

**NOTICE INVITING QUOTATION**  
**DEPARTMENT OF BOTANY**  
**UNIVERSITY OF DELHI**

Tender Notice Reference: UD/BOT/HEAD/UGC-SAPII/DNASEQ

September 17, 2021

Department of Botany, University of Delhi North Campus is in the process of purchasing the following item(s) as per details given as under.

<b>Details of the item</b>	<b>One Unit of Genetic Analyser/Capillary DNA Sequencing System and Required Accessories to Create an Independent Sequencing Facility</b>
<b>Warranty</b>	<b>3 Years</b>
<b>Performance Security</b>	<b>10% of the invoice value</b>

Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in>. Aspiring Bidders who have not enrolled/registered in e-procurement should enroll/register before participating through the website <http://eprocure.gov.in>. The portal enrollment is free of cost. Bidders are advised to go through instructions provided at “Instructions for online Bid Submission”

Tenderers can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type either the “tender notice no.” or “Department of Plant Molecular Biology”). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <http://eprocure.gov.in> as per the schedule given in the next page.

***No manual bids will be accepted. The technical and commercial bids should be submitted in the CPP E-procurement portal.***

## SCHEDULE

Name of Organization	Department of Botany, University of Delhi North Campus
Tender Type (Open/Limited/EOI/Auction/Single)	Single
Tender Category (Services/Goods/works)	Goods
Type/Form of Contract (Work/Supply/Auction /Service/Buy/Empanelment/ Sell)	Supply and Installation
Product Category (Civil Works/Electrical/Works/ Fleet Management/ Computer Systems)	Laboratory Equipment
Source of Fund (Institute/Project)	UGC-SAPII
Is Multi Currency Allowed	No
Date of Issue/Publishing	September 17, 2021
Document Download Start Date	September 17, 2021
Document Download End Date	October 8, 2021
Date for Pre-Bid Conference	N.A.
Venue of Pre-Bid Conference	N.A.
Last Date and Time for Uploading of Bids	October 8, 2021 at 3.00 p.m.
Date and Time of Opening of Technical Bids	October 9, 2021 at 4.00 p.m.
Tender Fee	NA
EMD	NA
No. of Covers (1/2/3/4)	2
Bid Validity days (180/120/90/60/30)	180 days from date of opening
Address for Communication	Prof. S.Lakhanpal, Dept. of Botany, University of Delhi North Campus, Chattra Marg, Delhi-110007
Contact No	011-27667573

Email Address	hodbotanydu@gmail.com
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**Chairman Purchase Committee**

## **Instructions for Online Bid Submission**

As per the directives of the Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<http://eprocure.gov.in/eprocure/app>

### **REGISTRATION**

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their userID / password and the password of the DSC / eToken.

### **SEARCHING FOR TENDER DOCUMENTS**

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Port.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### **PREPARATION OF BIDS**

1. Bidders should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the documents that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidders, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders.
5. Bidders can use the "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for the bid submission process.

### **SUBMISSION OF BIDS**

1. Bidders should log into the site well in advance for bid submission so that he/she uploads the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. A standard format has been provided with the tender document (Annexure-V) to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable.
4. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
5. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done.

6. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
7. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
8. Kindly add a scanned PDF of all relevant documents in a single PDF file of compliance sheet.

#### **ASSISTANCE TO BIDDERS**

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

#### **General Instructions to the Bidders**

1. The tenders will be received online through the portal <http://eprocure.gov.in/eprocure/app> . In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
2. Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app> . Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link "Information about DSC".
3. Tenderer are advised to follow the instructions provided in the 'Instructions to the Tenderer for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>.

## TECHNICAL SPECIFICATIONS FOR GENETIC ANALYSER/CAPILLARY DNA SEQUENCING SYSTEM

Department of Botany, University of Delhi Main Campus invites e-tender (in two covers) for purchase and installation of **“Genetic Analyser/Capillary DNA Sequencing System”** and associated accessories. The bidder is required to quote for all the accessories to create an independent facility for Sanger DNA sequencing and capillary based genetic analysis system.

