

॥ तृतीय निविदा सूचना ॥

क्र. 365 / विकास / 2020

रायपुर, दिनांक 30/12/2020

// विश्वविद्यालय के अध्ययनशालाओं के लिए रूसा प्रोजेक्ट से Lab Equipments कय हेतु निविदा //


(1) Stern Gerlach Experiment Kit (2) Boyle's And Charle's Law Experiment Kit (3) Semi-Automatic Thin Section Lapping and Polishing Machine (4) Table Top Cutting Cum Grinding Machine (5) Micro volume Spectrophotometer

उपरोक्तनुसार चाही गयी वस्तुएं एवं सामग्री के लिए निर्माता एवं अधिकृत विक्रेताओं से स्पीड पोस्ट/रजिस्टर्ड डाक के द्वारा मुहरबंद निविदाएं आमंत्रित की जाती है। वेबसाइट से प्राप्त निविदा प्रपत्र रु.1000.00 (एक हजार रुपये मात्र) का बैंक ड्राफ्ट के नाम Registrar, Pt. Ravishankar Shukla University, Raipur (C.G.) से संलग्न करने पर ही मान्य होगा। निविदा का विस्तृत विवरण विश्वविद्यालय के वेबसाइट [www.prsu.ac.in](http://www.prsu.ac.in) में उपलब्ध है।

संबंधित फर्मों को निविदा प्रपत्रों के शर्तों के अधीन निम्नांकित समय सारणी के अनुसार निविदा प्रस्तुत करना होगा -

1. निविदा प्रपत्र स्पीड पोस्ट/रजिस्टर्ड डाक :- दिनांक 18/01/2021 अपरान्ह 05:00 बजे तक के माध्यम से प्राप्त होने की अंतिम तिथि व समय
2. निविदा खोलने की तिथि एवं समय :- दिनांक 19/01/2021 अपरान्ह 03:00 बजे
3. निविदा खुलने का स्थान :- VC Meeting Hall, Pt. Ravishankar Shukla University, Raipur (C.G.)

टीप :- उपरोक्त निविदा में फर्मों द्वारा जिस सामग्री हेतु निविदा भरा जा रहा है उस सामग्री का नाम निविदा लिफाफे के ऊपर स्पष्ट उल्लेख करें। पूर्व में जारी निविदा क्रमांक 42/Dev./2020 Date 31/01/2020 में दर्शित शर्त व नियम यथावत रहेंगे एवं प्रत्येक सामग्री के लिए अलग-अलग सीलबंद लिफाफा निविदा के रूप में प्रस्तुत करें।

  
30.12.20  
प्रमुखसचिव

# Pt. Ravishankar Shukla University

Amanaka, G.E.Road, Raipur (C.G.) 492010

Phone: 0771-2262540 , email registrarprsu@gmail.com

**Notice Inviting Tender No. : 365/Dev/2020 Raipur, Dated: 31/12/2020**

Sealed tender invited on behalf of the Pt.Ravishankar Shukla University, Raipur from the Original Equipment Manufacturer or their authorized dealers for the **Supply & Installation of Lab Equipments** in two-bid format for the laboratory of the institute as per the specifications in **Annexure-I** in two bid system. The tender document can be downloaded from the Institute website at URL Link: <http://www.prsu.ac.in>

## 1. Schedule

Date of Issue/Publishing	30/12/2020
Last Date and Time for submission of Bids	18/01/2021 till 05:00 pm
Date and Time of Opening of Technical Bids	19/01/2021 at 03:00 pm
Tender Fee	Rs. 1000/- (For Tender Fee)
EMD	As specified in the Technical Specification
No. of Covers	01
Cover heading	The cover containing the quotation should be subscribed as Bid for <b>Supply &amp; Installation of Lab Equipments.</b>
Bid validity days	90 days (From last date of opening of tender)
Address for communication	Registrar, Pt. Ravishankar Shukla University, Raipur (C.G.) Ph : 0771-2262540, Fax 0771-2262818 Email: registrarprsu@gmail.com

