

# UNIVERSITY OF MUMBAI



## Department of Biophysics

University of Mumbai, Vidyanagari,  
Santacruz (E), Mumbai 400 098, India.  
Tel: (022)26543105/3492

### TENDER NOTICE

**For**

**Name of Work:** Orbital Shaker Incubator

### CONTENTS

**Tender Notice No.: UDBP/ICD/2017-18/07 dated 11-09-2017.**  
University of Mumbai invites Tender for Supply of Orbital shaker Incubator

Sr. No.	Tender Form Fees Rs.	EMD in Rs.	Validity of Tender	Tender Submission date and Venue
1.	Rs. 1,000/- (Rs. One Thousand only)	Rs. 4000/- (Rs. Four thousand only)	120 days	Date: 06-03-2018 at 11.00 to 17.30Hrs. <b>Venue:</b> <b>Head, Department of Biophysics, University of Mumbai, Vidyanagari, Santacruz (E), Mumbai 400 098, India.</b> <b>Tel: (022)26543105/3492</b>

#### **Schedule for Tenderers :**

Tender Download Period: 23-02-2018, 11.00 Hrs. to 05-03-2018, 13.00 Hrs.

Tender Submission Period: up to 6<sup>th</sup> March, 2018, 15.00 Hrs

Opening technical bid: 08-03-2018, 17.00 Hrs

Mumbai-400032.

Head Dept. of Biophysics  
Dr. P. M. Dongre

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### INVITATION OF TENDERS (Tender Document)

UNIVERSITY OF MUMBAI DEPT. OF BIOPHYSICS, INVITES TENDERS FOR of **Supply of Orbital shaker Incubator**

1. Detailed terms and conditions and schedule of the goods/ materials are provided in the tender documents.
2. A complete set of Tender Documents may be downloaded and submitted with tender documents & Rs. 1000/- as tender document fee which is not refundable. Mode of tender document fee by DD in favor of finance and accounts officer, university of Mumbai.
3. All Tenders must be accompanied by an Earnest Money Deposit (EMD) for an amount of Rs.4000/-should be paid through DD of Nationalized bank in favor of finance and accounts officer. In case of any exemption, Exemption Certificate should be submitted in the Technical Envelope-I. Tender accompanied by Cheque/Cash/ without EMD will not be considered and will be rejected out rightly.
4. UNIVERSITY OF MUMBAI will not be responsible for any costs or expenses incurred by Tenderers in connection with the preparation for delivery of Tenders, including costs and expenses related to visits to the site of University of Mumbai.
5. The tender will be in two Envelopes, Envelope-I will contain technical bid, Envelope-II will contain price bid.
6. Last date for submission of Technical & Price Bid is 06/03/2018 at 15.00 hrs.
7. Bid of Technical Envelope-I will open on 08/03/2018 at 11.00 hrs

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**Tender Notice No. UDBP/ICD/2017-18/07 dated 11-09-2017.**

**Part A-Terms and Conditions**

**Envelope No.1**  
**(Technical Bid)**

**Terms and Conditions of Supply:**

1. Tenderers /Bidders shall submit the following documents along with the tender documents and **be placed in the Technical Bid Envelope i.e. Envelope No. 1).**
  - a. Last Three years Income-Tax certificate from the Income-Tax Officer concerned, certifying that the tenderer has cleared all the Income-Tax dues/Income Tax Returns of Last Three Financial Years. Tenderer must submit certified copy of Nationalized bank valid up to 12 months from the date of issue.
  - b. Tenderers should be either manufacturer or authorized dealer of the said equipment and should submit the proof for the same (Letter of authorization from principal in case of authorized dealer). Also, the Tenderers should state whether they are Proprietary Firm, Partnership Firm or a Private/ Public Limited Company and furnish the proof of the same. If the tenderer is a partnership firm, the necessary partnership deed, disclosing the names of all partners and their interest in the firm shall be enclosed.
  - c. Tenderer should enclose the list of names of the organizations and laboratories to which similar equipment have been supplied and a certificate to the effect that the performance of the supplied equipment was satisfactory.
  - d. The Tenderer should include a Commercial Brochure/Catalog/Literature for the equipment that can be procured independently by the Department/University justifying the technical specifications quoted. Highlight the specifications in the attached documents.**
  - e. Sales Tax Registration No. / VAT Reg. No.
  - f. Technical specifications offered by the Supplier.
  - g. Affidavit on Rs. 100 Stamp Paper (as per format enclosed).
  - h. Declaration on Letter head as per format given in the tender document.
  - i. Vendor must submit Compliance statement in tabular form comparing each specification of the quoted item with that given in the Tender Document part B.
  - j. Annual Accounts of Last Three Financial years.