1. Instrument should be a fully automated multi capillary, fluorescence-based genetic analysis system to perform the sequencing by Sanger and process multiple samples in a single run.
2. Instrument should be a bench top instrument to support various applications like: re-sequencing, long read sequencing, and comparative sequencing, fragment analysis applications like AFLP, microsatellite, long sizing, SNP validation and screening, linkage analysis etc.
3. The system should have 8 capillaries (from day one) operating in parallel and must be upgradable to 24 capillaries to meet future throughput. System should employ uncoated capillary arrays that use bare silica capillaries.
4. Detection of the dye should be with the help of a cooled CCD detection technology and a spectrograph for color separation. The system must be able to detect and analyze 6 fluorescent dyes simultaneously.
5. The system should be equipped with a single line 505 nm solid state laser powered by a standard power supply.
6. The system should have a simultaneous dual-side illumination detection system to maximize signal uniformity and sensitivity, which in turn should reduce the requirements for sample preparation and cleanup.
7. The system should have an active temperature cooling/heating that can maintain temperatures from 18°C to 70°C.
8. The sequencing throughput of the machine should be upto 280 samples per day with an average read length of 850-bp read length with a quality value (QV) score of 20 or more.
9. The system should be equipped with RFID technology to track reaction and consumables.
10. System's software should allow evaluation of data quality in real-time and should be capable of analyzing data generated from resequencing, long read sequencing, and comparative sequencing and should also support fragment analysis applications like SSR, ISSR, AFLP, Microsatellite, long sizing, SNP validation and screening, linkage analysis etc.
11. System should be open to accommodate third party primers and should have a resolution of one base pair.
12. The vendor supplying the instrument should have an application support laboratory in India for efficient after sales service-support.
13. The firm must have at least 100 installations of the genetic analyzers/DNA sequencers of same or similar models within India.
14. System should be supplied with a compatible desktop computer and for data analysis.
15. System should be supplied with a three-year warranty.

16. The system should also be provided with below items so that the sequencing facility can run independently.

2 KVA UPS with 30 min backup	1 Quantity
96 well Thermal cycler	1 Quantity
Qubit Fluorometer	1 Quantity
Non-refrigerated plate centrifuge	1 Quantity
Plate Vortexer	1 Quantity



## OTHER INSTRUCTIONS FOR THE BIDDERS

1.	<b>Due date:</b> The tender has to be submitted online before the due date. The offers received after the due date and time will not be considered. <b><u>No manual bids will be considered.</u></b>
2.	<b>Preparation of Bids:</b> The offer/bid should be submitted in a two bid system in form of Technical and Commercial bids. The bids should consist of all technical details, commercial terms and conditions and price of the items. Financial bid should indicate item wise price for the items mentioned in the technical bid in the given excel format. <b><u>The financial bids should be filled in the excel format in the file available with the tender document.</u></b>
3.	<b>Opening of the tender:</b> The online bid will be opened by a committee duly constituted for this purpose. Online bids (complete in all respect) will be opened as mentioned in “Annexure: Schedule”. The technical and commercial bids will be opened online and will be examined by a technical committee (as per specification and requirement).
4.	<b>Acceptance/ Rejection of bids:</b> The Committee reserves the right to reject any or all offers without assigning any reason.
5.	<b>Pre-qualification criteria:</b> <ol style="list-style-type: none"><li>1. Bidders should be the manufacturer/authorized dealer. Letter of authorization from the original equipment manufacturer (OEM) on the same and specific to the tender should be enclosed. In case the equipment is quoted by the Indian subsidiary of the OEM, a certificate from the OEM should be attached.</li><li>2. An undertaking from the OEM is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support for the warranty as well.</li><li>3. OEM should be internationally reputed branded company.</li><li>4. Non-compliance of tender terms, non-submission of required documents, lack of clarity of the specifications, contradiction between bidder specification and supporting documents etc. may lead to rejection of the bid.</li><li>5. In the tender, either the Indian agent on behalf of the principal/OEM or principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender.</li><li>6. If an agent submits a bid on behalf of the principal/OEM, the same agent shall not submit a bid on behalf of another principal/OEM in the same tender for the same item/product.</li></ol>

