
Institute of Bioresources and Sustainable Development (IBSD)
(Department of Biotechnology, Govt. of India)
Takyelpat, Imphal-795001, Manipur

Tender No. 6/132/2020-IBSD(COVID-PUR)

DATED: July 17, 2020

Tender For Supply & Installation of Equipments for the Institute of Bioresources and Sustainable Development (IBSD), Imphal

The Director, IBSD Imphal, invites quotations for supply of equipments as per details at Annexure in double bid in sealed covers and so as to reach the undersigned on or before 12 noon of August 14, 2020.

INSTRUCTION TO BIDDERS:

A) Two Bids:

01. Quotations will have to be submitted in two Parts i.e. a) Technical Bid and (b) Price Bid, in two separate sealed covers; and both these covers will have to be again put in to a single sealed cover. Also, the address of the firm submitting the quotation and the Officer to whom the quotation is addressed, must appear distinctly on both the inner sealed envelopes, indicating Price Bid/Technical Bid as may be applicable. Further, on both inner and outer sealed covers the following lines are to be written:

QUOTATION FOR SUPPLY & INSTALLATION OF FOR IBSD, Imphal

To
The Director
Institute of Bioresources and
Sustainable Development (IBSD)
(Department of Biotechnology,
Govt. of India)
Takyelpat, Imphal-795001, Manipur

From: M/s
Contact No.:
Email ID:

Each equipment should have separate envelope

NOTE: The bid documents are not transferable and the firm's seal and signature of the authorized official must appear on all the papers and envelopes submitted. Tenders must be submitted separately for each item. Combined tenders submitted for more than one item together will be summarily rejected. Non-refundable Tender Fee (for whole tender paper) of Rs.500/= (Rupees Five hundred only) in

the form of demand draft in favour of Director IBSD Imphal must be enclosed with the tender (Technical Bid). Otherwise the tender will not be considered.

02. In Technical Bid the vendor must provide the followings:

- (a) Details of the technical features of the offered equipment vis-à-vis NIQ specifications;
- (b) Standard technical literature on each of the items offered;
- (c) Dealership certificate on the offered products in case of dealers;
- (d) In case of foreign quote, the address of Principal/Manufacturer and their bankers' details should be furnished. The mode of dispatch should be by Air Post Parcel/ Ocean Freight/ Air freight (on competitive rate). The approximate dimensions of the packages and weight of consignment are to be indicated.
- (e) List of reputed organizations/Institutions, where similar orders have been executed (copies of the purchase/work orders will have to be enclosed);
- (f) Up-to-date sales tax clearance certificate (for vendors outside the State of Assam)/ VAT Registration Certificate indicating also the TIN number (for vendors within the state of Assam) of the firm will have to accompany the quotation to be submitted;
- (g) Details of nature and maximum period of warranty offered by the vendor. The firm should give at least 2 years extended warranty.
- (h) After Sales Service: The name and address of the nearest available authorized service centre to IBSD, Imphal should be stated in the quotation.
- (i) Dealers should undertake to provide expert qualified engineers for maintenance /support within 24 hours of receiving complaint.
- (j) The tenderer has to state in detail the electrical power/ UPS requirements, floor space, head room, foundation needed and also to state whether Air- conditioned environment is needed to house the system etc. and to run the tests, i.e. pre- installation facilities required for installation in technical bid.
- (k) The firm/ supplier should submit guarantee letter of the spares or related chemicals/kit etc. of the respective equipment that the same will be available for next 10 years.
- (l) Amount of Earnest Money deposit (EMD), in the form of Demand Draft only will have to be enclosed with technical Bid only.

