

**RAJIV GANDHI UNIVERSITY  
RONO HILLS: DOIMUKH**

No. RGU/PC/DBT/HT-367/2017/127

Dated, 13<sup>th</sup> May, 2017

**Notice Inviting Quotations**

To

**Dealers/Suppliers/Vendors**

**Sub: Invitation of Quotations under Limited Tender System for instrument (major and minor) items under DBT Sponsored Project, Department of Botany, Rajiv Gandhi University, Rono Hills, Doimkh-791112, Arunachal Pradesh**

This is to inform the suppliers/dealers/vendors that the following 02 instruments (Equipments) items required under a DBT Sponsored Project (DBT Twinning Project) under the Principal Investigator of Dr. Hui Tag, Department of Botany, Rajiv Gandhi University, Doimukh, Itanagar, Arunachal Pradesh.

Interested firms/vendors may kindly submit the quotations up to **31<sup>st</sup> May, 2017 till 16.00hrs** if the firm/vendor deals with the following major instrument and items:

SN	Instrument Item	Technical Specification Range /Model	Quantity/ Maximum Budget Limit	Earnest Money Deposit (EMD)
01.	Rotary Evaporator with all accessories (Vacuum Pump, Controller & Chiller)	<ul style="list-style-type: none"><li>• DC brushless motor drive with speed range of 20-280 rpm</li><li>• Manual control of heating bath, vacuum pump, chiller and drive rotation speed</li><li>• 1500 cm<sup>2</sup> or larger cooling surface area for better recovery rate</li><li>• CW &amp; CCW Rotation with interval option for faster powder drying</li><li>• Motorized lift with safety stops function</li><li>• Timer function and RS 232 interface for software connectivity</li><li>• IR communication with heating bath which auto power off and avoids wired communications</li><li>• Provision to connect vertical, diagonal, reflux and dry ice condenser on same drive</li><li>• Heating temperature range of RT to 180°C for water and oil</li></ul>	01 No	Rs. 16,000.00

		<p>bath application</p> <ul style="list-style-type: none"> <li>• <b>Bath capacity of 3 liters or more and can accommodate up to 3 liters of evaporation flask</b></li> <li>• Heating bath should have heat control accuracy of <math>\pm 1</math> K or better</li> <li>• Safety temperature circuit and Dry Run protection of heating bath</li> <li>• Locking function of heating bath for avoiding accidental changes of settings</li> <li>• Heating bath can be used as standalone unit for different applications</li> <li>• Solvent trap should be supplied as standard accessory.</li> </ul> <p><b>Vacuum Pump:</b></p> <ul style="list-style-type: none"> <li>• Two stage diaphragm pumps made of PTFE for protection against aggressive solvents</li> <li>• <b>Transparent front cover for detection of solvent build up</b></li> <li>• <b>Pump rate or flow rate of 1.7 m<sup>3</sup>/h or more</b></li> <li>• <b>Ultimate vacuum level should be equal or less than 8 mBar</b></li> <li>• Controller: To be supplied with Vacuum Valve controller to Allow for adjusting the set vacuum value on the pressure manometer.</li> </ul> <p><b>Chiller:</b></p> <ul style="list-style-type: none"> <li>• <b>Operational temperature range of -20°C to RT</b></li> <li>• 4 liters bath volume with level indicator</li> <li>• <b>400 W cooling capacity at 20°C</b></li> <li>• <b>Should have temperature controller (temperature range - 20 degree to 250 degree Celsius.</b></li> <li>• Flow rate should be 18 liters per minute or more with pump pressure control</li> <li>• <b>Speed regulated compressor for temperature stability of <math>\pm 1</math> K and low noise level</b></li> <li>• <b>Pump pressure flow and suction should be 0.3 and 0.2 bar respectively</b></li> <li>• Safety drains and filters in front of the device for easy handling and cleaning</li> <li>• <b>Should have acoustic and optical warning signal</b></li> </ul>		
--	--	---	--	--

