

## **Tender Conditions and procedure to be abided by the tenderers**

### **1. INTRODUCTION**

1.1. This tender is for procurement of the following equipments for Annamalai University, Annamalainagar, Chidambaram, India.

File No.	Description	EMD
335-C-23 Department of Physics F.NO, FT//8757/18	Electrochemical workstation with Accessories (1 No.)	50,000
335-C-27 Department of Biochemistry & Biotechnology F.NO. FT/2741//19	a.Ultracentrifuge (1 No.)	68,000
	b.Inverted Fluorescent Microscope with accessories (1 No.)	60,000
335-C--26 Depa3rtment of Earth Sciences F.NO. FT/86097/18	a) Students Model Polarizing (Petrological) Microscope (15 Nos)	44,000
	b) Student model reflected Microscope (10 Nos)	50,000
	c)Research Microscope (1 No.)	30,000
	d )Student model Binocular Microscope (10 Nos)	9,000
	Total	Rs.3,11,000

The specification for the above mentioned equipments is given in Schedule A.

**1.2. Applicability of Tamil Nadu Transparency in Tenders Act and Rules:** This tender will be governed by the Tamil Nadu Transparency in Tenders Act 1998 and Rules 2000 as amended from time to time.

### **2. ELIGIBILITY CRITERIA**

2.1. A tenderer will be eligible for tendering only if he satisfies the eligibility criteria as given below:

- a) A tenderer should be a manufacturer possessing a valid manufacturing license from the competent authority for manufacturing the items quoted and should have at least three years' experience. (Documentary evidence to be furnished)
- b) The manufacturer should be an ISO:9001 / Equivalent certified company. Documentary evidence should be enclosed.

Signature of the Tenderer

- c) Authorized Dealer / Distributor / Supplier can also bid with authorization from the Manufacturer. (Documentary evidence to be furnished). A manufacturer shall not authorize more than one dealer / distributor for participating in this tender.
- d) In case a tenderer is participating as an authorized Dealer/Distributor/Supplier the manufacturer of the item should satisfy the conditions mentioned at (a) and (b) above.
- e) The tenderer should have a Tamil Nadu Value Added Tax Registration / Central Sales Tax Registration. Copy of the Registration Certificate should be enclosed.
- F) The Tenderer should be an Income Tax assessee. (Return filed should be enclosed)

**2.2.** The tenderer should not have been blacklisted or debarred from participating in tenders by any Central / State Government agencies or autonomous bodies or universities/ institutions. (An undertaking to this effect should be furnished)

**2.3.** The tenderer submitting their offer must have supplied similar items to other Universities or institutions or Government agencies. Copies of such order must be enclosed with the offer.

### **3. COST OF TENDERING**

The Tenderer shall bear all costs associated with the preparation and submission of this Tender and the tender inviting authority will in no way be responsible or liable for these costs.

The Tenderer may also download the application format from University Web Site all free of cost.

#### **3.1 Cost of Tender Document:**

The cost of the tender document is Rs.. 2100/- including 5% VAT. The demand draft should be in favour of "The Registrar, Annamalai University" payable at Annamalainagar or Chidambaram.

Signature of the Tenderer

#### **4. GENERAL INSTRUCTIONS**

**4.1.** The tenderers are requested to go through the instructions, terms and conditions and specifications given in the tender. Failure to furnish all required information in every aspect will be at the tenderer's risk and may result in the rejection of the tender.

For any queries tenderer may contact **Registrar, Annamalai University, Annamalainagar, Chidambaram – 608 002. Tamil Nadu, INDIA.**

#### **4.2. Clarification on the tender**

A prospective tenderer requiring any clarification on the tender may request the Office of the Registrar, Annamalai University by a letter or by fax. Registrar, Annamalai University will respond in writing to any request for clarification in the tender.

#### **4.3. Amendments to the Tender**

- i. Tender Inviting Authority may amend the tender wherever it is felt that such an amendment is absolutely necessary.
- ii. Amendment to tender may also be given in response to clarifications by prospective tenderers and it is solely the discretion of the Tender Inviting Authority. Any amendment to the tender will be uploaded on the website **<http://www.annamalaiuniversity.ac.in>**. **It is the responsibility of the tenderer to verify the amendments if any and get the amendment documents before the submission of the tender provided no such change could be effected 48 hours prior to the time fixed for opening of the tender.**

**4.4.** The **Tender document is not transferable** under any circumstances.

Signature of the Tenderer

## 5. **EARNEST MONEY DEPOSIT (EMD)**

**5.1.** The tenderer should furnish **Earnest Money Deposit (EMD)** as **detailed below** along with the tender by way of Demand Draft/Bankers cheque obtained from any Nationalized/ Scheduled Bank and drawn in favour of “**The Registrar, Annamalai University**” payable at **Annamalainagar or Chidambaram**.