03. In the Price Bid, the vendor must provide the followings:

- (a) Quantity, basic price (against item-wise details of specifications of each of the offered items);
- (b) Prices of each of the optional accessories, as required by NIT specifications and also may be relevant for an offered equipment, will have to be specifically stated in the quotation.
- (c) Packing & Forwarding Charge, if any (percentage of basic price or as lump sum)
- (d) Applicable tax

- (e) Freight & Insurance charge, if any {as percentage of (a) + (b) + (c) or as lump sum}
- (f) Annual maintenance contract (AMC) rate (after expiry of the warranty period) is to be clearly indicated-preferably in both comprehensive and non-comprehensive terms, *failure to which the offer may not be considered eligible even if it turns out to be at the lowest price*. Discount on all spares have to be specified during warranty period.
- (g) Installation & commissioning charge (Including Service tax), to be shown item-wise extra, if any.
- (h) In case, if the quote is FOR/ FOB basis, estimated insurance coverage charges may please be indicated.
- (i) CIF, Kolkata value both by Airfreight and Ocean freight.

04. Date & Time:

- (i) Last date & Time for receipt of tender: **12 noon of August 14, 2020**
- (ii) Bid opening date: **2 pm of August 14, 2020**

TERMS & CONDITIONS:

(Please note that the term “both foreign & indigenous’ wherever mentioned means the term is applicable to both foreign & indigenous purchase)

01. Rates: Rates quoted for indigenous items should be on **F.O.R. IBSD Imphal**, on door delivery basis, (for import items please refer additional terms for imported goods at clause No.22 below). The equipment has to be delivered at IBSD, Imphal premises. Unloading the item from the transport is under the risk of supplier.

Note: *Vague terms like “packing, forwarding, transportation extra” without mentioning the specific amount will not be accepted. Such offers shall be treated as incomplete and rejected.* Bidders shall indicate their rates in clear/ visible figures as well as in words and shall not alter/overwrite/make cutting in the quotation. In case of a mismatch, the rates will be written in words will prevail.

02. Validity (both foreign & indigenous): Quoted rates must be valid for **120 days**.

03. Earnest Money Deposit: (both foreign & indigenous)

Refundable earnest money deposit, amounting to minimum 2.5% of the total quoted value (rounded off to the nearest thousand rupees) must be deposited as earnest money along with the “Technical Bid” by demand draft in favour of ‘**Director, IBSD Imphal** and payable at **Imphal**. The EMD of unsuccessful bidders shall be returned after award of contract. All tenders received without EMD shall be summarily rejected. EMD of

the successful bidder will be released on submission of the Performance Bank Guarantee (PBG). No interest will be paid on EMD.

04. Performance Bank Guarantee (both foreign & indigenous): The successful bidder shall furnish an unconditional performance bank guarantee valid till 60 days after the warranty period from a scheduled bank for 10% of the Purchase order value within 21 days from the placement of this order failing to which the contract shall be deemed as terminated (Applicable only to orders costing more than INR 5,00,000.00).

a) The vendor shall provide a certificate of Guarantee guaranteeing xxx (Name of the equipment) of the satisfactory operation of the components and against poor workmanship, bad quality of materials used, faulty designs and performance figures given by the Vendor.

b) The guarantee shall be operative for a period of 60 days after the warranty period. The performance bank guarantee would be to the extent of 10% of the order value.

c) The vendor shall at their own risk/cost rectify the defects/replace the items supplied, for defects identified during the period of guarantee.

(d) While clause 4(a), 4(b) & 4(c) are applicable to all orders worth INR Rs 5, 00,000.00 or more, competent authority may take appropriate decisions on exceptional cases.

05. PENALTY FOR DELAYED DELIVERY (for both foreign & indigenous supplier): In the event of delayed delivery, installation & commissioning i.e. after the expiry of the period as agreed by both parties, the vendor shall be liable for a penalty deduction at a percentage of the value of the undelivered equipment subject to a maximum of 10% as detailed below:

@ 1% to one week

@ 2.5% upto two weeks

@ 5% upto three weeks

@ 10% for four weeks and above

For the purpose of this clause, part of the week is considered as a full week.

In case of delayed delivery, the Director of IBSD Imphal reserves the right not to accept the subject consignment.

06. In case of indigenous suppliers, the goods should be insured against theft, loss or breakage during transit and insurance charge should not exceed 1% of the cost of material supplied. The rates of sales tax, excise duty etc. (as applicable) should be clearly indicated. (Form C & D are not applicable to us.)

07. Pre-Installation (both foreign & indigenous): Pre-installation requisites (electrical/floor/space/air-conditioning etc.) if any should be invariably mentioned clearly. Installation/training will be the full responsibility of the supplier/Indian agent.

08. Short Shipment: If any short-shipment is noticed, the same will be arranged immediately with all charges to this effect to be borne by supplier/Indian agent.

09. Genuine pricing (both foreign & indigenous supplier): **Vendor is to ensure that quoted price is not more than the price offered to any other customer in India to whom this particular item has been sold. Copy of the latest price list for the quoted item, applicable in India, must be enclosed with your offer.**

10. Concessional GST @ 5% will be applicable as per GOI norms for research institutes. In this regard, IBSD, Imphal will provide GST concession certificate (DSIR) to the successful bidder.

11. Delivery: a) delivery of goods at IBSD, Imphal, will have to be within 45 days from the date of the order.

a) **Safe Delivery of goods:** All aspects of safe delivery shall be the exclusive responsibility of the vendor. At the destination the packing will be opened in presence of IBSD user/representative. The proper commissioning will be the basis for receipt in good condition.

b) **No part delivery/shipment will be allowed.**

12. Mode of Payment for Indigenous Purchase:

a) Payment for indigenous purchases will be within 45 days from the date of successful delivery and installation of goods at IBSD Imphal, generally through A/c payee cheque. In case payment is required by DD, the draft commission will be deducted from bill amount.

Note: Please note as per Organization's norms advance payment is not allowed for indigenous purchase

13. Late & delayed tender (both foreign & indigenous): Late & delayed tender will not be considered. In case any unscheduled holiday occurs on prescribed closing/opening date the next working day shall be prescribed date of closing/opening.

14. Conditional tenders not acceptable (both foreign & indigenous): Conditional tenders shall not be accepted on any ground and shall be rejected straightway. In other word, printed conditions mentioned in the tender bids submitted by vendors will not be binding on IBSD. All the terms and conditions for supply, payment terms, penalty etc. will be as those mentioned herein and no change in the terms and conditions by the vendors will be acceptable.

15. Specifications are basic essence of the product (both foreign & indigenous): **It must be ensured that the offers are strictly as per our specifications.** At the same time it must also be kept in mind that merely copying our specifications in their quotation shall not make the firms eligible for consideration. **A quotation has to be supported with the printed technical leaflets/literature and the specifications mentioned in**

the quotation must be reflected/supported by such printed technical leaflets/literature model quoted/tendered specifications should invariably be highlighted in the leaflets for easy reference.

16. Enquiry during the course of evaluation not allowed: No enquiry shall be made by the bidders during the course of evaluation of the tender till the final decisions conveyed to the successful bidder(s). However, the committee/its authorized representative can make any enquiry/seek clarifications from the bidders. In such situation, the agency shall extend full co-operation. The bidders can also be asked to arrange demo of the offered items, in a short notice, as such the bidders have to be ready for the same.

17. Due to the pandemic COVID-19 situation, bidding parties may present during the opening of quotations either through videoconferencing or physically wherever possible. Parties may be invited during the meeting for any clarification, if required through videoconferencing.

18. The acceptance of the quotation will rest solely with the Director, IBSD Imphal, who in the interest of the organization is not bound to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotations received without assigning any reason.

19. Termination for default: Default is said to have occurred

- If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by GBP.
- If the supplier fails to perform any other obligation(s) under the contract.

If the vendor, in either of the above circumstances, does not take remedial steps within a period of 30 days after receipt of default notice from **Director,** IBSD Imphal (or takes longer period in spite of what IBSD may authorize in writing), IBSD may terminate the contract/purchase order in whole or in part and forfeit the EMD/PBG as applicable. In addition to above, IBSD may at its discretion also take the following actions: IBSD may procure, upon such terms and in such manner, as it deems appropriate, good similar to the undelivered items/products and the defaulting supplier shall be liable to compensate IBSD for any extra expenditure involved towards goods and services obtained.

20. Applicable Law (both foreign & indigenous):

(a) The contract shall be governed by the laws and procedures established by Govt. of India and subject to exclusive jurisdiction of competent Court & forum in Imphal, India only.

(b) Any dispute arising out of this purchase shall be referred to the **Director,** IBSD Imphal, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an arbitrator, who should be acceptable to both the parties, to be appointed by the **Director,** IBSD Imphal. The decision of such arbitrator shall be final and binding on both the parties.

ADDITIONAL TERMS FOR IMPORTED GOODS:

In addition to above mentioned terms, the following terms will be applicable in case of foreign purchases:

21. Rates: Quoted rates should be in CIF/CIP Kolkata terms and charges to be stated in the following break-up

- (a) Ex-works value
- (b) + Documentation & handling Charge, if any
- (c) + Estimated Overseas Freight to be paid at actual against authentic documents and monetary receipt
- (d) + Estimated Overseas Insurance charge to be paid at actual against authentic documents and monetary receipt (in case the firm holds open insurance policy, the insurance certificate relating to the consignment will have to be provided).
- (f) Total CIP/CIF Kolkata value

22. Delivery:

- (a) Delivery of goods at IBSD Imphal, will have to be within 95 days from the date of issue of the Purchase order.
- (b) Supplier must take necessary steps for custom clearance at Kolkata. IBSD will provide necessary documents on request.
- (c) While transshipment will be allowed, part shipment will not be allowed.

23. After Sale Service: In case of imported items, foreign manufacturing firms should indicate facilities available for after sales service in India without which their offers are liable to be ignored. Detail address and contact number of local representative in India, without which the offers are liable to be rejected.

24. Country of Origin: While the country of origin will not be insisted, the same however will have to be stated in the original Invoice for payment through LoC.

25. LoC Amendment: LoC/FDD amendment charges due to mistake on the part of the supplier, if any, will have to be borne by the supplier.

Price Schedule for Goods Being Offered From Abroad

Name of the Bidder _____

TENDER No. _____

1	2	3	4	5	6		7		8		9
Sl No	Item Description	Country of origin	Unit	Quantity	Unit Price		Total Price (5x6)		Charges for insurance & transportation to port/ place of destination		Total Price (7+8)
					FOB (named port of shipment)	FCA (named place of delivery)	FOB (named port of shipment)	FCA (named place of delivery)	Ocean	Air	CIF

Note:

Total Bid Price in foreign

Currency _____ in words

(a) Indian agents name & address _____

Signature of Bidder

(b) Installation, commissioning & training charges, If any _____

Name
Business

(c) Cost of spares _____
Address _____

(d) The Indian agent's commission shall be paid in Indian Rupees only based on the Exchange Rate prevailing on the date of negotiation of documents in accordance with clause 22.1 of GCC.

(e) The cost of optional items shall be indicated separately

Price Schedule For Goods Being Offered From India.

Name of the Bidder _____

Tender No. _____

1	2	3	4	5	6	7	8	9	10	11
Sl. No.	Item Description	Country of origin	Unit	Quantity	Ex-Works. Ex-warehouse, Ex-show room off the shelf price (inclusive of all taxes already paid)	Total price Ex-Works Ex-warehouse, Ex-show room off the shelf price (inclusive of all taxes already paid) 5x6	VAT & other taxes like excise duty payable, if contract is awarded	Packing & for warding up to a station of dispatch, if any	Charges for inland transportation, insurance up to Lab./instt.	Installation Commissioning and training Charges, if any

Total Bid price in foreign currency _____ in words.