02.	Digital Plethysmometer	Specifications		01 No	Rs. 3000.00
		Accuracy	± 0.005ml		
		Resolution	0.001ml		
		Calibration	Auto and Manual		
		Display	LCD		
		Animals to be tested	Mouse, Rat		
		PC Connectivity	Through RS 232 port		
		Power requirements	220/230V AC 50Hz 110/110v AC 50-60Hz*		
		Material of composition	Methacrylate, S.S. 304		
		Certifications	CE Compliant		

**OTHER TERMS AND CONDITIONS:**

**1) Quoting the Core price & Tax, Duties, Discount etc separately.**

All rates quoted should be F.O.R destination (Rajiv Gandhi University, Doimukh) with breakup. Vague / Ambiguous terms like “Packing, forwarding, clearing, installation charge etc. Extra” without mentioning the specific amount should not be accepted.

The taxes / duties / discounts, if applicable, are to be explicitly and separately shown in the quotation and under no circumstances these components shall be added to the basic price and shown as single price. All the components of taxes, if applicable, should be shown explicitly and separately. Bidders shall indicate their rates in clear/ legible figures as well as in words and should not contain overwriting.

**2) Validity of quotations:** The Quoted rates must be valid for 90 days from the last date of submission of quotation.

**3) Warranty:** The Equipment and its components under the purchase order, when installed, shall be warranted for the quality, workmanship, trouble free operation and performance for a period of **at least 1 year from the date of putting the system into operation** at Rajiv Gandhi University, or at least 15 months from the date of receipt of the last lot of the consignment in India. (A signed Bidder’s Warranty as per **Annexure – 1** has to be submitted along with the Bid Document) If any item covered under warranty fails, the same shall be replaced free of cost including all the applicable charges including shipping cost both ways.

**4) Literature:** All the quotations must be supported by the printed technical leaflet/ literature and the specifications mentioned in the quotation must be reflected/ supported by such printed technical leaflet/ literature. For easy reference the model and specification quoted should invariably be highlighted in the leaflet/ literature.

**5) After Sales Service:** The vendors should clearly state the after sales service centre and detail address in India, without which their quotations shall be liable for rejection.

**6) Dealership certificate:** Dealers or agents quoting on behalf of Manufacturer must enclose valid dealership certificate.

**7) Invalid quotes:** The offers received through telex / tele-fax / e-mail will not be accepted by the University under any circumstances.

**8) In case of Postal loss:** The University shall not be responsible for any delay / loss or non-receipt of tenders by post / courier service.

**9) No unsolicited correspondence:** No unsolicited correspondence shall be entertained after the submission of the offer. No enquiry shall be made by the bidders during the course of evaluation of the tender till a final decision is conveyed to the successful bidder. However, the purchase committee or its authorized representative can make any enquiry/seek clarification from the bidders. In such a situation, the agency shall extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short notice, as such the bidders have to be ready for the same

**10) Performance Bank Guarantee:** On acceptance of the tender/ quotation, the bidder shall furnish Performance Security amounting to **10% of the total amount of the ordered items/equipments**, in the shape of Fixed Deposit Receipt (FDR) from a commercial bank duly pledged in the name of the University or Bank Guarantee for equal amount on the prescribed proforma, to the **Registrar, Rajiv Gandhi University, Doimukh** which will be valid till 60 days after the warranty period. This performance security must be deposited within 10 days of the award of the contract. On receipt of the performance security, the Bid Security/ EMD should be refunded. No interest will be paid on the performance security amount. **(Format as per Annexure – 11)**

#### **11) Delivery:**

a) **Time limit:** Maximum within 30 (thirty) days from the date of issue of purchase order.

b) **Safe delivery:** All aspects of safe delivery shall be the exclusive responsibility of the vendor. For sophisticated equipments the package will be opened only in the presence of University representative and vendor's representative. The intact condition of package and the seal/ indicators for not being tampered with shall form the basis for certifying the receipt in good condition

c) **Insurance:** the supplier is to establish all Risk Transit Insurance coverage till door delivery at Rajiv Gandhi University, Doimukh.

d) **Part delivery:** Part delivery is not allowed,

**12) Genuine Pricing:** Vendor is to ensure that quoted price is not more than the price offered to any other customer in India to whom this particular item has been sold, particularly to Universities / other educational institutions and Government organizations. Copy of the latest price list for the quoted item, applicable in India must be enclosed with the offer.