File No.	Description	EMD
335-C-23 Department of Physics F.NO, FT//8757/18	Electrochemical workstation with Accessories (1 No.)	50,000
335-C-27 Department of Biochemistry & Biotechnology F.NO. FT/2741//19	a.Ultracentrifuge (1 No.)	68,000
	b.Inverted Fluorescent Microscope with accessories (1 No.)	60,000
335-C--26 Depa3rtment of Earth Sciences F.NO. FT/86097/18	a) Students Model Polarizing (Petrological) Microscope (15 Nos)	44,000
	b) Student model reflected Microscope (10 Nos)	50,000
	c)Research Microscope (1 No.)	30,000
	d )Student model Binocular Microscope (10 Nos)	9,000
	Total	Rs.3,11,000

**5.2.** Any tender without required EMD will be considered as NON-RESPONSIVE and will be SUMMARILY REJECTED.

**5.3.** The Tender Inviting Authority will arrange to refund the Earnest Money Deposit to the unsuccessful tenderers after publishing the list of successful tenderers, within a reasonable time.

**5.4.** No interest will be paid on the EMD.

**5.5.** The EMD is liable to be forfeited if:

- i. The Tenderer withdraws his tender at any stage after the last date and time fixed for submitting the tender.
- ii. The Tenderer on becoming successful, fails to furnish the required security deposit or sign the agreement, within the stipulated time limit.

Signature of the Tenderer

## **6. PERFORMANCE SECURITY :**

**i.) Successful tenderer has to furnish Security Deposit equivalent to 5% of the tendered value either in form of Demand Draft drawn in favour of “Registrar, Annamalai University” or in form of irrevocable bank guarantee obtained from any Nationalized/Scheduled bank.**

**ii.) The EMD of the Successful Bidder will be adjusted towards Security Deposit (SD). Security Deposit will be released only after the expiry of the warranty period as mentioned in clause 8.5.**

## **7. SUBMISSION OF TENDER:**

### **7.1. Due Date for Tender Submission**

- i. The tender document duly filled in, signed on all pages shall be submitted in sealed cover to **the Registrar, Annamalai University at his office up to 4 .00 PM on 24. 07 .2019** as per the procedure laid down herein. The tender can be submitted on all working days up to the above closing date. In the event of this day being declared as a holiday, the tenders can be submitted up to 3.00 P.M. on the following working day.
- ii. The tender inviting authority will not be held responsible for any delay in the receipt of the Bank Draft or any delay in the receipt of the document by the tenderer including loss of the document in transit or delay in obtaining any document / certificate or on any other account. No extension of the date and time for the submission of the documents will be given for any such delay.
- iii. The tender inviting authority may extend the due date for submission of tender by issuing an amendment in which case all the rights and obligations of the Tender Inviting Authority and the Tenderers previously subject to the original due date for submission will then be subject to the new date for submission.

Signature of the Tenderer

- iv. **Any tender received** by the Tender Inviting Authority **after the due date and time will not be considered and will be returned to the tenderer.**

## **7.2. Procedure for Submission of Tender**

- i. Tenderers are advised to go through the tender documents and understand all the provisions and stipulations contained therein before submitting the tender.
- ii. The tender shall be submitted as per the procedures and requirements stipulated herein.
- iii. Tender submitted by telex, cable or fax will not be accepted and will be summarily rejected.
- iv. The Commercial bid should be neatly typed. Hand written offers will be rejected. Any deviation in the offer shall lead to rejection.
- v. **The tenderer who are supplying imported material, must be registered with the Competent Authority/Department of the Government of India.**
- vi. *The purchaser shall not be responsible for any postal delay in receipt of the offer. Any bid received by the Purchaser which does not fulfil the desired terms and conditions shall be rejected outrightly and no communication in this regard shall be sent. Delayed/Late bids will not be accepted, at any circumstances.*
- vii. *All the bids will be opened in the presence of bidders representatives, who, chose to attend the same as per the date and time specified in the Tender Document.*
- viii. **This tender is based on two-cover systems i.e. Technical bid and price bid.** *Therefore the tender shall be submitted in two parts viz. Cover A and Cover B. Each part shall be placed in an independent sealed envelope and shall be super scribed as follows*

Signature of the Tenderer

**Cover-A : "TECHNICAL BID COVER"**

**"TENDER FOR SUPPLY OF \_\_\_\_\_  
EQUIPMENT TO ANNAMALAI UNIVERSITY"**

**TENDER NUMBER:**

**Cover-B : "PRICE BID COVER"**

**"TENDER FOR SUPPLY OF \_\_\_\_\_  
EQUIPMENT TO ANNAMALAI UNIVERSITY"**

**TENDER NUMBER:**

The contents of each of the two covers shall be as described in the subsequent clauses. For all other references, these covers will be referred to briefly as **"Technical Bid Cover"** and **"Price Bid Cover"**.

- ix. **Both the covers i.e. Cover-A and Cover-B, shall be placed inside an outer cover and shall be super scribed as follows:**

**"TENDER FOR SUPPLY OF \_\_\_\_\_ EQUIPMENT"**

**TENDER NUMBER:**

- x. The sealed tender envelope shall be addressed to
- The Registrar,  
Annamalai University,  
Annamalainagar,  
Chidambaram-608 002, Tamil Nadu, India**
- xi. The tender envelope shall carry the name and address of the Tenderer prominently with Phone No. / email ID / and FAX No.
- xii. The **Technical Bid Cover (Cover-A)** shall contain the following as per the sequence indicated below.