## 2. Tender Fees and EMD:

i. Tender Fees & EMD to be submitted in shape of DD from any commercial bank drawn in favour of the Registrar, Pt. Ravishankar Shukla University, Raipur (C.G.) as mentioned against the equipment together with the technical bid, in the absence of which the price bid, if any, will not be opened under any circumstances.

ii. No interest on EMD and security will be paid by the institute to the Bidder.

iii. The EMD shall be refunded to the unsuccessful bidders after finalisation of the quotation. In case of successful bidder it will be return against performance bank guarantee.

### 3. Two Bid System:

- i. Technical bid consisting of all technical details alongwith commercial terms and conditions and EMD; and
- ii. Financial bid indicating item-wise price for the items mentioned in the technical bid.
- iii. Technical bid and financial bid should be sealed in separate covers duly superscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed as "**Technical Bid for the supply of installation of Lab Equipments**" due on **18/01/2021**. Technical bids shall be opened at the first instance and evaluated by technical committee. At the second stage financial bids of the only technically qualified bidders shall be opened for financial evaluation and ranking before awarding the contract. Mixing price bid with technical bid will disqualify your bid for further evaluation.

### 4. Submission of tender:

Offers addressed to the **Registrar, Pt. Ravishankar Shukla University, Raipur (C.G.)** and valid for 90 days (From last date of opening of tender) should reach the office of **Pt. Ravishankar Shukla University, Raipur (C.G.)**, 18/01/2021 on or before the last date and time. Tenders received late shall not be considered.

### 5. Bidding:

- i. Either the Authorized Indian agent on behalf of the OEM or OEM itself can bid.
- ii. If an agent submits bid on behalf of an OEM, the same agent shall not submit a bid on behalf of another OEM in the same tender for the same item/product.
- iii. All offers other than those from the OEM should be supported by an authority letter from the manufacturer authorizing the supplier to tender on their behalf. In case of manufacturer a certificate or a copy thereof to the effect that the bidder is a manufacturer of the equipment must be accompanied with the technical bid prepared as per '*Annexure – II*'.

### 6. Opening of Bids:

Technical bids will be opened as per the schedule in the presence of bidders or their authorized representatives whosoever may wish to attend. In case the due date of receipt/opening of the quotation/s (technical/price) is declared a holiday in the Institute, then, the due date of receipt/opening of the quotations shall be the next working day at the same time.

### 7. Rejection of Bids:

Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected. Non-compliance applicable General Information as well as compliance of Technical Specification in *Annexure-I* and Compliance Sheet in *Annexure-VI* will disqualify your Bid.

8. Bids of debarred/blacklisted firms will not be considered for evaluation. The firms must submit the declaration in format in *Annexure-V*.

#### **9. Price Bid:**

Price bid should be prepared as per '*Annexure – IV*'.

#### **10. Rates Comparison:**

Bidders are requested to send their rates (inclusive of transportation, loading, unloading, GST etc, nothing extra will be paid and free delivery and installation) on FOR, Pt. Ravishankar Shukla University, Raipur (C.G.). Rates comparison will be made on Net Price (Including Freight/Insurance/Installation/Taxes/Duties etc.) .

AMC/CMC charges will not be included for the evaluation of the commercial bids.

#### **11. Spares:**

The spare parts/wear & tear consumables, if any, required for trouble free operation of equipment to be quoted separately giving the full nomenclature, rate, quantity and shelf life of each item.

#### **12. Parts of Equipments:**

Where the equipment is composed of several subunits/components, the rate should be quoted for each subunit/component. The Institute reserves the right to increase or decrease the number of subunits/ components and number of equipment according to its requirements. The rates in ambiguous terms will render the quotation liable to rejection. The words "Not quoting" should be clearly written against any item of equipment for which the tenderer is not quoting. EMD mentioned above should be enclosed for individual quoted item.

