

Tender Document

Tender for Supply of Multichannel Potentiostat Galvanostat Electrochemical Workstation with appropriate software for Department of Chemistry in Annamalai University, Annamalainagar

Tender No. AU/DRD/G7/5006/ Tender – 01/TANSCHE, 2021



**Registrar
Annamalai University
Annamalainagar - 608 002
Tel: 04144-238259
Email:an_regr@ymail.com**

(Visit us at <http://www.annamalaiuniversity.ac.in>)


Signature of the Tenderer

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Signature of the Tenderer

TENDER NOTICE

	REGISTRAR, ANNAMALAI UNIVERSITY, ANNAMALAINAGAR – 608 002.
Office of Issue	Registrar, Annamalai University, Annamalainagar – 608 002.
Tender No.	AU/DRD/G7/5006/ Tender- 01/TANSCHÉ, 2021
Tender Forms Available at Website	http://www.annamalaiuniversity.ac.in & www.tenders.tn.gov.in
Date and Time of Issue/Publishing	29.12 .2022 10.45 AM
Document Download/Sale Start Date & Time	29.12 .2022 10:45 AM
Tender Submission Start Date & Time	29.12 .2022 10:45 AM
Tenders Submission Last Date & Time	05.01 .2023 05:00 PM
Date and Time of opening of Technical bid	06.01.2023 11:00 AM
Place of opening of Technical bid	Conference Hall, Golden Jubilee Building, Annamalai University, Annamalainagar - 608 002
Date of opening of Financial bid	To be intimated later

Sealed Tender are invited on behalf of Annamalai University. Tenders are invited for Multichannel Potentiostat Electrochemical Workstation with appropriate software for Department of Chemistry in Annamalai University, Annamalainagar from Original Equipment Manufacturers (OEM) or Authorized Distributors / Authorized Dealers / Indian Companies. Prices quoted should be F.O.R. Destination, inclusive of all levies and taxes and packing & forwarding charges etc.

Tenderer shall have to deposit EMD of Rs. 80,000/- (Rupees Eighty Thousand only) in the form Demand Draft drawn on any scheduled bank payable at Annamalainagar in favour of "The Registrar, Annamalai University, Annamalainagar - 608002" along with the tender.

The cost of the tender document is Rs. 2,100/- (Rupees Two Thousand and One Hundred only) and document is available on Website www.annamalaiuniversity.ac.in & www.tenders.tn.gov.in.

Registrar i/c
Annamalai University
Contact No. 04144-238259

Signature of the Tenderer

TENDER CONDITIONS

1. INTRODUCTION

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

Sl.No.	File No.	Description
1.	AU/DRD/G7/5006/ Tender – 01/TANSCHÉ, 2021	Multichannel Potentiostat Galvanostat Electrochemical Workstation with appropriate software for Department of Chemistry

The specification for the above mentioned equipment is given in Appendix 5.

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.**

Signature of the Tenderer

- 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 GST Registration. Copy of the Registration Certificate should be enclosed.
- f) Documentary evidence for Income Tax for past three years (ITR). The audited Profit & Loss Account and balance sheet for latest year to be submitted.

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

3.1. The Tender Document Fee is Rs. 2,100/-. The demand draft should be in favour of "The Registrar, Annamalai University" payable at Annamalainagar or Chidambaram and may download the application format from University Web Site. (www.annamalaiuniversity.ac.in)

3.2 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.

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.

Signature of the Tenderer

For any queries tenderer may contact:

**Registrar-i/c
Annamalai University,
Annamalainagar,
Chidambaram – 608 002,
Tamil Nadu, INDIA.
[Tel:04144-238259](tel:04144-238259)
Email:au-regr@ymail.com**

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 E.mail. 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>. & www.tenders.tn.gov.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) for Rs.80,000/- (Rupees eighty thousand only) 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.

Signature of the Tenderer

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 in form of Demand Draft drawn in favour of “Registrar, Annamalai University”.

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.