Signature of Bidder

Name _____

Business

Address _____

Note:

(a) The cost of optional items shall be indicated separately

(b) Cost of Spares _____

Bidder Information Form

- a) The Bidder shall fill in this form in accordance with the instructions indicated below. No alternations to its format shall be permitted and no substitutions shall be accepted. This should be done of the letter head of the firm

Date: (of Bid Submission)

Tender No.: (insert number from invitation for bids)

Page 1 of _____ pages

1. Bidder's Legal Name:
2. In case of JV, legal name of each party:
3. Bidder's actual or intended Country of Registration:
4. Bidder's Year of Registration:
5. Bidder's Legal Address in Country of Registration:
(1) 6. Bidder's Authorized Representative Information Name: (Authorized Representative's name) Address: (Authorized Representative's Address) Telephone/Fax numbers: (Authorized Representative's Telephone/Fax numbers) Email Address: (Authorized Representative's Email Address)
7. Attached are copies of original documents of: (check the boxes of the attached original documents) Articles of Incorporation or Registration of firm named in 1, above , in accordance with ITB Sub-Clauses 4.1 and 4.2

Signature of Bidder _____

Name _____

Business Address

Manufacturer's Authorization Form

The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer.

Date: (date of Bid submission)

Tender No.: (insert number from invitation for bids)

To: (Complete name and address of Purchaser)

Whereas

We (complete name of the manufacturer), who are official manufacturers of (type of goods manufactured), having factories at (full address of manufacturer's factories), do hereby authorize (complete name Bidder) to submit a bid the purpose of which is to be provide the following Goods, manufactured by us (name and or brief description of the goods), and to subsequently negotiate and sign the contract.

We hereby extend our full guarantee and warranty in accordance with Clause 21 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: (signature(s) of authorized representative(s) of the Manufacturer)

Named: (complete name(s) of authorized representative(s) of the Manufacturer)

Title:

Duly authorized to sign this Authorization on behalf of: (complete name of Bidder)

Dated on _____ day of _____, _____ (insert date of signing)

BID SECURITY FORM

Whereas _____
(Hereinafter called the tenderer)

Has submitted their offer dated _____

For the supply of _____
(Hereinafter called the tender)

Against the purchaser's tender enquiry no. _____

KNOW ALL MEN by these presents that WE _____ of
_____ having our registered office at
_____ are bound unto _____ (hereinafter called the
"Purchaser")

In the sum of _____

For which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____, 20_____.

The Conditions of this Obligation are:

- (1) If the tendered withdraws or amends, impairs or derogates from the Tender in any respect within the period of validity of this tender.
- (2) If the tendered having been notified of the acceptance of his tender by the Purchaser during the period of its validity:
- (3) If the tenderer fails to furnish the Performance Security for the due Performance of the contract.
- (4) Fails or refuses to accept/execute the contract.

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorized officer of the Bank)
Name and designation of the officer

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

Performance Statement Form
(For a period of last 3 years)

Name of the Firm.....

Order Placed by (full address of Purchaser)	Order No. and Date	Description and quantity of ordered equipment	Value of order	Date of completion of delivery as per contract	Date of actual completion of delivery	Remarks indicating reasons for late delivery, if any	Has the equipment been installed satisfactory? (attach a certificate from the Purchaser/Consignee	Contact person alongwith Telephone No.,FAX No. and email-address

Signature and Seal of the manufacturer/ Bidder.....

Place:

Date:

Deviation Statement Form

- 1) The following are the particulars of deviations from the requirements of the tender specifications:

Clause	Deviation	Remarks (Including Justification)

Place:

Date:

Signature and Seal of the
Manufacturer/Bidder

NOTE:

- 1) Where there is no deviation, the statement should be returned duly signed with an endorsement indicating "No Deviation".

Service Support Detail Form

Sl No.	Nature of training imparted	List of similar type equipments serviced in the past 3 years	Address, Telephone Nos., FAX Nos. and email address

Signature and Seal of the Manufacture/Bidder

Place:

Date:

