

Gautam Buddha University

Greater Noida – 201 308

BID FORM

FOR SUPPLY OF CONSUMABLES

TO

School of Biotechnology

GAUTAM BUDDHA UNIVERSITY

GREATER NOIDA- 201308

Website: www.gbu.ac.in

Gautam Buddha University

(SCHOOL OF BIOTECHNOLOGY)

TENDER FOR SoBt Laboratory Consumables

Tender	“Supply of Consumables”.
Opening Date:	10 th December, 2010
Closing Date :	10 th January, 2011 upto 3.00 p.m.
Bid Submission Date:	10 th January, 2011 upto 5.00 p.m.
Technical Bid Opening Date, Time & Place:	11 th January, 2011 on 2.00 p.m. at Registrar Conference Room, 1 st Floor, Administrative Building.
Earnest Money Deposit:	Rs.10,000.00 (Rupees Ten Thousand Only)
Completion Period:	Within 4 weeks from the date of Purchase Order issued
Bid System	Two Bid System : 1) Technical Bid and 2) Financial Bid
Technical Bid Shall Contain	<ul style="list-style-type: none">i. Technical specifications of each equipmentii. All documents in support of commercial terms & conditions and eligibility criteria.iii. Bidders Proforma
Financial Bid	The Financial Bid shall contain rate schedule only. The price shall be in words as well as in numeric numbers.

“TECHNICAL BID (BIDDER’S PROFORMA)”
(To be submitted in separate envelope)

1. Name of the firm:
2. Date of incorporation.....
3. Name of the company – Government/Public Ltd/Private Ltd/Partnership/ Proprietorship:
.....
4. Specify the number of years in this line of activity by the company:.....
5. Sales Tax/VAT registration No. (please attach certificate) :
6. Experience (in year) of supplying & installation for similar consumables to IITs, NIT’s or Central Universities or any Academic Institute of National Repute (please attached certificate/P.O.) :
7. Turnover in the last three years (Figures should be in Indian Rupees in Lakhs; please attach the certified copies of balance sheet) : (if the figures for 09-10 are not available then they may furnish balance sheet of year 06-07)

8.

2007-08	2008-09	2009-10

9. Provide the postal address, telephone & fax numbers, and email address of the nearest service center :
.....
10. What would be the delivery period from the date of the placement of an official purchase order :
11. Enclose the list of customers to whom you have supplied /serviced during the last 3 years ending 31/03/2010 with full postal address and name of the contact person with phone, FAX numbers, and E-mail-id, billing amount etc. Certificate regarding satisfactory performance from the minimum three end users should be furnished.
12. Are you the manufacturer / authorized dealer / distributor/ reseller for the product quoted (please attached relevant certificate):
13. Was there any elapse or delay in supplying the goods ordered or any service related issue during the warranty period for the products supplied by your firm to different Institutes/Universities during last three years? If yes, provide details.
14. Deviations in specifications, if yes, please mention in separate sheet.
15. Whether technical specification are attached with Technical Bid or not. Yes/No

DECLARATION

1. The rates quoted in financial bid are inclusive of all taxes, packing, handling and installation charges.
2. The information given in the financial bid by the undersigned is correct.

(SIGNATURE OF THE BIDDER)

WITH SEAL

NAME :

ADDRESS :

:

:

Tel./Mobile No. :

Note: The financial bid is required to be submitted separately in a sealed cover super scribing as 'Laboratory Consumables for School of Biotechnology'.

Gautam Buddha University

(SCHOOL OF BIOTECHNOLOGY)

(Technical Specifications of required Laboratory Consumables)

S.No.	Consumable Name	Name of the company
1.	Sectioning blades	
2.	Needles	
3.	Glass stir rods, small (30cm)	
4.	Glass stir rods, long (1 meter)	
5.	Mask	
6.	Thread	
7.	Permanent slides of mitosis & meiosis	
8.	Permanent slides of cell organelles	
9.	HeLa cell lines	
10.	Thermoseal	
11.	Cello tape (1.5inch)	
12.	pH paper strips 7-14	
13.	pH paper strips 1-7	
14.	Pointed tip big forceps	
15.	Forceps small, medium, large	
16.	Sterile surgical blades	
17.	Scalpel holder	
18.	Syringe 5, 10, 50 ml	
19.	Flat tip big forceps	
20.	Antibiotic coated disks	
21.	Cotton	
22.	Aluminum foil	

