For IASST website

INSTITUTE OF ADVANCED STUDY IN SCIENCE AND TECHNOLOGY
(An Autonomous Institute under Department of Science and Technology, Govt. of India)
Paschim Boragaon, Vigyan Path, Garchuk, Guwahati-781035

Notice Inviting Quotations (NIQ)

Advt. No: 265 Date: 09/12/2020

Sealed quotations are invited in two bid systems (Technical and Financial) from reputed manufacturer/authorized distributors/dealers for supply of following scientific equipment/instrument for the Institute of Advanced Study in Science and Technology (IASST). Bid document with other terms & conditions can be submitted with bid fee as per following.

Bid fee-DD (non - refundable)	**Last Date and Time for submission of bids**	**Venue for submission & Opening of Technical Bids**
Rs. 1000/- (Rupees One Thousand Only)	Dt 06/01/2021 by 3.00 P.M	Office of the Registrar, IASST, Guwahati – 781035 Dt:07/01/2021 at 3.00pm

Names and technical specification of the equipments are given below. Participating firms may attend at the time of opening of bid as per date and time mentioned above. Detail tender document will be available at IASST website www.iasst.gov.in

There will not be any separate notice for participation of bidder in the bid opening time.

Registrar, IASST

1. Technical Specifications of the equipments

Sl No.	Name of Equipment	Technical Specifications	Special Features
1	**Robotic Liquid Handling System**	i. Automated liquid handling system should include an integrated incubator mixer module to mix, heat or cool samples and reagents. The module should load and unload with the gripper and pipetting to the mixer should be possible before and after mixing steps. The ThermoMixer module should be fully software controlled enabling pipetting onto other worktable positions while the mixer is in operation. ii. System should have at least 14 SBS/ANSI deck positions iii. Automatic exchange of 4 pipetting tools and gripper iv. Plate stacking - 5 microplates or 2 deepwell plates shouldbe stacked by the gripper v. PC controller to run pre installed software by touch or mouse and keyboard vi. Upgradable for barcode tracking and GLP/GMP software versions vii. Liquid Handling assistant for general liquid handling tasks viii. Conductor : X.Y,Z Positioning : Systematic measurement error : ± 0.3 mm and Random measurement error : ± 0.1 mm or better ix. Detector : Optical confocal infrared detector : contact-free detection of liquid levels, tools used, labware workstables, tip types and quantities x. Optical sensor : liquid surface must be 90 ±3^{O} to the vertical plane of the optical sensor xi. Gripper : Carrying capacity : 1200 g xii. Vacuum unit : Max output : 35 NI/min ; Suction range : 0.1 - 85 kPa; xiii. Suction time : 1 sec to 36 min xiv. Incubator mixer : Mixing frequency : Off, 300-2000 rpm, optimized for labware and application; Mixing amplitude : 3 mm ; Temperature range : - 15^{O} C below RT to 95^{O} C measured in labware at 75% filling height ; Temperature homogeneity : ≤ 10% on the block ; Heating rate : 5^{O}C/min, on the block; Cooling rate : 3^{O}C/min , on the block, above RT ; Setting range time : 5 sec - 120 min xv. 2 thermal module options xvi. CleanCap option - UV lamp and HEPA filter for	

