



तेजपुर विश्वविद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament)

कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR

नपाम::तेजपुर-784028::असम

NAPAAM::TEZPUR-784028::ASSAM

NOTICE INVITING QUOTATIONS (NIQ)

(ET-NIQ- _____ DT- _____)

Online Tenders in O2 bid System (Technical and Financial) are invited on GEM from reputed manufacturers/authorized dealers for supply of the equipment/items as detailed below, under DST-FIST Engineering Science Project for the Department of Food Engineering Technology.

Please read the NIQ document carefully before participating in the bid. It shall be deemed that submission of bid by the bidder has been done after careful study and examination of the NIQ terms with full understanding to its implications. Any lack of information shall not in any way relieve the bidder of its responsibility to fulfill its obligations under the Bid.

The University will reject a proposal for award if it determines that the bidder recommended for award, has engaged in corrupt or fraudulent practices in competing for, or in executing, the Purchase Order. Fraudulent Practice means a misrepresentation of facts in order to influence a procurement process and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive Tezpur University of the benefits of free and fair competition. Corrupt Practice means offering, giving, receiving or soliciting of anything of value, pressurizing to influence the action of a public official in the process of this purchase execution.

For any queries /doubt please contact the Store & Purchase Section (e-mail snp@tezu.ernet.in)

Details of equipment: **(Technical Specifications/Compliance Sheet are uploaded/attached separately at Annexure-I)**

SN	Equipment required	
	Basic Equipment	Desired Consumables/ Accessories / Geometries
1.	Dynamic Light Scattering based Particle Size & Zeta Potential Analyzer	A. Disposable polystyrene cuvettes with stoppers (Minimum # 500) B. Disposable Zeta Potential cells: Should be quoted to remove any cross-contamination (Minimum # 50) C. Annual Maintenance Contract 02 years of free AMC with suitable terms and conditions. D. Online UPS-10 kVA with 30 min backup

General Information about the NIQ

Last date and time for submission of Bids: As in GEM Bid (___:___ AM/PM)

Date and Time of opening of Bids: - do - (___:___ AM/PM)

GENERAL TERMS & CONDITIONS:

1. The items desired to be procured through this bid are supplementary to each other and in the execution of the project in its entirety; as such, interested participants may note that they are to quote for all the items as desired to be procured through this bid.
2. **Rates:** Rates quoted should be on **FOR Tezpur University, Napam, Tezpur, Door Delivery Basis**, for indigenous items and **CIP Tezpur University, Napam, Tezpur or Delivered Duty Paid**, for imported item. Failure to comply with this term may lead to rejection of the quotation/bid.



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3. Quotations should be accompanied by:

- i) An EMD (in the form of Demand Draft/Banker Cheque) for 80,000/- (Rupees Eighty Thousand) only drawn in favor of Registrar, Tezpur University, payable at Tezpur. No request for consideration of earlier deposited EMD will be considered.
 - ii) Bidders who are MSME/NSIC registered need to furnish a "Bid Security Declaration" (format enclosed at Annexure-II) in lieu of EMD accepting that if they withdraw or modify their bids during the period of validity etc., they will be suspended for a period of Three (03) years from participating in any future bid invited/published by Tezpur University. Bidders who are MSME/NSIC registered seeking exemption from payment of Earnest Money Deposit (EMD) are to submit valid documents in support of their claim. Bidders seeking exemption are asked to clearly mention the category under which the exemption is claimed. The category of exemption under MSME/NSIC will be strictly adhered to.
 - iii) The original copies of the EMD/Bid Security Declaration (Annexure-III) should be deposited/submitted/reach the office of the undersigned before opening of the Bids in an envelope superscribed as "Quotation/Participation Fee and EMD for Bid No. (State the Bid No. generated by GEM) addressed to the Deputy Registrar-S&P, Tezpur University. Failure to do so may result in rejection of the bid.
4. Bidders are to ensure that they are GST compliant and that their quoted tax structure/rates are as per GST law. The rates should be exclusive of taxes, and the applicable tax percentage should be clearly indicated. Financial/Price Bid format where taxes cannot be mentioned separately. In such cases, the percentage of taxes applicable should be mentioned in the Technical Bid document.
 5. Applicable levies, surcharges, and discounts should be clearly indicated item-wise.
 6. The Data Sheet/catalog of the product(s) offered in the bid is to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered.
 7. **Validity of Quotation:** Quoted rates must be valid for at least **180 days** from the last date of submission of quotation.
 8. **Bidder financial standing:** The bidder should not be under liquidation, court receivership, or similar proceedings and should not be bankrupt. Bidder to upload undertaking to this effect with the bid.
 9. **Manufacturer authorization:** Wherever Authorized Agency/ Distributors/Partners are submitting the bid, Manufacturers Authorization Form (MAF)/Certificate with OEM details such as name, designation, address, e-mail ID, and Phone No. required to be furnished along with the bid. The authorization must be addressed to the buyer, and the bid should be specific to OEM.
 10. **Bidders Turn Over Criteria:** The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution/incorporation of the bidder is less than 3 years old, the average turnover in respect to the completed financial years after the date of constitution shall be taken into account for this criteria.
 11. **OEM Turn Over Criteria:** The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution/incorporation of the OEM is less than 3 years old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
 12. **Basis of Evaluation:** Evaluation will be initially done based on the basis of technical specifications as specified in the tender notice. A technical presentation is also required to be given by the eligible bidders. Accordingly, Financial bids of the technically qualified bidders will be opened.