23.	Ion exchange column adaptors	
24.	Empty Glass columns (gel filtration: 5ft)	
25.	Empty Glass columns (ion exchange: 1 ft)	
26.	Gel filtration Column adaptors	
27.	Dialysis membrane (5kDa)	
28.	Dialysis clips	
29.	Column tubing	
30.	Column tubing connectors	
31.	Staining dishes with lids	
32.	Sealing tape	
33.	Magnetic retriever	
34.	Lab Scissors	
35.	Anti-BSA antibody	
36.	Streptavidin-linked HRP labeled secondary antibody	
37.	Anti-Rabbit IgG-AP	
38.	Cell-culture coaster (12-wells)	
39.	Cell-culture coaster (24 wells)	
40.	Cell-scraper	
41.	Cell-lifter	
42.	Jam Bottles with caps	
43.	Glass Spreader	
44.	Autoclavable plastic reagent bottles (250 ml)	
45.	TLC glass plate (8 x 10cm)	
46.	Washing brushes	
47.	Nitrocellulose membrane	
48.	Boron	
49.	Triglyceride kit	

50.	Widal Kit	
51.	Bleach	
52.	GAPDH antibody (Rabbit-polyclonal)	
53.	NBT(nitro blue tetrazolium) soln	
54.	Biotinylated Anti-human IgG	
55.	Anti-human CD34	
56.	Alkaline phosphatase buffer	
57.	Cryo gloves	
58.	Sterile surgical blades	
59.	Trypan Blue sol.	
60.	Ficoll	
61.	Hematoxylin soln	
62.	Ammonium Molybdate	
63.	Ammonia solution	
64.	Plasmid Isolation buffers, (I, II and III)	
65.	Eco RI	
66.	BamHI	
67.	KpnI	
68.	SacI	
69.	DNA ligase	
70.	Glycerol (molBio)	
71.	SYBR Green qPCR Master Mix	
72.	DNA ladders 1Kb 1ml	
73.	DNA ladders 100 bp 1ml	
74.	PCR master mix	
75.	RNAse-A	
76.	Tris Base	
77.	Sodium bicarbonate, AR	

GENERAL TERMS AND CONDITIONS

FOR THE ESTABLISHMENT OF RATE CONTRACT

1. Detailed information about consumables specifications are available in tender document which can be downloaded from the University website www.gbu.ac.in.
2. Offer should be submitted in two parts, in two separate envelopes; 1) **Technical Bid** and 2) **Financial Bid**. These two envelopes shall be sealed in a common cover and addressed/sent to **The Registrar, Gautam Buddha University, Greater Noida, Gautam Budh Nagar -201308 (U.P.)** superscribing **“Tender against Tender Notification Advt.:GBU/S&P/02/2010, Name of supply: Consumables for School of Biotechnology”** so as to reach us on or before last day of submission.
3. The Technical Bid and Financial Bid should be duly filled up.
4. The technical bid of the bidders will be opened first and the financial bid will be opened only of technically qualified.
5. The **“Technical Bid”** shall contain all documents in support of offered consumables specifications, commercial terms & conditions and eligibility criteria along with the page number for cited specifications in the company brochure for the particular item.
6. The **“Financial Bid”** shall contain rate schedule only. The price shall be in words and numeric numbers both.
7. **Eligibility Criteria:** All the participating suppliers/firms or principal manufacturer-should meet the following qualifying criteria. The firm should be a registered supplier for such supplies. Following documents are required to be submitted with Technical Bid, to qualify eligibility criteria:
 - (a) Sales Tax/VAT registration certificate.
 - (b) PAN and TIN number should be mentioned.
 - (c) The firm should have experience of supplying & installation for similar laboratory consumables to institute of National repute such as IIT, IIM, National Universities etc. The company should also furnish a list of clients of last 5 years.
 - (d) The firm should have minimum average annual turn-over of **Rs. 1.0 Crore** for previous *three* financial years. Audited balance sheet for previous *three* financial years should be submitted.
 - (e) Name of branch offices & service centers after sales arrangements.
 - (f) Earnest Money Deposit (EMD) **Rs.10,000/-** and the **cost of the tender** (separately) are required to be submitted in the form of DD/Banker’s cheque only, drawn in favour of “Finance Officer, Gautam Buddha University” payable at “Greater Noida” along with the Technical Bid, failing which the bid will not be entertained.
 - (g) Authorized signatory should sign on all pages. Bids without authorized signature will be rejected.
8. Offer should be sent in a sealed envelope, submitted either in person or by post on which name and address of the supplier/firm shall be written. Tenders received through E-mails or FAX will not be considered.
9. The technical bids will be opened on scheduled date and time in the presence of the vendors present with authorization letter from the respective companies/firms. Suppliers intending to attend the tender opening should intimate in advance.
10. The prices to be quoted should be given as discount on Net Dealer Price (NDP) for each category of item expressed in terms of percentage (%) on the NDP and F.O.R. Gautam Buddha University (Gautam Budh Nagar, UP) in rupees inclusive of all charges e.g. packing, forwarding local taxes,

railway freight, transit insurance, for outside firms and free delivery at University stores in the case of local firms. The total price should include all accessories (s) required for final supply of consumables.