6.	<p><b>Force Majeure:</b> The Supplier shall not be liable for liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.</p> <ol style="list-style-type: none"> <li>1. For purposes of this Clause, "Force Majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.</li> <li>2. If a Force Majeure situation arises, the supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.</li> </ol>
7.	<p><b>Risk Purchase Clause:</b> In event of failure of supply of the item/equipment within the stipulated delivery schedule, the purchaser has all the right to purchase the item/equipment from the other source on the total risk of the supplier under risk purchase clause.</p>
8.	<p><b>Delayed delivery:</b> If the delivery is not made within the due date for any reason, the Committee will have the right to impose penalty 1% per week and the maximum deduction is 10% of the contract value/price.</p>
9.	<p><b>Prices:</b></p> <ol style="list-style-type: none"> <li>1. The price should be quoted in net per unit and must include all packing and delivery charges. <b><u>The prices should be quoted only in the excel file format provided in the tender document.</u></b></li> <li>2. In addition to the 3 year warranty price for another 2 year CMC should also be quoted as optional.</li> <li>3. <b><u>Only CIF/CIP prices should be quoted by the bidders quoting in foreign currency.</u></b></li> <li>4. <b><u>In case of INR quotes, the offer/bid should be inclusive of all the taxes.</u></b> However, prices should be quoted with the reduced GST rates as Delhi University is exempted from higher GST rates and necessary certificates will be issued on demand.</li> </ol>
10.	<p><b>Performance Bank Guarantee:</b></p> <p>The vendor, to whom order is placed, shall furnish a performance bank guarantee (issued by a scheduled bank) equaling to 10% of the total cost of the purchase order. The performance guarantee shall remain valid for the entire tenure of warranty period plus additionally for another 60 days.</p>

11.	<p><b>Insurance:</b> For delivery of goods at the purchaser's premises, the insurance shall be obtained by the supplier in an amount equal to 110% of the value of the goods from "warehouse to warehouse" (final destinations) on "All Risks" basis including War Risks and Strikes.</p>
12.	<p><b>Delivery and Documents:</b></p> <p>Delivery of the goods should be made within a maximum of 08 to 16 weeks from the date of placement of purchase order. Within 24 hours of shipment, the supplier shall notify the purchaser by cable/telex/fax/e-mail, and furnish the complete details of the shipping documents. The supplier shall mail the following documents to the purchaser with a copy to the insurance company:</p> <ol style="list-style-type: none"> <li>1. Three copies of the Supplier invoice showing contract number, good's description, quantity, unit price and total amount</li> <li>2. Insurance Certificate if applicable</li> <li>3. Manufacturer's/Supplier's warranty certificate</li> <li>4. Inspection Certificate issued by the nominated inspection agency, if any</li> <li>5. Supplier's factory inspection report; and</li> <li>6. Certificate of Origin (if possible by the beneficiary);</li> <li>7. Two copies of the packing list identifying the contents of each package.</li> <li>8. The above documents should be received by the Purchaser well in advance so that necessary documentation could be completed before arrival of the Goods (except where the Goods have been delivered directly to the Consignee with all documents) and, if not received, the Supplier will be responsible for any consequent expenses.</li> </ol>
13.	<p><b>Inspection and Tests:</b> Inspection and tests prior to shipment of goods and at final acceptance are as follows:</p> <ol style="list-style-type: none"> <li>1. After the goods are manufactured and assembled, inspection and testing of the goods shall be carried out at the supplier's plant by the supplier, prior to shipment to check whether the goods are in conformity with the technical specifications attached to the purchase order.</li> <li>2. Manufacturer's test certificate with data sheet shall be issued to this effect and submitted along with the delivery documents. The supplier shall inform the purchaser about the site preparation, if any, needed for installation of the goods at the purchaser's site at the time of submission of order acceptance.</li> <li>3. The acceptance test will be conducted by the purchaser, their consultant or other such person nominated by the purchaser at its option after the equipment is installed at purchaser's site in the presence of supplier's representatives. The acceptance will involve trouble free operation and ascertaining conformity with the ordered specifications and quality. There shall not be any additional charges for carrying out acceptance test. No malfunction, partial or complete failure of any part of the equipment is expected to occur.</li> </ol>