		decontamination and clean air conditions xvii. System should be quoted with Software and PC; Holder for 6 Dispensing tools; One-channel dispensing tool 1-50µl ; 8-channel dispensing tool 1-50µl; Reservoir rack for use with 30 mL and 100 mL reagent reservoirs ; Gripper and Holder ; Reservoir of 30 mL and 100 ml xviii. System must be ISO, European CE, IVD and IEC Certified. xix. The system should come with 3 years warranty.	
2	**Refrigerated centrifuge with swing bucket rotor**	i. Refrigerated multipurpose bench-top centrifuge of 4 Lit capacity ii. Centrifuge should be quoted with Swing-out rotor capable of using 4 x 1000 mL bottle and with adapters for 5.0/15/50mL tubes and even PCR Plates. iii. Centrifuge should be quoted with Fixed Angled Rotor for 50 mL tube with minimum speed above 12000 rpm and rcf above 20000 x g iv. Centrifuge should be quoted with Fixed Angled Rotor for 1.5/2.0 mL tube with minimum speed of 14000 rpm and rcf above 22000 x g v. System should maintain temperature range –11°C to 40°C vi. System should have user-friendly operation; key panel with provision to set speed RPM / RCF, radius correction values that can be changed during centrifugation. vii. System should have fast temperature function for rapid cooling of centrifuge and stand-by cooling options. viii. Should have programmable temperature function to allows automatic precooling based on pre-programmable time and date ix. System should 5 program keys for routine programs and at least 99 storable programs x. The centrifuge must be equipped with automatic rotor recognition and imbalance detection for maximum operational safety xi. Timer – 10 s to 99 h 59 min, with continuous run function and short spin xii. System must indicate “time since centrifugation complete” xiii. System should have minimum 9 acceleration and deceleration steps xiv. Noise level at max speed should be less than 56 dB(A) for quite operation in work place	

		xv. System should have automatic shut off function to reduce energy consumption and to extend compressor life when not in use for long hours xvi. Rotors should be made of metallic and must be fully autoclavable at 121°C xvii. Centrifuge lid with soft-touch lid closure, and low opening height for stress-free lid locking xviii. Centrifuge should have the facility for Fast Temp which allows programming of pre-setting via date and time to have the centrifuge refrigerated and ready-for-use at the pre-selected time xix. System must be ISO, European CE, IVD and IEC Certified. xx. The system should come with 3 years warranty.	
3	**Refrigerated Incubator Shaker**	i. System Should have multi-steps programming with the multi-steps parameter of shaking, time and temperature ii. System should be stackable up to 2 units or more. iii. System should be Triple-eccentric drive with permanently lubricated ball bearings iv. System should have Programmable constant speed and temperature and time shaking mode v. Should have Solid State, DC brushless motor vi. System should have Programmable Temperature Range : 20°C below ambient to 80°C or better vii. System should have Speed Range of : 25 to 400 rpm viii. System should have RS-232 for data logging ix. System should have LCD Display x. System should have Single Adjustable-Height Stationary Shelf to add storage for incubating plates and other samples xi. System should have non volatile memory with automatic power failure restart xii. System should have Timer ranges of : 0.1 – 99.59 hours, continuous xiii. System should have Platform Size : 18 x 18 inch xiv. Program store should have 4 program with 15 steps per program. xv. Should have provision for Illumination. xvi. System should have Temperature Uniformity : ± 0.25°C at 37°C xvii. System should have optional culture drawer, gassing manifold and humidity monitor xviii. System should have optional UV germicidal Light and Photosynthetic Light. xix. System should have provision to stop agitation motion	

		when excess vibration is detected xx. Overall dimension of Single Unit 62 x 75.4 x 82.5 cm (25 x 29.7 x 32.2 in) xxi. System should be supplied with Universal Platform with 100 mL – 4 nos. 250 ml – 4 nos. and 500 ml – 4 nos., flask clamps. xxii. The system should come with 3 years warranty.	

Note:

- Price quoted should be FOR IASST.
- Quoted price should include packing, forwarding, insurance, installation and commissioning

Notice Inviting Quotation

Eligibility Criteria of bidder(s):

- The Bidder should be a reputed manufacturer/authorized distributors/dealers having after sales service agreement with the OEM (proof for the same to be enclosed along with address, phone nos. & E-mail etc. of the Service Centre). The supplier should have local service setup at Guwahati for a better after sales service support and should attend call within 3 working days from the call log. Details of the service engineer stationed at Guwahati has to be furnished.