11. The consumables should have USEPA/International/National validation certificates, wherever applicable.
12. The cost of the tender is Rs.1000/- (Rupees One Thousand) inclusive of taxes (Non-refundable) and it shall be paid separately in the form of DD/Banker's Cheque only drawn in favour of "Finance Officer, Gautam Buddha University" payable at "Greater Noida".
13. The bidder must be either sole manufacturer of the consumables or the authorized agent/representative of the manufacturer. In the case of agent/representative, certified copy of the agency/authorization issued by the manufacturer should be enclosed with the tender.
14. The EMD of the successful bidder shall be treated as part of the Security Deposit. No interest shall be payable on the EMD, in any case. The EMD of the unsuccessful bidders shall be returned to the firm after finalization of the tenders and no interest will be paid, in any case.
15. Tenders should preferably be given only for those articles which are available ex-stock. Other items should be quoted separately giving the delivery period. Rates of imported goods should be quoted excluding custom duty, as this University is exempted from payment of custom duty (by letter of Department of Scientific and Industrial Research, Ministry of Science & Technology, GOI).
16. Detailed specifications and "Make" of each item should be clearly given supported by the illustrated pamphlets. Tender without specifying the make and other particulars may be rejected. The payment will be made after the goods have been received, opened, checked and found to be in order up to our entire satisfaction. The accessories included should also be clearly mentioned.
17. Losses or damage in transit will be in to the account of the Supplier. The supplier may, if he so desires, get the goods insured and include such charges in the tendered rate.
18. Offered rates should be valid at least for two months from the last date of receipt of tenders.
19. The Rate Contract (RC) shall be in the nature of a standing offer for the specified range of products from the supplier for the contracted period. However, there shall be no guarantee of purchase of any item for a minimum or specified quantity during the contracted period.
20. The Rate Contract will generally be valid for one year which can be extended on mutual consent to a period as decided by the authority competent of GBU. However, the rate contract holder reserves the right to accept or not to accept the extension.
21. There will be no upward changes in the price structure during the currency of contract except when statutory levies are made applicable by Government through notifications/regulations. However, if there happens to be a downward revision in prices of the items concerned during the contract period, the benefit of the price reduction shall be passed on to the University. The University reserves the right to renegotiate the prices with the RC holders.
22. Manufacturer authorization for each brand in the price list having validity for financial year 2010-11 must be enclosed. The authorization should clearly mention whether it is exclusive or open in India.
23. All legal proceedings, if necessity arises to the University may be any of the parties (University or Contractor/Supplier) shall have to be lodged in the courts situated at Gautam Budh Nagar and not elsewhere.
24. (a) The consumables delivery time should be preferably within 4-6 week after the date of issuance of the purchase order. If the delivery time is quoted more than 4-6 weeks, GBU reserves all rights to permit the bidder to compete.

(b) The Penalty Clause is as under :-

Should the bidder fail to deliver the goods within the period specified in the Tender, the Competent Authority may, at his discretion, allow an extension in time subject to recovery from the bidder as agreed liquidated damages, and not by way of penalty, a sum equal to the percentage of the value of tender amount which the bidder has failed to supply for period of delay as stated below :-

i.Delay up to one week	1%
ii.Delay exceeding one week but not exceeding two weeks	2%
iii.Delay exceeding two weeks but not exceeding one month	5%
iv.Delay exceeding one month	5% for each month and part there of subject to maximum 10%

(c) In case of failure to supply the goods within the prescribed time and in accordance with the specifications give in the Quotations, the University shall be free to cancel the order.

25. The University's term for payment is 90% against delivery of items in good condition and satisfactory installation; and balanced 10% payment shall be made after 60 days of satisfactory working of the items. For this, the firm has to raise bill/letter for balance payment.
26. The price quoted should be in Indian Rupees. 100% payment will be made only after installation and commissioning. No advance payment will be made.
27. The warranty period should be clearly mentioned. The maintenance charges (AMC), if applicable, under different schemes after the expiry of the warranty should also be mentioned in a separate sheet.
28. The tenderer shall be fully responsible for the manufacturer warranty in respect of quality and workmanship of the materials covered in the Rate Contract. In case of any defects found at the time of use, the supplier will provide free replacement or refund the amount charged for that item. A warranty certificate against all the manufacturing defects covering for a period of minimum one year from the date of supply shall be given at the time of supply of the consumables.
29. Failure to comply with all the terms and conditions mentioned herein would result in the tender being summarily rejected.
30. Vendors are informed that once the companies are shortlisted based on the eligibility criteria and technical specification, only then the financial bids of the firms that meet the eligibility criteria, technical specification / requirements would be opened.
31. Conditional tenders will not be accepted.
32. Any cutting and overwriting in the financial bid will not be accepted.
33. GBU reserves the right to change the order quantity or split the orders among multiple vendors without assigning any reason (s) whatsoever.
34. GBU reserves the right to reject any or all the tenders without assigning any reasons whatsoever.

