

# Gautam Buddha University

Yamuna Expressway, Greater Noida, Gautam Budh Nagar-201308 (UP)

## SCHOOL OF ENGINEERING

### TENDER FOR CHEMISTRY LABORATORY EQUIPMENTS

<b>Tender</b>	Supply, installation, commissioning and trial operations of the instruments/equipment for Engineering Chemistry Laboratory
<b>Document Sale from:</b>	31 <sup>st</sup> May 2010 from 09:00 a.m.
<b>Document Sale to:</b>	09 <sup>th</sup> June 2010 upto 01:00 p.m
<b>Bid Submission Date:</b>	09 <sup>th</sup> June 2010 upto 03:00 p.m.
<b>Technical Bid Opening Date:</b>	09 <sup>th</sup> June 2010 at 03:30 p.m.
<b>Earnest Money:</b>	Rs.8,740/- (Rupees Eight Thousand Seven Hundred Forty Only)
<b>Completion Period:</b>	Four to six weeks from date of purchase order
<b>Bid System</b>	Two Bid System : 1) Technical Bid and 2) Financial Bid
<b>Technical Bid Shall Contain</b>	<ul style="list-style-type: none"><li>i. Technical specifications of each equipment</li><li>ii. All documents in support commercial terms &amp; conditions and eligibility criteria.</li></ul>
<b>Financial Bid</b>	The Financial Bid shall contain rate schedule only. The price shall be in words as well as in numeric numbers.

## GENERAL TERMS AND CONDITIONS

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1. Detailed information about equipments, specifications are available in tender document or downloaded from the University website [www.gbu.ac.in](http://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 “**Registrar, Gautam Buddha University, Gautam Budh Nagar - 201308 (U.P)** mentioning “**Tender against Tender Notification dt. 30-05-2010, Name of supply: Chemistry Laboratory Equipments**” so as to reach us on or before last day of submission.
3. The Technical Bid and Financial Bid should be duly filled up (preferably type written) and should clearly mention the features offered by the bidder against each specification.
4. The **Technical Bid** shall contain all documents in support of offered equipment specifications, commercial terms & conditions and eligibility criteria.
5. The “**Financial Bid**” shall contain rate schedule only. The price shall be in words and numeric numbers both.
6. **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, with at least 10 years existence. 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 5 years of experience of supplying & installation for similar laboratory equipments to preferably IIT’s, NIT’s, Central Universities or Institute of National repute. The Supplier should submit the certificate/proof to justify the experience.
  - (d) Firm should have completed minimum three similar supply and installation assignments of worth more than Rs. 10.00 lakh each, in last three years.
  - (e) The firm should have minimum average annual turn-over of Rs. 50.00 Lakhs for previous five financial years. Audited balance sheet for previous five financial years should be submitted.
  - (f) Authorized dealer certificate from Original Equipment Manufacturer.
  - (g) Names of branch offices & service centers after sales arrangements.
  - (h) **Full technical specifications for all the equipment shall be submitted along with the Technical bid. Offers without proper technical specifications will be rejected.**
  - (i) Earnest Money Deposit (EMD) as **Rs.8,740/- (Rupees Eight Thousand Seven Hundred Forty Only)** is required to be submitted in the form of DD/Banker’s Cheque drawn in favour of “Finance Officer, Gautam Buddha University” payable at “Greater Noida” along with the Technical Bid. If supply is not made within the prescribed period EMD would be forfeited.

- (j) Authorized signatory should sign on all pages. Bids without authorized signature will be rejected.
  - (k) Commercial terms and conditions.
  - (l) Bidders Profile Performa (Format enclosed).
7. 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 mails or FAX will not be considered.
  8. The tenders 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.
  9. **THE RATES QUTOED SHOULD BE F.O.R. Gautam Buddha University (Gautam Budh Nagar, UP)** 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. Where there is no mention regarding delivery period in the quotations or where the items are offered ex-stock, the firms will be required to supply goods within one month's time.
  10. The equipment should have USEPA/International/National validation certificates, wherever applicable.
  11. The cost of the tender is Rs.1000/- inclusive of taxes (Nonrefundable) and it shall be paid in the form of DD/Banker's Cheque drawn in favour of "Finance Officer, Gautam Buddha University" payable at "Greater Noida". In case the tender documents are downloaded from the website, the cost shall be paid at the time of submission of the tender.
  12. The tenderer must be either sole manufacturer of the instruments /equipment 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.
  13. The EMD of the successful tenderer will be refunded one month after completion of the supply and installation of the equipment to the satisfaction of the Gautam Buddha University. The EMD of the unsuccessful tenderers will be returned to the concerned immediately after finalization of the tenders.
  14. 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 be quoted excluding custom duty, as this University is exempted from payment of custom duty (by letter of Deptt. of Science & Technology, Min. of Sc. & Tech., GOI, Delhi).
  15. Detailed specifications and "Make" of each item should be clearly given supported by the illustrated pamphlets wherever possible. Quotations 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 in the equipment should also be clearly mentioned.