	<p>The supplier shall maintain necessary log in respect of the result of the test to establish to the entire satisfaction of the purchaser, the successful completion of the test specified.</p> <ol style="list-style-type: none"> <li>4. In the event of the ordered item failing to pass the acceptance test, a period not exceeding one week will be given to rectify the defects and clear the acceptance test, failing which the purchaser reserves the right to get the equipment replaced by the supplier at no extra cost to the Purchaser.</li> <li>5. Successful conduct and conclusion of the acceptance test for the installed goods and equipment shall also be the responsibility and at the cost of the supplier.</li> </ol>
14.	<p><b>Resolution of Disputes:</b> The dispute resolution mechanism to be applied pursuant shall be as follows:</p> <ol style="list-style-type: none"> <li>1. In case of Dispute or difference arising between the purchaser and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or differences shall be settled in accordance with the Indian Arbitration &amp; Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Vice Chancellor, University of Delhi and if he is unable or unwilling to act, to the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.</li> <li>2. In the case of a dispute between the purchaser and a Foreign Supplier, the dispute shall be settled by arbitration in accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules.</li> <li>3. The venue of the arbitration shall be the place from where the order is issued.</li> </ol>
15.	<p><b>Applicable Law:</b> The place of jurisdiction would be New Delhi (Delhi) INDIA.</p>
16.	<p><b>Right to Use Defective Goods</b></p> <p>If after delivery, acceptance and installation and within the guarantee and warranty period, the operation or use of the goods proves to be unsatisfactory, the purchaser shall have the right to continue to operate or use such goods until rectifications of defects, errors or omissions by repair or by partial or complete replacement is made without interfering with the purchaser's operation.</p>

17.	<p><b>Supplier Integrity</b></p> <p>The supplier is responsible for and obliged to conduct all contracted activities in accordance with the contract using state of the art methods and economic principles and exercising all means available to achieve the performance specified in the contract.</p>
18.	<p><b>Installation &amp; Demonstration</b></p> <ol style="list-style-type: none"> <li>1. The supplier is required to perform the installation and demonstration of the equipment within one month of the arrival of materials at the site of installation, otherwise the penalty clause will be the same as per the supply of materials.</li> <li>2. In case of any mishappening/damage to equipment and supplies during the carriage of supplies from the origin of equipment to the installation site, the supplier has to replace it with new equipment/supplies immediately at his own risk. Supplier will settle his claim with the insurance company as per his convenience. Department of Botany, University of Delhi will not be liable to any type of losses in any form.</li> </ol>
19.	<p><b>Insurance:</b> For delivery of goods at the purchaser's premises, the insurance shall be obtained by the supplier in an amount equal to 110% of the value of the goods from "warehouse to warehouse" (final destinations) on "All Risks" basis including War Risks and Strikes. <b>The insurance should be up to the installation site.</b></p>
20.	<p><b>Warranty:</b></p> <ol style="list-style-type: none"> <li>1. Warranty period shall be (as stated in NIT of this tender) from date of installation of Goods at the site of installation i.e, Department of Botany, University of Delhi. The supplier shall, in addition, comply with the performance and/or consumption guarantees specified under the contract. If for reasons attributable to the supplier, these guarantees are not attained in whole or in part, the supplier shall at its discretion make such changes, modifications, and/or additions to the goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the contract at its own cost and expense and to carry out further performance tests. The warranty should be comprehensive on site.</li> <li>2. The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the supplier shall immediately (within 07 days) arrange to repair or replace the defective goods or parts thereof free of cost at the ultimate destination. The supplier shall take over the replaced parts/goods at the time of their replacement. No claim whatsoever shall lie on the purchaser for the replaced parts/goods thereafter. The period for correction of defects in the warranty period is 07 days. If the supplier having been notified fails to remedy the defects within 07 days, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk</li> </ol>