1.	Earnest Money Deposit (EMD) of as per clause-5 of the Tender document.
2.	Application form for supply of equipment as per Appendix-1
3.	Documentary evidence for payment of income tax (latest income tax return should be furnished)
4.	Letter of Tender as per Appendix-2

Signature of the Tenderer

5.	Documentary evidence for registration under Tamil Nadu Value Added Tax / Central Sales Tax.
6.	Documentary evidence for ISO:9001 / equivalent certified company
7.	A copy of Manufacturing license/Registration Certificate
8.	Authorization from Manufacturer in case of Authorized Dealers/Distributors/Supplier
9.	Documentary evidence of supplying similar items to other Universities/Institutions/Govt. agencies.
10.	In addition to the above any document or certificates etc., mentioned anywhere in the tender document shall also be a part of the technical tender requirements.

- xiii. The **PRICE BID COVER (Cover-B)** shall contain the Price Bid as per the format given in Appendix-3.

The tenderer shall not carry out any alteration in the format prescribed for Price Bid. The tenderer shall not enclose any other document or statement that will influence the price. In such an event, the tender inviting authority shall summarily reject the tender.

### **7.3. Signing of the Tender**

The tender shall be signed by a person or persons duly authorized to sign on behalf of the Tenderer. All pages of the tender shall be signed by the person or persons signing the tender. The tenderer shall enclose a certified copy of the power of attorney authorizing the signatory or signatories to sign the tender document. This certification shall be from the Managing Director or the Legal Manager of the firm.

The tender shall contain no alterations or additions, except those to comply with instructions issued by the Tender Inviting Authority, or as necessary to correct errors made by the tenderer, in which case such corrections shall be signed by the person or persons signing the tender.

Signature of the Tenderer



All the pages in the tender document should be signed by the tenderer, after filling the prices in figures & words.

## **8. GENERAL TERMS AND CONDITIONS**

### **8.1. DELIVERY SCHEDULE:**

The Price Quoted should be FOR CHIDAMBARAM Materials should be door delivered at Annamalai University, Annamalainagar, Chidambaram, Tamilnadu.

- i. Delivery must be made within a period of 45 days from the issue the order either directly or through their dealer network unless otherwise specified.
- ii. If the supplier fails to deliver the equipment ordered within the allotted delivery period as specified above, the Purchaser may procure goods or services similar to those un-delivered upon such terms and in such manner as it deems appropriate from any other firm at the risk and cost of the supplier.

### **8.2 PAYMENT TERMS:**

- i. Payment will be made within 30 days from the date of delivery, installations, commissioning and demonstration of the equipment and acceptance by concerned Department/ Section.
- ii. ***Payment shall be made by Cheque or such other mode***/ electronic fund transfer offered by the Bank.**8.3 Taxes& Duties :**

- i. As per Govt. Notification No.10/97-CE dated 1<sup>st</sup> March 1997, Annamalai University, Chidambaram is exempted from Excise Duty for SCIENTIFIC / TECHNICAL INSTRUMENTS WHICH ARE USED FOR RESEARCH PURPOSE ONLY. The University shall provide all the documents under this notification to enable supplier to clear the goods without payment of excise duty, whenever required. Supplier should state clearly that this certificate is required.

Signature of the Tenderer

- ii. As per Govt. of India Notification 51/96 Customs dated 23<sup>rd</sup> July 1996, Annamalai University, Chidambaram is exempted from Custom duty for all research equipment. The University shall provide all the documents under this notification to enable supplier to clear the goods without payment of Custom duty, whenever required. Supplier should state clearly that this certificate is required.
- iii. CST/VAT will be charged as applicable. Any statutory variation will be paid to supplier on documentary evidence. Supplier should clearly indicate the percentage of CST/VAT applicable.
- iv. Clearing forwarding charges should also be mentioned

#### **8.4 Loss, Damage & shortage :**

Annamalai University shall not be responsible for any loss, damages and shortage during transit. Payment shall be made for the material received in good condition only.

#### **8.5 Warranty**

The equipment supplied under the contract shall carry a warranty for at least Two years. Supplier shall extend free maintenance service during the warranty period.

#### **8.6 Commissioning and Demonstration**

The Supplier shall be responsible for commissioning of the equipment. Supplier should also arrange for demonstration of the equipment to the Staff of the University.

#### **8.7 Annual Maintenance**

The University reserves the right to entrust Annual Maintenance of the equipment supplied under this tender to the concerned supplier. Therefore the tenderer shall mention the annual maintenance charges AMC/SMC in the price schedule. Tenderer should also give a brief write up about the services to be covered under Annual Maintenance charges quoted by him.

Signature of the Tenderer

### **8.8 General:**

The acceptance of the offer will rest with the Annamalai University who reserves the right to reject/accept partially or wholly the tenders received, without assigning any reason.