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13. **Literature a must (wherever applicable):** All the quotations must be supported by technical leaflet/literature and the specifications mentioned in the quotation must be reflected/ supported by such technical leaflet/ literature. The model and specifications quoted should **invariably be highlighted** in the leaflet/literature for easy reference.
14. **Dealership Certificate (wherever applicable)::**Dealers or Agents quoting on behalf of Manufacturer must upload valid dealership certificate. OEM should have service centres all across Assam, toll free number, Service Matrix & SLA need to be furnished. Product datasheet, user manuals & brochures etc. need to be furnished against the technical parameters & the same should to be available with OEM website.
15. **Quality Certificates:** Valid certificate to prove that the products are genuine and of international standard, as mentioned below, must be uploaded: (a) Manufacturer's certificate; (b) ISO/ISI certificate.
16. **Genuine Pricing:** Vendor is to ensure that quoted price is not more than the price offered to any other customer in India to whom this item has been sold, particularly to Universities/IITs/Institutes and other Government Organization.
17. **Installation, demonstration and training -sessions should be conducted/imparted by the selected bidder/ OEM for the delivered equipment as well.**
18. **PENALTY FOR DELAYED DELIVERY:** The date of delivery should be strictly adhered to. In the event of delayed delivery, installation & commissioning, the vendor shall be liable for a penalty deduction as per prevailing rule.
19. The University is exempted from paying Custom and Excise duty.
20. Warranty/Guarantee applicable if any, period should be specifically mentioned in the quotation.
21. Irresponsive/incomplete quote will be rejected.
22. No Advance payment will be made.
23. The University reserves the right to accept or reject any or all the quotations without assigning any reason.
24. Quoted price should be inclusive of delivery up to Tezpur University, Tezpur.
25. Applications for release of EMD should be submitted to the **Deputy Registrar-S&P**.
26. Apart from the above terms and conditions the University has the right to include any other terms and conditions as and when felt necessary.
27. **Performance Bank Guarantee amounting to FIVE (05) % of the order value needs to be submitted in the form of a Bank Guarantee in favor of "The Registrar, Tezpur University" on or before the final settlement of the bill. The Performance Bank Guarantee must remain valid for the entire warranty period and AMC period (if selected) plus 60 (sixty) days. No interest shall be paid on the Performance Bank Guarantee.**
28. **Conditional tenders not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Printed conditions mentioned in the tender bids submitted by vendors will not be binding on Tezpur University.
29. **Enquiry during the course of evaluation not allowed:** No enquiry shall be made by the bidder(s) during the course of evaluation of the tender till final decision is conveyed to the successful bidder(s). However, the Purchase Committee or its authorized representative (Tezpur University) can make any enquiry/seek clarification from the bidders. In such a situation, the agency shall extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short period notice, as such the bidders have to be ready for the same.

Termination for default: Default is said to have occurred.

- a. If the product or any of its component is found having poor workmanship, faulty designs, poor performance and bad quality of materials used.
- b. If the agency 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 Tezpur University.
- c. If the supplier fails to perform any other obligation(s) under the contract.