	<p>and expenses and without prejudice to any other rights, which the purchaser may have against the supplier under the contract.</p> <p>3. The warranty period should be clearly mentioned. The warranty will commence from the date of the satisfactory installation/commissioning of the equipment against the defect of any manufacturing, workmanship and poor quality of the components.</p>
21.	<p><b>Governing Language</b></p> <p>The contract shall be written in english language. English language version of the contract shall govern its interpretation. All correspondence and other documents pertaining to the contract, which are exchanged by the parties, shall be written in the same language.</p>
22.	<p><b>Applicable Law</b></p> <p>The contract shall be interpreted in accordance with the laws of the Union of India and all disputes shall be subject to place of jurisdiction.</p>
23.	<p><b>Notices</b></p> <p>Any notice given by one party to the other pursuant to this contract/order shall be sent to the other party in writing or by cable, telex, FAX or e mail and confirmed in writing to the other party's address. A notice shall be effective when delivered or on the notice's effective date, whichever is later.</p>
24.	<p><b>Taxes</b></p> <p>Suppliers shall be entirely responsible for all taxes, license fees, octroi, road permits, etc., incurred until delivery of the contracted goods to the purchaser. The purchaser will pay the custom duty directly to the Customs and Excise Department, Government of India after the supplier provides proper documentation. Penalty imposed due to delay in providing the documents will be the responsibility of the supplier.</p>

25.	<p><b>Duties</b></p> <p>University of Delhi is exempted from paying custom duty (partially or full) and necessary “Custom Duty Exemption Certificate” can be issued after providing following information.</p> <ol style="list-style-type: none"> <li>1. Shipping details i.e. Master Airway Bill No. and House Airway No.</li> <li>2. Forwarder details i.e. Name, Contact No., etc.</li> </ol> <p>Custom Duty Exemption Certificate will be issued only for the value of the imported equipment, and under no circumstances will the certificate be issued to a third party. The duty will be paid directly to the Government of India.</p> <p>University of Delhi is exempted from paying increased GST rates and an exemption certificate be provided for which following information will be required.</p> <ol style="list-style-type: none"> <li>1. Quotation/Invoice with details of Basic Price, Rate, Tax &amp; Amount on which GST is applicable.</li> <li>2. Supply Order Copy.</li> <li>3. Performa-Invoice Copy.</li> </ol>
26.	<p><b>Payment</b></p> <ol style="list-style-type: none"> <li>1. For imported items as well as indigenous supplies, 100% payment shall be made by the purchaser against LoC.</li> <li>2. All the bank charges within India will be borne by the institute and outside India will be borne by the supplier.</li> </ol>
27.	<p><b>User list:</b> Brochure detailing technical specifications and performance, list of industrial and educational establishments where the items enquired have been supplied must be provided.</p>
28.	<p><b>Manuals and Drawings</b></p> <ol style="list-style-type: none"> <li>1. Before the goods and equipment are taken over by the purchaser, the supplier shall supply operation and maintenance manuals. These shall be in such details as will enable the purchaser to operate and maintain all parts of the works as stated in the specifications.</li> <li>2. The manuals shall be in the ruling language (English) in such form and numbers as stated in the contract.</li> <li>3. Unless and otherwise agreed, the goods equipment shall not be considered to be completed for the purposes of taking over until such manuals and drawings have been supplied to the purchaser.</li> </ol>
29.	<p><b>Application Specialist:</b> The tenderer should mention in the technical bid the availability and names of application specialist and service engineers in the nearest regional office.</p>

