JIWAJI UNIVERSITY, GWALIOR

No. JU/NEURO/EM/2013/123

Dated: 07.06.2013

TENDER NOTICE

Sealed Tenders are invited from the manufacturers/their Indian Subsidiary/ sole representative in India (or for this region) only for supply of 1. Multiplexing system with accessories; 2. Tissue lyser; 3. Shuttle box: Active Passive avoidance system; and 4. Animal Pelleted Feed (for maintenance & breeding purpose). For details please visit our website www.jiwaji.edu

Tender documents containing terms, conditions, specifications of the equipment, etc. can be obtained from the Store, Jiwaji University, Gwalior - 474011 up to 5.00 PM of 6th July 2013 on payment of Rs. 1,000/- through DD drawn in favour of the Registrar, Jiwaji University Gwalior. Alternatively, the tender form may be downloaded from the website www.jiwaji.edu and a demand draft for Rs. 1,000/- favouring the Registrar, Jiwaji University, Gwalior may be attached. Separate tenders to be submitted for each item.

The last date for receipt of tenders is 8th July 2013 (5.00 PM).

[Signature]

Registrar
Jiwaji University
Gwalior
TENDER NOTICE

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The last date for receipt of tenders is 8th July 2013 (5.00 PM).

REGISTRAR

EMD/ Tender Details

<table>
<thead>
<tr>
<th>ITEM</th>
<th>EMD amount (Rs.)</th>
<th>Pages</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Multiplexing system with accessories:</td>
<td>60,000</td>
<td>02-12</td>
</tr>
<tr>
<td>2. Tissue lyser:</td>
<td>5,000</td>
<td>13-22</td>
</tr>
<tr>
<td>3. Shuttle box: Active Passive avoidance system:</td>
<td>15,000</td>
<td>23-32</td>
</tr>
<tr>
<td>4. Animal Pelleted Feed:</td>
<td>10,000</td>
<td>33-42</td>
</tr>
</tbody>
</table>

Signature of the Bidder with seal
Tender for Item No.: 01 - Multiplexing system with accessories

Annexure-1
(To be enclosed with the Technical Bid)

Jiwaji University, Gwalior

Tender Form No. JU/NEURO/EM/123, Dt. 07.06.2013

Name of the party in whose :
-----------------------------------------------
favour the Tender form has been issued
-----------------------------------------------

To
The Registrar
Jiwaji University
Gwalior 474 011, MP, India

Dear Sir,

1. I/We hereby submit our tender for the Multiplexing system with accessories
2. I/WE now enclosing herewith the D.D. No.…………………… dated……………. For ‐‐‐‐‐‐‐‐‐‐ drawn in favour of the “The Registrar, Jiwaji University, Gwalior” towards EMD, and D.D. No.………………….. dated……………. For Rs. 1000 towards tender fee for downloaded tenders. (TENDERS NOT ACCOMPANIED WITH EMD ALONGWITH THE TECHNICAL BID SHALL BE SUMMARILY REJECTED).
3. I/We have gone through all terms and conditions of the tender documents before submitting the same.
4. I/We hereby agree to all the terms and conditions, stipulated by the Jiwaji University, in this connection including delivery, warranty, penalty, etc. Quotations for each item are being submitted under separate covers, and sheets and shall be considered on their face value.
5. I/We have noted that overwritten entries shall be deleted unless duly cut & re‐written and initialed.
6. Tenders are duly signed (No thumb impression should be affixed).
7. I/We undertake to sign the contract/agreement, if required, within 15 (Fifteen days) from the date of issue of the letter of acceptance, failing which our/my security money deposited may be forfeited and our/my name may be removed from the list of suppliers at Jiwaji University, Gwalior.

NOTE: ALL TERMS & CONDITIONS SUCH AS TAXES ETC, HAS BEEN INDICATED IN THE QUOTATIONS FAILING WHICH IT WILL BE PRESUMED THAT THE RATES ARE INCLUSIVE OF ALL TAXES AND OTHER TERMS AND CONDITIONS ARE ALSO AS PER YOUR REQUIREMENTS.

Yours faithfully,

Signature of Tender(s) with full Address.

WITNESS______________________________________
Name:
Address:

WITNESS______________________________________
Name:
Address:

Signature of the Bidder with seal
CHECK LIST FOR TERMS AND CONDITIONS
Check list for Terms and Conditions (To be filled by the bidder and submitted along with the technical bid)

1. Certificate for Manufacturer/Indian Subsidiary of the Manufacturer/Sole representative in India, enclosed.
2. Performance report/List of organization supplied with the same model of the equipment (at least 05 in India) ________________
3. Whether rates quoted included all taxes, customs clearance, i.e., FOR Gwalior
4. Whether rates are quoted as per tenders specifications ____________________
5. Authority letter from manufacturer/principal enclosed ____________________
6. Quotation being submitted directly by the manufacturer or authorized distributor
   ______________________________________________________________________
7. Quality assurance certificate like ISI, ISO-9002, IP/BP or any other, please specify
   ______________________________________________________________________
8. Proof of having filled IT Return for the assessment years 2010-11, 2011-12 and 2012-13 attached ____________________________
9. EMD draft is enclosed ____________________________
10. Tender fee for downloaded tenders enclosed _________________
11. Literature of original catalogue of the product and accessories are attached for reference ________
12. Comprehensive Guarantee/Warranty period for one year and thereafter-comprehensive AMC for 2 years to be quoted separately and not as a part of the price: YES/NO.
13. Compliance Statement with relation to specification ____________________

(SIGNATURE OF THE BIDDER WITH NAME & SEAL)
JIWAJI UNIVERSITY, GWALIOR 474 011
School of Studies in Neuroscience

Tender Form No. JU/NEURO/EM/123, Dt. 07.06.2013

Name of work : Supply of Multiplexing system with accessories

Last Date for purchase of Tender Document : 06.07.13 up to 5.00 p.m.

Last date for submission of Tender form : 08.07.13 up to 5.00 p.m.

Tender Opening Date : 09.07.13 at 3.30 p.m. in the University office

Tender Cost : Rs 1,000/- per equipment.

EMD : Rs 60,000/-

TERMS AND CONDITIONS OF JIWAJI UNIVERSITY, GWALIOR

Tenders will be considered subject to following terms and conditions.

1. All tenders must be carefully accompanied by a bank draft for the specified amount for the item drawn in favor of the Registrar, Jiwaji University, Gwalior as earnest money. Tenders received without earnest money will be liable to be rejected and may not be considered.

2. Tenderers can obtain tender documents against payment of Rs 1000.00 through demand draft drawn in favor of the Registrar, Jiwaji University, Gwalior, on or before 6.7.13 up to 5.00 pm. on any working day. The document may be downloaded form our web site and a separate draft of Rs. 1000 in favour of the Registrar, Jiwaji University, Gwalior may be enclosed with the EMD draft.

3. The last date for submission of Tender is 08.07.13 before 5.00 P.M. at the office of the Registrar, Jiwaji University, Gwalior.

Signature of the Bidder with seal
4. Tenderer should agree for furnishing of Bank Guarantee from Nationalized bank up to 10% of the cost of the equipment during the warrantee period.

5. The Tenderer should agree to execute an agreement for proper supply, installation and satisfactory working of the equipment exactly to the satisfaction mentioned.

6. **The rates should be for FOR Gwalior and inclusive of all applicable charges/duties/taxes.** The prices should be inclusive of sales tax and other charges. The exact details of taxes should be given separately. The total FOR price shall be considered as the price of the equipment.

7. Being an educational Institution it is entitled to issue concessional sales tax certificate. No other sales tax form is issued. If concessional sales tax certificate is not acceptable to the supplier, the actual rate of sales tax to be charged must be clearly mentioned.

8. This institution is exempted from payment of Central Excise duty in terms of Govt. Notification No. 1097-Central Excise dated 01.03.1997. Necessary copy to be provided by the University.

9. For imported equipments: The institution is registered with Department of Science and Industrial Research (DSIR) Govt. of India vide Government Notification No. TU/V/RC-CDE(56)/2009 dated 26.11.2009 is exempted from payment of custom duty. **Necessary certificate copy shall be provided by the University.** The bidder shall be responsible for getting the consignment cleared and deliver the goods. **The expenses on it and concessional duties, if any should be included in the cost of the equipment.**

10. **The price should be FOR destination failing which the offer will be ignored.**

11. Manufacturer name, their trademark and brand should invariably be mentioned in the tender and illustrated leaflets giving technical particulars/details etc. should be attached with the quotation to facilitate consideration of the offer.

12. The tender should quote their best willing price which should be firm from the period of 120 days from the due date of tender.

13. The minimum period of delivery of the material should be quoted.

14. The quantities of each item to be purchased may vary according to actual requirement at the time of placing order.

15. If there is any DGS&D rate contract of Government approved rates the same should be quoted enclosing the copy of the rate contract.

16. The tender should avoid the use of vague terms such as “extra as applicable”. Such tenders will be rejected.

17. Printed conditions on the back of the offer submitted will not be binding unless separately mentioned.

18. **Quotations for the accessories to be considered together as one unit and thus total price shall be treated as your bid for the tender. Optional items may be quoted separately.** Where the equipment offered is controlled by a preloaded personal computer and it is possible to use an indigenous PC, the same should be quoted instead of an imported PC. The same would apply to a printer or any compiled other accessory or subsystem of
good quality (Dell/HP/Lenovo) available in India. The PC configuration should be: 3rd gen Intel® Core™ i5-3330S processor, Genuine Windows(R) 7 Home Basic SP1 64 bit (English) (India), 6GB DDR3 SDRAM at 1600MHz, 3.5” 1TB 7200RPM SATA Hard Drive, 1X1TB, or better.