16. 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.
17. Offered rates should be valid at least for two months from the last date of receipt of tenders.
18. 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.
19. (a) The Penalty Clause is as under :-

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

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| 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% |

(b) 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.

20. Successful bidder will have to furnish Performance Security @ 10 % of the equipment cost, in the form of Bank's Guarantee from any Nationalize Bank or F.D.R. The security shall be refunded after a period of one year from the date of satisfactory installation or expiry of warranty period, whichever more.
21. The price quoted should be in Indian Rupees. 100% payment will be made only after installation and commissioning. No advance payment will be made.
22. No revision of price bid will be allowed once the price bids are opened.
23. No increase in price will be allowed after our purchase order(s) are placed.
24. 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.
25. A warranty certificate against all the manufacturing defects covering for a period of minimum one year from the date of installation shall be given at the time of supply of

the equipment. Any additional period towards warrantee will be given weightage in evaluation of the bids.

26. Inspection certificates of the instruments/ equipment inspected by the qualified engineer of the manufacturer and packed in accordance with the terms and conditions of this order must be enclosed.
27. During the warranty period or later whenever the firm is called upon to attend to the rectification of the defects/faults in the consignments, the firm shall attend to the repair work within a period of a week. They should render timely back up service whenever called upon. **A certificate to the effect should be attached to the tender.**
28. A certificate to the effect that instruments/equipment supplied is fully operational and no additional accessory or space is required to make the instruments/equipment run should be issued alongwith the delivery challans/invoice. GBU reserves the right to refuse payment in the event of not furnishing this certificate at the time of supply.
29. Complete user, technical and service documentation and spare parts catalogue are to be provided along with the supply of the item.
30. Failure to comply with all the terms and conditions mentioned herein would result in the tender being summarily rejected.
31. 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.
32. Conditional tenders will not be accepted.
33. GBU reserves the right to modify or alter the specifications after short listing of tenders.
34. 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 : \_\_\_\_\_

\_\_\_\_\_

### **“BIDDER’S PROFILE PROFORMA”**

(write or print or type in block letters and please answer all the questions)

1. Name of the firm: .....
1. Date of incorporation:.....
2. Name of the company – Government/Public Ltd/Private Ltd/Partnership/  
Proprietorship: .....
3. Specify the number of years in this line of activity by the company:.....
4. Sales Tax/VAT registration No. (please attach certificate) :  
.....

5. Experience (in year) of supplying & installation for similar laboratory equipments to IITs, NIT’s or Central Universities or any Academic Institute of National Repute (please attached certificate) : .....
6. 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)

2007-08	2008-09	2009-10

7. Provide the postal address, telephone & fax numbers, and email address of the nearest service center : .....
8. What would be the delivery period from the date of the placement of an official purchase order : .....
9. 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.
10. Are you the manufacturer / authorized dealer / distributor/ reseller for the product quoted (please attached relevant certificate): .....
11. 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.
12. Deviations in specifications, if any? Yes/No
13. Whether technical specification are attached with Technical Bid or not. Yes/No

**(SIGNATURE OF THE AUTHORISED SIGNATORY)**

## **FINANCIAL BID FOR CHEMISTRY LABORATORY EQUIPMENTS**

S. No.	Equipment	Qty.	Unit price (Rs.)	Total Amount	
				In Rs.	In words
1.	Water Bath; Double walled, Inside Stainless Steel (SS) , Temperature: ambient to 100°C., Thermostatic , Sizes:330x300x175mm or equivalent specifications	2			
2.	Oven (220 °C); 18"x18"x18" Stainless steel, Digital Air circulating fan, or equivalent specifications	1			
3.	Basic glove box	1			
4.	Desiccators; Approx ID Ground Flange mm:200, or equivalent specifications	2			
5.	Balance Electronic Capacity:100gm, Accuracy: 1 mg	1			
6.	Deluxe digital Conductivity meter; 3-1/2 digit LED display with facility for automatic temperature compensation and digital cell constant adjustment along with conductivity cell and temp. probe	5			
7.	Digital pH meter; Auto temperature compensation, combination pH electrode & RTD probe, 3-1/2 digit LED display, table model	3			
8.	Digital TDS meter; Digital, 3-1/2 digit LED display with facility for digital cell constant adjustment along with TDS cell, table model	1			
9.	Digital DO meter, Digital, dissolved oxygen cum temperature. Indicator along with gold/silver DO probe and RTD temp. sensor(table model)	1			
10.	Digital Colorimeter, Digital,2-1/2 digit LED display,8 filter sample 1 ml.	1			
11.	Microprocessor based Water analysis kit, Microprocessor, for measurement of conductivity, ORP, TDS, salinity, DO & temp,16x2 bold alpha –numeric LCD display. Data storage facility for 90 samples & external printer attachment facility	1			