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 5.00 PM on 05.01.2023, 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 upto 3.00 PM. on the following working day.**

Signature of the Tenderer

- 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.**
- iii. **Tender submitted by fax will not be accepted and will be summarily rejected.**
- iv. **The Commercial bid should be neatly typed. Handwritten 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.**

Signature of the Tenderer

- 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 required 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 bidder's representatives, who, choose 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 Multichannel Potentiostat Galvanostat-
Workstation with appropriate software for Department of Chemistry in
Annamalai University"**

TENDER NUMBER: AU/DRD/G7/5006/ Tender - 01/TANSICHE, 2021

Cover-B : "PRICE BID COVER"

**"TENDER FOR SUPPLY OF Multichannel Potentiostat Galvanostat-
Workstation with appropriate software for Department of Chemistry in
Annamalai University"**

TENDER NUMBER: AU/DRD/G7/5006/ Tender - 01/TANSICHE, 2021

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".

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

**TENDER FOR SUPPLY OF Multichannel Potentiostat Galvanostat-
Workstation with appropriate software for Department of Chemistry in
Annamalai University"**

TENDER NUMBER: AU/DRD/G7/5006/ Tender - 01/TANSICHE, 2021

Signature of the Tenderer

ix. The sealed tender envelope shall be addressed to

**The Registrar i/c,
Annamalai University,
Annamalainagar,
Chidambaram-608 002,
Tamil Nadu, India**

x. The tender envelope shall carry the name and address of the Tenderer prominently with Phone No. / email ID / and FAX No.

xi. The Technical Bid Cover (Cover-A) shall contain the following as per the sequence indicated below.

1.	Tender Document Fee for Rs.2,100/- as per clause- 3 of the Tender Document.
2.	Earnest Money Deposit (EMD) for Rs.80,000/- as per clause-5 of the Tender document.
3.	Application form for supply of equipment as per Appendix- 1
4.	Documentary evidence for payment of income tax for past 3 years. The Audited Profit and Loss Account and Balance Sheet for the years to be submitted
5.	Letter of Tender as per Appendix-2
6.	Documentary evidence for registration under GST.
7.	Documentary evidence for ISO:9001 / equivalent certified company of the product quoted
8.	A copy of Manufacturing license/Registration Certificate
9.	Authorization from Manufacturer in case of Authorized Dealers/Distributors/Suppliers
10.	Understanding letter for not being block listed in any Government Organizations.
11.	Documentary evidence of supplying similar items to other Universities/Institutions/Govt. agencies.
12.	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.

Signature of the Tenderer

- xii. **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 /ANNAMALAINAGAR.

i. Materials should be door delivered at Annamalai University, Annamalainagar, Chidambaram, Tamilnadu.

ii. 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.

Signature of the Tenderer

- iii. 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 installation, demonstration and training of personnel on 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. Annamalai University, Chidambaram is registered with the Department of Scientific and Industrial Research (DSIR) for the purpose of availing Customs Duty exemption in terms of Notfn. No.51/96- Customs dt.23.07.1996, Notfn. No.28/2003-Customs dt. 01.03.2003, Notfn. No.43/2017-Customs dt.30.06.2017 & Notfn. No.47/2017- Integrated Tax (Rate) dt.14.11.2017, Notfn. No.10/2018-Integrated Tax (Rate) dt.25.01.2018 and Notfn. No.45/2017-Central Tax (Rate) dt.14.11.2017, Notfn. No.45/2017 -Union Territory Tax (Rate) dt.14.11.2017 & Notfn. No.9/2018-Central tax (Rate) dt.25.01.2018, Notfn. No.9/2018-Union Territory Tax (Rate) dt.25.01.2018.
- 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. **GST will be charged as applicable against DSIR Certificate. Any statutory variation will be paid to supplier on documentary evidence. Supplier should clearly indicate the percentage of GST 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 specification. 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 in the University campus.

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. Supplier should ensure that the availability/supply of spare parts and service for another five years after warranty.

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.

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- 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 11.00 AM on 06.01.2023. 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.

Signature of the Tenderer

- iv. **On opening the tender, the details such as name of the tenderer, address, Tender Document Fee, EMD details, etc., will be read out.**
- v. **Tenders found without the Tender Document Fee and EMD or with an invalid or insufficient Tender Document Fee and EMD, will be summarily rejected. Unopened tenders will be returned to such tenderers.**
- vi. **On verifying the Tender Document Fee and 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:**
 - a) **Which affects in any substantial way the scope, quality or performance of the contract.**
 - b) **Which in 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**

Signature of the Tenderer

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 equipment.
- 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 (for the imported items), central excise duty and GST, 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.
- 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.