#### **13. Award of Contract:**

After due evaluation of the financial bid(s), the Institute will award the order to the lowest evaluated responsive tenderer/bidder (hereinafter referred to as the "Supplier"). Since all the equipments are to be used in research work on international parameters, irrespective of lowest rate the decision of committee in regard of selection of bidder shall be final and binding

#### **14. Performance Security:**

After the award of work, the supplier shall be required to submit the performance security in the form of irrevocable bank guarantee in the prescribed format (*Annexure-III*) issued by any Nationalised or Scheduled Bank for an amount equal to the 10% of order value, within 60 days of issue of Purchase Order and it will be kept valid for a period of 60 days beyond the date of completion of warranty period. Warranty Period will be commenced from the date of the satisfactory installation of the supplied item. Hence, be careful at the time of calculation of the validity date of Performance Bank Guarantee.

## 15. Payment Terms:

Payment will be made to the supplier through following modes.

i. **Indigenous goods:** NEFT/Cheque/Demand Draft: 100% payment will be made within 30 days from satisfactory installation of the equipment at Pt. Ravishankar Shukla University, Raipur (C.G.) and on the submission of performance bank guarantee valid for warranty period + 2 months.

ii. **Imported goods:** Letter of credit/Telegraphic Transfer 90% payment will be made through LC/TT/SD and balance 10% after satisfactory installation of the equipment and submission of performance bank guarantee for 10% of order value, either by the principal company or by their Indian agent valid for warranty period + 2 months. Bank charges occurred outside India will be borne by the beneficiary.

## 16. Delivery & Installation:

i. All the goods ordered shall be delivered and installed at Permanent Campus of Pt. Ravishankar Shukla University, Raipur (C.G.), within 6 weeks from the date of issue of the purchase order. All the aspects of safe delivery and commissioning shall be the exclusive responsibility of the supplier. If the supplier fails to deliver and commissioning of the equipments on or before the stipulated date, then a penalty at the rate of 2% of the total order value shall be levied subject to one time extension of the stipulated time for maximum 2 weeks on genuine grounds. The equipments are to be supplied within this stipulated period, failing which the supply order is liable to be cancelled and EMD will be forfeited.

ii. **Satisfactory Installation:** Satisfactory installation / commissioning and handing over of the equipment mean the faultless functioning of the equipment for a minimum period of 30 days after satisfactory installation.

## 17. Training of Personnel:

The supplier shall provide the technical training to the personnel involved in the use of the equipment at the Institute premises, immediately after completing the installation of the equipment at the company cost.

## 18. Site Preparation:

The supplier shall inform to the Institute about the site preparation, if any, needed for the installation of equipment, immediately after the receipt of the purchase order. The supplier must provide complete details regarding space and all the other infrastructural requirements needed for the equipment, which the Institute should arrange before the arrival of the equipment to ensure its timely installation and smooth operation thereafter.

The supplier shall visit the Institute and see the site whether the equipment is to be installed and may offer his advice and render assistance to the Institute in the preparation of the site and other pre-installation requirements.

**19. Merger / Acquisition of Foreign Principal:**

In case of merger of Foreign Principal with another Firm or acquisition of Foreign Principal by another firm, it shall be obligatory for the New Entity so formed after the merger of the Acquiring Firm, as the case may be, to take over all the duties and obligations / liabilities of the Foreign Principal and the New Entity / Acquiring Firm would *ipso facto* become liable for all acts of commission or omission on the part of original Foreign Principal as well as Indian Agent.

**20. Change of Indian Agent:**

In case the Foreign Principal changes in Indian Agent then it shall be obligatory for Foreign Principal to automatically transfers all the duties and obligations to the New Indian Agent, failing which the Foreign Principal would *ipso facto* become liable for all acts of commission or omission on the part of New Indian Agent.

**21. Service Manual/Circuit Diagram**

It is specifically required that the bidders will supply all the operating & service manuals and circuit diagrams alongwith the equipment.