30.	<p><b>Site Preparation:</b></p> <ol style="list-style-type: none"> <li>1. The supplier shall inform the Institute about the site preparation, if any, needed for the installation of equipment, immediately after the receipt of the purchase order. The supplier must provide complete details regarding space and all the other infrastructural requirements needed for the equipment, which the Institute should arrange before the arrival of the equipment to ensure its timely installation and smooth operation thereafter.</li> <li>2. The supplier shall visit the Institute and see the site where the equipment is to be installed and may offer his advice and render assistance to the Institute in the preparation of the site and other pre-installation requirements.</li> </ol>
31.	<p><b>Spare Parts</b></p> <ol style="list-style-type: none"> <li>1. The supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:</li> <li>2. Such spare parts as the purchaser may elect to purchase from the supplier, providing that this election shall not relieve the supplier of any warranty obligations under the contract.</li> </ol> <p>In the event of termination of production of the spare parts:</p> <ol style="list-style-type: none"> <li>1. Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and</li> <li>2. Following such termination, furnishing at no cost to the purchaser, the blueprints, drawings and specifications of the spare parts, if requested.</li> <li>3. Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the instrument.</li> </ol>
32.	<p><b>Defective Equipment:</b> If any of the equipment supplied by the tenderer is found to be substandard, refurbished, un-merchantable or not in accordance with the description/specification or otherwise faulty, the committee will have the right to reject the equipment or its part. All damaged or unapproved goods shall be returned at suppliers cost and risk and the incidental expenses incurred thereon shall be recovered from the supplier. Defective part in equipment, if found before installation and/or during warranty period, shall be replaced within 45 days on receipt of the intimation from this office at the cost and risk of supplier including all other charges. In case supplier fails to replace above item as per above terms &amp; conditions, University of Delhi may consider "banning" the supplier from future participations in the tenders.</p>
33.	<p><b>Termination for Default</b></p> <ol style="list-style-type: none"> <li>1. The purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, terminate the contract in whole or part:</li> </ol>



	<ol style="list-style-type: none"> <li>2. If the supplier fails to deliver any or all of the goods within the period(s) specified in the order, or within any extension thereof granted by the purchaser; or</li> <li>3. If the supplier fails to perform any other obligation(s) under the contract.</li> <li>4. If the supplier, in the judgment of the purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the contract.</li> </ol> <p>For the purpose of this clause:</p> <ol style="list-style-type: none"> <li>1. <b>“Corrupt practice”</b> means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.</li> <li>2. <b>“Fraudulent practice”</b> means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the borrower, 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 the borrower of the benefits of free and open competition;</li> <li>3. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner, as it deems appropriate, goods or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods or services. However, the supplier shall continue the performance of the contract to the extent not terminated.</li> </ol>
34.	<p><b>Training of Personnel:</b> The supplier shall be required to undertake to provide the technical training to the personnel involved in the use of the equipment at the premises of the installation site, immediately after completing the installation of the equipment for a minimum period of one week at the supplier’s cost.</p>
35.	<p><b>Disputes and Jurisdiction:</b> Any legal disputes arising out of any breach of contract pertaining to this tender shall be settled in the court of competent jurisdiction located within New Delhi.</p>
36.	<p><b>Compliance certificate:</b> This certificate must be provided indicating conformity to the technical specifications.</p>
37.	<p><b>List of Annexures to be submitted by the bidder:</b></p> <p><b>Annexure I:</b> Compliance Sheet</p> <p><b>Annexure II:</b> Organization Declaration Sheet</p> <p><b>Annexure III:</b> List of organizations/clients where the same products have been supplied</p> <p><b>Annexure IV:</b> Technical documents in support of the technical specifications</p>

## COMPLIANCE SHEET

Indicate the compliance as per the technical specifications mentioned in the tender

S. No.	Modules/Parts as per the technical specifications mentioned in the Tender	Compliance (Y/N)
1.	Absolute conformity with the technical specifications	
2.	Providing 3-year warranty inclusive in the quoted price	
3.	Providing a 2 KVa online UPS with 30 min backup	
4.	Providing all the accessories for creating an independent sequencing facility	
5.	Certificate of at least installations of same model in India and user certificates from at least 20 users	
5.	Compliance with the terms and conditions of the tender document	