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- d. Under the above circumstances Tezpur University may terminate the contract / purchase order in whole or in part and forfeit the EMD/PBG as applicable. In addition to above, Tezpur University may at its discretion also take the following actions: Tezpur University may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate Tezpur University for any extra expenditure involved towards goods and services obtained. Besides, the Vice-Chancellor, Tezpur University, and reserves the right to impose any other form of penalty as deemed fit including blacklisting of the vendor.

30. Selection criteria:

i. Evaluation Criteria:

To ensure that each bidder has the necessary qualifications and resources to fulfill its obligations under the contract, the following criteria shall be evaluated. The Eligibility, Financial, Experience & Support criteria should be passed before the technical criteria. Technical criteria will be evaluated and ranked by the award of "ACCEPT" and/or "REJECT". Only the "ACCEPTED" vendors will be considered for price bid. The evaluation will be done based on the total value-wise evaluation. In case a joint venture makes a bid, any one of the members of the joint venture needs to be qualified for each of the criteria mentioned below.

- ii. The L-1 will be selected based on the price of basic equipment and selected accessories as per order of priority.

Eligibility Criteria:

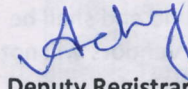
- a. The bidder or the OEM should not be blacklisted by Tezpur University or any other Educational /R&D/ PSU/ Govt organizations. A certificate or undertaking to this effect must be submitted.

iii. Technical Criteria

Technical bids will be evaluated and ranked by the award Accepted & Rejected. The price bids of Accepted vendors would then be considered by the concerned Purchase Committee of the institute.

Delivery Period

31. The delivery installation and commissioning should be completed within **45 Days** of the award of BID without any deviation.


Deputy Registrar (S&P)
Tezpur University



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Annexure-I

(Detailed Technical Specifications)

i) DLS based Particle Size Analyzer with Zeta Potential

Sr.No.	Specification	Details
1.	Measurement type	Particle size, molecular weight and zeta potential
2.	Measurement principle	Dynamic Light Scattering
3.	Light source	Temperature controlled Laser or superior
4.	Detector	Photodiode array detector or superior
5.	Correlator	25ns, 4000channels
6.	Temperature control	Variable temperature from 5-90° C or better
7.	Temperature control accuracy	±0.1°C or better
8.	Scattering angle	Two angles minimum; Forward scattered angle (~13° or better), and Side scattered angle (~90° or better) Backward scattered angle (~173° or better) or equivalent as long as instrument capabilities are not negatively affected. System should use minimum 3 variable positions for measuring samples from various positions within the cell to minimize multiple scattering effects. The system should have user selectable fluorescence filters and polarizing filters for improving measurement of fluorescing samples without compromising on instrument sensitivity for non-fluorescing samples and to make depolarized DLS measurements to differentiate translational from rotational diffusion respectively.
9.	Refractive Index measurement	Feature to measure RI must be provided separately or in-built in the system.
10.	NIBS (non invasive back scatter)	yes
	Sizing (DLS)	
1.	Max. size range (hydrodynamic dia)	1-nm to 10-microns or better
2.	Max. conc.	0.5 mg/mL to 40% w/v or better
3.	Min. sample volume	20 µL or lower
4.	Flow cell available	yes
5.	Repeatability	Better than ±2%
6.	Accuracy	Better than ±2%
7.	Sensitivity	0.1mg/mL or better
	Zeta potential (ELS)	
	Measured Principle: Electrophoretic light scattering and should be capable to measure	



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	Aqueous/Polar Solvents and Oils, High Salts/ Non-Polar solvents-based systems. It should use the method of Phase Analysis Light Scattering (PALS) to improve the repeatability of measurements of low mobility samples	
1.	Measured Principle	Electrophoretic light scattering
2.	Zeta potential range	$\pm 500\text{mV}$ or better
3.	Zeta potential size range	5 nm-100 μm or better
4.	Conductivity range	200 mS/cm or better
5.	Min. sample volume	$\leq 100 \mu\text{L}$
6.	Max. sample conc.	40%w/v
7.	Repeatability	Better than $\pm 5\%$
8.	pH Range	2- 12
9.	Standard cell	Disposable capillary quartz or polystyrene (dip cell)
	Molecular wt. (ELS)	
	Measured principle: Static light scattering	
1.	Molecular wt. range	1kDa-20MDa
2.	Measured principle	Static light scattering or using Dynamic Light Scattering.
	Output	
1	Particle size	differential/cumulative distributions; values for sizes at given percentages, fits to distribution models
2	Zeta potential	plot of zeta potential distribution, mean zeta value
3	Molecular weight	mean molecular weight value
	Software	
	The latest compatible upgradable software to operate the system and to analyze the data in detail.	
	Upgradability: The software should have adequate provisions for incorporating additional features as and when required to upgrade effortlessly.	
	Warranty	03 years On-site warranty,
	Any other suitable and necessary accessories must also be included for plug-and-play arrangement.	
	Accessories	
1.	Cuvette cell	Two pairs of Quartz cuvette should be included with the main system
2.	Low-volume quartz cuvette	Two pairs of Quartz cuvette Should be supplied with the main system