**13) Conditional tender not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Printed conditions mentioned in the tender bids submitted by vendors will not be binding on the University.

**14) Entry Tax:** Arunachal Pradesh **Entry Tax 4%** will be added while evaluating cost status of the concerned equipment to be supplied by **vendors from outside the State of Arunachal Pradesh**. Since there is no provision of Road permit Under Arunachal Pradesh Goods Tax Act, 2005 the supplier of the equipments shall have to pay the entry tax required for entry of goods to Arunachal Pradesh at the entry check gate. (Banderdewa / Gumto). If the entry tax is not paid / collected in the check gate the same shall be deducted by the University from the supplier's bill and payment will be made to the State Government, The goods can also be sent through the authorized transporters subject to payment of entry tax.

#### **15) VAT/ CST/ IT**

- a) Up-to-date sales Tax clearance certificate. CST/ VAT registration Certificate indicating also the TIN number of the firm must be clearly mentioned in the quotation. The Vendor may also attach documents of IT returns to the concerned Income Tax authority/ submit the exemption certificate. Otherwise TDS and other Taxes as applicable may be deducted from the bills as per the instructions of the Government.
- b) Concessional Form C & D is not applicable to this University.

**16) Late and delayed tender:** Late and delayed tender will not be considered. In case any unscheduled holiday occurs on the prescribed closing/opening date the next working day shall be the prescribed date of closing/opening.

**17) Duty Exemption:** - The Rajiv Gandhi University, Itanagar, has been granted the benefit of exemption from the payment of Central Excise duty and Customs Duty by the Department of Scientific and Industrial Research (DSIR) Government of India vide their Notification **No.TU/V/ RG-CDE (120)/2013 dated 20<sup>th</sup> November, 2013**. Customs and Excise duty exemption certificate will be issued **as applicable**, against receipt of Purchase order (P.O) acknowledgement.

**Hence the bidders should take into consideration about this facility while quoting for the advertised equipments/ instruments.**

**18) Additions in terms and conditions:** Additional terms and conditions will be incorporated in the purchase order, if needed, to safe guard the interests of the University.

**19) Non-transferable:** Tender is not transferable.

**20) Power to reject the offer:**

- a) Any offer containing incorrect and incomplete information shall be liable for rejection.
- b) Rajiv Gandhi University, Doimukh, Itanagar reserves the right to accept / reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof.

**21) After Sales Service:** In case of imported equipments/ instruments the foreign manufacturing firms should indicate facilities available for after sales service in India without which their offers are liable to be ignored.

**22) Delivery:**

(a) Delivery of goods at Rajiv Gandhi university, Doimukh, Arunachal Pradesh within 30 (thirty) days from the date of issue of the purchase order.

**23). Payment terms:**

- (a) 100% payment will be made within 30 days from the date of successful delivery, installation / commissioning / acceptance of goods at Rajiv Gandhi University, Doimukh, generally through **Account Payee cheque**. **No advance payment will be made for indigenous purchase/supplies.**

**24). Liquidated damages/ Penalty for delayed delivery.** Timely supply of the ordered items, installation, commissioning (wherever is applicable) and training etc. is the essence of the contract. In the event of delayed delivery, installation and commissioning i.e. after the expiry of the period as agreed by both the parties, the vendor shall be liable for a penalty deduction at a percentage on the value of the undelivered equipment subject to a maximum of 10% as detailed below.