- If the bidder is an ISO certified Company, then documentary proof should be enclosed.

- The bidder should have experience of more than five years in execution and maintenance of equipment quoted (A certificate of establishment to be provided).

- The bid document, complete in all respect should reach the Registrar, Institute of Advanced Study in Science and Technology (IASST), Vigyan Path, Paschim Boragaon, Guwahati – 781035 on or before 06/01/2021 by 3.00 pm. No bids after the last date shall be entertained.

- The bidder who can consider exclusion of time lapsed between receipt of complain from institute and the actual visit of engineer that happens due to company's inability to send service engineer to successfully repair the equipment within the warranty period. This time lapse will be added to the length of warranty period which will result in extending of termination of last date of the warranty period.

- The bidder must be able to make presentation of their bids in front of an expert committee.

- Those bidders who can cover all parts of the equipment and specific consumables involved in running the equipments within the warranty period.

- The bidders must mandatory be able to ensure FOR IASST Guwahati.

Sequence of documents to be provided / enclosed in each copy of the bid documents:

1. Each equipment's technical and price bid should contain advt. no, equipment name on the top and these documents should be put inside a single envelop which will also contain on the top the advt. no, names, last date of submission of quotation and content (how many envelop) inside.
2. Forwarding letter duly signed by the Authorized person.
3. Balance sheet with auditor's report for the last three financial years.
4. Latest Income Tax Clearance Certificates.
5. Copy of Certificate of Registration for Central Sales Tax/VAT

6. Copy of PAN Card.

7. Proof of the authorized agent/distributor/supplier.

8. Sole Proprietary/sole manufacturer certificate for proprietary item.

9. Compliance sheet stating the deviation, if any, with reference to the terms and specifications of the equipment/ its accessories.

10. Certificate in support of the authorized agent/distributor/supplier.

11. Sole Proprietary/sole manufacturer certificate for proprietary item.

12. List of similar equipment supplied by the firm with addresses and phone numbers of customers with satisfactory completion certificate/ working certificates.

13. Name and address of registered office, Head Office and Regional Office of the company with name and phone numbers of key persons.

14. Self-declaration at Annexure –I

15. Format of Manufacturer/Supplier/Distributor information at Annexure –II.

16. Technical Specification at Annexure – III

17. Financial Bid at Annexure – IV

18. Contract Form at Annexure –V

19. Acceptance of all clauses of bids specification duly signed page wise.

20. A summery sheet as per the format must accompany the financial bid and failure to do so may result in cancellation of the bid.

The committee of experts and the user scientists will have the right to recommend /reject purchase of equipment from a firm with proper justification and scientific logics.

All the above documents except SL.No.17 should be enclosed with the Technical Bid. Sl. No.17 to be submitted in a separate sealed envelope following instruction (1) above.

Conditions forming part of NIQ

- Price of the equipment quoted should be FOR, IASST only.

- The supplier will be responsible for custom clearance and payment of customs duty and other payment due for carrying and forwarding the equipment from the nearest shipment destination to IASST. IASST will be reimburse custom duty, carrying and Forwarding charges subject to submission of valid documents in support of payments made. IASST will be responsible for providing required custom clearance documents only to the supplier.

- The two bid systems should be followed for this NIQ. Under this system the bidder must submit their offer in two separate sealed envelopes marked clearly as Technical Bid and Commercial Bid on cover page of the envelop for each item quoted. Both the sealed envelope should be placed in a third larger envelop. The main envelope which will contain both the bids should be super scribed with NIQ enquiry no. and name of the equipment quoted for.

