this effect submit the bid
- 5. Packing:** All the packaging should be primary (New). The supplier shall provide such packaging of the goods as is required to prevent their damage or deterioration during transit to their final destination. The packaging shall be sufficient to withstand without limitation rough handling during transit and exposure to extreme temperature, salt and precipitation during transit and upon storage.
- 6. Delivery:** The selected supplier(s) will delivery the items within 30 days from the date of receipt of the order. The tenderer should deliver the items at destination as specified. The short supply, damage, loss if any in the transit period or before delivery the consignment shall be replaced by the supplier with in 7 days before the payment.
- 7.** If any information or documents furnished by the tenderer with the tender papers are found to be misleading or incorrect at any stage, the tender will be cancelled and steps will be taken to blacklist the said firm for five **(5) years**.



## 8. ADDITIONAL TERMS FOR IMPORTED GOODS

Following terms besides the fore mentioned terms will be applicable in case of foreign purchases:

(A) All Items including for imported items, the code should be strictly F.O.R. Khanapara, Guwahati Campus of the University. Logistic expenditures towards Customs Duty, Clearing Charges Transportation cost etc. should be included in the rate and shown separately. In case of Irrevocable Letter of Credit the following points should be maintained strictly:- MAWB No. & HAWB No. & Forwarder's Name (To Whom Release order should be issued by the negotiating bank) should immediately informed by the Principal through Fax to the Buyer 10 (ten) days before dispatch of the equipment. Bank Charges outside India, if required, will have to be born by the Manufacturer/ principal.

(B) **Rates:** Quoted rates should be in CIF/CIP Kolkata terms and charges to be stated in the following break-ups:

a) Ex-works value

b)+ Documentation & Handling Charge, if any

c) + Estimated Overseas Freight to be paid at actual against authentic documents and monetary receipt.

d) + Estimated Overseas Insurance Charge to be paid at actual against authentic documents and monetary receipt (In case the firm holds open insurance policy, the Insurance Certificate relating to the consignment will have to be provided).

e) Total CIP/CIF Kolkata value.

(C) **After Sales Service:** In case of imported items, foreign manufacturing firms should indicate facilities available for alter sales service, detail address, email and contact number of their local representative in India without which their offers are liable to be ignored.

(D) **Delivery:**

- a. Delivery of goods at Faculty of Veterinary Science, AAU, Khanapara, Guwahati, will have to be maximum within 95 (ninety-five) days from the date of issue of the Purchase Order.
- b. Delivery at Kolkata Airport only: As we do not have clearing agent in any other Airport/Seaport, delivery is to be made only at Kolkata.
- c. While transshipment will be allowed, part shipment will not be allowed.

(E)**Payment:**

(a) Above \$10,000.00: By an irrevocable letter of Credit at CIF/CIP Kolkata value negotiable through any overseas branch of State Bank of India/ with unrestricted provision.

(b) Below \$10,000.00 by FDD as given below:

- (i) Advance payment Against Bank Guarantee: 90% of the price will be paid in advance against equivalent bank guarantee from a scheduled bank provided by the supplier/Indian Agent. The remaining 10% shall be released only after receipt and acceptance of materials in good condition or after satisfactory installation and Commissioning of the equipment.

OR

- (ii) **Payment against Proof of Dispatch:** 90% of the price will be paid against receipt of proof of dispatch such as AWB, Invoice, Packing List, Insurance certificate, etc. The remaining 10% shall be released only after receipt and acceptance of materials in good condition or after satisfactory installation and commissioning of the equipment.

OR

- (iii) **100% payment Basis:** On request by the suppliers 100% payment by FDD will be made. In this case on receipt of your Order Acknowledgement an FDD will be established for total ordered value, thereupon, a Xerox copy of the FDD will be sent to you, which will enable you to send the materials. On satisfactory receipt and acceptance of the materials or satisfactory installation and commission of the equipment the Original FDD will be sent to you.

**Note:** Please note FDD/LC will not be opened unless and until letter of Acknowledgement in original is received at FVSc, AAU, Khanapara, Guwahati, directly from the principal (Even in case of firms having subsidiary office in India). The Indian agents are therefore advised to submit quotation after consultation with their respective principals).