@ 2% up to one week

@ 3 % up to two weeks

@ 5% up to three weeks

@ 10% for four weeks and above subject to approval given by RGU Doimukh.

**Additional terms and Conditions of Contract: -**

1. The firm must have the requisite domain expertise with regard to supply, installation and after-sale service of the items they are quoting.
2. The authorized dealers/ firms are requested to quote their rates inclusive of all taxes **F.O.R destination. (RGU, Doimukh).**

3. The firm should have sufficient number of installations of the similar Equipment in the premier Research Institutes in India.
4. Extra charge for installation & demonstration shall not be paid by Rajiv Gandhi University.
5. The feedback from the present users of the similar equipment about the performance, service support, accuracy of result, etc. is to be submitted along with the Tender Document.
6. Incorporate full specification of the items to be supplied in the quotation.
7. The signature on the quotations sent therewith will be deemed to be the authorized signatory of the firm.
8. The offer must be in English. The rates should be indicated both in figures and words. The rates and units shall not be over written, amount shall be both in figures and words. All corrections must be signed in full by the Firm
9. The prices quoted shall remain firm /valid until equipment/instruments are supplied to the Centre. .
10. In case of any dispute in respect of the tender, all legal matters shall be instituted within the jurisdiction of the place where the purchaser ordinarily resides.
11. The University may terminate the contract/ supply order in whole / part and forfeit the EMD/ PBG in case the supplier/ vendor fails to meet the contractual obligations.
12. Free training should be provided by the firm / authorized technical persons on the specimen and operation of the equipments immediately after the installation.
13. Incomplete proposals and Quotations received after due date shall not be entertained.
14. Quotationer's are requested to enclose a self attested copy of their valid certificate of **PAN No.TAN No, Service Tax No. and trading license with their tender.**
15. Quotations received without Bid Security (EMD) amount by way of **DD or Pay Order/Banker's Cheque** in the name of Registrar, Rajiv Gandhi University, Itanagar / Naharlagun will not be considered at all.
16. **No payment will be made for unsatisfactory supply.**
17. **The bills may be preferred in the name of Registrar, Rajiv Gandhi University, Doimukh.**
18. Late/delayed tenders received due to any reason whatsoever will not be accepted under any circumstances.
19. The competent authority reserves the right to accept or reject any or all quotations without assignment any reason. .

**The sealed quotation envelope should be super scribed as under:**

**No. RGU/PC/DBT/HT-367/2017/127      Dated, 13<sup>th</sup> May, 2017**

Please submit your quotations for each of the instrument / items if your firm is dealing with up to **31<sup>st</sup> May, 2017 till 16.00 hrs by DTDC Courier and or by hand.** The sealed quotations may be sent to the Registrar, RGU, Doimukh, Arunachal Pradesh within the due date and time.

Detailed Address.

**The Registrar**

Rajiv Gandhi University  
Rono Hills, Doimukh-791112  
Arunachal Pradesh, India

Attn:

Dr. Hui Tag  
DBT TWINNING Project  
Department of Botany  
Rajiv Gandhi University  
Rono Hills, Doimukh-791112  
Arunachal Pradesh, India  
Mobile: 09436224195/8131871644  
E-mail: huitag2008rgu@gmail.com

**Note: Each page of the Tender document and annexure if any, should be Signed by the Quotation/ tenderer failing which Quotation / tender will not be considered.**

**Copy to:**

1. All authorized dealers/ suppliers.
2. Senior System Analyst for uploading the quotation in the University website

**Sd/-**

Registrar, RGU, Doimukh

**Read and accepted**

**Signature of the quotee(s) with seal and date**





**BIDDER'S WARRANTY**

The Registrar, Rajiv Gandhi University, Itanagar, Arunachal Pradesh invited Bid Document for Supply of Equipments against a sponsored Research Project at Rajiv Gandhi University and M/s. \_\_\_\_\_

