

Dayalbagh Educational Institute
(DEEMED TO BE UNIVERSITY)
Dayalbagh, Agra

Notice Inviting Tenders

Limited tender No: DEI-Sc-Botany-AK-2018-19-TDR-24

Date: 14 January 2019

Sealed tenders are invited from the Manufacturers/ Suppliers/Authorized dealers/ agencies for the supply and installation of the following:-

S.No.	Item	Quantity
1	Field Distillation Unit	1

The tenderer shall be required to submit the Earnest Money Deposit (EMD) for an amount of **Rs. 20,000/-** by way of demand drafts/banker's cheque/FDRs which is refundable and a non-refundable tender fee for an amount of **Rs.200/- (Rupees two hundred only)** by Cash or Demand draft. The demand drafts shall be drawn in favour of **"Registrar, Dayalbagh Educational Institute, Agra"** payable at Agra. The demand drafts (validity 45 days beyond final bid) for earnest money deposit & tender fee must be enclosed in the envelope containing the bid documents addressed to:

"The Registrar
Dayalbagh Educational Institute,
Dayalbagh, Agra – 282005,
Uttar Pradesh"

Note: Central Purchase Organization, Small Scale Industries/ National Small Scale Industries Corporation shall be exempted from payment of Earnest Money Deposit. Tenderers seeking exemption should enclose a self attested photocopy of valid registration certificate with NSIC.

(The Earnest Money will be liable to be forfeited if quotation is not honored or if contract is not signed with the Institute, after the award is made to the Tenderer)

1. Time and last date of submission of the Bid: 11.00 am on 05.02.2019
2. Time of Bid Opening: 11.30 am on 05.02.2019
3. Venue of Bid Opening: CAO, Dayalbagh Educational Institute, in the presence of bidders who want to be present at the time of opening of bid.

Interested Contractors/Suppliers/Authorized dealers may put the tender document complete in all respect and other requisite documents in the tender box kept in the General Section, CAO, Dayalbagh Educational Institute, Dayalbagh, Agra- 282005. The bidders are also informed that they may come personally or send their representative to be present at the time of opening of bid. Please note that tender box shall be opened at the time mentioned above irrespective of whether bidders himself or any of their representative are present or not. The tenders shall not be entertained after this deadline under any circumstances what so ever. For more details please visit the institute's website <http://www.dei.ac.in> or contact Dr. Akhilesh Kumar- 9450184245.

Registrar
Dayalbagh Educational Institute Dayalbagh,
Agra-282005

Terms & Conditions

Note: Bidders must submit the following primary information/documents with the quotation. Bidders will have to indicate these particulars in their quote failing which the offer may be rejected. Please do produce the related documents whenever required by the Institute.