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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****1. NAME OF THE EQUIPMENT:****2. TENDER NUMBER:**

S.NO.	VENDOR DETAILS	
1	Name and Address of the Manufacturer/Firm/Vendor	
	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	GST 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/R&D organizations 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 equipment 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 MULTICHANNEL POTENTIOSTAT
GALVANOSTAT ELECTROCHEMICAL WORKSTATION WITH
APPROPRIATE SOFTWARE FOR DEPARTMENT OF CHEMISTRY IN
ANNAMALAI UNIVERSITY**

LETTER OF TENDER

To

**The Registrar i/c,
Annamalai University,
Annamalai Nagar,
Chidambaram – 608 002.**

Sir,

**Sub: Tender for Supply of Multichannel Potentiostat Galvanostat
Electrochemical Workstation with appropriate software for
Department of Chemistry in Annamalai University.**

**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.**

Signature of the Tenderer

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.

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 2023.

Signature of the Tenderer :

Name & Address :

Company Seal :

Signature of the Tenderer

Appendix-3

**PRICE BID FOR SUPPLY OF MULTICHANNEL POTENTIOSTAT
GALVANOSTAT ELECTROCHEMICAL WORKSTATION WITH
APPROPRIATE SOFTWARE FOR DEPARTMENT OF CHEMISTRY IN
ANNAMALAI UNIVERSITY**

SL.No.	Description	Specification	Quantity	Rate	Total Cost

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

Important Note:

1. The price quoted above shall be inclusive of all taxes and charge except GST.
2. GST shall be mentioned separately. If not, the price bid will not be considered.
3. FOR: Destination as given in the purchase order.
4. Warranty period for the above items must be quoted years from the date of installation.
5. The purchased equipment should be installed as per requirement.
6. Annual Maintenance Charges (after expiry of warranty period).
7. The above mentioned equipment and accessories are to be installed as per enclosed in the tender document.
8. Training must be provided to the faculty members for using the equipments and software, for six days after the successful installation of the equipment in two spells (3 days + 3 days).
9. Payment Terms:
Payment will be made within 30 days from the date of installation, demonstration and training of personnel on the equipment and acceptance by concerned Department/ Section.

Signature of the Tenderer

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**CONTRACT AGREEMENT**

THIS AGREEMENT made on the day of 2023 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. Payments will be made within 30 days from the date of installation, demonstration and training of personnel on the equipment and acceptance by concerned Department/ Section.**
- 4. The warranty period is Five 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 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

Appendix -5**Technical Specification for the Multichannel Potentiostat Galvanostat Electrochemical Workstation**

Multichannel System for up to 12 Potentiostat Galvanostat in one single chassis. It should be possible to control all the channels through one PC. System should have provision to add different modules such as EIS and additional electrometer.

Each channel should have following specifications. Price for each channel should be quoted separately.

Electrochemical Workstation Channels:

No. of channels	: 1 Nos (Should be able to add at least 9 more channels in same cabinet in future)
Compliance voltage	: $\pm 20V$ or better
Current	: $\pm 400mA$ or better
Current Ranges	: ± 10 nA (without gain) to ± 100 mA or better
Applied Potential	: $\pm 10V$ or better
Potentiostat Gain bandwidth	: 1 MHz or better
Bandwidth of electrometer	: > 4 MHz or better
Input Bias current	: < 1 pA or better
Resolution of measured potential	: $3 \mu V$ or Better
Resolution at 10 nA range	: 30 fA or better
Potentiostat rise fall time	: < 300 nS or better
D/A Converter	: Three channel, 16 bit
IR Compensation	: Yes
Electrode Connection	: 4 (WE, S, CE and RE)

Accessories**1.EIS module**

Hardware and software for EIS measurements in potentiostatic and galvanostatic control,

Frequency range of 10 μHz - 1 MHz. It should be supplied with powerful fit and simulation software for the analysis of impedance data.

Frequency resolution 0.003%,

Input range ± 10 V, Signal types 1 sine, 5 sine, 15 sine,

Input channels E and I from the Potentiostat/ Galvanostat or X and Y external signals,

AC amplitude 0.25 mV to 0.30 Vrms in potentiostatic mode

0.0002 - 0.3 times current range in galvanostatic mode.