(c) **Customs Duty:** The Institute is generally exempted from payment of Customs Duty vide GOI Notification No.51/96-Customs, dated 23.07.96, with Regn. No.TU/V/RG-CDE (500)/2009, dated 13.10.2009. [CUSTOMS DUTY EXEMPTION CERTIFICATE WILL BE MADE AVAILABLE BY THE INSTITUTE IN REGARD TO QUOTES IN FOREIGN CURRENCY ONLY [NOT AGAINST QUOTES MADE BY A FIRM IN INDIAN CURRENCY, UNLESS THE CONCERNED FIRM IS A FOREIGN HOLDING COMPANY WITH 'FDI' CERTIFICATE ISSUED BY THE MINISTRY OF FINANCE, GOVT. OF INDIA].

(d) **Agency Commission:** The percentage of ex-works value to be paid to Indian agent in equivalent to Indian currency as agency commission as applicable will have to be clearly stated in the quotation wherever applicable.

(e) **Country of Origin:** While Country of Origin Certificate will not be insisted, the same however will have to be stated in the Original Invoice for payment through LOC.

(f) **LoC Amendment:** LoC/FDD amendment charges due to mistake on the part of the supplier, if any, will have to be borne by the supplier,

**9. Validity of Tender:** The tender shall remain valid for a period not less than 160 days after the last date as specified the tender.

#### **10. Eligibility Criteria:**

- i. Valid manufacturing license / Import License in case of manufacture or importer.  
Manufacturer's authorization in case of distributor/dealer.
- ii. Valid ISO certificate.
- iii. Cost of the tender paper in shape of DD/PO.
- iv. Required EMD.
- v. Attested copies of the documents.
- vi. Signed and sealed on each page of the tender paper down loaded from the website.
- vii. Up to date VAT/tax clearance certificate.
- viii. No alternative bid or conditional price.



- ix. Price bid as per format.
  - x. Compliance of Technical bid as specified at **Annexure-I**
  - xi. Any other conditions as mentioned in the tender.
11. The tender paper downloaded from the website should be signed by the bidders at bottom of each pages with his official seal duly affixed.
  12. Notwithstanding the above, the purchaser reserves the right to accept or reject any tender(s) and to cancel the bidding process and reject all bids at any time prior to the issue of purchase order.
  13. The delivery should be completed within 30 days from the date of receipt of the confirmed purchase order.
  14. The purchaser shall have the right to inspect the goods prior to dispatch at manufacturer's premises or after delivery at consignee place before release of payment.
  15. Any delay by the supplier in the delivery of the equipments shall render the supplier liable to be charged liquidated damages @ 0.5% per week or part thereof subject to a maximum of 10% of purchase order value which will be deducted from the EMD payment due.
  16. 16. The supplier will provide on-site guarantee for a minimum period of 24 months from the date of installation & commissioning and during this warranty period if any defects are noticed, the supplier shall replace/repair the defective items within 15days from the date of receipt of the complaint.
  17. The tender document should be serially arranged as per this checklist as specified at Annexure.
  18. **Training:** The firm/supplier will provide hands on training to two personnel from the Project/Institute
  19. The supplier / firm will provide all the operational & maintenance manuals and tools (if required) of all the equipments to the consignee at the time of installation.
  20. **Logo & labeling:** The selected bidders shall print/stickering in bold letter on each item that "Name of the Instrument, Basic Price, Date of Installation/supply".
  21. **Issue of Purchase Order:** The Purchase Order will be placed on the selected bidder whose bid(s) has been determined to be substantially responsive and who has offered the lowest evaluated bid price.
  22. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
  23. **Payment:** No advance payment will be made to the bidder in case of indigenous items. 100% of the cost of the equipment will be released only after completion of the delivery in support of proof of delivery, providing training and satisfactory report on functioning of the machine. No claims shall be made in respect of interest on earnest money deposit or security deposit or any delayed payment.
  24. **Penalties:** A) If the successful bidders withdraws his tender after acceptance of his tender owing to any other reasons or unable to undertake the contract or supply of not of standard quality equipment his contract will be cancelled and the earnest money deposit will be forfeited and the firm may be blacklisted from Assam Agricultural University the bidder will liable for all losses sustained by the Assam Agricultural University by reasons of such breach, such as failure to supply / delayed supply or supply of sub-standard items.
  25. The tenders are liable to be rejected if any of the above conditions are not complied with.
  26. Any legal disputes arising out of this are subject to Guwahati jurisdiction only.