19. Advance payment either direct or through bank will not be accepted in any case. As per rule, full payment will be made after receipt of material, inspection there of and after satisfactory installation and working of the entire equipment. Site draft option/LC is acceptable.

20. The successful tender if so required by the University, shall furnish Bank Guarantee from the Nationalized Bank up to 10% of the total value of the order which is refundable after satisfactory execution of order within the stipulated delivery period. The penalty of half percent per week shall be imposed by the University, subject to a minimum of 10% for the delivery of the material. No interest shall be paid on the Security Deposit or Earnest Money. The EMD drafts shall be returned to the unsuccessful bidders immediately after the Purchase Committee of the University takes a decision on the purchase.

21. The Tenders should have no extra charges for installation, etc. of the equipment, if any.

22. Offers received not according to our terms and conditions within the time prescribed shall be rejected. Delay due to postal service of any kind will not be considered for acceptance of the order.

23. **In all matters of dispute the decision of the Registrar, Jiwaji University, Gwalior shall be final and binding on the tenderers.**

24. The address of customer care centre for maintenance of the same equipment should be provided.

25. List of available spare parts, if any, must be supplied.

26. The test report of the equipment quoted from reputed Government organizations/academic institutions must be submitted along with the offer.

27. In case of an authorized dealer, a copy of the current Certificate from Manufacturer must be attached as proof.

29. **Date and time of opening is 9.7.13 at 3.30 P.M. in the presence of intending Tenderers or their representatives who may like to be present in the University office, Jiwaji University, Gwalior.**

30. If any of the dates of the receipt or opening the tender happen to be declared as holiday, the schedule will be shifted to the next working day automatically.

31. **The Sealed Tender Envelope should contain three sealed envelopes.**

A. First superscribed as “Technical Bid for **Multiplexing system with accessories**”. This should contain the specifications of the equipment & terms and conditions of supply. No price should be mentioned.

B. The second should be superscribed as “Commercial Bid for **Multiplexing system with accessories**”. 

Signature of the Bidder with seal
C: The third should contain separate drafts for the Ernest money draft for Rs. 60,000/- and tender fee of Rs. 1,000 in favour of the Registrar, Jiwaji University, Gwalior.

These three separately sealed envelopes should be placed in one sealed envelop and should be superscribed as “Tender no JU/NEURO/EM/123, 6.7.13 for Multiplexing system with accessories to be opened on 9.7.13 at 3:30 P.M.” Only those who fulfill the technical specifications shall be considered for opening the commercial bid.

32. Canvassing for support in any form for the acceptance of any tender is strictly prohibited. Any tenderer doing so will render him liable to the penalties, which may include removing of his name from the register of approved suppliers.

33. All the accessories are to be treated as one unit and separate tenders are not required for each accessory.

34. **Performance report/List of organization** supplied with the **same model** of the equipment (at least 05 in India) to be provided.

35. Tender, duly sealed, should reach the Registrar, Jiwaji University, Gwalior by speed post, registered post, courier or personally at the inward counter of the University.

36. Any item or offer may increase in number or even might not be purchased without assigning any reason. Registrar, Jiwaji University, Gwalior reserves the right to accept or reject any or all tenders without assigning any reason there of.

37. The prices charged for the items supplied by successful Tenderer shall in no event exceed the lowest price at which the successful Tenderer sells the same items to any other persons during the period of supply to the university. If any time, during the period of supply, the tenderer reduces the sales price chargeable for any item, he shall forth will notify such reduction to the Registrar, Jiwaji University, Gwalior and the price same payable for the items supplied after the date of coming into force of such reduction or sale shall stand corresponding reduced.

38. The bidder shall forfeit the EMD if we find the bidder providing any false information and no further communication in this respect shall be entertained.

Registrar
Jiwaji University

**I/We accept all the terms and conditions of the tender and understand that the decision of the University shall be final and acceptable to me/us.**

**Signature and Seal of the Tenderer**
**Date**

Signature of the Bidder with seal
### QUESTIONNAIRE TO BE FILLED BY THE BIDDER AND SUBMITTED ALONG WITH THE TECHNICAL BID

<table>
<thead>
<tr>
<th></th>
<th>Reputed manufactures of equipment (specified in the tender notice) or their authorized agents with well established sales and services facilities only need to respond to the tender notice.</th>
<th>Confirm / do not confirm to requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Separate quotations must be submitted for each item specified in the tender notice. Taxes, duties, packing &amp; forwarding charge, transport and insurance charge may be separately indicated where applicable.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>3</td>
<td>The make, model no., detailed specifications, illustrative pamphlets must accompany the quotations without which the quotations are liable to be rejected. This applies for the accessories as well.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>4</td>
<td>In case the bidder is an authorized agent, documentary proof to this effect must be enclosed with the quotation.</td>
<td>Enclosed / not enclosed</td>
</tr>
<tr>
<td>5</td>
<td>Bidder detailed company profile, information on after sale / service and test facilities available along with address and telephone no. of sale office and service centre catering to Gwalior must be given along with the quotation. Details of product &amp; applications support available may also be indicated.</td>
<td>Information enclosed / not enclosed</td>
</tr>
<tr>
<td>6</td>
<td>The bidder must indicate whether he is willing to supply complete circuit diagram, wiring diagram component layout diagram, service manual and component identification catalogue along with the equipment free of charge in case an order is placed with him. The supply of this literature will be considered as part of supply of equipment offered.</td>
<td>Will be supplied/ Cannot supply</td>
</tr>
<tr>
<td>7</td>
<td>The bidder must furnish a list of customers to whom the same model of the equipment quoted has been supplied preferably in Central or Northern India. Name and contact telephone no. of the customer may be furnished (at least 05).</td>
<td>Enclosed / not enclosed</td>
</tr>
<tr>
<td>8</td>
<td>Quotation must be furnished in sealed envelopes separately for each item quoted under the tender. The name of the item quoted and tender notice particular should be clearly indicated in the top of the envelope.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>9</td>
<td>Bidders are requested to carefully go through the specifications given in the tender and quote only when they are sure they have product specified to offer. In case of any doubt, the bidder can contact the Registrar, Jiwaji University, Gwalior on any working day with prior appointment.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>10</td>
<td>Warranty details and terms and conditions of warranty must be given. If any component of the equipment quoted is not covered by the warranty, the same must be specified. Comprehensive Guarantee/Warranty period shall be for one year and thereafter-comprehensive AMC for 2 years to be quoted separately.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>11</td>
<td>Bidder must indicate the year in which the model quoted by him was introduced in the market. Bidder must indicate whether he is willing to give an undertaking that all spare parts of the equipment quoted will be supplied as and when ordered for at least a period of 10 years from the date of supply and inability of supply the spares due to the obsolescence of the equipment will not be pleaded.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>12</td>
<td>Where the equipment offered is controlled by a personal computer and it is possible to use an indigenous PC, the same should be quoted instead of an imported PC. The same would apply to a printer or any compiled other accessory or subsystem of good quality available in India.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>13</td>
<td>Where the equipment offered is modular, the price break-up of individual</td>
<td>Complied / not complied</td>
</tr>
</tbody>
</table>

Signature of the Bidder with seal
modules/accessories/parts must be given. The bidder may not be given a chance to indicate the price backup at a later date. However the total price shall be considered.

14 The bidder will furnish a test certificate along with complete test result and the test conditions for the equipment specifications offered in case an order is placed.

15 Bidders must indicate whether he can arrange for comprehensive service training to staff of the instrumentation department on the model offered at his expense.

16 a) If an order is placed with the bidder, the bidder will install and test the equipment to its specifications at site of installation free of charge.

b) If it is not possible to test some specifications, the same may be indicated.

17 The bidder is agreeable to install and test the equipment and undertake after-sales-service only through a factory trained certified engineer. Evidence to availability of trained personal may be enclosed.

18 Bidder will carry out validation of the instrument offered at the time of installation at his cost.

19 Agency commission (percentage) payable in Indian Rupees should be mentioned in the quotation i.e. in “Commercial Bid”.

20 Performance guarantee: In case the Purchase Order is placed, 10% of the equipment value has to be submitted as performance security deposit in the form of bank Guarantee till the completion of warranty period.
   a) On behalf of our Principal, we will submit the Bank Guarantee from the date of installation.
   b) Our Principals will submit Bank Guarantee (an undertaking should be submitted along with quotation from your Principal)

21 The bidders must ensure that GLP principles are complied with. He must ensure that qualified and well-trained personnel are available to install the equipment and test the functions. The bidders must ensure that GLP compliance programmes are built into the system and all these tests are carried out at the site of installation. Wherever required, the standards required to carry out such tests, must be provided by bidder with all the particulars of the standards like composition, weight, particulars and operating conditions etc. specified.

22 The bidders must be a member of the National or International GLP Compliance Agencies.

23 The bidder(s) must carry validation test at the site of installation at their own cost.

24 The bidders must also mention the frequency at which the validation test are to be carried out and if so that cost of such analyses.

