

TENDER NOTICE

Sealed tenders are invited from competent firms for the supply of laboratory equipment items whose specifications are given under PART –B. Tender forms duly filled and complete in all respects should reach the office of the undersigned **before 10.00 a.m. on 27-02-2018**. Tenders incomplete in any respect shall summarily be rejected. General guidelines regarding tender submissions, format of agreements, etc. can be downloaded from the KAU website www.kau.edu/tenders.

PART – A: TERMS AND CONDITIONS

1. The tender document should include the following.

a. Tender form.

The tender form should be downloaded using the web link:http://www.kau.edu/tenders/KAU_Tender_Form.pdf.

Tender form should be appropriately filled in and attached with the tender offer.

b. Payment of cost of tender form.

- Cost of tender form is calculated on the price of goods offered by the individual tenderer. Where the total offer value is in the range of 1 to 10 lakhs, the cost of tender form will be 0.2% of the tender value corrected to the nearest multiple of 100 + 5% VAT subject to a minimum of Rs.400+5% VAT and a maximum of Rs.1500 + 5% VAT.
- In addition to the amount mentioned above there will be an additional increase in the cost of tender form as ordered in G O (P) No. 409/2014/Fin. Dated 23.09.2014 which is summarized below

Existing cost of tender form	Additional amount to be collected
UptoRs. 1,000/-	Actual cost + 50 % of the actual cost
More than Rs. 1,000/- to Rs. 10,000/-	Actual cost + 25 % of the actual cost
Above Rs. 10,000/-	Actual cost + 15 % of the actual cost

(In short, the minimum cost of tender form with effect from 01.10.2014 is Rs. 630/- i. e (Rs. 400 + 50% of Rs. 400/-) + 5 % of 600 = Rs. 630/-)

- Cost of tender form shall be remitted by a demand draft (cheque not accepted) for the amount drawn in favour of '**Professor & Head, Department of Agricultural Microbiology**, payable at '**State Bank of India**', **KAU Campus branch, Vellanikkara** (Branch code 70670)' which shall be enclosed with the tender offer. Demand draft drawn on other branches/banks will not be accepted. Cost of tender form once paid will not be refunded.
- Calculations related to the cost of tender form giving value of items quoted, cost of tender form computed, due amount of VAT and bank charges (if any) should be clearly indicated in the tender document. Tenders not accompanied by the remittance of due amount are liable to be rejected.

b. Payment of Earnest Money Deposit (EMD):

- Every tender offer should be accompanied by EMD (at 1% of the cost rounded to the nearest rupees) of quoted equipment inclusive of VAT (subject to minimum of Rs.1500) remitted by a separate Demand Draft drawn in the same manner as described above. Firms who are exempted from payment of EMD should furnish copy of the currently valid certificate from the Store Purchase Department, Govt. of Kerala.

d. Execution of agreement at the time of tender submission

- The tender should also be accompanied by an agreement in Kerala Stamp Paper worth Rs.100/- (Rupees one hundred only), the format of which can be downloaded using the web link <http://www.kau.edu/tenders/TenderAgreement.doc>.

1. Other Terms and Conditions

- i. Details of make, model, name of the manufacturer, country of manufacture, port of shipment etc. and the exact specifications of the item must be clearly specified. The article/s offered should fully comply with the specifications in the tender notification. Proof in support of this should be supplied to the satisfaction of the purchase committee by means of printed catalogues, approved specification sheets, declarations, manuals etc.
- ii. Authorized dealership certificate of the tenderer should be attached wherever applicable
- iii. The suppliers should attach the client list for the equipments along with their performance certificate, spare parts availability and service facilities at or nearest to the concerned station.
- iv. Availability of spare parts of the equipment and service support should be assured for a period of minimum 10 years. Offers without these are liable to be rejected. Mandatory certificates and related documentation should accompany the offer.
- v. In the case of electrically operated equipment, the circuit diagram shall be supplied. Operation manual and guarantee cards of the equipments wherever required should be

supplied along with equipment.

- vi. In addition to the cost of the item, taxes and other levies, packing, forwarding and freight charges covering delivery and installation at our site should be separately stated. The items are to be supplied at Department of Agricultural Microbiology, College of Horticulture, Kerala Agricultural University, Vellanikkara, Thrissur. Offers shall be made **CIF Cochin** by airfreight for imported instruments and **F.O.R** destination for indigenous items. For imported items, charges for insuring up to final inland destination against all risks including total loss for CIF value plus 10% should be included in the insurance charge.
- vii. The quoted price should be firm for at least 6 months, if otherwise, the offer is liable to be rejected.
- viii. All essential accessories for the equipment as a working unit must be supplied by the vendor.
- ix. Branded PC, laser printer, servo stabilizer/UPS shall be supplied wherever required.
- x. Attach technical literature of the equipment in original brochure.
- xi. Must give a compliance statement clearly specifying the page number of bulletin which confirm the specification.
- xii. All manuals in respect of installation/operation/maintenance of equipment shall be provided.
- xiii. Settlement of bill of cost will be made only after supply and installation. Any other mode of settlement of bill of cost if needed should be specifically mentioned.
- xiv. **Warranty: 3 years** comprehensive warranty for complete instrument and minimum 5years maintenance support after the lapse of comprehensive warranty through AMC. AMC charges must be quoted along with the tender.
- xv. Single manufacturer certificate should be attached if applicable.
- xvi. All the pages in the tender should bear stamp and seal of the authority concerned who is submitting the tender.
- xvii. Installation, training and demonstration on sample preparation and analysis for a minimum period of 5 days or till satisfaction whichever greater must be provided.
- xviii. Every successful tenderer should execute an agreement in Kerala Stamp paper worth Rs.200/- (Rupees two hundred only) and furnish a security deposit of 5% of cost of the equipment quoted in the form of term deposit/bank guarantee/demand draft drawn in favour of The Professor & Head, Department of Agricultural Microbiology payable at SBT, KAU Campus branch, Vellanikkara. The format of the agreement can be downloaded using the web link <http://www.kau.edu/tenders/SupplyAgreement.doc>. If the tenderer fails to do so, his tender will be rejected and the EMD paid by him will be forfeited.
- xix. All the rules and regulations applicable to Government Tenders shall be applicable to this tender also.
- xx. The supply order will be placed subject to the release of funds as per the budgetary provisions for 2017-18. The purchaser vests the authority to take decisions on the items as well as number of each item to be purchased from those included in this tender at the

- time of placing purchase order.
- xxi. Prerequisites for installation of the equipments should be mentioned in the quotation.
- xxii. The decision of the undersigned in finalizing the tenders shall be final and binding on the suppliers.
- xxiii. Professor & Head has the right to accept or reject any or all of the offers without assigning any reason.
- xxiv. Enquiries can be made by email to: cohmicrobio@kau.in or telephonically on 8301949071, during office hours.
- xxv. The institute can also import scientific equipment from renowned foreign manufacturers by availing customs duty concessions. For equipment items costing more than Rs. 2.00 lakhs, authorized Indian distributors of such equipments shall forward quotations in foreign currency received from their principals. Such distributors will have to enclose credentials to this effect from the principals. We are exempted (regd. with DSIR) from payment of customs and excise duty for our procurements and hence prices quoted should be exclusive of these.
- xxvi. The tender document in sealed cover should be super scribed **“COH/MICRO/EQUIPMENT 2017-18”**. **NOT TO BE OPENED BEFORE 11 AM ON 27-02-2018** shall be mailed to Professor & Department of Agricultural Microbiology, College of Horticulture, KAU P.O, Vellanikkara, Thrissur Dt., Kerala or handed over personally at the above office.
- xxvii. Tender will be opened on **27-02-2018 at 11.00 AM**. If any Bandh/strike/any unexpected holiday occurs on the date of opening of tender, the tender will be opened at the same time on the next working day. All the rules and regulation applicable to Government Tenders will be applicable to this tender also.

IMPORTANT INFORMATION

- 1. Tender Notification No.COH/MICRO/EQ/2017-18 Dated 17-02-2018**
2. Address of the purchasing officer: The Professor & Head, Department of Agricultural Microbiology, College of Horticulture, Kerala Agricultural University, KAU P.O, Vellanikkara, Thrissur Dt., Kerala, Pin code - 680 656. Email- cohmicrobio@kau.in or telephonically on 8301949071
3. Details of bankers: State Bank of India, KAU Campus branch, Vellanikkara (Branch code: 70670)
- 4. Last date for the receipt of filled in tenders: 27-02-2018 (10.00 a.m.)**
- 5. Date of opening tenders: 27-02-2018 (11.00 a.m.)**

Vellanikkara
17-02-2018

Sd/-

Professor & Head
Department of Agricultural Microbiology

PART-2

T B. TECHNICAL SPECIFICATIONS

Specifications for deep freezer

- Capacity : 250 litres or more
- Defrost type : Manual
- Digital temperature controller with display
- Dual doors (Optional)
- Temperature range : -20 to -40 °C
- Easy to clean, stainless steel interior and exterior
- Lockable, high quality steel door
- CE certified