**22. Guarantee / Warranty:**

i. **Five year** warranty has to be provided by the firm from the date of the satisfactory installation / commissioning of equipment against the defect of any manufacturing, workmanship and poor quality of components. In case, there is any variation in the warranty as per the specification of the item equipment, the warranty as specified in the specifications shall be final.

ii. In case, supplier fails to repair / or rectify the equipment during the warranty / guarantee period, Institute may employ or pay other person/company for repairing the equipment, and all such damages, loss and expenses shall be recovered from the supplier. Annual Maintenance Contract charges for **5** years after the expiry of warranty period should be quoted.

**23. Country of origin:**

Country of origin of the quoted item should be mentioned in the offer in case of imported item.

**24. Taxes & duties:**

- i. **General** – As per applicable Government rules for GST.
- ii. **Customs Duty:**

- The successful bidder would be issued a Customs Duty Exemption

Certificate (CDEC) under the notification 51/96 (direct import) at the time of import clearance for the goods being imported against the Contract. Bidder would be required to submit a copy of their order to principal along with principal's acceptance, proforma invoice and Air Waybill copy of the Consignment as soon as it generated from the suppliers end and sent to the office of Stores & Purchase through email at [registrarprsu@gmail.com](mailto:registrarprsu@gmail.com) for issuance of CDEC.

- Subsequent to Ministry of Finance notification no. 14/2016 dated 1st Mar 2016, the custom duty will be leviable in case of 3rd party import. Hence, **no Custom duty exemption certificate will be provided for 3rd party import**. Therefore, the vendor is requested to indicate separately the approximate amount of customs duty for stores being imported. Custom duty will be paid at actual against proof of payment and bill of entry.
- Institute is registered with DSIR, Govt. of India (Custom Duty Notification No. 51/96- Custom dt: 23 July, 1996 and Central Excise Duty Notification No. 10/97- Central Excise dt: 1 March, 1997) and is therefore, exempted from Excise Duty and partial exempted from Custom Duty (CD applicable to IIT Jodhpur is 5.15%). Exemption Certificate of the same shall be issued. After GST Notification 2017 benefit of 51/96-Cus has been covered under 43/2017- Custom (Tariff) and the treatment of such imports is the same as earlier (BCD - 5%, IGST - exempted).

**25. Service Facility:**

Bidder should mention about the service set up in India and how capable they are to provide after sales services.

**26. Banker's details:**

Name and address of the banker of your company should be mentioned.

**27. Reference of supply:**

Name and contact details of the premier educational Institutes where the quoted equipment has been installed in India (only on NIT, IIT or Govt Universities within last 5 years) should be enclosed. Copies of at least two purchase orders may be attached **Pt. Ravishankar Shukla University, Raipur (C.G.)** reserves the right to inspect the equipment for its actual performance in any of the listed Institute.

**28. Undertaking from the Bidders:**

An undertaking will be submitted by the Bidder/firm/company/vendor that in the past they have never been banned/debarred for doing business dealings with Ministry of Defence/Govt. of India/ any other Govt. organisation and that there is no enquiry going on by CBI/ED/any other Govt. agency against them.

**29. Repeat Order Clause:**

The Contract will have a Repeat Order Clause, wherein the Buyer can order up to 25% quantity of the original contracted quantity (rounded up to the next whole number) under the Contract within six months from the date of completion of supply under the original Contract/ PO. The Repeat Order will have rates on not exceeding basis while the terms and conditions will remain unchanged. It will be entirely the discretion of the Buyer to exercise the Repeat order or not.

**30 Acceptance of Terms & Conditions:**

Bidders must confirm the acceptance of all the terms and conditions of this NIQ. Any non-acceptance or deviations from the terms and conditions must be clearly mentioned. However, tenderers must note carefully that any conditional offer or any deviation from the terms and conditions of this NIQ may render the quotation liable for rejection. PRSU Raipur does not bind itself to accept the lowest of any tender and reserves the right to reject any or all tenders without assigning any reason. Beside all these above terms and conditions, other conditions given below the specification of each lab equipments has to be complied with respective equipments quoted.