Note: 1) Unless the questionnaire is completely filled in and detailed information provided as required, your offer is liable to be rejected.
    2) Complete questionnaire should be signed by the bidder and sent along with the quotation in Technical Bid and a copy in Price Bid.

Further Instructions
1. Technical bid and price bid should be submitted separately under sealed covers and both the envelopes put together in another cover which should be sealed. This is to ensure that if the technical bid qualifies with the laid down specifications and configurations, only then price bid will be opened. Otherwise

Signature of the Bidder with seal
the price bid will automatically get rejected along with the technical bid not fulfilling the specifications/configurations. The envelopes should be superscribed has been mentioned earlier, carefully.

2. **EMD: EMD and Tender fee should be in the form of SEPARATE DRAFTS PLACED IN THE EMD COVER.**

3. The technical bid must have the following enclosures:
   a. True copy of the commercial bid but with the prices omitted. All items quoted must be clearly indicated.
   b. The original D.D. of the EMD should be kept in a separate sealed cover.
   c. Detailed literature, illustrative pamphlets, company profile, customers list & questionnaire duly filled and Annexures: 1-5 duly signed.

4. The three sealed envelopes (i. Technical bid, ii. Commercial bid and iii. EMD) should be kept in the outer sealed cover.

5. Proof of filled the Income Tax return for 2010-11, 2011-12, 2012-13 should be enclosed along with sales tax details.

6. Authorized dealers should submit a copy of valid dealership certificate along with quotation.

7. **Last date for the receipt of the sealed quotation shall be on or before 8.7.13 at 5.00 P.M.**

8. Late/ delayed offers will not be accepted.

9. Conditional, telegraphic tenders shall not be accepted.

10. In event of any date indicated above is a declared holiday the next working day shall become operative for the respective purpose mentioned therein.

11. **The technical bids will be opened in the presence of the bidders or their authorized representatives on 9.7.13 at 3.30 P.M. in the University Office, Jiwaji University, Gwalior. It is the responsibility of the bidders to present themselves at the time of opening of the technical bids.**

12. The Registrar of Jiwaji University reserves the right to accept or reject any offer in part or whole without assigning any reasons whatsoever.

13. The tender document can be downloaded from the website of the university. The Downloaded tenders should accompany a draft of Rs 1000/- towards the tender fee.

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Signature of the Bidder with Seal
Item No.: 01
Multiplexing System with Accessories

GENERAL
High throughput multiplex magnetic bead based array system with xMAP (patented technology of Luminex, USA) technology having capacity to simultaneously measure analytes up to 50 or above in as little as 20 ul of sample volume to study in vitro biomarkers from a single sample. The system should offer open platform for user to use different kits from different vendors and the vendor should be able to support with the relevant kits and also confirm the availability of custom made multiplexing assays for the user on demand.

The specification could be of below or better:

<table>
<thead>
<tr>
<th>Specifications</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. FLUIDICS</td>
<td></td>
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<tr>
<td>• The system should be compatible with flat, conical, round and filter bottom, [overall height no more than 19 mm] 96 well plates.</td>
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<tr>
<td>• The System should have Piercing probe capability. Optional auto probe adjustment will be desirable.</td>
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<tr>
<td>• The System should have Internal / removable drive and waste bottle with sample uptake volume from 20-200 ul.</td>
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<tr>
<td>2. OPTICS</td>
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<tr>
<td>• The System should have LED/Laser excitation and CCD/PMT as a detector for reporter and classification channels.</td>
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<tr>
<td>• Dynamic range of the reporter channel should be 3 decades of detection or more.</td>
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<tr>
<td>3. SENSITIVITY</td>
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<tr>
<td>• The system should be able to detect as low as 700 fluorochromes phycoerythrin (PE) per xMAP microsphere or more.</td>
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<tr>
<td>4. ACCURACY AND PRECISION</td>
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<tr>
<td>• Sample uptake volume should be ±5%.</td>
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<td></td>
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<tr>
<td>• Classification of microspheres should be &gt;80%.</td>
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<tr>
<td>• The system should be able to distinguish 50 unique xMAP® microspheres in a single sample or more.</td>
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<tr>
<td>• Temperature control should be ±1°C of target or better.</td>
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<tr>
<td>• Sample carryover should not be more than 4%.</td>
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<td></td>
</tr>
</tbody>
</table>
5. **CAPACITY**
- The system should be able analyze multiple assay templates per 96 well plate.
- The system should be able to detect and distinguish surface reporter fluorescence emissions at 590 nm ± 24 nm on the surface of 50 unique xMAP microsphere sets in a single sample or more.

6. Should be supplied with necessary items listed below:
- Branded suitable desktop computer pre-configured with the instrument software.
- Microplate shaker- with 4 microplate capacity and minimum RPM of 1100 or better
- Sonicator of suitable specifications for tissue homogenization (power output: 0-300W; output frequency- 24K Hz or more; Amplitude from 20 to 100%; Pulse from 0-100% Automatic Tuning- Yes, Duty Cycle- 1-15 minutes; Sound Absorbing Chamber- Integrated; Titanium micro tips with 1 mm diameter, volume of 0.1-5ml or better)
- Handheld Magnetic
- Separator Block- For bio-magnetic separation (magnets at the bottom of wells). Should accommodate 96-Well Flat Bottom Plates or 96-Well Conical Well Plates. The top magnetic frame should be of white polycarbonate, with a corrosion resistant steel plate underneath, all mounted to a polypropylene base. Should have adjustable clip system to hold microplates to the separator and an O-Ring on the base plate for gripping.

7. The equipment’s quoted model should have minimum of 5 installations in India.
8. Details of after sale service abilities and certification of trained personals with Luminex technology may be provided with documentation.
9. User List **for the model quoted** should be provided with the technical bid.
10. On-site training for all the users to be provided after installation.
11. Optional: Multiplex kit for rat cytokines and chemokines upto 10 analytes to be quoted as optional item.

I/we understand that I/we shall forfeit the EMD for providing any false information and no further communication in this respect shall be entertained.

**Signature of the Bidder**

Signature of the Bidder with seal
Tender for Item No.: 2- **Tissue lyser (Homogenizer)**

(To be enclosed with the Technical Bid)

Jiwaji University, Gwalior

Tender Form No. JU/NEURO/EM/123, Dt. 07.06.2013

Name of the party in whose : .................................................................

favour the Tender form has .................................................................

been issued .................................................................

To
The Registrar
Jiwaji University
Gwalior 474 011, MP, India

Dear Sir,

1. I/We hereby submit our tender for the **Tissue lyser (Homogenizer)**
2. I/WE now enclosing herewith the D.D. No................. dated.............. For .......... drawn in favour of the “The Registrar, Jiwaji University, Gwalior” towards EMD, and D.D. No............... dated.............. For Rs. 1000 towards tender fee for downloaded tenders. (TENDERS NOT ACCOMPANIED WITH EMD ALONGWITH THE TECHNICAL BID SHALL BE SUMMARILY REJECTED).
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4. I/We hereby agree to all the terms and conditions, stipulated by the Jiwaji University, in this connection including delivery, warranty, penalty, etc. Quotations for each item are being submitted under separate covers, and sheets and shall be considered on their face value.
5. I/We have noted that overwritten entries shall be deleted unless duly cut & re-written and initialed.
6. Tenders are duly signed (No thumb impression should be affixed).
7. I/We undertake to sign the contract/agreement, if required, within 15 (Fifteen days) from the date of issue of the letter of acceptance, failing which our/my security money deposited may be forfeited and our/my name may be removed from the list of suppliers at Jiwaji University, Gwalior.

NOTE: ALL TERMS & CONDITIONS SUCH AS TAXES ETC, HAS BEEN INDICATED IN THE QUOTATIONS FAILING WHICH IT WILL BE PRESUMED THAT THE RATES ARE INCLUSIVE OF ALL TAXES AND OTHER TERMS AND CONDITIONS ARE ALSO AS PER YOUR REQUIREMENTS.

Yours faithfully,

Signature of Tender(s) with full Address.

WITNESS .................................................................

Name: 
Address: 

WITNESS .................................................................

Name: 
Address: 

Signature of the Bidder with seal
CHECK LIST FOR TERMS AND CONDITIONS
Check list for Terms and Conditions (To be filled by the bidder and submitted along with the technical bid)

1. Certificate for Manufacturer/Indian Subsidiary of the Manufacturer/Sole representative in India, enclosed.
2. Performance report/List of organization supplied with the same model of the equipment (at least 05 in India) ________________
3. Whether rates quoted included all taxes, customs clearance, i.e., FOR Gwalior
4. Whether rates are quoted as per tenders specifications ________________
5. Authority letter from manufacturer/principal enclosed ________________
6. Quotation being submitted directly by the manufacturer or authorized distributor ________________
7. Quality assurance certificate like ISI, ISO-9002, IP/BP or any other, please specify ________________
8. ________________
9. Proof of having filled IT Return for the assessment years 2010-11, 2011-12 and 2012-13 attached ________________
10. EMD draft is enclosed ________________
11. Tender fee for downloaded tenders enclosed ________________
12. Literature of original catalogue of the product and accessories are attached for reference ________________
13. Comprehensive Guarantee/Warranty period for one year and thereafter-comprehensive AMC for 2 years to be quoted separately and not as a part of the price: YES/NO.
14. Compliance Statement with relation to specification ________________

(SIGNATURE OF THE BIDDER WITH NAME & SEAL)
JIWAJI UNIVERSITY, GWALIOR 474 011
School of Studies in Neuroscience

Tender Form No. JU/NEURO/EM/123, Dt. 07.06.2013

Name of work : Supply of **Tissue lyser (Homogenizer)**

Last Date for purchase of Tender Document : 6.7.13 up to 5.00 p.m.