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2. The Earnest Money Deposit paid by the supplier shall be forfeited, if the supplier fails to pay the necessary security deposit in the event of his tender being accepted.
3. Bidder should read carefully all the instructions and terms and conditions, etc before registering rates in the prescribed schedule of the tender. Price registering in the schedule of price to tender should be inclusive of all taxes and duties. Rate should be quoted online only.
4. The offers made by the Tenderers shall be valid for 120 days after the last date of submission of tender.
5. **The Technical Documents shall be opened** on a schedule and venue mentioned above, for those bids for which minimum three Bidders have participated. The tenderers or their authorized representatives shall be allowed to be present at the time of opening of the tenders. Financial bids of only qualified tenderers shall be opened. The date and time of opening the financial bids shall be announced after opening and evaluating all the Technical bids.
6. In case of imported items/equipment, the rates should be quoted in the light of exemptions enjoyed by educational institutions. University is exempted from the payment of Octroi (if applicable) and custom duty. The necessary certificate/form can be issued by the University. **The purchase of the equipment of foreign origin will be in FE terms only.**
7. Technical specifications of the instruments/ equipment/ articles are given in **Annexure-I** to these papers.
8. The delivery, installation & operational training of the instruments/equipment should be completed within 2 months from placing of the order, in case of the imported equipment and within 30 days if the instrument/equipment is made in India. No extension shall be granted to the contractors/suppliers for the period of delivery, under any circumstances.
9. If the supplier fails to deliver the article as per the delivery schedule, the University of Mumbai shall be free to procure the balance/undelivered supply, at the risk and cost of the supplier, from other such suppliers
10. The goods, articles, materials equipment supplied by the supplier shall be accepted after inspection by an officer authorized by the competent authority. No articles/materials which do not conform to the specifications laid down in the terms and conditions or damaged in transit accepted.
11. The bills of the suppliers shall be paid by the University after all the materials/articles/equipment have been received inspected and found in good condition as mentioned above. In case of equipment of foreign origin, Letter of Credit will be opened favoring the Principal when placing the order.
12. Vendor must submit Compliance statement in tabular form comparing each specification of the quoted item with that given in the Tender Document part B.

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13. If the equipment is imported and requires PC, printer other peripherals, and UPS/Stabilizer they can be bought from India and should be of International brand. The monitor should be LCD/TFT screen. The printer should be Laser Jet printer. The processor should be Intel latest processor. The amount quoted for the items bought in India, installation; servicing etc. can be in Indian Rupees and the imported items can be quoted in foreign currency.
14. As the suppliers shall be responsible for the supply and installation (wherever necessary) of equipment at Mumbai, the cost towards insurance until destination in the University, shall be borne by suppliers.
15. In the event of any breach of the terms and conditions of the supply, the University of Mumbai may terminate the contract placed with the supplier, forfeit the security deposit of the supplier and make alternative arrangements for procurement of supplies at the risk and cost of supplier.
16. The Conditional offers are liable to be summarily rejected.
17. Right to reject any or all tenders without assigning any reason. All rights are reserved by the University of Mumbai.
18. The payment shall be made after successful installation within a specified period as per the University of Mumbai rules and procedures. In case of equipment of foreign origin, Letter of Credit will be opened favoring the Principal when placing the order.
19. The amount of Security Deposit / Performance Guarantee shall be 5% of the cost. In case of successful tenderers the amount of Earnest Money Deposit shall be converted into Security Deposit / Performance Guarantee and shall be refunded after the warranty period is over.
20. Supplier should read carefully all the instructions and terms and conditions, etc., before registering rates in prescribed schedule of the tender.
21. The offers made by the suppliers shall be open for acceptance for 120 days after the last date of submission of tender.
22. The quotation shall be opened by the Committee appointed by the VC of Mumbai University in the Department of Biophysics. The tenderers or their authorized representatives shall be allowed to be present at the time of opening of the tenders.
23. The delivery time of instrument / equipment should be clearly mentioned in the tender. No extension shall be granted to the contractors / suppliers for the period of delivery mentioned in the tender, under any circumstances.
24. Service Support should be available from Factory trained Engineers; specifying the no. of Engineers with their names, mobile numbers, base location, Response time, etc. **The authorized dealer should submit an undertaking from principal regarding supply of service support.**
25. A list of spares/consumables/additional accessories required for hassle free functioning of the instrument for at least two years should be quoted additionally.