**Note:** The Registrar, Pt. Ravishankar Shukla University, Raipur (C.G.) reserves the right to accept/reject any or all tenders without assigning any reasons thereof and also to reject.

**31. Price should be quoted item wise and EMD should be enclosed respectively.** Supplier should provide model and make of all accessories along with price and must supply at the time of installation. User training and technical support should be provided. Supplier should provide user's list along with manual.

**32. Arbitration and Laws:**

In case of any dispute or difference arising out of or in connection with the tender conditions / order and Contract, the Institute and the Supplier will address the dispute / difference for a mutual resolution and failing which, the matter shall be referred for arbitration to a sole Arbitrator to be appointed by the Institute. The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Raipur only. The resolution of the Arbitrator shall be final and binding on both the parties.

**33 Jurisdiction:**

The courts at Raipur alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this tender / contract. It is specifically agreed that no court outside and other than Raipur court shall have jurisdiction in the matter.



**Annexure - I**

**TECHNICAL SPECIFICATION COMPLIANCE**

Note: Supplier MUST provide the model number of their product in the cover letter which complies with the tender specifications and an original printed manual of the same shall be submitted with the bid. Bidders should highlight the features in the printed manual using color text liner/manually mark which complies with the tendered specifications. Vendors are strongly advised not to submit any other manual in their bid. The following compliance sheet to be filled-up correctly and completely. Otherwise, it may lead to cancellation of their bid without any communication from Pt. Ravishankar Shukla university, Raipur.

**Name OF EQUIPMENT with Specification**

**Semi-Automatic Thin Section Lapping and Polishing Machine**

S.No.	Technical Specification for Semi-Automatic Thin Section Lapping and Polishing Machine, Qty- 1Nos.	Technical Compliance (Yes/No)	Remarks
1	<b>Equipment:</b> Variable Speed, Manual-cum-Semi Automatic Thin Section Lapping Polishing Machine		
2	<b>Power Supply:</b> 220 V;50 Hz ; 1ph		
3	<b>Type:</b> Single-station with 1(one) Magnetic Platen ( all consumables grinding/polishing surfaces should have suitable magnetic fixing arrangement ) and one concentrically grooved Rigid cast iron Lapping Disc		
4	<b>Design:</b> Sturdy Table-top model with vibration-resistant base ,integral body and Metallic corrosion resistant bowl, splash guard for manual and automatic preparation, complete with flow controlled Inlet Water Spout,Drain, bowl liner for easy cleaning and maintenance and operator interface for semi-automatic operation.		
5	<b>Platen Diameter:</b> 300mm or more		
6	<b>Platen Speed:</b> Variable, between 50-500 rpm or more		
7	<b>Operator Interface :</b> It should be mounted at elevated position (above polishing disc level) in front of operator allowing to control i. Platen rotation speed , ii. Water flow , iii. Power on/off		
8	<b>Storage :</b> Integrated storage pad should be provided for convenient access to accessories and sample while operation.		