- The bidder shall be required to deposit **Rs. 80,000/- for Sl.no.1**, **Rs.16,000/- for Sl.no.2 and Rs.20,000/- for Sl.no.3 as EMD** along with the Technical Bid, through Bank Draft/ Fixed Deposit Receipt/Bank Guarantee drawn in favour of '**The Director, IASST'** payable at Guwahati. All quotation submitted without requisite amount of earnest money shall be rejected and their financial bid shall not be opened. The EMD will be returned to the bidders(s)/Agents whose offer is not accepted by IASST within one month from the date of placing of final order(s) to the selected bidder(s). In case of bidder(s) whose offer is accepted, the EMD will be returned on submission of Performance Bank Guarantee. The IASST shall forfeit EMD, if the successful bidder fails to furnish the required Bank Guarantee. However, if the return of EMD is delayed for any reason, no interest/penalty shall be payable to bidders.

- The Technical Bids will be opened in presence of the bidders on the specified time and date. The bidder/their authorized agents who have responded to the quotation will be allowed to be present in the opening. The bidders are requested not to insert their quoted price in Technical Bid which will lead the quotation for summarily rejection.

- The Technical Bids will be evaluated to shortlist the eligible bidders. The Price Bids of only the short listed bidders shall be considered for further processing. Bidders whose Technical Bid is found acceptable and meets the eligibility requirements as specified in this NIQ will be informed about the date and time of the opening of Price Bid.

- The Successful bidder will have to submit within ten (10) days of the award of the contract, Performance Bank Guarantee equivalent to 5% of the total value of purchase order in the form of Bank Guarantee favouring the Director, IASST payable at Guwahati valid till completion of warranty period.

- Bids would be rejected for award if it determines that the bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question.

- The bids received after the deadline for submission of bids prescribed by the IASST will be rejected and such bids shall be marked as late and not considered for further evaluation.

- The IASST may, at its discretion, extent the deadline for submission of bids by amending the bid documents in accordance with clause relating to Amendment of Bidding documents in which case all rights and obligations of the IASST and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

- The original and all copies of the bid shall be typed and shall be signed by the bidder or a person or persons duly authorized to bind the bidder to the Contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid. Further, over-writings on documents, if any should be supported by signatures.

- The bidders may submit their duly sealed Bid by post or by hand at the address specified in the NIQ not later than the time and date specified therein. In the event of the specified date for the submission of bid being declared a holiday for the IASST, the bid will be received up to the appointed time on the next working day.

- The bidder should submit soft copies of both the bids in soft copy format through CD. The format of soft copies should in M.S. Word format.

- Issuance of bid documents should not automatically be construed that the bidder is considered qualified. The IASST Authority has the right to reject any bids on technical grounds without assigning any reason thereof.

- IASST shall not be responsible for any delay, loss or non-receipt of bid documents sent by post.

- Prices shall be quoted in Indian Rupees for offers received for supply within India and in their currency as per the Financial Bid format in case of offers received for supply from foreign countries. The prices quoted should be FOR, IASST destination.

- The IASST may open a letter of Credit or Wire Transfer in cases where it so decides. Any variation in price from the importer and manufacturer be indicated well in advance.

- The imported equipments should be quoted by the authorized supplier/dealer. In this case, commitment of after sales service with the period applicable should be clearly mentioned.

- Compliance sheet should indicate in details of meeting up of specifications required. The bidder can mention the additional features that exist in quoted products, if any, separately.

- Payment shall be made after delivery, successful installation, commissioning, and submission of Bank Guarantee and on submission of installation and warranty certificate duly signed and stamped by the authorized representative of the user department. No advance payment will be made in case of equipment supplied by indigenous supplier. In case of imported equipments 100% payment will be made through letter of credit for equipment costing USD 20000.00(or equivalent foreign currency) or more with payment terms 80% after shipment and balance 20% after satisfactory installation and commissioning along with submission of Performance Bank Guarantee. Equipment costing below USD 20000.00 (or equivalent foreign currency) will be made after installation through Foreign Demand Draft or through wire transfer.

- All taxes, if applicable, should be quoted separately, otherwise it would be presumed that the quoted prices are inclusive of taxes (please see Financial Bid format).

