

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
G9/85940/2016	Spectro Fluorometer
G5/21967/2017	DC Probe Station

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.
- 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.

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- 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 ₹. 2100/- including 5% VAT. The demand draft should be in favour of "The Registrar, Annamalai University" payable at Annamalainagar or Chidambaram.

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

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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.

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

Signature of the Tenderer

Bank and drawn in favour of “**The Registrar, Annamalai University**” payable at **Annamalainagar or Chidambaram**.

File No.	Description	EMD
G9/85940/2016	Spectro Fluorometer	50,000
G5/21967/2017	DC Probe Station	50,000

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.

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.

Signature of the Tenderer

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 upto 3.00 PM on 13.09 .2017** as per the procedure laid down herein. The tender can be submitted on all working days upto 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.
- 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.

Signature of the Tenderer

- 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***

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:

- ix. The contents of each of the two covers shall be as described in the subsequent clauses. For all other references, these

Signature of the Tenderer

covers will be referred to briefly as “**Technical Bid Cover**” and “**Price Bid Cover**”.

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
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.

Signature of the Tenderer

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.
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- 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.

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.

Signature of the Tenderer

- 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 1st 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.
- ii. As per Govt. of India Notification 51/96 Customs dated 23rd 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

Signature of the Tenderer

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.

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.

Signature of the Tenderer

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 **4.00 P.M.** on **13.09.2017**. The representative of tenderer who attend the tender opening must produce their **identification proof** and **authorization letter** from the companies / 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.

Signature of the Tenderer

- 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.**

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:

Signature of the Tenderer

- 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.

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".

Signature of the Tenderer

- 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; and
 - 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.

Signature of the Tenderer

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.

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

Signature of the Tenderer

Appendix-1**APPLICATION FORM FOR SUPPLY OF _____ EQUIPMENT**

S.NO.	VENDOR DETAILS	
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)	
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)	

Signature of the Tenderer

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.

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

SPECIFICATIONS

Tender No. 08/2017-18, Sl.No. 1

Tender: Spectro fluorometer

A research grade latest model Spectrofluorometer with ozone free Xe lamp with power supply for doing steady state Fluorescence and steady state phosphorescence measurements.

1. **Optical System** : All reflective, excitation and emission monochromators, wavelength accuracy + or – 2.0 nm or more and scan speed 80nm/s or more
 2. **Light Source**: Suitable xenon lamp
 3. **Suitable Excitation Monochromator**
 4. **Suitable Reference Detector**
 5. **Transmission Detector**
Detector for transmission/absorption measurements
 6. **Suitable Emission Monochromator**
 7. **Excitation Wavelength Range**: 200-900nm or more
 8. **Suitable Emission Detector**
 9. **Liquid sample holder with liquid Cuvette**: Suitable Quartz cuvette should be provided along with the system.
 10. **Solid Sample holder** with bandpass filters of 320nm , 340nm and 405 nm with suitable adapter should be offered (respective source and setup).
 11. **Quantum Yield Measurement set up**: An integrating sphere with suitable neutral density filters.
 12. **Life time measurement set up**
 13. **Temperature dependent photoluminescence set up**
 14. **Control and Analysis Software**: Powerful software for data collection and system control.
 15. **Computer**. Suitable computer should be supplied with operating system.
 16. **Warranty**: Three years onsite warranty.
 17. Suitable Table and Electrical setup with Installation.
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Signature of the Tenderer

Tender No. 08/2017-18, Sl.No. 2**DC Probe Station****Specifications for Probe station :**

M-MAS-06-0100 Probing System;

X & Y Movement:25mm,

A-MAN-MA-8005 Small Manipulator,

A-ARM-FP-9051 Face Plate,

A-ARM-CA-9051 Coaxial probe arms,

A-BAS-MB-10050 Magnetic Base for Semiprobe manipulator,

A-TIP-DC-11009 Tungsten Shaft probes,

A-CTV-XX-15016M CCTV System,

Coarse theta rotation: 360 degree,

Fine theta rotation: 10 degrees,

Stereo zoom microscope: 100x Magnification,

Coaxial: 50mmx75mm,

Zoom Ratio: 6.7: 1,

Zoom range: 0.75x – 5x,

Magnification Range: 15x – 100x,

Working Distance: >100 mm,80 LED ring light with dimmer control,

Main Power Supply: 110-240 V,

MA 8005 Small manipulator; Range of Motion X: 4mm,

Range of Motion Y: 4mm,

Range of Motion Z: 0-8 mm,

TPI: 50 TPI,

Coaxial probe arms for semi-probe Manipulators;

Cable length: 60cm, Cable type: coax; Connector: BNC, Magnetic base for semi probe manipulator, Face Plate,

CCTV System; Digital HDMI Camera, Camera Adaptor, HDMI Cable included for Probe station.

Signature of the Tenderer