- i. Mere submission of tender/ proposal does not imply acceptance of the same at this end and the firms will be finalised only after meeting the laid down qualifying parameters for which decision of the Tender Inviting Authority / Tender Accepting Authority shall be final and binding on the parties.
- ii. Printed terms and conditions of the applicant on their quotation Form/ Literature/ Letter etc. if any, will not be binding on the University.

### **8.9 Liquidated Damages :**

Timely delivery is essence of the contract and hence should any consignment be delayed, liquidated damages at the rate 0.5% of the value of the delayed consignment, for each week or part there of shall be levied and recovered subject to maximum of 5% of total order value.

### **8.10 Acceptance / Rejection:**

The Tender Accepting Authority reserves the right to accept a quotation in part or in full or to reject all quotations or any of the quotations received, for non-compliance of any of the above items, conditions or instructions or for any other reason without assigning any reason thereof.

### **9.1. TENDER OPENING**

- i. Tender will be opened in the presence of the tenderers or their authorized representative who choose to be present and the tender scrutiny committee at **10.30 A.M.** on **25 .07 .2019**. The representative of tenderer who attend the tender opening must produce their **identification proof** and **authorization letter** from the companies / tenderer.

Signature of the Tenderer

- ii. In the event of the specified date of Tender opening being declared a holiday, the tenders will be opened at the same time on the next working day.
- iii. **Cover-A containing “Technical Bid” shall be opened first.**
- iv. On opening the tender, the details such as name of the tenderer, address, EMD details, etc., will be read out.
- v. Tenders found without the EMD or with an invalid EMD or insufficient EMD, will be summarily rejected. Unopened tenders will be returned to such tenderers.
- vi. On verifying the EMD, the Technical bids will be examined to decide their service suitability for the said work. Tenderers whose Technical bids are not found acceptable will be advised of the same and their sealed covers containing the respective Financial Bids will not be opened. Their EMD will also be returned to them.
- vii. Price **bids of only those tenderers whose Technical bids are substantively responsive, will be opened.**

## **9.2. Process to be Confidential**

- i. Information relating to the examination, clarification, evaluation and comparison of tenders and recommendations for the award of contract shall not be disclosed to tenderers or any other persons not officially concerned with such process until the award to the successful tenderer has been announced.
- ii. **Any effort by a tenderer to influence the tender accepting authority, scrutiny / evaluation committee or its members in the processing of tenders or award decisions may result in the rejection of his tender.**

Signature of the Tenderer

### **9.3. Criteria for Technical Evaluation**

#### **(Evaluation of Technical Bid)**

- i. The tender accepting authority will determine whether the tenderer has fulfilled all the tender conditions as stipulated in the tender document and whether the tender is substantially responsive or not.
- ii. A responsive tender is one which conforms to all the terms, conditions and specifications of the tender documents without material deviation or reservation. A material deviation or reservation is one:
  - a) Which affects in any substantial way the scope, quality or performance of the contract.
  - b) Which is a substantial way is inconsistent with the Tender conditions, the tender accepting authority's rights or the Tenderers obligations under the Contract, or
  - c) Whose rectification would affect unfairly the competitive position of other Tenderers presenting substantively responsive Tenders.
- iii. Tenderers who have not fulfilled the tender conditions shall be a non-responsive tender and will not be taken up for further evaluation and Price Bid opening.
- iv. To assist the examination, evaluation and comparison of Tenders, the tender accepting authority may at its discretion, ask any tenderer for clarification on his Tender. The request for clarification and the response shall be in writing or by fax but no change in the substance of the Tender shall be so sought, offered, or permitted
- v. When a tender fails to be responsive, it will be rejected by the tender accepting authority and may not subsequently be made responsive by correction or addition / withdrawal of the non-conforming deviation or reservation.

Signature of the Tenderer

#### 9.4. Price Bid Opening and Evaluation of Price Bid

- i) The Tender inviting Authority will then proceed with opening of **Cover-B**, i.e., “PRICE BID COVER” of those tenderers whose technical bid has been found substantively responsive. The opening of the “**Price Bid cover**” will be done in the presence of those tenderers or their representatives who choose to be present. The Tender Inviting Authority will inform such tenderers in advance about the acceptance of their technical tender and the date and time of opening of the “Price Bid Cover”.
- ii. The tender will be evaluated based on the prices offered by the tenders for the concerned equipments.
- iii. The tender who has bid the lowest evaluated price will be determined considering the following factors:-
  - a) the quoted price shall be corrected for arithmetical errors;
  - b) in cases of discrepancy between the prices quoted in words and in figures, lower of the two shall be considered;
- iv. The evaluation shall include all central duties such as customs duty and central excise duty and sales tax as a part of the price, as detailed below:-
  - a) In evaluation of the price of an imported item, the price has to be determined inclusive of the customs duty;
  - b) In evaluation of the price of articles which are subject to excise duty, the price has to be determined inclusive of such excise duty.
  - c) In a tender where all the tenderers are from within the State of Tamil Nadu, or where all the tenderers are from outside the State of Tamil Nadu, the (Value Added Tax) shall be included for the evaluation of the price;.