1. Trade License/Company Registration No.
2. VAT / Service Tax Regn. No.
3. Income Tax PAN No.
4. Firm's Bank A/c details
5. Bidders are requested to quote rate(s) per unit(s) only in the recognized Accounting units otherwise your quotation will not be accepted.
6. Cost of items shall include installation, support and troubleshooting.
7. Warranty and Support: for Hardware and Software should be explicitly mentioned.
8. Bidders should be OEM/Authorized partner/Authorized dealer of OEM/ Contractors.
9. Bidders should quote rates as per details/specifications mentioned in notice inviting Tender. The Institute reserves the right to place order for each job to single/separate vendor(s) if necessary.
10. Bidders should quote rates on FOR/Free Delivery at the sites specified in the Notice inviting Tender, inclusive of all charges else should mention estimated cost of packing, forwarding, insurance and freight by Rail/Road/Post etc. as the case may be.
11. Bidders must indicate if their rates are inclusive of taxes.
12. Quotation received after the closing date will not be entertained and revision in the price will render the bid invalid. Quotation should indicate clearly the period of Validity, preferably not less than 45 days.
13. In case of an offer for items having multiple options, you should clearly indicate item - specific price(s). Please quote separate item-wise rate(s), when quotation has been asked for so. For every offer, packing and forwarding charges, GST or any Tax etc. should be shown separately.
14. Bids will be evaluated after equated comparison of offers upon calculating all tax/duty/cess/surcharge/discount/packing/transportation costs, other charges with price and non-compliance of technical and commercial terms will render a bid liable for rejection.
15. Bidders will have to submit Bills/Invoices on dispatch of stores, if ordered, to this office in triplicate duly pre-receipted and supported by the relevant delivery documents for audit and payment direct to you or to your bankers. Generally, payments can be expected within one month and are made against acceptance of supplies/ jobs completed and in deserving cases, against shipment documents.
16. No insurance charges are allowed unless otherwise specified and agreed to by us. In the absence of any specific instructions, it will be the responsibility of the supplier to ensure a consignment against transit risk at his own expense if he so desires.
17. The Institute is not bound to accept the lowest rate or any other offer and the acceptance of the offer is entirely at the discretion of the Committee
18. Institute reserves the authority to increase / decrease the quantity (50%) if deemed necessary.
19. The Institute reserves the right to select certain items in single or multiple units and reject the others or all as mentioned in the schedule and to revise or alter the specifications before acceptance of any tender and accept or reject any or all tenders, wholly or partly or close the tender without assigning any reason whatsoever.
20. The Bidder shall be required to submit the Earnest Money Deposit (EMD) by way of Demand Draft /Banker's cheque / FDRs as mentioned in the Notice Inviting Tender is refundable and a non-refundable tender fee for an amount of Rs 200/- (Rupees two hundred only) by way of demand drafts/banker's cheque. The demand drafts shall be drawn in favour of "**Registrar, Dayalbagh Educational Institute, Agra**" payable at Agra. The demand drafts (validity 45 days beyond final bid) for earnest money deposit & tender fee must be enclosed in the envelope containing Technical bid.
 - a) The firm(s) that are registered with the National Small Industries Corporation (NSIC) or Small Scale Industries (SSI) are exempted from furnishing the EMD. Self-attested photocopy of the valid registration certificate must be enclosed with their bid.
 - b) The demand drafts for EMD & tender fee must be enclosed in the envelope containing the Technical Bid and super-scribed with tender number and due date of submission on Technical Bid /Price bid both . Any technical bid is found without the demand drafts of EMD and tender fee will be rejected. The Institute will not be liable to pay any interest on such an amount. The EMD shall be forfeited, if the Bidder withdraws its bid during the period of validity of Tender.
21. 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 Agra only. The resolution of the Arbitrator shall be final and binding on both the parties.
22. Jurisdiction: The courts at Agra 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 Agra court shall have jurisdiction in the matter.

23. The Institute reserves the right to order GPON and accessories to a quantity less (upto 25%) or more (upto 50%) than that specified above.
24. Excise Duty: The Institution is exempted from payment of Excise Duty under notification No.10/97 – Central Excise dt. 01.03.97 issued by Ministry of Science & Technology, Govt. of India. Hence, the offer shall be submitted accordingly the bidders should not include the Excise Duty in the quoted price, which can put them into a disadvantageous position. They should however, quote separately the percentage / quantum of excise duty applicable.
25. Customs Duty: In case of Imported Items, please note that we are exempted from payment of Customs Duty in terms of Notification No.51/96-CUSTOMS dated 23.7.1996 as amended from time to time. Issued by Ministry of Science & Technology, Dept. of Scientific and Industrial Research, Government of India, we are eligible for concession of Custom duty.

Registrar, DEI

Note:- For full details of equipment, please see attached Annexure -I

Kindly address the quotations to "**Registrar, Dayalbagh Educational Institute, Dayalbagh, Agra**" and dispatch in the properly sealed envelope at the following address or drop the tenders in the drop box kept in the Institute:

**Registrar,
Dayalbagh Educational Institute,
Dayalbagh, Agra 282005**

For any clarification you may contact the following:
Dr. Akhilesh Kumar- 9450184245

Special Terms & Conditions

1. The bid is to be submitted in TWO Bid Pattern i.e Techno-Commercial Bid and Price Bid in **Two separate sealed covers/envelopes.** Warranty should be for Minimum 1 year from the date of supply of goods in working conditions

Note- We have Custom Duty Exemption Certificate.

Other terms and Conditions:

Prices to be inclusive of installation and training

Annexure-I

Technical Specification

Field Distillation Unit

Capacity: 1000 kgs herb

All contact parts made of S. S. 304

Shell - 3.0 m.m. thick S. S. 304

Calandria - 5.0 m.m. thick M. S.

Water Seal type unit will be all consist of M.S. Flanges, Grids, M.S. Swing System,

M.S. Chimney with all necessary accessories

Condenser: Shell & Tube type, Shell of Condenser made of Mild Steel having S. S. (304) tubes. Receiver: Stainless Steel (304) sheet

Chain Block & Trolley having Cap. 2 tons

Material Handling Equipments

Girder (1), Pillar (made of Iron - 02), Lab scale unit for floral water having 25 kg capacity

Tender including installation, demonstration, training to technical staff and after installation maintenance service for one year