ANNEXURE

LIST OF EQUIPMENTS FOR COVID TESTING CENTRE OF IBSD, IMPHAL

Sl. No.	Name of the Equipment/Consumables	No. of Equipment
1.	<p>RT-PCR</p> <ol style="list-style-type: none">1. System should have Temperature range: 4 to +/- 100°C, uniformity of +/- 0.40°C with block ramp more than 6°C/sec, and run time less than 40 minutes.2. Enhanced security, audit and e-signature module (SAE) —21CFR part 11 enablement, with single or multiple instruments, with better control and ease.3. Detection sensitivity: 1.5-fold resolution 1 copy of template 10 logarithmic units of dynamic range so you can detect differences as small as 1.5-fold, Instrument should also be capable of running HRM applications and software for the same should be available as an option.4. Excitation source and detection range: CCD camera/CMOS/decoupled with LED/Halogen excitation source with excitation/emission range 450–600 nm/500–640 nm with whole plate imaging and detection.5. The Pre-validated and functionally tested Taqman Gene Expression Assays as well as Taqman SNP Genotyping Assays should be readily available with the vendor.6. The system should enable to connect with Online ecosystem, Facial authentication, Hands-free operation, System configuration Stand alone, PC connected, or direct connection via USB, LAN or Wi-Fi to the Connect platform.7. System should come with laptop along with data analysis software, MIQE compliance: Real-time PCR data markup language with, CE, ISO 13485.8. The system should come with a compatible UPS for power back up for at least 30min.9. The system should enable with Radio-frequency identification (RFID) smart plate workflow, Desktop option using Microsoft™ Windows™ 10 or Mac™ operating system	3 nos.
2.	<p>Automated System for Nucleic acid (RNA/DNA) protein extraction and cell separation</p> <ol style="list-style-type: none">1. Instrument should be compatible to 96 deep well plates, 24 deep well plates and 96 well PCR plates.2. The principle should be a magnetic bead based, to purify nucleic acids, proteins, cells, bacteria in a convenient, rapid and reproducible manner from different starting materials with high quality and yield.3. The processing volume should be flexible for all type of sample volumes from 20 – 5000 microlitre. With 24 well format it should be from 200 µl – 5 mL and with 96 well format it should be from 20 µl – 1000 µl.4. Entire processing time on instrument should be <30 min for RNA extraction5. To avoid cross contaminations the instrument should not have liquid transfer step between the procedures.6. The instrument should be able to run a maximum of 96 samples per run in <30mins7. The instrument should be an open system, able to accommodate other magnetic bead based kit from different manufacturer.	1 no.

	<ol style="list-style-type: none"> 8. The instrument should have an option of stand-alone mode and PC controlled mode. 9. The system should have a memory for 100 internal protocols 10. The software supplied with the instrument should not have licenses key for unlimited users' access. 11. Instrument should be either CE marked or Europe regulations. 	
3.	<p>Bio-Safety Cabinet</p> <ol style="list-style-type: none"> 1. The Bio-safety cabinets class II should be 4 feet width with front window must be an 8" sash opening and SS 304 grade or coated steel interior 2. The Bio-safety cabinet must include DC ECM motors. 3. The motor must automatically adjust the airflow speed during HEPA filter loading. 4. Cabinet must use a pressure sensor (rather than anemometer) to detect flow of exhaust air out of cabinet 5. The cabinet should display the inflow and must incorporate an LCD indicator, visual and audible alarm to indicate excessive HEPA filters loading, airflow speed failure, incorrect window position. 6. Bio-safety cabinet should have automatic operation option for UV, blower, UV light on sash opening and closing 7. The cabinet should have clock option 8. Security-lock codes to prevent unauthorized access 9. The front of the cabinet must be angled 10° to help minimize glare 10. The cabinet noise level must be less than 65dB (A) for a 4 feet cabinet 11. The cabinet should be equipped with an exhaust flow alarm, such that an alarm sounds, and the cabinet blower shuts off in the event of insufficient exhaust flow 12. UV light must be programmable to allow for specific exposure times from 0 to 100 hours 13. The Bio-safety cabinet should incorporate supply HEPA filter of the class H 14 EN 1822 or better and having minimum efficiency of 99.999% at 0.3µm particle size 14. Audible and visual alarms for blower failure, airflow speed failure, incorrect window position 15. The cabinet should be provided with fixed/ adjustable height stand, UV light and one set of detachable arms rest and one/ electrical outlet 	2 nos.