	Consumables/ Accessories (Optional)	These will be procured as per the available budget
1.	Suitable disposable polystyrene cuvettes with stoppers	Minimum#500
2.	Disposable Zeta Potential cells Should be quoted to remove any cross-contamination	Minimum#50



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3.	UPS	10KVA online UPS with 30 min backup of reputed brand for run the equipment
4.	Annual Maintenance Contract	Annual Maintenance Contract: 02 years of AMC post expiry of warranty period.

2.	GST Certificate	Yes/No
3.	Valki Trade License/ Registration Certificate	Yes/No
4.	ITR Returns (Last 03 Financial Years)	Yes/No
5.	Declaration of Non-Blacklisting	Yes/No
6.	Acceptance to Tender Condition	Yes/No
7.	Technical Specifications and Compliance Sheet including model superior of tender	Yes/No
8.	Audited Balance Sheet certified by CA for last 03 years *	Yes/No
9.	Annual Turnover (last 03 financial years) *	Yes/No
10.	Proof of Experience *	Yes/No
11.	Largest Money Deposit *	Yes/No
12.	Bid Security Declaration Form*	Yes/No
13.	MSME / NSIC (* exempted for those who are MSME registered)	Yes/No
Optional :		
1.	Proof of Office Address (if applicable)	Yes/No
2.	ISO Certificate (if applicable)	Yes/No
3.	Address of After Sales Support /Service Centres (if applicable)	Yes/No
4.	Dealership Certificate/Authorization Certificate (if applicable)	Yes/No
5.	MII Declaration (if applicable)	
6.	Escalation Matrix	Yes/No
7.	Product Datasheet, User Manual and Stocking in support of technical parameters	Yes/No
8.	Certification for Genuine Pricing	Yes/No



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Annexure-II

SI No	Type of Document	Submitted	Page
Mandatory:			
1.	PAN Card	Yes/No	
2.	GST Certificate	Yes/No	
3.	Valid Trade License/ Registration Certificate	Yes/No	
4.	ITR Returns (Last 03 Financial Years)	Yes/No	
5.	Declaration of Non-Blacklisting	Yes/No	
6.	Acceptance to Tender Condition	Yes/No	
7.	Technical Specifications and Compliance Sheet including model supported by leaflet	Yes/No	
8.	Audited Balance Sheet certified by CA for last 03 yrs. *	Yes/No	
9.	Annual Turnover (last 03 Financial Years) *	Yes/No	
10.	Proof of Experience *	Yes/No	
11.	Earnest Money Deposit *	Yes/No	
12.	Bid Security Declaration Form*	Yes/No	
13.	MSME / NSIC (* exempted for those who are MSME)registered)	Yes/No	
Optional :			
1.	Proof of Office Address (If applicable)	Yes/No	
2.	ISO Certificates (If applicable)	Yes/No	
3.	Address of After Sales Support /Service Centres (if applicable)	Yes/No	
4.	Dealership Certificate/Authorization Certificate (if applicable)	Yes/No	
5.	MII Declaration-(if applicable)		
6.	Escalation Matrix	Yes/No	
7.	Product Datasheet, User Manual and brochure in support of technical parameters	Yes/No	
8.	Certification for Genuine Pricing	Yes/No	

Legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid in an on behalf of: (insert complete name of Bidder) Dated

on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners in the Joint Venture that submits the bid)



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Annexure-III

(To be submitted on Company's/Firm's Letterhead signed and sealed)

Bid-Security Declaration Form

Date: _____

Bid No. _____

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of three year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

(a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

(b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration).

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of: (insert complete name of Bidder) Dated

on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid).