



ASSAM UNIVERSITY, SILCHAR :: DEPT OF PHYSICS
Notice for Limited Tender enquiry for Supply of Equipment
during the Financial Year 2017-18

No. AU/PHY/2/2017-18/2891

27 January 2018

Tender Reference	AU/PHY/2/2017-18/2891 dated 27 January 2018
Price of Tender Document	Rs. 100.00
EMD	5% of quoted amount
Last Date and Time for receipt of tender offers	12th February 2018, 3 PM
TIME AND DATE FOR OPENING of tender (Technical bid)	12th February 2018, 4 PM
Address for Communication	The Head, Dept. of Physics, Assam University, Silchar - 788011, Assam, India. Emails: Head : atri.deshamukhya@gmail.com Senior Technical Asstt: subrabhatta2@gmail.com

Sealed tenders are invited as **three bid system** for supply of equipment for the Department of Physics, Assam University, Silchar.

1. Interested parties may send their tender offers in three separate sealed covers (**1. Pre-bid-qualification, 2. Technical Bid** and **3. Financial Bid**) enclosed in a single sealed cover addressed to "**The Head, Dept of Physics, Assam University Silchar – 788011, Assam, India**" superscripted with tender number (reference number of and complete in all respects latest by **12th February 2018, 3 PM**. Tenders received after the scheduled date and time will be rejected. **The Technical Bid & Financial Bid are to be submitted in proforma given in Appendix-A/A & A/B.**
2. For pre-bid qualification, the bidder has to be exclusively a manufacturer / agent / authorized distributor of laboratory equipment and should have a registered office anywhere in India, Preferably having a branch / service office at Guwahati / Silchar. The bidder should provide information about their earlier service and time taken with regard to execution for Supply & Installation of laboratory equipment to Universities / Educational or Research Institutes / Government Departments. The EMD (Earnest Money Deposit) will be 5% of quoted amount and Price of Tender Document will be of Rs 100/-. EMD and Price of Tender Document should be submitted separately either as a Bank Draft / Pay Order / Banker's cheque in favour of "**Finance Officer,**

Assam University". The tenders submitted without EMD and cost of Tender Document shall be liable to be rejected summarily.

3. After pre-bid qualification the technical bid will be opened. The Financial bid containing the rate(s) of the item(s) will be opened after the technical bid in respect of those who qualify the terms and conditions of the technical bid.
4. The pre-bid qualifications, technical bid and financial bid should be sealed by the bidder in separate covers superscripted with "**Pre-bid qualification for tender for Supply of laboratory equipment**", "**Technical bid for Tender for Supply of laboratory equipment**" and "**Financial Bid for Tender for Supply of laboratory equipment**" and all three Sealed Envelopes should be kept in a main/ bigger envelope superscripted as "**Tender for Supply of laboratory equipment**".

TERMS AND CONDITIONS:

1. The supply of the laboratory equipment shall be done by the vendor free of charges within 3 weeks from the date of issue of purchase order by the Head, Department of Physics, Assam University, Silchar, to the vendor.
2. The intending supplier should quote the rates inclusive of all expenses, charges, taxes, duties, transportation, packing and forwarding, freight, insurance, etc. i.e. All "Inclusive" with free delivery up to Department of Physics, Assam University, Silchar.
3. The documents containing bids shall be free from cutting or erasing or overwriting or overtyping. However, alterations if any in the tender should be attested properly by the bidder, failing which the tender is liable to be rejected.
4. Bidders will have to supply laboratory equipment manufactured by any reputed manufacturer and not of local brand name or assembled.
5. In case of any deviation from specifications or accepted terms, the supplied goods may be liable to be rejected and the order / contract cancelled.
6. **Manual:** Hard as well as soft copies of instruction / operation / service manuals should be supplied with the equipment.
7. **Payment terms:** Payment will be made after receipt of the items in good working condition to the satisfaction of our experts.
8. **Warranty:**
 - a) At least two years from the date of receipt of the items is desirable.
 - b) During the warranty period, any repairing or rectification of defects will be done free of cost including replacement of parts if any and expenditure incurred towards transportation.
9. The registration number of the firm along with the GSTIN along with the place of registration should invariably be given along with the technical bid.
10. Certificate of dealership / distributorship is required to be submitted.
11. The documents to be submitted with the technical bid should be complete with makes, models, consumption of power, detailed specification, technical brochures of the proposed items.
12. **Detailed specification should not merely be description of the equipment as available in any text book. It should instead include specialities of the proposed model like construction of the assembly or set up, method of adjustment or alignment or displacement, resolution and precision of measurement etc.**
13. The bidder should enclose latest sales tax / GST / income tax clearance certificates along with PAN.
14. The tender not conforming to any or all the above terms and conditions will be rejected.
15. Incomplete tenders are liable to be rejected.

16. Merely quoting the lowest price shall not entitle a bidder receive the order. University hereby reserves the right to place order with any bidder at its discretion irrespective whether the quoted price is lowest or not.
17. Actual quantity requirement is tentative and it may vary at the time of placing the order. The rates approved after finalization of tender may be valid for one year and University may place subsequent order as per requirement.
18. No request for advance payment shall be entertained in any circumstance. After completion of the supply the firm will submit bills in triplicate for payment with a certificate of successful installation of the materials from the Head of concerned Department.
19. If there be any dispute, it will be referred to an arbitrator to be appointed by the University for his decision and award. The award or decision of the arbitrator shall be final and binding on both parties.
20. **Documents:**
 - a) All pages of the Tender should be numbered and indexed.
 - b) The bidder shall provide in its tender the required as well as the relevant documents like technical data, literature, drawings etc. to establish that the goods and services offered in the tender fully confirm to the goods and services specified by the purchaser in the tender documents. For this purpose the bidder shall also provide a clause-by-clause commentary on the technical specifications and other technical details incorporated by the purchaser in the tender documents to establish technical responsiveness of the goods and services offered in its tender duly indicating relevant page numbers in the product literature.
 - c) The bidder shall provide a list of major Government and Private Institutions where its relevant bid item has been supplied during last one year.
21. **Additional information and instruction on Duties and Taxes:** If the Bidder desires to ask for excise duty, sales tax / GST, Custom Duty, Service Tax, Works Contract Tax etc. to be paid extra, the same must be specifically stated. In the absence of any such stipulation the price will be taken inclusive of such duties and taxes and no claim for the same will be entertained later.
22. **Breach of Terms and Conditions:** In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the order without assigning any reason thereof and nothing will be payable by Assam University, Silchar and in that event the security deposit shall also stands forfeited.
23. **Insolvency etc.:** In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified, Assam University, Silchar shall have the power to terminate the contract without any prior notice.
24. **Force Majeure:** If, at any time during the subsistence of this contract, the performance in whole or in part by either party of any obligation under this

contract is prevented or delayed by reasons of any war or hostility, act of public enemy, civil commotion, sabotage, fire, floods, explosion, epidemics, quarantine restriction, strikers lockout or act of God (hereinafter referred to as events) provided notice of happening of any such eventuality is given by party to other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance, and deliveries have been so resumed or not shall be final and conclusive.

25. Further, that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, either party may, at least option to terminate the contract.
26. Bidder shall submit a copy of the tender document and addenda thereto, if any, with each page of this document should be signed and stamped to confirm the acceptance of the entire terms & conditions as mentioned in the tender enquiry document.
27. Conditional bid will be treated as unresponsive and it may be rejected.
28. The Institute reserves the right to accept in part or in full or reject any or more tender(s) without assigning any reasons or cancel the tendering process and reject all tender(s) at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s).

DETAILS OF ITEMS:

SI No	Particulars	Approximate Quantity Required
1	Michelson's interferometer with diode laser. Least count of measurement of the order of 0.0001mm or smaller.	1
2	Balmer Series study & Rydberg Constant measurement set up.	1
3	Frank Hertz experiment apparatus.	1
4	Four probe set up for study of variation of resistivity of semiconductors with temperature, complete in all respect with constant current source, ammeter, voltmeter and electronically controlled oven.	1
5	Set up for study of dielectric constant and Curie temperature of ferroelectric materials (preferably including samples).	1
6	Lattice dynamics kit.	1
7	Set up for measurement of dielectric constant of different materials including samples	1
8	Curie temperature set up for ferromagnetic material (preferably including samples).	1
9	Solar cell characterization apparatus (V-I characteristics) (including optical bench if required).	1