Last date for submission of Tender form : 8.7.13 up to 5.00 p.m.

Tender Opening Date : 9.7.13 at 3.30 p.m. in the University office

Tender Cost : Rs 1,000/- per equipment.

EMD : Rs. 5,000/-

**TERMS AND CONDITIONS OF JIWAJI UNIVERSITY, GWALIOR**

Tenders will be considered subject to following terms and conditions.

1. All tenders must be carefully accompanied by a bank draft for the specified amount for the item drawn in favor of the Registrar, Jiwaji University, Gwalior as earnest money. Tenders received without earnest money will be liable to be rejected and may not be considered.

2. Tenderers can obtain tender documents against payment of Rs 1000.00 through demand draft drawn in favor of the Registrar, Jiwaji University, Gwalior, on or before 6.7.13 up to 5.00 pm. on any working day. The document may be downloaded form our web site and a separate draft of Rs. 1000 in favour of the Registrar, Jiwaji University, Gwalior may be enclosed with the EMD draft.

3. The last date for submission of Tender is 8.7.13 before 5.00 P.M. at the office of the Registrar, Jiwaji University, Gwalior.

Signature of the Bidder with seal
4. Tenderer should agree for furnishing of Bank Guarantee from Nationalized bank up to 10% of the cost of the equipment during the warrantee period.

5. The Tenderer should agree to execute an agreement for proper supply, installation and satisfactory working of the equipment exactly to the satisfaction mentioned.

6. **The rates should be for FOR Gwalior and inclusive of all applicable charges/duties/taxes.** The prices should be inclusive of sales tax and other charges. The exact details of taxes should be given separately. The total FOR price shall be considered as the price of the equipment.

7. Being an educational Institution it is entitled to issue concessional sales tax certificate. No other sales tax form is issued. If concessional sales tax certificate is not acceptable to the supplier, the actual rate of sales tax to be charged must be clearly mentioned.

8. This institution is exempted from payment of Central Excise duty in terms of Govt. Notification No. 1097-Central Excise dated 01.03.1997. Necessary copy to be provided by the University.

9. For imported equipments: The institution is registered with Department of Science and Industrial Research (DSIR) Govt. of India vide Government Notification No. TU/V/RG-CDE(56)/2009 dated 26.11.2009 is exempted from payment of custom duty. **Necessary certificate copy shall be provided by the University.** The bidder shall be responsible for getting the consignment cleared and deliver the goods. **The expenses on it and concessional duties, if any should be included in the cost of the equipment.**

10. **The price should be FOR destination failing which the offer will be ignored.**

11. Manufacturer name, their trademark and brand should invariably be mentioned in the tender and illustrated leaflets giving technical particulars / details etc. should be attached with the quotation to facilitate consideration of the offer.

12. The tender should quote their best willing price which should be firm from the period of 120 days from the due date of tender.

13. The minimum period of delivery of the material should be quoted.

14. The quantities of each item to be purchased may vary according to actual requirement at the time of placing order.

15. If there is any DGS&D rate contract of Government approved rates the same should be quoted enclosing the copy of the rate contract.

16. The tender should avoid the use of vague terms such as “extra as applicable”. Such tenders will be rejected.

17. Printed conditions on the back of the offer submitted will not be binding unless separately mentioned.

18. **Quotations for the accessories to be considered together as one unit and thus total price shall be treated as your bid for the tender. Optional items may be quoted separately.** Where the equipment offered is controlled by a preloaded personal computer and it is possible to use an indigenous PC, the same should be quoted instead of an imported PC. The same would apply to a printer or any compiled other accessory or subsystem of

Signature of the Bidder with seal
good quality (Dell/HP/Lenovo) available in India. The PC configuration should be: 3rd gen Intel® Core™ i5-3330S processor, Genuine Windows(R) 7 Home Basic SP1 64 bit (English) (India), 6GB DDR3 SDRAM at 1600MHz, 3.5" 1TB 7200RPM SATA Hard Drive, 1X1TB, or better.

19. Advance payment either direct or through bank will not be accepted in any case. As per rule, full payment will be made after receipt of material, inspection there of and after satisfactory installation and working of the entire equipment. Site draft option/LC is acceptable.

20. The successful tender if so required by the University, shall furnish Bank Guarantee from the Nationalized Bank up to 10% of the total value of the order which is refundable after satisfactory execution of order within the stipulated delivery period. The penalty of half percent per week shall be imposed by the University, subject to a minimum of 10% for the delivery of the material. No interest shall be paid on the Security Deposit or Earnest Money. The EMD drafts shall be returned to the unsuccessful bidders immediately after the Purchase Committee of the University takes a decision on the purchase.

21. The Tenders should have no extra charges for installation, etc. of the equipment, if any.

22. Offers received not according to our terms and conditions within the time prescribed shall be rejected. Delay due to postal service of any kind will not be considered for acceptance of the order.

23. In all matters of dispute the decision of the Registrar, Jiwaji University, Gwalior shall be final and binding on the tenderers.

24. The address of customer care centre for maintenance of the same equipment should be provided.

25. List of available spare parts, if any, must be supplied.

26. The test report of the equipment quoted from reputed Government organizations/academic institutions must be submitted along with the offer.

27. In case of an authorized dealer, a copy of the current Certificate from Manufacturer must be attached as proof.

28. Date and time of opening is 9.7.13 at 3.30 P.M. in the presence of intending Tenderers or their representatives who may like to be present in the University office, Jiwaji University, Gwalior.

30. If any of the dates of the receipt or opening the tender happen to be declared as holiday, the schedule will be shifted to the next working day automatically.

31. The Sealed Tender Envelope should contain three sealed envelopes.

A. First superscribed as “Technical Bid for Tissue lyser (Homogenizer)”. This should contain the specifications of the equipment & terms and conditions of supply. No price should be mentioned.

B. The second should be superscribed as “Commercial Bid for Tissue lyser (Homogenizer)”.

Signature of the Bidder with seal
C: The third should contain separate drafts for the Ernest money draft for Rs. 5,000/- and tender fee of Rs. 1,000 in favour of the Registrar, Jiwaji University, Gwalior.

These three separately sealed envelopes should be placed in one sealed envelop and should be superscribed as “Tender no JU/NEURO/EM/123 for Tissue lyser (Homogenizer) to be opened on 9.7.13 at 3:30 P.M.” Only those who fulfill the technical specifications shall be considered for opening the commercial bid.

32. Canvassing for support in any form for the acceptance of any tender is strictly prohibited. Any tenderer doing so will render him liable to the penalties, which may include removing of his name from the register of approved suppliers.

33. All the accessories are to be treated as one unit and separate tenders are not required for each accessory.

34. Performance report/List of organization supplied with the same model of the equipment (at least 05 in India) to be provided.

35. Tender, duly sealed, should reach the Registrar, Jiwaji University, Gwalior by speed post, registered post, courier or personally at the inward counter of the University.

36. Any item or offer may increase in number or even might not be purchased without assigning any reason. Registrar, Jiwaji University, Gwalior reserves the right to accept or reject any or all tenders without assigning any reason there of.

37. The prices charged for the items supplied by successful Tenderer shall in no event exceed the lowest price at which the successful Tenderer sells the same items to any other persons during the period of supply to the university. If any time, during the period of supply, the tenderer reduces the sales price chargeable for any item, he shall forth will notify such reduction to the Registrar, Jiwaji University, Gwalior and the price same payable for the items supplied after the date of coming into force of such reduction or sale shall stand corresponding reduced.

38. The bidder shall forfeit the EMD if we find the bidder providing any false information and no further communication in this respect shall be entertained.

Registrar
Jiwaji University

I/We accept all the terms and conditions of the tender and understand that the decision of the University shall be final and acceptable to me/us.