- Prices quoted should be FOR IASST, Guwahati inclusive of all charges required to make the equipment functional to the satisfaction of the Institute, otherwise it would be presumed that the quoted prices are inclusive of all charges, if applicable.

- In case price for imported goods are quoted in FOR, the IASST will provide customs duty exemption certificate, if the import is made in the name of IASST and the supplier should submit original Bill of Entry in the name of the Registrar, IASST.

- Delivery should be within specified days mentioned in Purchase Order. If the equipment/instruments are not delivered within the stipulated time, the supplier shall be liable to pay a penalty of 1% of the total order value for each delay of 10 days or part thereof, and the amount will be deducted from the payment on account of purchase.

- The suppliers will undertake warranty of equipment/instruments from the date of installation and shall have to mention the period of warranty in both the bids clearly.

- The quotations must be valid for a minimum period of 90 days (three months) from the date of opening of the financial bids. No change in prices and change in terms and conditions will be permitted.

- All quoted items may carry brochure/catalogue/Pamphlets/Technical Literature and related documents.

- The supplier further warrants that the goods shall be free from defects arising from any act or omission of the supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in India.

- The bidder should indicate clearly in their technical bid about the pre-installation requirements. Subsequently, before the consignment lands in IASST, the bidder shall confirm that the pre-installation requirements are sufficient for installation of the equipments.

- Installation, testing, commissioning of the equipments should have to be carried out by Technical experts of the company/supplier up to the satisfaction of user department of IASST.

- Free training shall be imparted to faculty/technical staff for operation, maintenance and troubleshooting at the user department of IASST.

- The equipment should be supplied with manuals containing technical drawings, complete in all respects, so as to operate the system without having any problem.

- The bidder may submit the proprietary certificate for the item(s), if applicable.

- In a bid, either the Indian agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same bid.

- If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same bid for the same product.

- IASST reserves the right to purchase varying quantity of material, less or more.

- In the process of evaluation, comparison of bids, IASST reserves the right to reject any or all bids.

- In case replacement of a part becomes necessary during warranty period, the parts of the same make and same or better configurations as were originally there in the equipments shall be used. The supplier/vendor shall maintain details of the replacements and repairs carried out, if any, in any equipment/instrument in a separate document and produce the details as and when required by the user department of IASST. The cost of the parts will be borne by the supplier.

- In case of complaint regarding repairing/replacement of equipment/instrument within the warranty period, the supplier will provide repair/replacement immediately. In case of non-compliance or delayed compliance, supplier will be penalized with an amount mutually agreed upon and it would be deducted from the Bank Guarantee.

- The technical specification wherever given in the items' specification format is basic. The equipments/instruments may also be evaluated as per additional provisions and facilities.

- **All corrigenda will only be notified on the IASST website.**

- The bidder should make arrangement of insurance of the equipment against all risks of loss or damage from the date of shipment till such time it is delivered at IASST site in case of Rupee/Foreign currency terms.

- The successful bidder should transport their products though the Institute's empanelled Carrying and Forwarding Agent from CIF/CIP destination.

- The Director, IASST shall be the final Authority for settlement of any dispute and his interpretation of any Clause/term/condition(s) of this document shall be final.

- If any dispute arises out of or in connection with the contract, or in respect of any defined legal relationship associated therewith or derived there from, will be settled under the jurisdiction of Court of Law of Guwahati.

- The Institute is not bound to accept the lowest bidder.

- Purchase terms and condition as per General Financial Rule (GFR) will be applicable for all the purchases to be made.

Authorize Signature of the firm
Name:
Designation:

ANNEXURE-I

Self-Declaration to be given by the bidder

NIQ Reference No. & Date:

Bidder's Name & Address:

Person to be contacted:

Designation:

Telephone No: Fax No: Email:

The Registrar,
Institute of Advanced Study in Science and Technology (IASST),
Vigyan Path, Paschim Boragaon, Guwahati – 781035.