APPENDIX 'A/A'

TECHNICAL BID FORM

Date:

To

The Head,
Department of Physics,
Assam University, Silchar-788011, Assam

Ref: - Your tender notice No. dated

I hereby offer to supply the stores given in schedule and agree to hold offer open till last date of tender. I shall be bound by a communication of acceptance within the prescribed time. I have understood the terms and conditions and it certify that I will be fully abided by terms and conditions. If I / We fail to comply with any of the terms and conditions Earnest Money Deposit (EMD) / Security money already deposited may be forfeited.

An amount of Rs. /-(Rupees.....) only as EMD / Security enclosed herewith in form of Bank Draft/Pay Order/Banker's Cheque No.....dated..... issued by Bank..... Photo copy of valid GST/Sale tax clearance and past experience certificate of such supply enclosed.

Certified that I/we have no pre-conditions attached with tender / specifications.

Encl: Annexure- A/A-1, A/A-2, A/A-3

Yours faithfully.

Signature.....

Name of bidder.....

Address with seal.....

PROFORMA "A/A-1"

**DETAILS OF AGENT / DISTRIBUTOR / DEALER / MANUFACTURER
REGISTRATION**

1. Name of Agent / Distributor / Dealer/Manufacturer:
 2. Name of the Company under which agent / distributorship:
 3. Dealership / Distributorship number (if any):
 4. Validity period: With effect from _____ to _____
- Copy of Dealership / Distributorship certificate to be enclosed

Signature of Agency/ Contractor

Seal

PROFORMA "A/A-2"

List of similar nature of works with regard to execution for supply & Installation of laboratory equipments to University / Educational or Research Institute / Government Departments

Sl No	Name of work with brief particular there of	Time required for supply of the items	Contract Amount	Name of the Client with his complete postal address, phone numbers

Add extra sheet if required.

Date:

Sign of the Agent / Distributor /Manufacturer

Seal

PROFORMA "A/A-3"

List Ongoing work:

SI No	Name of work with brief particular there of	Time required for supply of the items	Contract Amount	Name of the Client with his complete postal address, phone numbers

Declaration

1. I / We have read all the terms and conditions of the NIT carefully and these are acceptable to me/ us.
2. I/ We hereby declare that our firm/ company/ concern are registered for the above work. We are in the business of above work for few years, which can be verified from your end. We have all the logistics, infrastructure and technical staff required for carrying out the work, as per terms and conditions, specification and delivery schedule etc. mentioned in the NIT. We have not been blacklisted by any Government (Central and State)/ Board/ University/ Public undertakings/ Banks/ RBI etc till date.
3. The decision of the University authority will be accepted by me/us during and after the bid evaluation process.

Name of the bidder _____

Address _____

Telephone no-

Mobile No-

Email id-

Signature of the Bidder

With Seal & Date

Date:.....

CHECK LIST OF DOCUMENTS

1. Valid Agent / Distributorship /Manufacturer certificate (Xerox copy self attested)
Proforma A/A-1
Experience of similar nature of works with regard to execution Supply &
Installation of laboratory equipments to University / Educational or Research
Institute / Government Departments, Proforma A/A-2
(Xerox copy self attested): Yes/No
2. Ongoing works statement (if any) Proforma A/A-3
(Xerox copy self attested): Yes/No
3. PAN CARD (Xerox copy self attested): Yes/No
4. GSTIN No. Yes/No
(Xerox copy self attested)

APPENDIX 'A/B'

FINANCIAL BID FORM

Date:

To

The Head,
Department of Physics,
Assam University, Silchar-788011, Assam

Ref: - Your tender notice No. AU/PHY/2/2017-18/2891 dated 25 January 2018.

Sir / Madam,

I/We hereby quote the following rates for supply of laboratory equipment as per specification shown in the notice inviting tender. Description of store with specification and rate of each item is also given in the Annexure "A/A.4".

(i) GSTIN No @.....

Certified that I/we have no pre-conditions attached with tender/specification.

Encl.:- Annexure "A/A-4"

Yours faithfully.

(Signature of Bidder)

Address with seal.....