9	<p><b>Pressure :</b> Head with Specimen Holder: Conveniently mounted Pressure Head with Specimen Holder for enabling semi-automatic simultaneous preparation of up to 4 nos. of Thin Sections. It should have at least 8 nos. of fully adjustable pressure feet with rubber pad to be in touch with specimen.</p>		
10	<p><b>Head rotating speed:</b> Gentle approx. 5 rpm or less.</p>		
11	<p><b>Pressure Head Force:</b> Should be variable 2.5-20N on each specimen</p>		
12	<p><b>Slurry Dispenser:</b> Dispensing unit with adjustable flow rate for automatic dosing of diamond suspensions while polishing. The unit should be compatible with the Main Polishing Machine and Pressure Head and should be an integral part of machine.</p>		
13	<p><b>Essential Accessories :</b></p> <p>(A) Splash Guard (one for manual preparation with palm rest and other for automatic preparation), Holder for simultaneous polishing of 4 thin sections, Holder for simultaneous polishing of 8 mounts of 25mm dia. , Holder for simultaneous polishing of 8 un-mounted section of 20x30mm , Thin Section Lapping Holder (2nos.) with Thickness Control mechanism ensuring repeatable and reproducible thickness of Glass slides and Thin Section , Thin Section Polishing Holder (4nos) for semi-automatic polishing. The proposal incorporates bid for dust free environment with ambient air temperature controller for the size 15 ft x 15 ft.</p> <p>(B) Vacuum impregnation cum mounting unit to perform following operations:</p> <ol style="list-style-type: none"> <li>i. Impregnation of porous specimens to fill all pores and cracks with Epoxy</li> <li>ii. Mounting of Mineralogical sample on to glass slide avoiding air bubbles</li> <li>iii. Vacuum :-860 mbar (-655 mm Hg) or better</li> <li>iv. The unit should measure the difference in relative pressure and programable in either Absolute or Relative pressure mode. The difference in pressure between ambient pressure and the pressure inside the chamber should be measured and displayed.</li> <li>v. The unit should maintain vacuum for user</li> </ol>		

	<p>specified time in the program</p> <ul style="list-style-type: none"> <li>vi. The unit should have method database with editable built-in methods for selection of the pressure/vacuum and process time as per requirement.</li> <li>vii. Transparent lid with pressure rod to obtain extremely thin epoxy layer (5 <math>\mu\text{m}</math>) between glass slide and mineralogical specimen.</li> <li>viii. Air compressor or vacuum pump for continuous driving the unit.</li> </ul>		
14	<p>Essential Consumables :Silicon Carbide Power 220 grit – 2kgs</p> <ul style="list-style-type: none"> <li>i. Silicon Carbide Power 1000 grit – 1.5kgs</li> <li>ii. Standard Slides for thin sections with ground edges (27 x 46 x 1.2-1.5 mm) – 500pcs</li> <li>iii. 300mm dia. Magnetic Cloth for polishing with 3<math>\mu\text{m}</math> and 1 <math>\mu\text{m}</math> diamond – 5pcs for each size</li> <li>iv. Diamond Suspension combined with lubricant 3<math>\mu\text{m}</math> and 1 <math>\mu\text{m}</math> – 2 Liters each</li> <li>v. Squeeze bottles – 5 pcs</li> <li>vi. Two-part polypropylene re-usable mounting cup 25 mm diameter – 10 pcs</li> <li>vii. Transparent Epoxy cold mounting resin and hardener suited for vacuum impregnation – 5 liters</li> <li>viii. Fluorescent dye suitable to be missed with above Epoxy – 30gms or more</li> <li>ix. Epoxy Dispensing Tubes – 200pcs. or more</li> </ul>		
15	<p>Installation,Commissioning &amp; Demonstration: To be performed at site, to be followed by 2-day demonstration after full commissioning.</p>		
16	<p>Warranty: Should be 5 year from the date of Installation.</p>		

## Pt. Ravishankar Shukla University, Raipur (C.G.)

### Essential documents to be enclosed

No.	Particulars	Yes/No	Remarks
01	Cost of Tender Documents: Rs. 1000.00 (non-refundable) by Demand draft in favor of Registrar, Pt. Ravishankar Shukla University, Raipur. Downloaded Tender documents must enclose Demand draft of the cost of Tender Document		
02	EMD 3% of Quoted Amount Submitted by the Bidder by Demand draft in favor of Registrar, Pt. Ravishankar Shukla University, Raipur		
03	GST Registration Number		
04	PAN Card No.		
05	Bidder must submit ITR of 2017-18, 2018-19, 2019-20 of three financial years		
06	Annual Turnover of Rs. 45,00,000 or more in last three financial years		
07	Bidder must have supplied Laboratory equipment (items) to the departments of state/central universities, PSUs/NITs/IITs/IISERs or to reputed academic institutes against a single purchase order .		
08	The bidder should be a OEM or authorized agent of OEM(Annexure II)		
09	Warranty declaration		
10	Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the University / to provide consulting services for the preparation of the design, specifications, and other documents to be set for the procurement of the goods under this Invitation of Bids		
11	Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices(Annexure v)		
12	The bidders should also enclose a statement on their letter head stating that "We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery"		

**FORMAT FOR MANUFACTURER'S AUTHORISATION LETTER TO AGENT (on letter head)**

Ref. No.

Date:

To,

The Registrar

**Pt. Ravishankar Shukla University, Raipur (C.G.)**

**Sub.: Authorization Letter.**

Dear Sir,

We, \_\_\_\_\_, who are established and reputed manufacturers of \_\_\_\_\_, having factory at \_\_\_\_\_, hereby authorize M/s. \_\_\_\_\_ (name & address of Indian distributor /agent) to bid, negotiate and conclude the order with you for the above goods manufactured by us.

We shall remain responsible for the tender / contract / agreement negotiated by the said M/s. \_\_\_\_\_, jointly and severely.

We ensure that we would also support / facilitate the M/s \_\_\_\_\_ on regular basis with technology / product updates for up-gradation / maintains / repairing / servicing of the supplied goods manufactured by us, during the warranty period.

In case duties of the Indian agent / distributor are changed or agent / distributor is changed it shall be obligatory on us to automatically transfer all the duties and obligations to the new Indian Agent failing which we will ipso-facto become liable for all acts of commission or omission on the part of new Indian Agent / distributor.

Yours faithfully,

[Name & Signature]

for and on behalf of M/s. \_\_\_\_\_ [Name of manufacturer]

**Note:** This letter of authorisation should be on the letterhead of the manufacturing concern and should be signed by a person competent and having the power of attorney to bind the manufacturer. A copy of notarised power of attorney should also be furnished.

**BANK GUARANTEE FORM FOR PERFORMANCE SECURITY**

To,  
The Registrar  
**Pt. Ravishankar Shukla University, Raipur (C.G.)**

WHEREAS..... (Name and address of the Supplier) (herein after called "the Supplier") has undertaken, in pursuance of contract no..... dated ..... (herein after called "the contract") to supply  
.....  
.....

AND WHEREAS it has been stipulated by you in the said contract that the Supplier shall furnish you with a bank guarantee by a scheduled/nationalized bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with and due performance of the contract;

AND WHEREAS we have agreed to give the Supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Supplier, up to a total of .....  
.....(amount of the guarantee in words and figures), and we hereby irrevocably and absolutely undertake to pay you immediately, upon your first written demand declaring the Supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the Supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

The Bank guarantee shall be interpreted in accordance with the laws of India. The Guarantor Bank represents that this Bank Guarantee has been established in such form and with such content that is fully enforceable in accordance with its terms as against the Guarantor Bank in the manner provided herein.

The Bank Guarantee shall not be affected in any manner by reason of merger, amalgamation, restructuring or any other change in the constitution of the Guarantor Bank or the Supplier. The Bank further undertakes not to revoke this Guarantee during its currency except with the previous express consent of the Buyer in writing.

The Bank declares that it has power to issue this Guarantee and discharge the obligations contemplated herein, the undersigned is duly authorized and has full power to execute this Guarantee for an on behalf of the Bank.

This guarantee shall be valid up to and including the ..... day of ....., 20.....

.....

(Signature with date of the authorised officer of the Bank)

.....

Name and designation of the officer

.....

Seal, name & address of the Bank and address of the Branch

## FORMAT FOR THE SUBMISSION OF RATES – PRICE BID

(To be submitted on the letterhead of the company/firm)

Date:

Name of the Equipment: **SUPPLY & INSTALLATION OF LAB EQUIPMENTS**

Name of the Manufacturer \_\_\_\_\_

Make of the Equipment \_\_\_\_\_

Model Number \_\_\_\_\_

County of Origin \_\_\_\_\_

**Subject: SUPPLY & INSTALLATION OF LAB EQUIPMENTS (Following format is used for imported items)**

S. No.	Currency	Description and Specification of the Item	Qty. in Units	Unit Price (a)	Agency Commission (If applicable) (b)	Discount (c)	Ex-works price (d=a+b-c)	Packing + Handling + DOC + Inland Freight + FCA Charges (e).	FOB/FCA Airport Price (f=d+e)	Insurance + Freight (g)	CIF Price (f+g)
1											

**Note: At any circumstances, it is the responsibility of the foreign supplier to hand over the material to our forwarder at the origin airport after completing all the inland clearing. No Ex-works consignment will be entertained.**

**For indigenous items please quote as per following format.**

S. No.	Description and Specification of the Item	Qty. in Units	Unit Price in Rs.	GST %	GST AMOUNT	Total Price in Rs.

**Note: The above financial template should be strictly followed. Any deviation from the above template (in terms of description and specification of the item) may lead to cancellation of the tender.**

This is certified that the rates quoted above are not more than the rates charged from any other Institute/ Department/Organization.

Signature &amp; Seal of the Tenderer



**FORMAT FOR NON BLACKLISTING OF SUPPLIER**

I/ We \_\_\_\_\_ Manufacturer/partner/Authorized Distributor/Agent (strike out which is not applicable) of (Supplier) \_\_\_\_\_ do hereby declare and solemnly affirm that the individual/firm/company is not black-listed by the Union/State Government/Autonomous body.

Deponent

Address \_\_\_\_\_

I/ We hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and nothing has been concealed.

Deponent

Dated: \_\_\_\_\_

(Note: To be furnished on non-judicial stamp paper duly attested by the Oath Commissioner.)

# Pt.Ravishankar shukla University

## COMPLIANCE SHEET

**IMPORTANTNOTE :THIS STATEMENT SHOULD BE DULY FILLED AND ENCLOSED WITH QUOTATION.NONRECEIPT OF THIS STATEMENT OR INCOMPLETE DETAILS PROVIDED WILL LEAD TO REJECTION OF TENDER**

**Tender Enquiry No:**

S.no	Commercial Aspects	PRSU Terms	
1	Terms of Delievry	PRSU	
2	Terms of Payment	100% payment within 30 days after receipt, acceptance and satisfactory installation of stores/equipment in good condition or the date of receipt of the bill whichever is later against the submission of Performance cum warranty bond(if applicable)	
3	Mode of Payment	RTGS/NEFT	
4	Bank Details for making Payment	To be enclosed	
5	Validity of Quote	90 days from the date of opening of Tender	
6	Name of Manufacturer	Name &complete address of the Manufacturer	
7	Currency in which quoted	INR	
8	Delivery Period	06 weeks from effective date of Contract	
9	No. of Lots	01 lot	
10	Installation/Supply	PRSU,Raipur	
11	Earnest Money Deposit		
12	Liquidated damages (mandatory requirement, if not accepted quotation will not be	At the rate of 2% of the total order value shall be levied subject to one time extension of the stipulated time for maximum 2 weeks on genuine grounds.	

	considered)		
13	Order to be placed on	complete address with Contact details of the supplier	
14	Custom duty percentage(CDEC)		
15	Applicable GST as per Govt. rules	GST % should be mentioned Separately	
16	Performance cum Warranty Bond	(10 % of the order value) As per tender	
17	Name & Address of the Firm:		
18	Compliance(choose any one)	We hereby accept all the terms & conditions of the tender. Or We hereby accept all the terms & conditions of the tender except the one mentioned in separate sheet.(mention the non-compliance conditions in separate sheet)	
19	Signature &Name of the authorised signatory with stamp of the firm:		