Signature of the Tenderer

d) In a tender where the tenderers are both from the State of Tamil Nadu as well as from outside the State of Tamil Nadu, [the Value Added Tax levied under Tamil Nadu Value Added Tax Act, 2006 (Tamil Nadu Act 32 of 2006)] shall be excluded for the evaluation of the price.)

v. Annual Maintenance charges will not be included while evaluating the tender.

## **10. AWARD OF TENDER**

**10.1.** The award of the tender shall be made strictly in accordance with the “Tamil Nadu Transparency in Tenders Act 1998 and Rules 2000 and no deviation will be made.

**10.2.** Notwithstanding anything that is said herein, the Tender Accepting Authority reserves the right to accept or reject any tender or all tenders, and to cancel the tendering process and reject all tenders, at any time prior to the award of tender, without thereby incurring any liability to the affected tenderer or tenderers or any obligation to inform the affected tenderer or tenderers on the grounds for the tender accepting authority’s action.

## **11. NOTIFICATION OF AWARD**

**11.1** The tenderer whose tender has been accepted will be notified by the Tender Accepting Authority, in writing.

**11.2.** Upon furnishing the security deposit by the successful tenderer or tenderers and upon signing the Agreement (Appendix-4), the EMD will be returned to the unsuccessful tenderer within a reasonable time period.

## **12. DISPUTES AND JURISDICTION:**

Any legal disputes arising out of any breach of contract pertaining to this tender process shall be settled in the court of competent jurisdiction located within the **town of Chidambaram** in Tamil Nadu.

Signature of the Tenderer

**13. ACKNOWLEDGEMENT:**

**It is hereby acknowledged that we have gone through all the conditions mentioned above and we agree to abide by them.**

Date:

Signature of Tenderer

Place:

Official seal and address

**Appendix-1****APPLICATION FORM FOR SUPPLY OF \_\_\_\_\_ EQUIPMENT**

<b>S.NO.</b>	<b>VENDOR DETAILS</b>	
1	Name and Address of the Manufacturer/Firm/Vendor (with Telephone /fax/Mobile /email address)	
	Phone Number	
	Fax	
	E-Mail	
	Contact Person Name	
	Mobile Number	
2	Name and Address of the Local Authorized Dealer/Distributors/ Supplier	
	Phone Number	
	FAX	
	E-Mail	
	Contact Person Name	
	Mobile Number	
3	VAT/TIN No. of the Firm/Dealer (copy to be enclosed)	
4	PAN No. of the Dealer (Copy to be attached)	

Signature of the Tenderer



5	EMD (DD No., Date & Amount and issuing Bank)	
6	Name of the University/ Government Institutes who have purchased similar equipments from your concern (attach copies)	

### 7. Declaration by the tenderer.

- i.) We hereby declare that all the particulars given in this application are true and complete to the best of our knowledge and belief and we will produce all the relevant documents promptly, if necessary or as and when asked for by Annamalai University, Chidambaram. We understand that information provided by us will serve as Prequalification Criteria for supply of equipments under this tender and in the event of any information being found false or incorrect or ineligibility being detected even after the award of Contract, Our contract may be cancelled and all our claims may be forfeited by the Annamalai University, Annamalainagar. We have read and understood all the terms and conditions of the tender and we fully agree to it.
- ii.) We also declare that we will not sell our products at a lesser price to other parties than those supplied to Annamalai University and in the event of happening of such situation, we will be bound to refund the difference and our contract may also be cancelled at the discretion of Annamalai University.
- iii.) We also undertake that all the terms such as Product Range, Price, Discount, Delivery/other charges, Terms of Payment and also the name/s of the Dealer/ Distributor will remain unchanged during the contract period and no alteration will be done without the approval of Annamalai University.

Date : Signature :

Place : Name :

Designation :

Seal of the firm :

Signature of the Tenderer

**Appendix – 2**

**TENDER FOR SUPPLY OF \_\_\_\_\_ EQUIPMENT TO  
ANNAMALAI UNIVERSITY**

**LETTER OF TENDER**

To

The Registrar,  
Annamalai University,  
Annamalai Nagar,  
Chidambaram – 608 002.

Sir,

Sub: Tender for Supply of \_\_\_\_\_ Equipment.

\*\*\*\*\*

1) I / We, the undersigned do hereby tender and undertake to Supply of \_\_\_\_\_ equipment to Annamalai University in strict accordance with and subject to the terms and conditions set forth or mentioned in the Tender documents and appendices.

2) I / We have gone through the instructions in the tender and carefully read all the conditions of tender and agree to abide by all the conditions mentioned there in.

3) I / We hereby state that I/we have remitted \_\_\_\_\_ (Rupees  
.....  
only) in the form of Demand Draft/Bankers Cheque No. \_\_\_\_\_ Dated :  
\_\_\_\_\_ drawn on \_\_\_\_\_ Bank  
\_\_\_\_\_ Branch, in favour of the Registrar, Annamalai University as Earnest Money Deposit and agree to have it forfeited to the Annamalai University in case of my / our failure to supply the equipment.

4) I / We hereby certify that the price offered is final and I / We will not come forward for any revision or alteration in rates quoted subsequently due to hike in prices or any other reasons. However I/we are aware of the university's right to negotiate the discount rate while evaluating the tender.

Signature of the Tenderer

5) I / We confirm that our Tender is in conformity with the technical specifications and commercial terms & conditions as stipulated in the Tender Document and without any deviations whatsoever. I am / We are aware that our Tender is liable for disqualification in the event of technical and commercial deviations observed by the Tender Accepting Authority at a later date during the process of evaluation of our Tender.

6) I / We further declare that the information and documents furnished in the Tender submitted by us are correct and genuine. I am / we are aware of the Tender Inviting Authority's right to forfeit the Earnest Money Deposit and / or Security Deposit and blacklisting me / us if, any information furnished by us proved to be false at the time of inspection and not complying with the tender conditions.

7) I / We state that I / We have not been blacklisted or debarred from participating in tenders by any Central / State Government agencies or autonomous bodies or universities / institutions.

8) In the event of my / our tender becoming successful, I / We undertake and agree to forward to the Registrar, Annamalai University in ten (10) days, after the notification of the acceptance of this tender has been received by us.

9) We undertake and agree that we will not withdraw this Tender during the period that will be required for intimation of acceptance or non-acceptance as stipulated in clause 10 of the Tender document. If I / we do so withdraw, I / we shall forfeit the Earnest Money Deposit to Annamalai University. I / We agree to execute at our cost the Agreement in ten (10) days after the notification of the acceptance of our Tender has been received by us.

Signature of the Tenderer

In the event of our failing to make the Security Deposit or to execute the Agreement in the said manner, the Earnest Money Deposit accompanying this Tender shall be forfeited to the Annamalai University and this concluded Contract shall in such case be considered as having been cancelled or terminated and I / we agree to be liable, irrespective of the forfeiture aforesaid for all damages, losses, costs, charges and expenses arising from or by reason of such failure and arrangements.

As witness our hand this.....day of.....of 2017.

**Signature of the Tenderer :**

**Name & Address :**

**Company Seal :**

Signature of the Tenderer

**Appendix-3****PRICE BID**

1	Price (Both in figure and words) in Rs.	
2	CST/VAT/GST	%
		Amount in Rs.
Total Amount in Rs.		

**Important Note:**

1. The price quoted above shall be inclusive of all taxes and charge except CST/VAT/GST.
2. CST/VAT/GST shall be mentioned separately.
3. FOR; Destination as given in the purchase order.

**Other Information to be provided:**

1.	Warranty period in years
2.	Annual maintenance charges (applicable after expiry of warranty period)
3.	After First expiry year of the warranty
4.	After second year of the warranty
5.	After third year of the warranty
6.	After fourth year of the warranty
7.	After fifth year of the warranty

Signature:

Name:

Designation:

Seal of the firm:

Signature of the Tenderer

**Appendix – 4****FORMAT OF CONTRACT AGREEMENT**

THIS AGREEMENT made on the ..... day of ..... 2017 between The Registrar, Annamalai University, Annamalainagar, Chidambaram – 608 002. (Herein after “the Purchaser”) of the one part and ..... (Name of Supplier) of ..... (Address of the Supplier) (herein after called “the Supplier) of the other part:

WHEREAS the Purchaser is desirous of procuring \_\_\_\_\_ equipment as per the tender reference No..... and has accepted a bid by the Supplier for the above said equipment price offered by the Supplier is ₹. \_\_\_\_\_ (Rupees in words ... ..)

**NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Tender referred to, and they shall be deemed to form and be read and construed as part of this agreement.
2. The following documents shall be deemed to form, be read and construed as part of this Agreement, viz;
  - a) The letter of Acceptance issued by the purchaser.
  - b) The Notice Inviting Tender.
  - c) The supplier’s bid including enclosures, appendixes, documents, Price Catalogue etc.
  - d) The Tender Document including various Terms and Conditions.
  - e) Any other document listed in the Tender document.
3. In consideration of the payments to be made by the Purchaser to the Supplier within thirty (30) days from the date of delivery and acceptance by concerned department/ section.
4. The warranty period is \_\_\_\_\_ years.

Signature of the Tenderer

5. The AMC/SMC for the subsequent year after the warranty period will be as follows.

After First expiry year of the warranty	
After second year of the warranty	
After third year of the warranty	
After fourth year of the warranty	
After fifth year of the warranty	

IN WITNESS whereof the parties here to have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the Said ..... (For the Purchaser) in the presence of .....

Signature

Name Address

Signed, Sealed and Delivered by the Said ..... (For the Supplier) in the presence of .....

Signature

Name Address

Signed, Sealed and Delivered by the Said ..... (For the Purchaser)  
in the presence of .....

Signature

Name Address

Signature of the Tenderer

**TECHNICAL SPECIFICATION (Department of Physics) SL.NO. 1**

**ELECTROCHEMICAL WORKSTATION WITH ACCESSORIES:**

**Requirement:**

A Multichannel electrochemical workstation with one high frequency impedance analyzer.

**Conditions:**

1. The workstation will have computerized control system which will be shared by the impedance analyzer.
2. All spares should be from the same genuine brand of the manufacturer  
Electrochemical workstation should consist of Potentiostat / Galvanostat / EIS analyzer designed for electrochemical research.

**A. Basic requirements:**

1. No. of channels required: 4 Independent channels (2 channels in regular compliance voltage & channels with higher voltages).
2. All of the channels should be independent & operate simultaneously.
3. Electrometer input impedance  $10^{-12}$  ohms or more parallel at 20 pF

**B. Channel Configuration**

Compliance voltage: -12 V to +12 volts

Maximum Current:  $\pm 1$  Ampere

Current ranges:  $\pm 1$ nA to  $\pm 1$ A in multiple automatic ranges

Current Resolution: < 50 femto Ampere

Applied potential ranges:  $\pm 10$ V

Potential resolution: < 5  $\mu$ V

Impedance Frequency range: 10  $\mu$ Hz to 1 MHz

Amplitude: 0.1mV to 5 Volt

Data Acquisition: 16 bit, 500,000 samples/sec

Input Impedance: 1 Tera ohms

Internal Memory for data storage within potentiostat: >295,000 data points

Electrode configuration: 2, 3, 4 terminals

**C. Accessories required.**

1. 4 Probe sample Holder set up
2. Electrochemical cell with one platinum counter, One GC working and one Ag/AgCl reference electrodes.
3. The sample holder should be suited for measurements using membranes.
4. A membrane cutter capable of cutting the membranes to size matching the sample holder diameter.
5. A micron digital Vernier caliper to measure membrane thickness
6. 3-electrode measurement cell with a teflon cap with sealable holes (3 for electrodes and 1 for purge in/out).

Signature of the Tenderer



**D. Software Requirements:**

The Software to be provided with the Multichannel system should be comprehensive with lifetime licence, fully 32-bit/ 64-bit Windows based platform.

Ability to overlay data from different experiments, with the additional capability to overlay previously acquired data on specific real-time plots for on the spot comparisons.

**E. Measurement Techniques:**

Cyclic Voltammetry; Linear sweep voltammetry, Square wave voltammetry; Sampled DC voltammetry, Differential pulse voltammetry; Diff. pulse amperometry; Normal pulsed voltammetry; Reverse normal pulse voltammetry; Differential normal pulse voltammetry Chronoamperometry; Chronocoulometry; Chronopotentiometry.

Half cell potential, Tafel experiment,  $R_p$  (Polarization resistance);  $R_p E_c$  trend, Potentiodynamic and Galvanodynamic experiment; Cyclic polarization resistance studies; Reactivation techniques, Galvanic Corrosion.

Electrochemical Impedance Spectroscopy: Potentiostatic EIS; Galvanostatic EIS; Mottschottky plot; Bode- and Nyquist plots; KK plot; Black-Nichols plot; ZHIT function.

**Department of Biochemistry & Biotechnology Sl.NO.2**

**EQUIPMENT- 1**

S.No.	Equipment	Technical Specifications
1.	Ultracentrifuge	<p><b>General features</b>            Model: Benchtop            Maximum speed: 120,000 - 150,000 rpm            Maximum RCF (xg): 1,000,000 and above            Speed control accuracy: <math>\pm 50</math> rpm            Screen Display Colour LCD (Touch-sensitive)            Automatic rotor lock            Sample imbalance tolerance up to 10% of volume            USB port for data export</p> <ul style="list-style-type: none"> <li>• <b><u>Fixed angle rotor: 1</u></b>              Rotor capacity: 8 <math>\times</math> 2.0 mL              Rotor speed: 150,000 rpm              Rotor g-force: 1,000,000 - 1,003,000 <math>\times</math>g              k Factor: 15 or less              Polypropylene tubes: 1.5 mL (50 Nos.)</li> <li>• <b><u>Fixed angle rotor: 2</u></b>              Rotor capacity: 8 <math>\times</math> 5.1 mL              Rotor speed: 100,000 - 110,000 rpm              Rotor g-force: 500,000 - 700,000 <math>\times</math>g              k Factor: 16 or less              Polypropylene: 5.1 mL (50 Nos.)              Polycarbonate tubes: 3.2 mL (50 Nos.)</li> <li>• <b><u>Swing out rotor: 3</u></b>              Rotor capacity: 4 <math>\times</math> 5 mL              Rotor speed: 50,000 - 60,000 rpm              Rotor g-force: 200,000 - 300,000 <math>\times</math>g              k Factor: Below 72              Polycarbonate tubes: 3.5 mL (25 Nos.)              Polypropylene tubes: 5.0 mL (50 Nos.) and 2 mL (50 Nos.)</li> </ul> <p>Adapter floating 1/2 inches</p> <ul style="list-style-type: none"> <li>• Tube caps</li> <li>• Floating spacers for lower volume for all rotors</li> <li>• UPS/ stabilizer</li> <li>• Cooling device for housing the equipment</li> <li>• Accessory for verifying the weight for balancing</li> <li>• Suitable stand for placing the equipment</li> <li>• Warranty for 5 years</li> <li>• AMC for 5 years after warranty</li> <li>• Onsite operator training for running the instrument and routine maintenance</li> </ul>

Signature of the Tenderer

**Sl.NO.2**  
**EQUIPMENT- 2**

S.No.	Equipment	Technical Specifications
2.	Inverted Fluorescent Microscope	<ul style="list-style-type: none"> <li>• Motorized inverted stand</li> <li>• Bright field applications and TFT/LCD display</li> <li>• Motorized Z focus drive (step size 10 nm or better)</li> <li>• Six position Motorized objective DIC nose piece</li> <li>• Motorized condenser (NA of 0.55 Ph, DIC and BF with 6 or better positions)</li> <li>• Mechanical stage (Holder for slide, Petri dish, multiwell plate)</li> <li>• Focusable 10X eyepiece (FOV 22 or better)</li> <li>• Objective (10X- Plan achromat or better, 20X- LD objective plan achromat, 40X- Semi-Plan apochromat and 63X- Semi-Plan apochromat-Oil)</li> <li>• Transmitted illumination- 100W Halogen or equivalent Bright field, Phase contrast and Fluorescence</li> <li>• Reflected light illumination- Mercury arc lamp illuminator</li> <li>• Motorized 6 positions reflector turret for fluorescence filters sets for DAPI, FITC/GFP, RFP/TRITC</li> <li>• Camera- Peltier cooled Monochrome camera- Cool CCD or cmos including software, USB cable, 3 Mega Pixel or better, pixel size: 4.54 <math>\mu\text{m}</math> <math>\times</math> 4.54 <math>\mu\text{m}</math> or better</li> <li>• Software: Multi channel Image acquisition, Time-lapse, Z- stack</li> <li>• Image processing (provision for adjustments, correction, smoothening and sharpening)</li> <li>• Image Analysis and documentation: Interactive and basic measurements, statistical analysis, Module for visualizing 3D image</li> <li>• High End Computer System</li> <li>• Warranty for 5 years</li> <li>• AMC for 5 years after warranty</li> </ul>

**Department of Earth Sciences      Sl.NO.3**

**I. Student Model Petrological Microscope**

Orthoscope and Conoscope

1. Ocular Lens – Wide field eyepiece 10X / 22mm - focus adjustable - Binocular with Interpupillary Adjustable with double cross line and Micro scale
2. Bertrand Lens
3. Analyzer
4. Objective Turret
5. Objective Lens
  - a. 10X
  - b. 20X or 25X
  - c. 40 or 45X / High Power Objective lens with a numerical aperture (N.A.)  $\geq 0.65$
6. Slot for inserting the Accessories (Accessory Opening) like Quartz Wedge, Mica Plate, Gypsum Plate and Berek Compensator
7. Condensing Lens – Swing in type
8. Stage – Rotatable with 360° graduated scale with Vernier Index 0.1°
9. Stage Lock
10. Specimen Clip
11. Aperture Diaphragm
12. Centering Screw
13. Polarizer – 360° Rotatable
14. Filter – Light Balancing Day light Filter
15. Field Diaphragm with adjustable swivel
16. Koheler Illumination System - Light Source (LED) / if others , mention the type and specification work with 220 volts AC
17. Coarse and Fine Adjustment for focusing
18. Sub-stage height Adjustment
19. Brightness control for the light (Light Intensity Control)
20. Accessories – Quartz Wedge, Mica plate , Gypsum Plate
21. 3 Number of Berek Compensator
22. 2 Number of Mica Plate,
23. 2 Number of Gypsum plate
24. 6 Number of quartz wedge (quarter lamda)
25. 3 years warranty, Dust cover and Wooden box

Signature of the Tenderer

I. **Student Model Reflected Microscope**

The same configuration as Item No-1 (Student Model Polarising Microscope) with reflected light attachment for study of ores and polished sections.

II. **Research Microscopes**

(Both Transmitted and Reflected light )

The same configuration as Item No-1 & 2 (Student Model Polarising Microscope & Reflected Microscope) with the following additions features appropriately.

Graduated centerable circular rotatable stage with stage insert plate, Trinocular Reflected and transmitted, 4 position turret illuminator, graduated rotatable analyzer, Quadruple Revolving Nosepiece with centering knobs, plan achromat objectives 2X, 4X, 20X and 40X / near range, ND6 and ND 25 filter, One number of Mica plate, Gypsum plate and quartz wedge

CCD Camera with 5mega pixel, Pixel Size 3.4 $\mu$ m with mounting accessories to microscope, direct image video port, imaging software.

3 years warranty, Dust cover and Wooden box.

III. **Student Model Binocular Microscope**

(To study microfossils)

0.8 X 4.0 zoom objective / Near range

Magnification from 8X to 40X / Near range

Stand with incident and transmitted LED illumination / other source to be specified

Pair WF10X / 20mm wide field eyepiece / Near range

3 years warranty, Dust cover and Wooden box.