I have also enclosed all relevant documents in support of my claims (as above) in the following pages

Signature of the Bidder

Name of the Bidder:

Designation:

Name of the Organization: -----

Contact No.:

### ORGANIZATION LETTERHEAD DECLARATION

We, \_\_\_\_\_ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

This is certified that our organization has been authorized (Copy attached) by the OEM to participate in tender. We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover, OEM has agreed to support on a regular basis with technology/product updates and extend support for the warranty.

The prices quoted in the financial bids are subsidized due to the academic discount given to University of Delhi.

We further specifically certify that our organization has not been Black Listed/Delisted or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	Name and address of the Vendor/Manufacturer/Agent:
Phone	
Fax	
E-mail	
Contact Person	
Mobile Number	
TIN Number	
PAN Number	

Signature of the Tenderer

Name: -----

(Seal of the Company)



**Name of application specialist / Service Engineer who have the technical competency to handle and support the quoted product during the warranty period.**

<b>Nature of the Job (Application Specialist/Service Engineer)</b>	<b>Name of the Person</b>	<b>Contact Number</b>

Signature of the Bidder

Name of the Bidder:

Designation:

Name of the Organization: .....

Contact No.:

## CHECKLIST OF THE DOCUMENTS REQUIRED FOR ONLINE SUBMISSION

The online bids (complete in all respects) should be submitted in two covers as explained below:

<b>DOCUMENTS IN COVER –I</b> <b>(FOLLOWING DOCUMENTS TO BE LOADED AS A SINGLE PDF FILE)</b>				
<b>S. No.</b>	<b>DOCUMENTS</b>	<b>CONTENTS</b>	<b>FILE TYPE</b>	<b>CHECKLIST (Y/N)</b>
1.	TECHNICAL BID	Compliance Sheet as per Annexure I	A single PDF file for all the documents	
2.		Organization Declaration Sheet as per Annexure II		
3.		List of organizations/ clients where the same products have been supplied (in the last two years) along with their contact number(s). (Annexure-III)		
4.		Technical supporting documents in support of all claims made at Annexure-I (Annexure-IV)		
5.		Financial Bid (should be submitted in the excel file format provided in the tender document)	XLS File	

<b>Tender Inviting Authority</b>	<b>Prof. S.Lakhanpal, Head, Department of Botany, University of Delhi North</b>	<b>Name of the Company:</b>
<b>Name of the Instrument</b>	<b>GENETIC ANALYSIS SYSTEM/DNA SEQUENCER</b>	
<b>Contact Information</b>	<b>Ph: +91-11-27667573; Email:</b>	

**ADDITIONAL INFORMATION TO BE FILLED IN BY THE COMPANY**

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<b>Sl. No.</b>	<b>Part Number</b>	<b>Description</b>	<b>Model No.</b>	<b>Qty</b>	<b>Unit Price</b>	<b>Total Price</b>
1		8-capillary Genetic Alayzer/DNA Sequencing System with the accessories mentioned in the Technical		1		0
2		Sequencing and Varinat		1		
3		Sequencing and Fragment		1		
<b>TOTAL PRICE</b>						0
<b>ACADEMIC DISCOUNT</b>						
<b>INLAND FREIGHT, PACKING AND FORWARDING</b>						
<b>TOTAL FCA VALUE</b>						0
<b>AIRFREIGHT AND INSURANCE</b>						
<b>CIP VALUE NEW DELHI</b>						0

WARRANTY:

Notes:

**OPTIONAL CMC CHARGES AFTER COMPLETION OF 3 YEARS WARRANTY**

<b>Sl.No.</b>	<b>Part Number</b>	<b>Description</b>	<b>Unit Price</b>	<b>GST</b>	<b>Total Price</b>
1		4 TH YEAR CHARGES		0	0
2		5 TH YEAR CHARGES		0	0