## **ANNEXURE I**

### **SPECIFICATIONS OF THE EQUIPMENTS**

#### **Item No. 1. Flow Cytometer**

##### **Required Specifications:**

- Easy to use bench-top flow cytometer analyzer.
- Instrument should be supplied with at least one laser and should be upgradeable to at least two laser system or more.
- The system should allow detection of minimum 4 colors and 6 Parameters including forward and side scatter.
- Filters provided should have minimum overlap range in the emission spectrum.
- System software should provide compensation program for acquired data.
- Instrument should be able to capture at least 10,000 events/sec or better.
- Instrument should be able to provide absolute counts without the need for counting beads.
- System should have minimum running cost (sheath fluid, washing fluid etc.)
- The system should have minimum clogging issues and technical specifications should support the same
- Instrument should have low fluid consumption.
- System must accommodate 0.5 ml/1.5 ml/5 ml tubes in manual loading position.
- The system software should allow easy start up, performance tracking and shut down capability.
- System software should include multiple plots for better understanding of data.
- System should come with at least one year comprehensive onsite warranty.

#### **Item No. 2. Shaking Water Bath**

##### **Required Specifications:**

- Water bath capacity should be minimum of 12 L and maximum of 18 L
- Incubator should be double walled and should be filled with materials to prevent heat loss
- Controller should be microprocessor based and placed in the front
- Temperature accuracy should be  $\pm 0.5^{\circ}\text{C}$  or better.
- Shaking speed should be 40-140 cycles/min
- Incubator should have minimum electricity consumption
- Shaking tray should be able to hold test tubes and flask of capacity 250 ml and 500 ml



- Inner bath chamber should be made of stainless steel.
- All parts should have at least one year onsite warranty.

### **Item No. 3. Microscope with Camera**

#### **Required Specifications:**

- Microscope should have a trinocular microscope head
- Interpupillary distance should be 55-75 mm
- Stage should be double layered and mechanically movable
- Condenser should be movable with IRIS diaphragm and filter holder
- Focusing should be course and fine
- Objectives should be 4X, 10X, 40X and 100X and eyepiece should be 10X
- Illumination should be LED based
- Camera should have at least 5 megapixel resolution with publication grade
- Data interface should be USB 2.0
- Software should be provided for live imaging and capturing images
- Software should have background compensation facility
- All parts should have at least one year onsite warranty

### **Item No. 4. Video conferencing system**

- Camera should have an optical zoom of 12X
- Minimum working distance should be at least 1.5 m
- Panning and tilting of camera should be remote controlled
- Camera should provide good quality image in low light
- Image quality should be Full HD 1080p
- Auto focus capability
- Should be able to mount on wall
- Should be provided with at least two speaker-microphone system
- Microphone should be able to capture sound from 360°
- Should have eco and noise cancellation feature
- Microphone and speaker should be able cover an area of 20 ft x 20 ft area
- System should be compatible with win latest Mac/ Window OS

- Minimum hardware requirement should of 2GB RAM
- Should have a system compatibility of SKYPE, Google hangout, Cisco Webex
- Display system should be Full HD compatible and up to 55 inch in size
- All the parts should come with 1yr warranty



## ANNEXURE –II

### CHECK LIST

Please strike off the incorrect option.

#### **DOCUMENTS: SUBMITTED OR NOT**

- |   |          |
|---|----------|
| 1. Earnest Money Deposit  | Yes/No   |
| 2. Details of Manufacturing License / import license  | Yes/No   |
| 3. Details of Manufacturing Unit / contract person  | Yes/No   |
| Liaisoning agent / servicing centre   | Yes/No   |
| 4. Whether all page of the tender downloaded have been duly sign and with seal of the Organization. | Yes/ No  |
| 5. Tender cost for Rs. 100.00   | Yes/ No. |
| 6. Proof copy of past performance/User list   | Yes/No.  |
| 7. Up-to-date VAT/Tax clearance certificate   | Yes/No.  |
| 8. Price Bid as per statement   | Yes/ No. |
| 9. Users' list  | Yes/ No. |
| 10. Compliance of Technical Specifications.   | Yes/ No  |
| 11. Any other documents, if any (Mention details)   | Yes/ No  |
| 12. Tender documents in soft copy (CD) in MS WORD   | Yes/ No  |