

AMS Project, Department of Physics, University of Mumbai.



AMS Project, Materials Science Lab, Department of Physics, University of Mumbai,
Lokmanya Tilak Bhavan, Vidyanagari, Santacruz (E), Mumbai 400 098, India.

Tel: +91 22 2654 3574, Email: kothari@physics.mu.ac.in

Tender Document for

Micro balance

No: UDP/AMS/Tender/07/2017

Date: 05th July 2017

Part A - Terms and Conditions

Part B – Specifications

Price: Rs. 200/- (non-refundable)

Important Dates:

Last Date of Sale of Tender Document:	26 th July 2017, 4 pm
Last Date of Receiving sealed Bids:	27 th July 2017, 4 pm
Technical Bid opening (if minimum three bids are received):	28 th July 2017
First extension of two weeks starts, if less than three bids received in the first extension:	28 th July 2017
Last date of the first extension. (Opening of Technical Bids on the next working day, if three bids received):	11 th August 2017, 5 pm
Second extension of two weeks starts, if less than three bids received in the first extension:	12 th August 2017
Last date of the second extension (Opening of Technical on the next working day, even if less than three bids are received):	28 th August 2017, 5 pm

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Part A - Terms and Conditions

Tender Notice

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UDP/AMS/Tender/07/2017

Date: 05th July 2017

Sealed Tender bids for the **Micro balance** for AMS Project, Department of Physics, University of Mumbai, are invited for and on behalf of the AMS Project, University of Mumbai by the Principal Investigator (PI) BRNS, AMS. Following schedule shall be maintained for various processes.

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Tender Document containing terms and conditions and technical specifications are available in the Materials Science Lab, Department of Physics, University of Mumbai, Lokmanya Tilak Bhavan, Vidyanagari, Santacruz (E), Mumbai 400 098, on all working days between 11:00 am & 4:00 pm from 05th July 2017 to 26th July 2017. Terms & conditions and technical specifications can also be downloaded. In case, the tender document is downloaded from the website, the Tender Document Fee of Rs. 200/- should be enclosed in the Technical Bid Envelope, in the form of a Demand Draft drawn in favour of **“Finance and Accounts Officer, University of Mumbai. (Kindly write your company name, instrument name and tender reference number on back of Demand Draft for Tender Fee).** The tender bids duly complete in all respects, along with the necessary documents should be submitted to The Principal Investigator (PI), BRNS, (AMS), AMS Project, Materials Science Lab, Department of Physics, University of Mumbai, Lokmanya Tilak Bhavan, Vidyanagari, Santacruz (E), Mumbai 400 098. The technical bids so received, shall be opened in the AMS Project, Materials Science Lab, Department of Physics, University of Mumbai in the presence of the representatives of the suppliers. Right to reject any or all tenders, without assigning any reason thereof is reserved by the PI, AMS project, Department of Physics, University of Mumbai.

Sd/-

PI, BRNS (AMS)

Terms and Conditions of Supply

1. Tenders from original manufacturers or their accredited suppliers will only be accepted.
2. The last date and time for the acceptance of the bids is as follows:

Last Date of Sale of Tender Document:	26th July 2017, 4 pm
Last Date of Receiving sealed Bids:	27th July 2017, 4 pm
Technical Bid opening (if minimum three bids are received):	28th July 2017
First extension of two weeks starts, if less than three bids received in the first extension:	28th July 2017
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3. Suppliers shall submit the following documents along with their quotations (**which should be placed in the Technical Bid Envelope, i.e Envelope No. 1**).
 - (a) Income-Tax clearance certificate from the Income-Tax Officer concerned, certifying that the tenderer has cleared all the Income-Tax dues. Copies of Income Tax returns shall be applicable.
 - (b) Suppliers should be either manufacturer or authorized dealer of the said equipment and should submit the proof for the same. Also, the suppliers should state whether they are a Proprietary Firm, Partnership Firm or a Private/Public Limited Company and furnish the proof of the same.
 - (c) The names of the organizations and laboratories for which similar work carried out.
 - (d) Earnest Money Deposit in the form of a Demand Draft drawn in favour of **“Finance and Accounts Officer, University of Mumbai”** on any Nationalized Bank, payable at Mumbai. Alternately, BG from a Nationalised Bank only may be acceptable. **The amount of Earnest Money Deposit shall be Rs 15,000/- (Rs Fifteen thousand rupees only).** Kindly write your company name, instrument name and tender reference number on the back of Demand Draft for EMD.
 - (e) In case, the tender document is downloaded from the website, the Tender Document fee of Rs. 200/- should be enclosed in the form of a Demand Draft drawn in favour of **“Finance and Accounts Officer, University of Mumbai”**
 - (f) VAT Registration No.
 - (g) Technical specifications offered by the Supplier.
 - (h) Technical compliance table
 - (i) Proprietary certificate, if any, should be included in the Technical bid