Signature and Seal of the Tenderer
Date

Signature of the Bidder with seal
# QUESTIONNAIRE TO BE FILLED BY THE BIDDER AND SUBMITTED ALONG WITH THE TECHNICAL BID

<table>
<thead>
<tr>
<th>Question</th>
<th>Confirm / do not confirm to requirement</th>
<th>Complied / not complied</th>
<th>Enclosed / not enclosed</th>
<th>Will be supplied / Cannot supply</th>
<th>Complied / not complied</th>
<th>Complied / not complied</th>
</tr>
</thead>
<tbody>
<tr>
<td>1  Reputed manufactures of equipment (specified in the tender notice) or their authorized agents with well established sales and services facilities only need to respond to the tender notice.</td>
<td>Confirm / do not confirm to requirement</td>
<td>Complied / not complied</td>
<td>Enclosed / not enclosed</td>
<td>Will be supplied / Cannot supply</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>2  Separate quotations must be submitted for each item specified in the tender notice. Taxes, duties, packing &amp; forwarding charge, transport and insurance charge may be separately indicated where applicable.</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>3  The make, model no., detailed specifications, illustrative pamphlets must accompany the quotations without which the quotations are liable to be rejected. This applies for the accessories as well.</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>4  In case the bidder is an authorized agent, documentary proof to this effect must be enclosed with the quotation.</td>
<td>Enclosed / not enclosed</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>5  Bidder detailed company profile, information on after sale / service and test facilities available along with address and telephone no. of sale office and service centre catering to Gwalior must be given along with the quotation. Details of product &amp; applications support available may also be indicated.</td>
<td>Information enclosed / not enclosed</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>6  The bidder must indicate whether he is willing to supply complete circuit diagram, wiring diagram component layout diagram, service manual and component identification catalogue along with the equipment free of charge in case an order is placed with him. The supply of this literature will be considered as part of supply of equipment offered.</td>
<td>Will be supplied / Cannot supply</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>7  The bidder must furnish a list of customers to whom the same model of the equipment quoted has been supplied preferably in Central or Northern India. Name and contact telephone no. of the customer may be furnished (at least 05).</td>
<td>Enclosed / not enclosed</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>8  Quotation must be furnished in sealed envelopes separately for each item quoted under the tender. The name of the item quoted and tender notice particular should be clearly indicated in the top of the envelope.</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>9  Bidders are requested to carefully go through the specifications given in the tender and quote only when they are sure they have product specified to offer. In case of any doubt, the bidder can contact the Registrar, Jiwaji University, Gwalior on any working day with prior appointment.</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>10 Warranty details and terms and conditions of warranty must be given. If any component of the equipment quoted is not covered by the warranty, the same must be specified. Comprehensive Guarantee/Warranty period shall be for one year and thereafter-comprehensive AMC for 2 years to be quoted separately.</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>11 Bidder must indicate the year in which the model quoted by him was introduced in the market. Bidder must indicate whether he is willing to give an undertaking that all spare parts of the equipment quoted will be supplied as and when ordered for at least a period of 10 years from the date of supply and inability of supply the spares due to the obsolescence of the equipment will not be pleaded.</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>12 Where the equipment offered is controlled by a personal computer and it is possible to use an indigenous PC, the same should be quoted instead of an imported PC. The same would apply to a printer or any compiled other accessory or subsystem of good quality available in India.</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>13 Where the equipment offered is modular, the price break-up of individual</td>
<td>Complied / not complying</td>
<td>Complied / not complying</td>
<td>Complied / not complying</td>
<td>Complied / not complying</td>
<td>Complied / not complying</td>
<td>Complied / not complying</td>
</tr>
</tbody>
</table>

Signature of the Bidder with seal
<table>
<thead>
<tr>
<th>Modules/accessories/parts must be given. The bidder may not be given a chance to indicate the price backup at a later date. However the total price shall be considered.</th>
<th>complied</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>14</strong> The bidder will furnish a test certificate along with complete test result and the test conditions for the equipment specifications offered in case an order is placed.</td>
<td>Agreeable / Not agreeable</td>
</tr>
<tr>
<td><strong>15</strong> Bidders must indicate whether he can arrange for comprehensive service training to staff of the instrumentation department on the model offered at his expense.</td>
<td>Yes / No</td>
</tr>
<tr>
<td><strong>16</strong> a) If an order is placed with the bidder, the bidder will install and test the equipment to its specifications at site of installation free of charge.</td>
<td>Agreeable / Not agreeable</td>
</tr>
<tr>
<td>b) If it is not possible to test some specifications, the same may be indicated.</td>
<td>Agreeable / Not agreeable</td>
</tr>
<tr>
<td><strong>17</strong> The bidder is agreeable to install and test the equipment and undertake after-sales-service only through a factory trained certified engineer. <em>Evidence to availability of trained personal may be enclosed.</em></td>
<td>Yes / No</td>
</tr>
<tr>
<td><strong>18</strong> Bidder will carry out validation of the instrument offered at the time of installation at his cost.</td>
<td>Yes / No</td>
</tr>
<tr>
<td><strong>19</strong> Agency commission (percentage) payable in Indian Rupees should be mentioned in the quotation i.e. in &quot;Commercial Bid&quot;.</td>
<td>Complied / not applicable</td>
</tr>
</tbody>
</table>
| **20** Performance guarantee: In case the Purchase Order is placed, 10% of the equipment value has to be submitted as performance security deposit in the form of bank Guarantee till the completion of warranty period.  
  c) On behalf of our Principal, we will submit the Bank Guarantee from the date of installation.  
  d) Our Principals will submit Bank Guarantee (an undertaking should be submitted along with quotation from your Principal) | Agreeable / Not agreeable |
| **21** The bidders must ensure that GLP principles are complied with. He must ensure that qualified and well-trained personnel are available to install the equipment and test the functions. The bidders must ensure that GLP compliance programmes are built in to the system and all these tests are carried out at the site of installation. Wherever required, the standards required to carry out such tests, must be provided by bidder with all the particulars of the standards like composition, weight, particulars and operating conditions etc. specified. | Specified / not specified |
| **22** The bidders must be a member of the National or International GLP Compliance Agencies. | Complied / not applicable |
| The bidder(s) must carry validation test at the site of installation at their own cost. | Yes / No |
| **24** The bidders must also mention the frequency at which the validation test are to be carried out and if so that cost of such analyses. | Information provided / not provided / not applicable |

**Note:** 1) Unless the questionnaire is completely filled in and detailed information provided as required, your offer is liable to be rejected.
2) Complete questionnaire should be signed by the bidder and sent along with the quotation in Technical Bid and a copy in Price Bid.

**Further Instructions**

1. Technical bid and price bid should be submitted separately under sealed covers and both the envelopes put together in another cover which should be sealed. This is to ensure that if the technical bid qualifies with the laid down specifications and configurations, only then price bid will be opened. Otherwise
the price bid will automatically get rejected along with the technical bid not fulfilling the specifications/configurations. The envelopes should be superscribed has been mentioned earlier, carefully.

2. **EMD: EMD and Tender fee should be in the form of SEPARATE DRAFTS PLACED IN THE EMD COVER.**

3. The technical bid must have the following enclosures:
   a. True copy of the commercial bid but with the prices omitted. All items quoted must be clearly indicated.
   b. The original D.D. of the EMD should be kept in a separate sealed cover.
   c. Detailed literature, illustrative pamphlets, company profile, customers list & questionnaire duly filled and Annexures: 1-5 duly signed.

4. The three sealed envelopes (i. Technical bid, ii. Commercial bid and iii. EMD) should be kept in the outer sealed cover.

5. Proof of filled the Income Tax return for 2010-11, 2011-12, 2012-13 should be enclosed along with sales tax details.

6. Authorized dealers should submit a copy of valid dealership certificate along with quotation.

7. **Last date for the receipt of the sealed quotation shall be on or before 8.7.13 at 5.00 P.M.**

8. Late/ delayed offers will not be accepted.

9. Conditional, telegraphic tenders shall not be accepted.

10. In event of any date indicated above is a declared holiday the next working day shall become operative for the respective purpose mentioned therein.

11. **The technical bids will be opened in the presence of the bidders or their authorized representatives on 9.7.13 at 3.30 P.M. in the University Office, Jiwaji University, Gwalior. It is the responsibility of the bidders to present themselves at the time of opening of the technical bids.**

12. The Registrar of Jiwaji University reserves the right to accept or reject any offer in part or whole without assigning any reasons whatsoever.

13. The tender document can be downloaded from the website of the university. The Downloaded tenders should accompany a draft of Rs 1000/- towards the tender fee.

**Signature of the Bidder with Seal**
**Item No.: 04**  
**Tissue lyser (Homogenizer)**

<table>
<thead>
<tr>
<th>Specification</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Volume range (H2O) should be 0.03 to 100ml or more</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Speed range should be + 8000 to at least 30,000 rpm</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maximum viscosity up to 5000(csp)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Step less speed control</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Display by scale</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Handheld as well as stand mounted use options should be possible; stand should be included</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motor capacity should be 125w or better</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Noise level not to exceed 70 dB</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Set up should have overload protection</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Should be suitable for applications like protein, DNA and RNA blot analysis, protein assays, PCR, tissue decomposition, suspensions, etc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Homogenizer unit should come with at least 3 stain-less steel generators, tip adapter or similar attachments, at least 12-packs of disposable generators and carrying case</td>
<td></td>
<td></td>
</tr>
<tr>
<td>User List for the model quoted should be provided with the technical bid.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

I/we understand that I/we shall forfeit the EMD for providing any false information and no further communication in this respect shall be entertained.

Signature of the Bidder
Tender for Item No.: 3- Shuttle Box: Active and Passive avoidance system for rats and mice

Annexure-1
(To be enclosed with the Technical Bid)

Jiwaji University, Gwalior

Tender Form No. JU/NEURO/EM/123, Dt. 07.06.2013

To
The Registrar
Jiwaji University
Gwalior 474 011, MP, India

Dear Sir,

1. I/We hereby submit our tender for the Shuttle Box: Active and Passive avoidance system for rats and mice

2. I/WE now enclosing herewith the D.D. No…………………… dated……………. For ‒‒‒‒‒‒‒‒‒‒ drawn in favour of the “The Registrar, Jiwaji University, Gwalior” towards EMD, and D.D. No…………………… dated……………. For Rs. 1000 towards tender fee for downloaded tenders. (TENDERS NOT ACCOMPANIED WITH EMD ALONGWITH THE TECHNICAL BID SHALL BE SUMMARILY REJECTED).

3. I/We have gone through all terms and conditions of the tender documents before submitting the same.

4. I/We hereby agree to all the terms and conditions, stipulated by the Jiwaji University, in this connection including delivery, warranty, penalty, etc. Quotations for each item are being submitted under separate covers, and sheets and shall be considered on their face value.

5. I/We have noted that overwritten entries shall be deleted unless duly cut & re-written and initialed.

6. Tenders are duly signed (No thumb impression should be affixed).

7. I/We undertake to sign the contract/agreement, if required, within 15 (Fifteen days) from the date of issue of the letter of acceptance, failing which our/my security money deposited may be forfeited and our/my name may be removed from the list of suppliers at Jiwaji University, Gwalior.

NOTE: ALL TERMS & CONDITIONS SUCH AS TAXES ETC, HAS BEEN INDICATED IN THE QUOTATIONS FAILING WHICH IT WILL BE PRESUMED THAT THE RATES ARE INCLUSIVE OF ALL TAXES AND OTHER TERMS AND CONDITIONS ARE ALSO AS PER YOUR REQUIREMENTS.

Yours faithfully,

Signature of Tender(s) with full Address.

WITNESS______________________________________
Name:
Address:

WITNESS______________________________________
Name:
Address:

Signature of the Bidder with seal
CHECK LIST FOR TERMS AND CONDITIONS
Check list for Terms and Conditions (To be filled by the bidder and submitted along with the technical bid)

1. Certificate for Manufacturer/ Indian Subsidiary of the Manufacturer/ Sole representative in India, enclosed.
2. Performance report/List of organization supplied with the same model of the equipment (at least 05 in India) ______________
3. Whether rates quoted included all taxes, customs clearance, i.e., FOR Gwalior
4. Whether rates are quoted as per tenders specifications ______________
5. Authority letter from manufacturer/principal enclosed ______________
6. Quotation being submitted directly by the manufacturer or authorized distributor ______________
7. Quality assurance certificate like ISI, ISO-9002, IP/BP or any other, please specify ______________
8. Proof of having filled IT Return for the assessment years 2010-11, 2011-12 and 2012-13 attached ______________
9. EMD draft is enclosed ______________
10. Tender fee for downloaded tenders enclosed ______________
11. Literature of original catalogue of the product and accessories are attached for reference__
12. Comprehensive Guarantee/Warranty period for one year and thereafter-comprehensive AMC for 2 years to be quoted separately and not as a part of the price: YES/NO.
13. Compliance Statement with relation to specification ______________

(SIGNATURE OF THE BIDDER WITH NAME & SEAL)
JIWAJI UNIVERSITY, GWALIOR 474 011
School of Studies in Neuroscience

Tender Form No. JU/NEURO/EM/123, Dt. 07.06.2013

Name of work: Supply of **Shuttle Box: Active and Passive avoidance system for rats and mice**

Last Date for purchase of Tender Document: 6.7.13 up to 5.00 p.m.

Last date for submission of Tender form: 8.7.13 up to 5.00 p.m.

Tender Opening Date: 9.7.13 at 3.30 p.m. in the University office

Tender Cost: Rs 1,000/- per equipment.

EMD: Rs. 15,000/-

**TERMS AND CONDITIONS OF JIWAJI UNIVERSITY, GWALIOR**

Tenders will be considered subject to following terms and conditions.

1. All tenders must be carefully accompanied by a bank draft for the specified amount for the item drawn in favor of the Registrar, Jiwaji University, Gwalior as earnest money. Tenders received without earnest money will be liable to be rejected and may not be considered.

2. Tenderers can obtain tender documents against payment of Rs 1000.00 through demand draft drawn in favor of the Registrar, Jiwaji University, Gwalior, on or before 6.7.13 up to 5.00 pm. on any working day. The document may be downloaded form our web site and a separate draft of Rs. 1000 in favour of the Registrar, Jiwaji University, Gwalior may be enclosed with the EMD draft.

3. The last date for submission of Tender is 8.7.13 before 5.00 P.M. at the office of the Registrar, Jiwaji University, Gwalior.

Signature of the Bidder with seal
4. Tenderer should agree for furnishing of Bank Guarantee from Nationalized bank up to 10% of the cost of the equipment during the warrantee period.

5. The Tenderer should agree to execute an agreement for proper supply, installation and satisfactory working of the equipment exactly to the satisfaction mentioned.

6. **The rates should be for FOR Gwalior and inclusive of all applicable charges/duties/taxes.** The prices should be inclusive of sales tax and other charges. The exact details of taxes should be given separately. The total FOR price shall be considered as the price of the equipment.

7. Being an educational Institution it is entitled to issue concessional sales tax certificate. No other sales tax form is issued. If concessional sales tax certificate is not acceptable to the supplier, the actual rate of sales tax to be charged must be clearly mentioned.

8. This institution is exempted from payment of Central Excise duty in terms of Govt. Notification No. 1097-Central Excise dated 01.03.1997. Necessary copy to be provided by the University.

9. For imported equipments: The institution is registered with Department of Science and Industrial Research (DSIR) Govt. of India vide Government Notification No. TU/V/RG-CDE(56)/2009 dated 26.11.2009 is exempted from payment of custom duty. **Necessary certificate copy shall be provided by the University.** The bidder shall be responsible for getting the consignment cleared and deliver the goods. **The expenses on it and concessional duties, if any should be included in the cost of the equipment.**

10. **The price should be FOR destination failing which the offer will be ignored.**

11. Manufacturer name, their trademark and brand should invariably be mentioned in the tender and illustrated leaflets giving technical particulars / details etc. should be attached with the quotation to facilitate consideration of the offer.

12. The tender should quote their best willing price which should be firm from the period of 120 days from the due date of tender.

13. The minimum period of delivery of the material should be quoted.

14. The quantities of each item to be purchased may vary according to actual requirement at the time of placing order.

15. If there is any DGS&D rate contract of Government approved rates the same should be quoted enclosing the copy of the rate contract.

16. The tender should avoid the use of vague terms such as “extra as applicable”. Such tenders will be rejected.

17. Printed conditions on the back of the offer submitted will not be binding unless separately mentioned.

18. **Quotations for the accessories to be considered together as one unit and thus total price shall be treated as your bid for the tender. Optional items may be quoted separately.** Where the equipment offered is controlled by a preloaded personal computer and it is possible to use an indigenous PC, the same should be quoted instead of an
imported PC. The same would apply to a printer or any compiled other accessory or subsystem of good quality (Dell/HP/Lenovo) available in India. The PC configuration should be: 3rd gen Intel® Core™ i5-3330S processor, Genuine Windows(R) 7 Home Basic SP1 64 bit (English) (India), 6GB DDR3 SDRAM at 1600MHz, 3.5" 1TB 7200RPM SATA Hard Drive, 1X1TB, or better.

19. Advance payment either direct or through bank will not be accepted in any case. As per rule, full payment will be made after receipt of material, inspection there of and after satisfactory installation and working of the entire equipment. Site draft option/LC is acceptable.

20. The successful tender if so required by the University, shall furnish Bank Guarantee from the Nationalized Bank up to 10% of the total value of the order which is refundable after satisfactory execution of order within the stipulated delivery period. The penalty of half percent per week shall be imposed by the University, subject to a minimum of 10% for the delivery of the material. No interest shall be paid on the Security Deposit or Earnest Money. The EMD drafts shall be returned to the unsuccessful bidders immediately after the Purchase Committee of the University takes a decision on the purchase.

21. The Tenders should have no extra charges for installation, etc. of the equipment, if any.

22. Offers received not according to our terms and conditions within the time prescribed shall be rejected. Delay due to postal service of any kind will not be considered for acceptance of the order.

23. **In all matters of dispute the decision of the Registrar, Jiwaji University, Gwalior shall be final and binding on the tenderers.**

24. The address of customer care centre for maintenance of the same equipment should be provided.

25. List of available spare parts, if any, must be supplied.

26. The test report of the equipment quoted from reputed Government organizations/academic institutions must be submitted along with the offer.

27. In case of an authorized dealer, a copy of the current Certificate from Manufacturer must be attached as proof.

29. **Date and time of opening is 9.7.13 at 3.30 P.M. in the presence of intending Tenderers or their representatives who may like to be present in the University office, Jiwaji University, Gwalior.**

30. If any of the dates of the receipt or opening the tender happen to be declared as holiday, the schedule will be shifted to the next working day automatically.

31. **The Sealed Tender Envelope should contain three sealed envelopes.**

A. First superscribed as “Technical Bid for **Shuttle Box: Active and Passive avoidance system for rats and mice**”. This should contain the specifications of the equipment & terms and conditions of supply. **No price should be mentioned.**

Signature of the Bidder with seal
B. The second should be superscribed as “Commercial Bid for **Shuttle Box: Active and Passive avoidance system for rats and mice**”.

C: The third should contain separate drafts for the Ernest money draft for Rs. 15,000/- and tender fee of Rs. 1,000 in favour of the Registrar, Jiwaji University, Gwalior.

These three separately sealed envelopes should be placed in one sealed envelop and should be superscribed as “Tender no JU/NEURO/EM/123 for **Shuttle Box: Active and Passive avoidance system for rats and mice** to be opened on 9.7.13 at 3:30 P.M.” Only those who fulfill the technical specifications shall be considered for opening the commercial bid.

32. Canvassing for support in any form for the acceptance of any tender is strictly prohibited. Any tenderer doing so will render him liable to the penalties, which may include removing of his name from the register of approved suppliers.

33. All the accessories are to be treated as one unit and separate tenders are not required for each accessory.

34. **Performance report/List of organization** supplied with the **same model** of the equipment **(at least 05 in India)** to be provided.

35. Tender, duly sealed, should reach the Registrar, Jiwaji University, Gwalior by speed post, registered post, courier or personally at the inward counter of the University.

36. Any item or offer may increase in number or even might not be purchased without assigning any reason. Registrar, Jiwaji University, Gwalior reserves the right to accept or reject any or all tenders without assigning any reason there of.

37. The prices charged for the items supplied by successful Tenderer shall in no event exceed the lowest price at which the successful Tenderer sells the same items to any other persons during the period of supply to the university. If any time, during the period of supply, the tenderer reduces the sales price chargeable for any item, he shall forth will notify such reduction to the Registrar, Jiwaji University, Gwalior and the price same payable for the items supplied after the date of coming into force of such reduction or sale shall stand corresponding reduced.

38. **The bidder shall forfeit the EMD if we find the bidder providing any false information and no further communication in this respect shall be entertained.**

Registrar
Jiwaji University

I/We accept all the terms and conditions of the tender and understand that the decision of the University shall be final and acceptable to me/us.

Signature and Seal of the Tenderer
Date

Signature of the Bidder with seal
# QUESTIONNAIRE TO BE FILLED BY THE BIDDER AND SUBMITTED ALONG WITH THE TECHNICAL BID

1. Reputed manufacturers of equipment (specified in the tender notice) or their authorized agents with well established sales and services facilities only need to respond to the tender notice.  
   Confirm / do not confirm to requirement

2. Separate quotations must be submitted for each item specified in the tender notice. Taxes, duties, packing & forwarding charge, transport and insurance charge may be separately indicated where applicable.  
   Complied / not complied

3. The make, model no., detailed specifications, illustrative pamphlets must accompany the quotations without which the quotations are liable to be rejected. This applies for the accessories as well.  
   Complied / not complied

4. In case the bidder is an authorized agent, documentary proof to this effect must be enclosed with the quotation.  
   Enclosed / not enclosed

5. Bidder detailed company profile, information on after sale / service and test facilities available along with address and telephone no. of sale office and service centre catering to Gwalior must be given along with the quotation. Details of product & applications support available may also be indicated.  
   Information enclosed / not enclosed

6. The bidder must indicate whether he is willing to supply complete circuit diagram, wiring diagram component layout diagram, service manual and component identification catalogue along with the equipment free of charge in case an order is placed with him. The supply of this literature will be considered as part of supply of equipment offered.  
   Will be supplied/ Cannot supply

7. The bidder must furnish a list of customers to whom the same model of the equipment quoted has been supplied preferably in Central or Northern India. Name and contact telephone no. of the customer may be furnished (at least 05).  
   Enclosed / not enclosed

8. Quotation must be furnished in sealed envelopes separately for each item quoted under the tender. The name of the item quoted and tender notice particular should be clearly indicated in the top of the envelope.  
   Complied / not complied

9. Bidders are requested to carefully go through the specifications given in the tender and quote only when they are sure they have product specified to offer. In case of any doubt, the bidder can contact the Registrar, Jiwaji University, Gwalior on any working day with prior appointment.  
   Complied / not complied

10. Warranty details and terms and conditions of warranty must be given. If any component of the equipment quoted is not covered by the warranty, the same must be specified. Comprehensive Guarantee/Warranty period shall be for one year and thereafter-comprehensive AMC for 2 years to be quoted separately.  
    Complied / not complied

11. Bidder must indicate the year in which the model quoted by him was introduced in the market. Bidder must indicate whether he is willing to give an undertaking that all spare parts of the equipment quoted will be supplied as and when ordered for at least a period of 10 years from the date of supply and inability of supply the spares due to the obsolescence of the equipment will not be pleaded.  
    Complied / not complied

12. Where the equipment offered is controlled by a personal computer and it is possible to use an indigenous PC, the same should be quoted instead of an imported PC. The same would apply to a printer or any compiled other accessory or subsystem of good quality available in India.  
    Complied / not complied

13. Where the equipment offered is modular, the price break-up of individual  
    Complied / not complied

Signature of the Bidder with seal
modules/accessories/parts must be given. The bidder may not be given a chance to indicate the price backup at a later date. However the total price shall be considered.

14 The bidder will furnish a test certificate along with complete test result and the test conditions for the equipment specifications offered in case an order is placed.

15 Bidders must indicate whether he can arrange for comprehensive service training to staff of the instrumentation department on the model offered at his expense.

16 a) If an order is placed with the bidder, the bidder will install and test the equipment to its specifications at site of installation free of charge.

b) If it is not possible to test some specifications, the same may be indicated.

17 The bidder is agreeable to install and test the equipment and undertake after-sales-service only through a factory trained certified engineer. Evidence to availability of trained personal may be enclosed.

18 Bidder will carry out validation of the instrument offered at the time of installation at his cost.

19 Agency commission (percentage) payable in Indian Rupees should be mentioned in the quotation i.e. in “Commercial Bid”.

20 Performance guarantee: In case the Purchase Order is placed, 10% of the equipment value has to be submitted as performance security deposit in the form of bank Guarantee till the completion of warranty period.

   e) On behalf of our Principal, we will submit the Bank Guarantee from the date of installation.

   f) Our Principals will submit Bank Guarantee (an undertaking should be submitted along with quotation from your Principal)

21 The bidders must ensure that GLP principles are complied with. He must ensure that qualified and well-trained personnel are available to install the equipment and test the functions. The bidders must ensure that GLP compliance programmes are built in to the system and all these tests are carried out at the site of installation. Wherever required, the standards required to carry out such tests, must be provided by bidder with all the particulars of the standards like composition, weight, particulars and operating conditions etc. specified.

22 The bidders must be a member of the National or International GLP Compliance Agencies.

24 The bidders must also mention the frequency at which the validation test are to be carried out and if so that cost of such analyses.

Note: 1) Unless the questionnaire is completely filled in and detailed information provided as required, your offer is liable to be rejected.

2) Complete questionnaire should be signed by the bidder and sent along with the quotation in Technical Bid and a copy in Price Bid.

Further Instructions

1. Technical bid and price bid should be submitted separately under sealed covers and both the envelopes put together in another cover which should be sealed. This is to ensure that if the technical bid qualifies with the laid down specifications and configurations, only then price bid will be opened. Otherwise
the price bid will automatically get rejected along with the technical bid not fulfilling the specifications/configurations. The envelopes should be superscribed as mentioned earlier, carefully.

2. **EMD: EMD and Tender fee should be in the form of SEPARATE DRAFTS PLACED IN THE EMD COVER.**

3. The technical bid must have the following enclosures:
   a. True copy of the commercial bid but with the prices omitted. All items quoted must be clearly indicated.
   b. The original D.D. of the EMD should be kept in a separate sealed cover.
   c. Detailed literature, illustrative pamphlets, company profile, customers list & questionnaire duly filled and Annexures: 1-5 duly signed.

4. The three sealed envelopes (i. Technical bid, ii. Commercial bid and iii. EMD) should be kept in the outer sealed cover.

5. Proof of filled the Income Tax return for 2010-11, 2011-12, 2012-13 should be enclosed along with sales tax details.

6. Authorized dealers should submit a copy of valid dealership certificate along with quotation.

7. **Last date for the receipt of the sealed quotation shall be on or before 8.7.13 at 5.00 P.M.**

8. Late/ delayed offers will not be accepted.

9. Conditional, telegraphic tenders shall not be accepted.

10. In event of any date indicated above is a declared holiday the next working day shall become operative for the respective purpose mentioned therein.

11. **The technical bids will be opened in the presence of the bidders or their authorized representatives on 9.7.13 at 3.30 P.M. in the University Office, Jiwaji University, Gwalior. It is the responsibility of the bidders to present themselves at the time of opening of the technical bids.**

12. The Registrar of Jiwaji University reserves the right to accept or reject any offer in part or whole without assigning any reasons whatsoever.

13. The tender document can be downloaded from the website of the university. The Downloaded tenders should accompany a draft of Rs 1000/- towards the tender fee.

**Signature of the Bidder with Seal**
Item No.: 03
Shuttle Box: Active and Passive avoidance system for rats and mice

<table>
<thead>
<tr>
<th>Specifications</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>The System should have photocells to detect the motion of subject within the cage.</td>
<td></td>
<td></td>
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<tr>
<td>The System should be stainless steel constructed and should have a tray for easy cleaning.</td>
<td></td>
<td></td>
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<tr>
<td>The System should be expandable to accommodate up to 30 cages at one time with one software in a daisy chain manner.</td>
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<tr>
<td>The System should have easy removable light and sound stimuli for easy storage when not in use.</td>
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<tr>
<td>The System should have controlling aspects of stimuli presentation in both ways i.e. manually and PC controlled.</td>
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<td></td>
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<tr>
<td>The system should be able to record Latency from stimuli onset to transfer of subject.</td>
<td></td>
<td></td>
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<tr>
<td>The system should have a user adjustable audio stimulus range from 200Hz to 13 KHz frequency.</td>
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<tr>
<td>The system should have continuously variable Current Stimulus with a maximum of 1.5 mill ampere.</td>
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<tr>
<td>The system should be well designed for self GLP Validation.</td>
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<tr>
<td>The system should support studies of both active as well as passive avoidance in one unit itself.</td>
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<tr>
<td>The system should have the following stimuli -Light, sound, shock and automated door system.</td>
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<td></td>
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<tr>
<td>The system should allow independent control of up to 30 Avoidance Cages for rats or mice.</td>
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<tr>
<td>System should have the ability to delay the trial until a pre-defined amount of exploration time has elapsed.</td>
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<td></td>
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<tr>
<td>Parameters should be user adjustable, for e.g. light intensity and duration, sound intensity, frequency and duration, shock intensity and duration, length of the initial exploration period, length of the inter-trial interval and the maximum length of each trial.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Avoidance Cage Dimensions should be: 19”L x 9”W x 10.75”H (48cm x 23cm x 27cm).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>System should have a feces tray beneath the cage.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>User List for the model quoted (at least 5) should be provided with the technical bid.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

I/we understand that I/we shall forfeit the EMD for providing any false information and no further communication in this respect shall be entertained.