Data presentation: Nyquist, Bode, Admittance, Dielectric, Mott-Schottky,

Data analysis: Fit and Simulation, Find circle, Element subtraction

2. Bi-potentiostat Configuration: The system must be equipped with an 'internal' dual mode bi-potentiostat option that can be worked in two independent modes explained below. Configurations combining two separate channels will not be allowed: Parallel measurements should be possible on two working electrodes sharing the same counter and reference electrode. In the first mode, a fixed potential is required to be applied to the second Working Electrode while applying a potential step or a sweep to the first Working Electrode. In the second mode, a potential offset with respect to the first working electrode is required to be applied to the second working electrode.

Signature of the Tenderer

A Rotating Ring Disk Electrode and RRDE Cell Set-up:

A complete set-up for rotating ring disk electrode (GCPT Electrode) measurements is required including a dedicated RRDE cell for oxygen reduction reaction (ORR) studies. 3mm GC and Pt RDE (1 no each) is also required. The RRDE should be high end unit with at least two numbers of sealed liquid Hg contacts for very low noise measurements. There must be a provision to easily mount exchangeable electrode tips on the shaft of RRDE that is controlled by a motor control unit. The set-up must be suitable for measurements at very low currents (pA) or electrochemical impedance measurements. The rotor should have the capability for remote as well as manual control. A maximum rotating speed of 10,000 rpm or more is required for high speed hydrodynamic EIS evaluation of diffusion coefficients for ORR measurements. The RRDE software should have fully automated analysis and plotting option for Levich and Koutecky-Levich analysis.

- Motor speed range setting 100 - 10,000 RPM in 1 RPM steps
- Manual speed setting 100 - 10,000 RPM in 1 RPM steps
- Acceleration/deceleration 4,000 RPM/s

3. Basic Electrochemical Cell (1 number) comprising of Glassy Carbon working, Ag/AgCl reference, Pt wire counter electrode, base plate, stand rod.

4. Current boosting: Expandable anytime in future to $\pm 10A$ measured current or better with Current Booster at unchanging compliance voltage of $\pm 20 V$ and 0.0003% measured current resolution. Each channel should have booster connection facility.

Software:

The Software to be provided with the potentiostat / galvanostat should be comprehensive, fully windows based with three dimensional view of graphics and analysis software. Software should record current, voltage and time for cyclic and linear sweep voltammetric measurement. It should be possible to record current, voltage and time data in tabular format for each measuring point in voltammogram. Software should be capable of supporting a wide variety of electrochemical techniques as mentioned below.

- Cyclic & Linear Sweep Voltammetry
- Linear Polarization
- Differential Pulse, Sampled DC & Square Wave Voltammetry
- Chrono - amperometry and chrono potentiometry ($\Delta t > 1 \text{ ms}$)
- Standard procedures given above.
- Programming of different electrochemical methods and optional accessories
- Comprehensive database structure & powerful data analysis tool.
- Inbuilt electrochemical spread sheet
- User programmable formulae to new plots.
- Powerful graphic engine with useful features such as individual Axis scaling, overlays, multiple Y axes, plot addition, zooming and rotation.
- Each plot can be saved as an image file so as to use directly in paper or presentation.

Data acquisition system:

A suitable Computer for system control & data acquisition should be offered with the system. It should have following minimum specs: i5 processor or better, 16 GB SD RAM, 1 TB HDD, 52 x CDD read/write combo drive, 4 USB Ports, 21" TFT Colour Monitor, 101 Keys Keyboard, Windows 10 Optical mouse.

Warranty – Should be specified for whole setup.

Signature of the Tenderer

Other important details

1. The technical details of the quoted instrument must be available on the official website of the principal supplier with all the detailed specifications mentioned in the technical bid
2. Bidder should provide data point wise compliance detail along with technical specifications.
3. The seller should provide the complete list of buyers contact address from the academic institutions or industrial sector for the last 3 years. The indenter will decide the potentiality of the equipment based on the comments received from the previous buyers.
4. The seller should demonstrate all the technical specifications and applications mentioned in the bid whenever required.
5. The equipment should be certified by ISO and other certifying agencies
6. The final decision of selecting the equipment will be decided by the indenter.

Delivery at place: The items should be delivered free at Department of Chemistry, Annamalai University, Chidambaram. Customs duty, clearance charges, freight and other charges to be borne by the supplier. University will provide the necessary Duty Exemption Certificates as well as GST Exemption certificates (as applicable).