We, the undersigned Bidder, having carefully read and examined in detail the Terms and Conditions, specifications and all bidding document in regard to the supply of equipments/instruments at Institute of Advanced Study in Science and Technology (IASST) and accept the same.
We also hereby declare

- that we have not been blacklisted/debarred by any Government/Undertaking.

- that the rates quoted are not higher than the rates quoted for same item to any Government/Undertaking.

- that the bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

For and on behalf of the firm

(Firms Name & Address)

(Signature of Authorized Signatory)
Name:
Designation:
Phone No:
Seal:

Date: --------
Place: ------

ANNEXURE – II

FORMAT FOR OTHER INFORMATION

(To be filled in by the bidder)

Cost of Bid: Rs. 1000/- ----------

Cash receipt/Bank Draft No: ----------

Date: ----------

- Name of the firm: ----------
- Address: ----------
- Telephone/Mobile No: ----------

- Fax Number: ----------
- Email: ----------
- TIN/VAT/CST No: ----------
- Firm Registration No: ----------

  (If any)
- PAN: ----------
  (Attach photocopy)
  - Details of Earnest Money (Bids Security) of the estimated values of the equipment to be provided.

a) Bank Draft/Pay Order No. b) Date.

c) For Rs. d) Drawn On.

Place ---------

Date ----------

(Signature of the authorized person)

Name of the Contact person
Name of the Firm
Contact No.
Seal

Annexure – III

TECHNICAL SPECIFICATION

Advertisement No:

Sl. No (as per NIQ):

Equipment Name:

Equipment Name	Whether all specifications are as per the advertisement listed (Yes/No)	Principal Price (Rs./or any foreign currency with the equvalent rupees value	Taxes	Total (Rs./ or any foreign currency with the equvalent rupees value on the date of

		on the date of submission of quotation)				submission of quotation)

ANNEXURE – IV

FINANCIAL BID

Sl. No	Equipments & Specifications	Amount
	Basic Cost of the Equipment	
	Sales tax & other taxes	
	Excise duty, if any	
	Customs duty, if any	
	Packaging & forwarding charges, if any	
	Octroi Duty, if applicable,	
	Training cost, if any	
	Installation and Commissioning cost, if any	
	Any other charges, if any	
	Grand Total (in figure & words)	

(Signature of the authorized person)

Name of the Contact Person
Name of the Firm
Contact No.

ANNEXURE -V

CONTRACT FORM

(To be filled by the successful bidder only)

THIS AGREEMENT is made on the ---------- day of --------,20------- between the Registrar, Institute of Advanced Study in Science and Technology (IASST), Vigyan Path, Paschim Boragaon, Guwahati – 781035 (hereinafter called "the Purchaser") of the one part and ----------(Name of Supplier) of ---------- (city and country of Supplier) (hereinafter called "the Supplier") of the other part:

WHEREAS the Purchaser is desirous that certain equipment/instrument and after sales services viz, ---------- (Brief Description of equipment/instrument and after sales services) and has accepted a bid by the Supplier for the supply of those equipment/instrument and after sales services for the sum of ---------- (Contract Price in Words and Figures) (hereinafter called 'the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. In consideration of the payments to be made by the IASST to the supplier as hereinafter mentioned, the Supplier hereby covenants with the IASST to provide the equipment/instrument and after sales services and to remedy defects therein in conformity with the provisions of the Contract in all respects.
3. The IASST hereby covenants to pay the Supplier in consideration of the supply of the equipment/instrument and after sales services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

   Brief particulars of the equipment and after sales services which shall be supplied/ provided by the Supplier are as under:

SL. NO	BRIEF DESCRIPTION OF EUIPMENT/INSTRUMENT AND AFTER SALES SERVICES	QUANTITY TO BE SUPPLIED	UNIT PRICE	TOTAL PRICE	DELIVERY TREMS