

# **TENDER NOTICE FOR EQUIPMENT(S)**

**Department of Physics**

**GURU JAMBHESHWAR, UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR**

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**Tender for Supply of Equipment(s)**

To

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**Subject: Invitation for tender for supply of equipments.**

Dear Sir (s),

You are invited to submit your most competitive tender for the following equipment (s) with the following terms and conditions: -

**A. SCHEDULE OF EVENTS :-**

1. TENDER NO.\* : -----, /2018 /-----
2. TENDER FLOATING DATE **26/01/2018**
3. TENDER SUBMISSION CLOSING DATE & TIME: 19/02/2018 at 3:00pm
4. TENDER OPENING DATE & TIME : 19/02/2018 at 3:00pm
5. VENUE FOR TENDER SUBMISSION & OPENING:

Office of the Chairperson, Department of Physics

Opening: Office of the Chairperson, Department of Applied Physics, GJUST, Hisar.

6. PRE-BID CONFERENCE (IF ANY) : Nil  
DATE, TIME AND VENUE NA
7. TENDER DOCUMENT COST : Rs. 300/-

\* Tender number must be mentioned in all correspondence.

**B. BRIEF DISCRIPTIONOF TENDER DOCUMENT: -**

This tender document consists of four parts namely:

- i) Brief description of the equipment name;
- ii) Technical data sheet (technical specifications of the equipment);
- iii) General standard Terms and conditions; and
- iv) Special Terms and conditions (If any).

**1. Brief description of the equipment(s): -**

It mentions the name of the equipment required and its quantity. The quantity is subject to increase and decrease, at the discretion of the indenter.

**2. Technical data sheet (technical specifications of the equipment): -**

It contains the technical details / specification of the equipment. It should be submitted in a separate sealed envelope marked as "Technical Bid". Bids having deviation in technical specification will be declared as "technically non-responsive" and it will not be considered for commercial evaluation.

**3. Commercial Data Sheet: -**

This format deals with the commercial aspect of the tender. The bidder should quote the basic/ex-works rate of goods and other over head charges only in his format.

**4. General / standard Terms and conditions: -**

This portion contains the general/standard terms and conditions of the tender and its compliance is essential, failing which the contract may be cancelled and bidder may be liable for penal action against it.

**5. Special Terms and conditions: -**

It contains special terms and condition which may be in addition to / in super-session of the referred “**General / Standard Terms and conditions**” and its compliance is also compulsory in the same manner, as in the case of the **General / Standard Terms and conditions**.

**C. EQUIPMENT DETAILS:**

i) Brief description of the equipment name: -

<u>Sr. No.</u>	<u>Name of Equipment(s)</u>	<u>Qty. Required</u>
1.	Impedance Analyzer	01 No.

ii) **Technical data sheet (Technical specifications of the equipment): -**

Sr. No.	Description of the Equipment (s)	Technical Specifications
1.	<b>Impedance Analyzer</b>	ANNEXURE- I

**D. GENERAL/ STANDARD TERMS AND CONDITIONS OF THE TENDER: -**

**1 TWO ENVELOPE BID: -**

The tender is to be submitted on two envelope bid pattern i.e. “**Technical bid**” and “**Price/commercial bid**” in separately sealed envelopes. Both of these envelopes should be put in and sealed in another envelope addressed to **Chairperson, Department of Physics, Guru Jambheshwar University of Science & Technology, Hisar-125001 (Haryana), India** and super-scribed in bold as “**TENDER FOR SUPPLY OF Impedance Analyzer**”.

The “**Technical bid**” should mention only the technical details of the item/equipment. Price per unit be mentioned only in the “**Price/commercial bid format**”.

**2. BID SIGNING: -**

The Tender must be signed by authorized signatory of the bidding firm/company on each page, along with seal of the firm/company, as the case may be.

**3. Conditional Bid: -**

Conditional Bid is not acceptable. Hence, the supplier is advised neither to alter the specifications nor to mention anything on the Tender form, except cost, signature with seal, otherwise his Tender will not be considered.

**4. Delivery Destination: -**

The Tender should be quoted as FOR GJUS&T, Hisar. The transient insurance and freight charges etc, if any, needs to be mentioned separately of the basic/ ex- works price of the quoted item.

**5. Delivery Acceptance: -**

The delivery of the material will be handed over to the authorized official of the concerned indenting department/office, however, the goods will be deemed to accept subject to the approval of the inspection committee of GJUS&T. In case of rejection of the consignment, the supplier should immediately remove the consignment from the university premises failing which it will remain there at the risk and responsibility of the supplier and university will not be responsible for any kind of liability in this regard.