4. The rates should be mentioned in the **Schedule** attached with the Tender Document. Each page of the tender shall be signed in full and stamped with the seal by the supplier. The supplier must clearly state in what capacity he or she is signing the tender. **The rates/price should be inclusive of all machinery cost on CIF Mumbai basis, installation cost and the training. The item wise break up of cost should also be given.** The bidders should quote tender without deviation, without any overwriting and duly signed & stamped on all pages. The supplier should send their techno-commercial representatives for the discussion with the Department of Physics, appointed committee. The representative should be empowered to take financial decision on the spot. **(which should be placed in the Financial Bid Envelope, i.e Envelope No. 2)**
5. The supplier shall submit the tender in two envelopes. The first envelope (Technical Bid) shall contain all the documents referred to in **para three above** and sealed. The second envelope (Commercial Bid) shall contain the **Schedule**, in which the supplier shall register the rates of supply. The second envelope shall also, likewise, be sealed. Both the envelope then should be put together, and shall be sealed in an envelope, and shall prescribe time and date. The Technical Bid shall be opened first to ensure that supplier have submitted all the requisite documents. If the Technical Bids are not in order or are deficient in some respect, the commercial bids in respect of such tenders shall not be opened. The date and time of opening the Financial bids shall be announced immediately after opening all the Technical bids.
6. Tender bids not accompanied by the requisite amount of Earnest Money Deposit are liable to be rejected
7. 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.
8. The amount of Security Deposit/Performance Guarantee shall be 5 % of the cost. Security Deposit / Performance Guarantee shall be refunded after the warranty period is over. The Security Deposit / Performance Guarantee can be paid in the form of a Bank Guarantee from a scheduled bank.
9. The supplier should read carefully all the instructions and terms and conditions, etc before registering rates in prescribed schedule of the tender. Taxes and duties etc should be shown separately.
10. The offers made by the suppliers shall be open for acceptance within 90 days after the last date of submission of tender.

11. **The Technical Documents shall be opened** by the PI, AMS project, Department of Physics, University of Mumbai as per the schedule is shown above. The tenderers or their authorized representatives will 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 communicated after the technical bids are opened in due course.
12. In case of imported items/equipment, the rates should be quoted in the light of exemptions enjoyed by educational institutions.
13. Technical specifications of the instruments / equipments / articles are given in Annexure to these papers (Part B).
14. The delivery, installation of the works should be as per the terms and conditions mentioned in the order. No extension shall be granted to the contractors/suppliers for the period of delivery, under any circumstances. No change is allowed without written permission.
15. 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
16. The goods, articles, materials 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
17. Before tendering, the tenderer shall inspect the site to fully acquaint himself with the condition in regard to accessibility of site, working condition of site and locality including unloading of materials, installation of tools and plants, etc., required for the satisfactory execution of the work contract. No separate claim whatsoever on these accounts shall be entertained by the University of Mumbai. No claim for expenses incurred in the site visit will be entertained by the University of Mumbai
18. The bills of suppliers shall be paid by the University only after the complete installation of system as per the stated specification in the tender documents and certified test reports are submitted
19. Missing of any required or any of the optional accessories/features / modules of the system will disqualify the vendor from technical bid and commercial bid.

20. The vendor must assume responsibility for any damage to equipment during the shipping process or unloading to University of Mumbai.
21. The vendor must submit Compliance statement in tabular form comparing each specification of the quoted item with that given in the Tender Document part B. The Vendor also must supply a soft copy of the Table only in Microsoft word format.
22. The warranty period shall be of 1 year from the date of complete and satisfactory installation of the system.
23. As the suppliers shall be responsible for the supply at Mumbai, the cost towards insurance until destination in the University, shall be borne by suppliers.
24. The vendor has to provide clear compliance statement with respect to the specifications given in the tender document and fully supported by the manufacturer's original literature and part numbers. Any other claims will not be accepted and may lead to the rejection of the bid. It is mandatory to specify the part numbers of the quoted items along with the technical offer without which the subject offer would be liable for rejection.
25. 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 security deposit of the supplier.
26. **Escalation:** No cost escalation over and above items rates quoted by the bidder will be entertained.
27. **Scope of Supply:** Detailed scope of supply, additional terms and conditions, technical specifications etc. are enclosed with part-B of this tender document
28. **Deviations:** No deviation from the stipulated terms and conditions will be allowed. Tenders should be unconditional. Any deviation from the technical specifications and tender condition shall be mentioned in the technical bid separately.
29. **Correspondence:** All the correspondence in respect of tender/contractual obligation shall be made to The Principal Investigator (PI) BRNS, AMS, AMS Project, Materials Science Lab, Department of Physics, University of Mumbai, Lokmanya Tilak Bhavan, Vidyanagari, Santacruz (E), Mumbai 400 098.
30. **Liquidated damages:** In case the supply/installation is delayed beyond the specified

completion period for reasons attributable to the supplier, deductions on account of Liquidated damages @ 0.5% of the contract value per month will be deducted subject to a maximum of 5% of the total works.

31. Any dispute arising out of this contract will be subjected to jurisdiction at Mumbai, India.
32. Right to reject any or all tenders without assigning any reason there for is reserved by the University of Mumbai. The decision of the Centre in this regard will be binding on all the bidders. Tenders not complying with any of the provisions stated in this tender document are liable to be rejected.

Schedule to Tender

Note:

1. 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.
2. No erasures or overwriting shall be allowed unless they are authenticated under the full signature and the seal of the tenderer.
3. The Rates shall be FOR, at destinations/godowns/places indicated in the delivery

Item no	Description of goods with details of specifications	Number / quantity	Price / Rate per Unit	Taxes	Duties	etc

Signature of the Tenderer

Date:

Seal of the Firm

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Part B – Specifications

Technical Specifications for Micro balance.

1. Least count: 10 micro gram
2. Max. capacity: 10 g
3. Response time: < 10 sec.
4. power source: AC 230V

Annexure 'A' – Format for submitting un-priced BOQ along with technical bid

No: UDP/AMS/ Tender/07/2017

S No.	Description	Qty	Make / Model

Signature of the Tenderer

Date:

Seal of the Firm