There in after referred to as "The Bidder" having carefully studied all the bid documents, Specifications, etc. for supply of the \_\_\_\_\_ (Name of the Equipment) and desirous to submit the bids as advertised vide Notification No - **Quotation Ref No:-RGU/PC/DEIT-305/2015 dated 6<sup>th</sup>June, 2015.**

**DO HEREBY WARRANTY THAT**

- 1) The bidder is familiar with all the requirements of the bid documents.
- 2) The bidder has investigated the site and satisfied, regarding the character and scope of the work and local conditions that may affect the supply or its Performance.
- 3) The bidder is satisfied that the supply can be performed and completed as required in the contract.
- 4) The bidder accepts all risk directly or indirectly connected with the performance of the contract.
- 5) The bidder has had no collusion with other contractors, with any of the men of Rajiv Gandhi University, Doimukh, or with any other person in preparation of the bid.
- 6) The bidder has not been influenced by any statement or promise of the Officials of Rajiv Gandhi University, Doimukh but only by the bid documents.
- 7) The bidder is financially solvent.
- 8) The bidder is experienced and competent to perform the contract to the satisfaction of the Principal Investigator, DEIT Project under Rajiv Gandhi U n i v e r s i t y .
- 9) The statements submitted with the bid are true.
- 10) The contractor/ Vendor is familiar with all general and special laws, acts, ordinances, rules and regulations of the Municipal, District, State and Central Government that may affect the supply, its performance or personnel employed therein.
- 11) All the terms & conditions of the Supply Order will bind the bidder once his quote is accepted and supply order issued.

**Signature of the Bidder with official seal**

**RAJIV GANDHI UNIVERSISTY  
RONO HILLS: DOIMUKH**

**BANK GUARANTEE**

(To be typed on a Non- Judicial Stamp paper of the value of Rs. 100/(Rupees one hundred )only to be established through any of the Nationalized Banks with a clause to enforce the same on their local branch in Itanagar/ Doimukh or any scheduled bank recommended by reserve Bank of India.)

To

The Registrar,

Rajiv Gandhi University,

Rono Hills, Doimukh, Arunachal Pradesh, Pin 79112.

**LETTER OF GUARANTEE**

Whereas Rajiv Gandhi university, Doimukh. Itanagar (Buyer) have invited Quotation No..... dated .....for purchase of .....AND WHEREAS the said quotation document requires that any eligible successful bidder (Seller) wishing to supply the equipment/ instruments etc in response thereto shall establish an irrevocable Bank Guarantee in favour of The Registrar, Rajiv Gandhi University, Doimukh, Itanagar in the form of Bank Guarantee for Rs..... (Rupees -----)Only

NOW THIS BANK HEREBY GUARANTEES that in the event of the said Tenderer (seller) failing to abide by any of the conditions refereed in tender document/ purchase offer/ performance of the equipments etc. This Bank shall pay to Rajiv Gandhi university, Doimukh, Itanagar on demand and without protest or demur Rs..... (Rupees..... Only

This Bank further agrees that the decision of the Rajiv Gandhi University, Doimukh, Itanagar (Buyer) as to whether the said Tenderer (Seller) has committed a breach of any of the conditions referred in tender document / Purchase order shall be final and binding.

We..... (Name of the Bank and branch) herby further agree that the Guarantee herein contained shall not be affected by any change in the constitution of the Tenderer (seller) and / or Rajiv Gandhi University, Doimukh, Itanagar.

Notwithstanding anything contained herein:

1. Our liability under this Bank Guarantee shall not exceed Rs..... (Rupees .....)only
2. This Bank guarantee shall be valid up to ..... (date) and
3. We are liable to pay the guarantee amount or any part thereof under this bank guarantee only if Rajiv Gandhi University, Doimukh, Itanagar. Serve upon us a written claim or demand on before .....(date)

This bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at ..... situate at .....(Address of local branch.

Yours truly,

Signature of seal of the Guarantors

Name of the Bank

Address:

Date