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26. **Undertaking from the manufacturer that parts will be made available at least for next ten years even after discontinuation of the supplied model is necessary. The authorized dealer should also submit a similar undertaking from the principal.**
27. Vendor/Bidder should have
- (i) Experience in deployment of equipment for last 5 years. Minimum 5 copies of Purchase Order of last 5 years from Govt. Research Institute/University should be submitted.
  - (ii) Support personnel available in Mumbai for adequate service & support.
  - (iii) Prior experience of installing scientific Applications in the system supplied & implemented at user's site. **A certificate has to be submitted in this regard.**
  - (iv) **Must submit an Authorization certificate from OEM for service & support specific to this tender.**
  - (v) Should be an ISO 9001:2008 certified Company
28. As the supplier shall be responsible for the supply and installation of the material at the Department of Biophysics, University of Mumbai; the cost towards loading/unloading, insurance, etc. shall be borne by the suppliers.
29. Without any purchase commitment, inspection/demonstration should be arranged at the cost of the supplier for the quoted material/Equipment at two places in Mumbai.
30. In the event of any breach of the terms and conditions of the supply, the University of Mumbai may terminate the contract placed with the supplier and forfeit the EMD/Security Deposit of the supplier.
31. The warranty period shall be for two years followed by three years of AMC/CMC (minimum 4 visits per year). Wherever necessary, validation of the equipment with report should be done at least once a year as part of AMC/CMC.
32. The basic operator training should be provided by the competent Engineer during the time of installation. The authorized dealer should if, inexperienced, arrange for such training from the principal.



## Specifications

Supply of Orbital shaker Incubator

### Technical Specification for Orbital shaker Incubator

1. ORBITAL SHAKER CUM INCUBATOR :- (Temp. range 10°C to 50°C )
2. CONSRUCTION- Glass wool insulation should be between two walls. Inner full length transparent door and outer front side double walled door with magnetic gasket and ball-catch. Stainless Steel shaking platforms, size should be 17" x 17" to hold maximum
3. CAPACITY-1000ml cap. x 04 OR 250/500ml. cap. x 16 conical flasks at a time OR combination of flasks. Removable and changeable SS flask holders (Lotus clamp) to hold the flasks on the shaking platform.
4. POWER DRIVE - The drive mechanism for shaking platform should be powered by 220V AC brush less continuous duty
5. SHAKING SPEED- Shaking speed should vary from 50 to 250 rpm.
6. ADDITIONAL FACILITY - It should provide removable, single shelf upon the shaking platform for keeping plates, Petri dishes etc.
7. Approx. overall size of unit will be 27-28" (W) x 31-32" (B) x 42-43" (H)

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**PART B**  
**Specifications**

**Technical Specifications for Orbital shaker Incubator**

Tick the appropriate specifications whether provided or not in the columns below and highlight the specifications if provided in the equipment brochures that are to be attached.

<b>Specification offered by Department</b>	<b>Specifications provided by the vendor</b>		
	<b>Complies</b>	<b>Specified</b>	<b>Remarks</b>

NOTE:



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**Part C – Financial/Price Bid**

**Envelope No.2**  
(Financial/Price Bid)

1.

Item No.	Description of Equipment	Number/ quantity	Price/ Rate per Unit	Taxes	Duties	Other charges	Total
1	Orbital shaker Incubator	1					

2. Spares/consumables/additional accessories/peripherals (submit quotation in format given below)

Item No.	Description of Equipment	Number/ quantity	Price/ Rate per Unit	Taxes	Duties	Other charges	Total
1.	1 litre flask holders	4					
2.	250 ml flask holders	16					
3.	500 ml flask holders	8					

Note: Flask holders should be removable

3. AMC/CMC for three years

Sr. No.	Year	AMC Amount (in Rupees)	CMC Amount (in Rupees)
1.	First Year		
2.	Second Year		
3.	Third Year		

**Note :**

1. Rate should be quoted online only
2. The Rates shall be FOB/CIF, at destinations/go downs/places indicated in the supply order
3. Tenderers are advised to read carefully the Terms and Conditions of supply and the Instructions to the Tenderers" before recording the rates in this schedule

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(Executive Magistrate/Notary Public.)

**AFFIDAVIT**

I, \_\_\_\_\_ (Name of Contractor/Authorized person), Aged about \_\_\_\_\_ years, residing at \_\_\_\_\_ (Postal Address) do hereby swear this affidavit that, I am the proprietor/ Partner of \_\_\_\_\_ (Name of company/firm) Registered at \_\_\_\_\_.

I do hereby swear that, the documents submitted in envelope No. 1 of the tender document for the work of-----are true, correct and complete. I am not blacklisted in any organization. In case the contents of envelope No.1and other document pertaining to the tender submitted by me are found to be incorrect or false, I shall be liable for action under the relevant provision of Indian Penal Code and other relevant laws.

Signature of Authorised person

Applicant/Contractor

Name: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Mobile No: \_\_\_\_\_

Place :- \_\_\_\_\_

Date :- \_\_\_\_\_

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**DECLARATION OF THE CONTRACTOR**

I/We hereby declare that I/we have made myself/ourselves thoroughly conversant with the local conditions regarding all materials and labour on which I/we have based my/our rates for this tender. The specifications and lead of materials on this work have been carefully studied and understood by me/us before submitting this tender. I/we undertake to use only the best materials approved by the UNIVERSITY OF MUMBAI or his duly authorized representative before starting the work and to abide by his decision.

I/We hereby undertake to pay the laborers engaged on the work as per minimum wages Act 1948 applicable to the Zone concerned.

**Signature of Contractor**