**6. Delivery Period: -**

The supply is to be made within 30 days of the date of dispatch of the supply order. However, in case of imported goods this time limit will be 60 days, instead of 30 days.

**7. Delivery Period Extension: -**

The supply order(s) shall be executed within the time specified in this regard. However, in case of Force Majure / reasons beyond control of the supplier, he may make a written request to the Vice-Chancellor for grant of extension for delivery period. The written request in this regard should clearly spelling out such reasons.

The Vice-Chancellor, if he is satisfied of such reasons and further that the requested extension will not be detrimental to the interests of the university, may grant extension for a reasonable period for delivery of the goods. The supplier would be required to indemnify the university against any loss on account of downfall of the price during the extended period.

**8. Penalty for delayed supply: -**

In the event of the delayed supply, if accepted, the Registrar will be competent to impose penalty @ 1% per day of the purchase order, provided that the entire amount of penalty shall not exceed 10% of the total amount of Purchase order. The supply will be deemed to be complete on the day when 100 % supply is handed over to the indenter (in case of supply in installments) and its installation is done. An appeal against these orders shall, however, lie to the Vice-Chancellor whose decision shall be final.

**9. EMD forfeiture: -**

In case of the contractor backs out the supply, the earnest money deposited by him shall be forfeited. Apart from it, he will be liable for any other action against him, as may be considered necessary by the Vice-Chancellor.

**10. Rejection of incomplete tenders: -**

Incomplete Tender such as unsigned Tender, late submitted Tender, conditional tender, not confirming to the eligibility criteria and Technical specification or with any vague term such as 'Extra as applicable' will be considered as rejected.

**11. Quantity Variation: -**

The quantity shall be subject to increase or decrease as the case may be.

**12. Manual/literature: -**

The detailed literature/catalogue of the quoted instrument and its accessories should also be attached with the tender. The specifications claimed by the firm should be clearly mentioned in the literature/catalogue also. Its manual should also be supplied with the equipment.

**13. Taxation: -**

Taxes/Excise duty/Custom duty etc. should be quoted independent of the ex-works price of the item and it will be paid as applicable under Government rules, if so quoted by the Supplier in the tender, subject to the certificate in the bill of costs as follows. However, wherever exemption from duty (excise/custom duty) is applicable, the university will provide the exemption certificate, along with supply/purchase order itself.

“Certified that the taxes/ duties charged in this bill is livable under Government Rules”.

In case of imported goods, the custom clearance is to be arranged by the supplier at his own. Charges, if any, in this regard, however, need to be mentioned accordingly in the quote itself. University will provide necessary documents for this purpose. In case the quote is silent with regard to taxation and clearance charges etc, no such charges will be paid by the university.

**14. Right to Bid rejection: -**

The University reserves the right to reject any or all offers without assigning any reason.

**15. Packaging of Consignment: -**

The material should be packed in a strong case so as to avoid any damage, theft or pilferage in the transit, in which case the responsibility shall be that of the supplier.

**16. Warranty: -**

The warranty should not be less than 12 months from the date of installation of the equipment.

**17. Performance Warranty: -**

Before release of the payment, the successful bidders will be required to submit a performance warranty in form of bank guarantee equal to 10% of the purchase order for the warranty period of the Equipments.

In case of imported goods requiring opening of LC or advance copy of the draft, the bank guarantee on account of performance warranty, having validity for warranty period plus 4 months, should be submitted before issuance of the purchase order by the indenter. If required, its validity will be got suitably extended by the supplier before release of his EMD.

**18. Payment: -**

The payment will be made within 30 days of the successful installation and its inspection and further after the on-site training imparted, if it is the requirement of the tender document.

**19. Currency: -**

The rates are quoted in Indian Currency (INR). However, in case of imported item it may be quoted in foreign currency where in the date of floating of tender will be taken as the conversion date for bid evaluation and comparison purpose

**20. Earnest Money Deposit(EMD): -**

The earnest money of the amount, as per the slab given below, in the form of bank draft payable at Hisar and drawn in favour of the Registrar, Guru Jambheshwar University of Sc. & Tech. Hisar or a irrevocable bank guarantee, will be required to be remitted with the tenders. **EMD should be enclosed with Price bid and the same should be indicated in the Technical bid also.**

**21. Arbitration:**

In case of any dispute both the parties will be bounded by the decision of the Vice-Chancellor, GJUS&T, Hisar, as the arbitrator.

**22. Jurisdiction: -**

All disputes shall be subject to Hisar jurisdiction.

**23. Special Terms and Conditions**

- a. **Payment:** In case of imported items payment through LC or Advance draft against delivery and installation may be allowed by the University.
- b. **AMC:** Rates for AMC for the post warranty period shall also be quoted.
- c. **Delivery:** In case of imported items the delivery period will be up to 90 days from the date of order.

**EMD Slab: -**

<u>Sr. No.</u>	<u>Contract Value</u>	<u>Earnest Money</u>
1.	Rs. 3,00,001 to 5,00,000/-	Rs. 20000/-
3.	Rs. 5,00,001 to 10,00,000/-	Rs. 40000/-
4.	Rs. 10,00,001 to 20,00,000/-	Rs. 70000/-
5.	Above Rs. 20 Lacs	Rs. 100000/-

The terms & conditions of tender have been read and I/We certify that I/We clearly understand the same and undertake for its compliance

Place: -----

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Signature of authorized representative of the bidding Dated: -  
firm/company with seal.  
(Affix Rubber Stamp of the firm)

**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY HISAR**

**TENDER NO & DATE: -----25/01/2018**

**TECHNICAL SPECIFICATIONS FOR IMPEDANCE ANALYZER  
(or superior than specified)**

**Impedance Analyzer Specification**

Instrument to be used for frequency range analyzer with suitable Sample holder, dielectric interface, sample cell & software to work from 3 uHz – 40 MHz, active Sample cell with gold plated electrodes and shielding including compatible computer with latest configurations, with GPIB interface card, Laser colored printer and software should be quoted.

Impedance Range: 0.05 Ohm-100 Tohm

Frequency range: 3  $\mu$ Hz- 40MHz & should be upgradable for higher frequencies.

Capacitance range: 0. 01pF-1 F

Phase accuracy of 0.002°

Tan ( $\delta$ ) accuracy of  $3 \times 10^{-5}$

Tan ( $\delta$ ) resolution of  $10^{-5}$

Sample cell with gold plated electrodes

Shielding unit

Temperature Controller

Temperature Range: -160°C to 400°C ( $\pm 0.01^\circ\text{C}$ ), completely computer controlled

Temperature ramps: 0.01°C/min to 20°C/min

Temperature stability: 0.01°C

Temperature stabilization time: <10 minutes (for 0.1°C stability)

Measuring voltage range: 0-3 Vrms /70 mA

DC-Bias Voltage: + 40V/70 mA

Liquid cell

Data acquisition system (with GPIB interface card) with software for automatic measurements, 2D and 3D data presentation, automatic temperature control and analysis of measured data (Software to be updated free of cost for at least five years)

Warranty: Instrument should be warranted for one year +4 years AMC (Rates to be quoted per year)

10kVA online UPS with one hour backup.

Installation min. 5No.s in nearby Universities/IIT/Research Institute for same specifications.

Authorization/Proprietary certificate for Imported Instrument

Quoted price should be FOR GJU Hisar university will provide the CDE Certificate and any other related documents required in custom.

**General Requirements:**

*Detailed brochures with technical details and characteristics of the instrument should be enclosed with the quotations. Offers without sufficient technical information/ brochures will not be considered. If required, the supplier may have to arrange a demonstration of the instrument at his showroom / office in order to enable the I/O or his representative(s) to assess all the features offered.*

*In case of confirmed order, the supplier has to arrange for the supply of the item at our Centre at GJUST Hisar Haryana, install the system, commission and demonstrate satisfactory performance and impart required training to our Scientific staff for routine operations at the Centre.*

\*\*\*\*\*

HISAR  
DATED;

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SIGNATURE  
Chairperson, Department of Physics  
(WITH OFFICE SEAL)

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BIDDER'S ACKNOWLEDGEMENT

I UNDERTAKE TO SUPPLY THE EQUIPMENT / ITEM AS PER ABOVE TECHNICAL SPECIFICATIONS

PLACE:  
DATED:

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(SIGN WITH SEAL OF THE BIDDER)

**Format of Tender – Price/commercial bid**

**TENDER NO & DATE:** -----

**A. BASIC/ EX -WORKS PRICE.**

Sr. No.	Brief Description of the Equipments	Specifications	Quantity	*Cost per Unit	*Total Cost

\* SPECIFY CURRENCY

**B. Over Head Charge (Taxation etc.)**

Sr. No	Nature of Overhead Charges (Tax/insurance/freight etc.)	Rate	Total amount (Rs)

Total A +B = Rs ----- ( in words Rs.....)

We agree to supply the above Equipments/software in accordance with the above technical specifications for a total contract price referred as above , with in the period specified in the Invitation for Tender. We also confirm that the normal commercial warranty/guarantee of as per tender document shall apply to the offered Equipments/Software.

Signature of Supplier  
 Correspondence address of the company  
 With phone, Fax, and E-mail and  
 Name & address of contact person

Place:-  
 Date:-

Signature  
 with seal