Registrar
Gautam Buddha University

ACCEPTANCE

We accept the above terms and conditions and shall comply with them strictly.

SIGNATURE OF THE AUTHORISED SIGNATORY :
NAME OF THE SUPPLIER :
ADDRESS :
.....
.....

FINANCIAL BID FORM FOR LAB. CONSUMABLES

1. Name of Firm/Agency _____

2. Address of the firm _____

S.No.	Name of Consumable	Quantity/ number/ amount/ pack	Description of the unit	Price per unit (Rs.)	Total amount (in Rs.)	Total amount in words
1	Sectioning blades	50				
2	Needles	100				
3	Glass stir rods, small (30cm)	50				
4	Glass stir rods, long (1 meter)	5				
5	Mask	100				
6	Thread	5mt				
7	Permanent slides of mitosis & meosis	2 sets each				
8	Permanent slides of cell organelles	2 sets				
9	HeLa cell lines	1				
10	Thermoseal	20				
11	Cello tape (1.5inch)	8				
12	pH paper strips 7-14	100				
13	pH paper strips 1-7	100				
14	Pointed tip big forceps	10				
15	Forceps small, medium, large	10 each				
16	Sterile surgical blades	100				

17	Scalpel holder	5				
18	Syringe 5,10,50 ml	90				
19	Flat tip big forceps	40				
20	Antibiotic coated disks	1bottle				
21	Cotton	10 rolls				
22	Aluminum foil	20rolls				
23	Ion exchange column adaptors	12				
24	Empty Glass columns (gel filtration: 5ft)	8				
25	Empty Glass columns (ion exchange: 1 ft)	8				
26	Gel filtration Column adaptors	12				
27	Dialysis membrane (5kDa)	1 pack				
28	Dialysis clips	50				
29	Column tubing	50mt				
30	Column tubing connectors	100cm				
31	Staining dishes with lids	10				
32	Sealing tape	2roll				
33	Magnetic retriever	4				
34	Lab Scissors	3 sets				
35	Anti-BSA antibody	1vial				
36	Streptavidin-linked HRP labeled secondary antibody	1vial				

37	Anti-Rabbit IgG-AP	1 vial				
38	Cell-culture coaster (12-wells)	200				
39	Cell-culture coaster (24 wells)	50				
40	Cell-scrapper	100				
41	Cell-lifter	100				
42	Jam Bottles with caps	50				
43	Glass Spreader	20				
44	Autoclavable plastic reagent bottles (250 ml)	5				
45	TLC glass plate (8 x 10cm)	15				
46	Washing brushes	12				
47	Nitrocellulose membrane	1 pack				
48	Boron	100 gm				
49	Triglyceride kit	2 kits				
50	Widal Kit	1 kit				
51	Bleach	5 lit				
52	GAPDH antibody (Rabbit-polyclonal)	1 vial				
53	NBT(nitro blue tetrazolium) soln	2 vials				
54	Biotinylated Anti-human IgG	1 ml				
55	Anti-human CD34	1 vial				
56	Alkaline phosphatase buffer	200 ml				

57	Cryo gloves	2 pairs				
58	Sterile surgical blades	100				
59	Trypan Blue sol.	10 ml				
60	Ficoll	5 bottles (100 ml each)				
61	Hematoxylin soln	50 ml				
62	Ammonium Molybdate	500gm				
63	Ammonia solution	500ml				
64	Plasmid Isolation buffers, (I, II and III)	1 Set				
65	Eco RI	500 units				
66	BamHI	500 units				
67	KpnI	500 units				
68	SacI	500 units				
69	DNA ligase	50 unit				
70	Glycerol (molBio)	500 ml				
71	SYBR Green qPCR Master Mix	For 30 reactions				
72	DNA ladders 1Kb 1ml	1 ml				
73	DNA ladders 100 bp 1ml	1 ml				
74	PCR master mix	For 30 reactions				
75	RNAse-A	100 ul				
76	Tris Base	1000 gm				
77	Sodium bicarbonate, AR	500 gm				
Total amount of all quoted items (Rs.)						

Total cost of the offer is Rs. _____ in words (Rupees _____)

abide by all the terms & conditions of the tender.

DECLARATION

1. The rates quoted are inclusive of all taxes and F.O.R University Stores.
2. The information given in the financial bid by the undersigned is correct.

SIGNATURE OF THE AUTHORISED SIGNATORY : _____

NAME OF THE SUPPLIER : _____

ADDRESS : _____