12.	Digital turbidity meter, Digital, 2-1/2 digit LED display ,range 0 to 1000NTU/JTU, table model	1			
13.	Ultrapure Water (distillation plant) Glass flask, double wall coiled condensers, 3lit/hr, double, 220/230 volts AC supply	1			
14.	Magnetic Stirrers, Capacity: 2 litre, With hot plate	2			
15.	Hot plates; With cast iron top, round having 20 cm diameter with heating element of 1.5 KW rating. temperature controlled by energy regulator up to 350°C	2			
16.	Thermometer (100°C)	5			
17.	Filter paper; 1 packet	1 Pkt.			
18.	Whatman filter paper, 41,42 No. 1 packet	1 Pkt.			
19.	Test tubes, Approx O.D x length mm: 18x150	50			
20.	Test tube stand	10			
21.	Pipette pump	20			
22.	Conical flasks(50ml), Borosil, Approx O.D. x height mm; 51x82, Approx Neck O.D.mm:21	50			
23.	Conical flasks (100ml), Borosil, Approx O.D. x height mm; 64x105, Approx Neck O.D.mm:25	50			
24.	Conical flasks (150ml), Borosil, Approx O.D .x height mm; 72x124, Approx Neck O.D.mm:28	50			
25.	Conical flasks (250ml), Borosil, Approx O.D .x height mm; 85x140, Approx Neck O.D.mm:34	50			
26.	Conical flasks (500ml), Borosil ,Approx O.D .x height mm; 104x176, Approx Neck O.D.mm:34	50			
27.	Beaker(100 ml), Borosil, Approx O.D .x height mm: 50x73	50			



28.	Beaker(150 ml); Borosil, Approx O.D. x height mm: 56 x 83	50			
29.	Beaker(250 ml); Borosil, Approx O.D. x height mm: 68x 95	50			
30.	Beaker(500ml); Borosil, Approx O.D. x height mm: 83x115	50			
31.	Beaker(500ml); Borosil, Approx O.D. x height mm: 105x145	50			
32.	Funnel of diameter:75 mm	20			
33.	Stands with clamps	50			
34.	Volumetric flasks (100 ml); Borosil,Tolerance $\pm$ ml:0.2; Stopper size:14/15	40			
35.	Volumetric flasks (250 ml); Borosil, Tolerance $\pm$ ml:0.3, Stopper size:14/15	30			
36.	Volumetric) flasks (500 ml) ;Borosil,Tolerance $\pm$ ml:0.5, Stopper size:19/20	30			
37.	Volumetric) flasks (1000 ml) ; Borosil Tolerance $\pm$ ml:0.8, Stopper size:19/20	30			
38.	Measuring cylinder (10 ml) Borosil;Graduation interval (ml):0.2, Tolerance $\pm$ ml:0.2, Approx height mm:140	10			
39.	Measuring cylinder 25 ml) Borosil; Graduation interval (ml):0.5, Tolerance $\pm$ ml:0.5, Approx height mm:170	10			
40.	Measuring cylinder (50 ml) ; Borosil Graduation interval (ml):1.0, Tolerance $\pm$ ml:1.0, Approx height mm:200	10			
41.	Measuring cylinder (100 ml); Borosil Graduation interval (ml):1.0, Tolerance $\pm$ ml:1.0, Approx height mm:200	10			
42.	Measuring cylinder (250 ml); Borosil Graduation interval (ml):2.0, Tolerance $\pm$ ml:2.0, Approx height mm:335	10			
43.	Measuring cylinder (500 ml); Borosil Graduation interval (ml):5.0, Tolerance $\pm$ ml:5.0, Approx height mm:390	10			

44.	Measuring cylinder (1000 ml); Borosil Graduation interval (ml):1.0, Tolerance $\pm$ ml:1.0, Approx height mm : 470	10			
45.	Burette(25 ml),Borosil, Graduation interval ml:0.1, Tolerance $\pm$ ml:0.1	70			
46.	Pipette(5 ml), Borosil, Graduation interval ml:0.05, Tolerance $\pm$ ml:0.05	25			
47.	Pipette(10 ml), Borosil, Graduation interval ml:0.1, Tolerance $\pm$ ml:0.1	25			
48.	Pipette(25 ml), Borosil, Graduation interval ml:0.2, Tolerance $\pm$ ml:0.2	25			
49.	Wash bottles, Approx Diameter mm:57	30			
50.	BOD bottles(300 ml); Borosil, Approx O.D. x Height mm:70 x150	30			
51.	Reagent Bottles(1 lit); Approx O.D. x Height mm:101 x225, Neck specification:GL:45	10			
52.	Reagent Bottles(2 lit), Approx O.D. x Height mm:136x260, Neck specification:GL:45	10			
53.	Reagent Bottles(5 lit), Approx O.D. x Height mm:186x330, Neck specification:GL:45	5			
54.	Glass Rod	30			
55.	Watch Glass, Diameter:100 ml.	20			
<b>Grand Total</b>					

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

I abide by all the terms & conditions of the tender.

SIGNATURE OF THE AUTHORISED SIGNATORY : \_\_\_\_\_

NAME OF THE SUPPLIER : \_\_\_\_\_

ADDRESS : \_\_\_\_\_

\_\_\_\_\_