Signature of the Bidder
Tender for Item No.: 4- Animal Pelleted Feed (for maintenance & breeding purpose)

Annexure-1
(To be enclosed with the Technical Bid)

Jiwaji University, Gwalior

Tender Form No. JU/NEURO/EM/123, Dt. 07.06.2013

Name of the party in whose favour the Tender form has been issued

To
The Registrar
Jiwaji University
Gwalior 474 011, MP, India

Dear Sir,

1. I/We hereby submit our tender for the Animal Pelleted Feed (for maintenance & breeding purpose)

2. I/WE now enclosing herewith the D.D. No…………………… dated……………. For drawn in favour of the “The Registrar, Jiwaji University, Gwalior” towards EMD, and D.D. No…………………… dated……………. For Rs. 1000 towards tender fee for downloaded tenders. (TENDERS NOT ACCOMPANIED WITH EMD ALONGWITH THE TECHNICAL BID SHALL BE SUMMARILY REJECTED).

3. I/We have gone through all terms and conditions of the tender documents before submitting the same.

4. I/We hereby agree to all the terms and conditions, stipulated by the Jiwaji University, in this connection including delivery, warranty, penalty, etc. Quotations for each item are being submitted under separate covers, and sheets and shall be considered on their face value.

5. I/We have noted that overwritten entries shall be deleted unless duly cut & re-written and initialed.

6. Tenders are duly signed (No thumb impression should be affixed).

7. I/We undertake to sign the contract/agreement, if required, within 15 (Fifteen days) from the date of issue of the letter of acceptance, failing which our/my security money deposited may be forfeited and our/my name may be removed from the list of suppliers at Jiwaji University, Gwalior.

NOTE: ALL TERMS & CONDITIONS SUCH AS TAXES ETC, HAS BEEN INDICATED IN THE QUOTATIONS FAILING WHICH IT WILL BE PRESUMED THAT THE RATES ARE INCLUSIVE OF ALL TAXES AND OTHER TERMS AND CONDITIONS ARE ALSO AS PER YOUR REQUIREMENTS.

Yours faithfully,

Signature of Tender(s) with full Address.

WITNESS______________________________
Name:
Address:

WITNESS______________________________
Name:
Address:

Signature of the Bidder with seal
## CHECK LIST FOR TERMS AND CONDITIONS

Check list for Terms and Conditions  *(To be filled by the bidder and submitted along with the technical bid)*

1. Certificate for Manufacturer/ Indian Subsidiary of the Manufacturer/ Sole representative in India, enclosed.
2. Performance report/List of organization supplied with the same model of the equipment (at least 05 in India) __________________________
3. Whether rates quoted included all taxes, customs clearance, i.e., FOR Gwalior ____________________
4. Whether rates are quoted as per tenders specifications __________________________
5. Authority letter from manufacturer/principal enclosed __________________________
6. Quotation being submitted directly by the manufacturer or authorized distributor
   a. __________________________________________________________________________
7. Quality assurance certificate like ISI, ISO-9002, IP/BP or any other, please specify
   a. __________________________________________________________________________
8. Proof of having filled IT Return for the assessment years 2010-11, 2011-12 and 2012-13
   a. attached __________________________________________________________________
9. EMD draft is enclosed________________________________________________________
10. Tender fee for downloaded tenders enclosed __________________________
11. Literature of original catalogue of the product and accessories are attached for reference________
12. Comprehensive Guarantee/Warranty period for one year and thereafter-comprehensive AMC for 2 years to be quoted separately and not as a part of the price: YES/NO.
13. Compliance Statement with relation to specification __________________________

*(SIGNATURE OF THE BIDDER WITH NAME & SEAL)*
JIWAJI UNIVERSITY, GWALIOR 474 011
School of Studies in Neuroscience

Tender Form No. JU/NEURO/EM/123, Dt. 07.06.2013

Name of work : Supply of Animal Pelleted Feed (for maintenance & breeding purpose)

Last Date for purchase of Tender Document : 6.7.13 up to 5.00 p.m.

Last date for submission of Tender form : 8.7.13 up to 5.00 p.m.

Tender Opening Date : 9.7.13 at 3.30 p.m. in the University office

Tender Cost : Rs 1,000/- per equipment.

EMD : Rs. 10,000/

TERMS AND CONDITIONS OF JIWAJI UNIVERSITY, GWALIOR

Tenders will be considered subject to following terms and conditions.

1. All tenders must be carefully accompanied by a bank draft for the specified amount for the item drawn in favor of the Registrar, Jiwaji University, Gwalior as earnest money. Tenders received without earnest money will be liable to be rejected and may not be considered.

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Signature of the Bidder with seal
4. Tenderer should agree for furnishing of Bank Guarantee from Nationalized bank up to 10% of the cost of the equipment during the warrantee period.

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25. List of available spare parts, if any, must be supplied.

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A. First superscribed as “Technical Bid for Animal Pelleted Feed (for maintenance & breeding purpose)”. This should contain the specifications of the equipment & terms and conditions of supply. No price should be mentioned.
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These three separately sealed envelopes should be placed in one sealed envelop and should be superscribed as “Tender no JU/NEURO/EM/123 for Animal Pelleted Feed (for maintenance & breeding purpose) to be opened on 9.7.13 at 3:30 P.M.” Only those who fulfill the technical specifications shall be considered for opening the commercial bid.

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36. Any item or offer may increase in number or even might not be purchased without assigning any reason. Registrar, Jiwaji University, Gwalior reserves the right to accept or reject any or all tenders without assigning any reason there of.

37. The prices charged for the items supplied by successful Tenderer shall in no event exceed the lowest price at which the successful Tenderer sells the same items to any other persons during the period of supply to the university. If any time, during the period of supply, the tenderer reduces the sales price chargeable for any item, he shall forth will notify such reduction to the Registrar, Jiwaji University, Gwalior and the price same payable for the items supplied after the date of coming into force of such reduction or sale shall stand corresponding reduced.

38. The bidder shall forfeit the EMD if we find the bidder providing any false information and no further communication in this respect shall be entertained.

Registrar
Jiwaji University

I/We accept all the terms and conditions of the tender and understand that the decision of the University shall be final and acceptable to me/us.

Signature and Seal of the Tenderer
Date

Signature of the Bidder with seal
**Annexure-4**

(To be enclosed with the Technical Bid)

**QUESTIONNAIRE TO BE FILLED BY THE BIDDER AND SUBMITTED ALONG WITH THE TECHNICAL BID**

<table>
<thead>
<tr>
<th></th>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Reputed manufacturers of equipment (specified in the tender notice) or their authorized agents with well established sales and services facilities only need to respond to the tender notice.</td>
<td>Confirm / do not confirm to requirement</td>
</tr>
<tr>
<td>2</td>
<td>Separate quotations must be submitted for each item specified in the tender notice. Taxes, duties, packing &amp; forwarding charge, transport and insurance charge may be separately indicated where applicable.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>3</td>
<td>The make, model no., detailed specifications, illustrative pamphlets must accompany the quotations without which the quotations are liable to be rejected. This applies for the accessories as well.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>4</td>
<td>In case the bidder is an authorized agent, documentary proof to this effect must be enclosed with the quotation.</td>
<td>Enclosed / not enclosed</td>
</tr>
<tr>
<td>5</td>
<td>Bidder detailed company profile, information on after sale / service and test facilities available along with address and telephone no. of sale office and service centre catering to Gwalior must be given along with the quotation. Details of product &amp; applications support available may also be indicated.</td>
<td>Information enclosed / not enclosed</td>
</tr>
<tr>
<td>6</td>
<td>The bidder must indicate whether he is willing to supply complete circuit diagram, wiring diagram component layout diagram, service manual and component identification catalogue along with the equipment free of charge in case an order is placed with him. The supply of this literature will be considered as part of supply of equipment offered.</td>
<td>Will be supplied / Cannot supply</td>
</tr>
<tr>
<td>7</td>
<td>The bidder must furnish a list of customers to whom the same model of the equipment quoted has been supplied preferably in Central or Northern India. Name and contact telephone no. of the customer may be furnished (at least 05).</td>
<td>Enclosed / not enclosed</td>
</tr>
<tr>
<td>8</td>
<td>Quotation must be furnished in sealed envelopes separately for each item quoted under the tender. The name of the item quoted and tender notice particular should be clearly indicated in the top of the envelope.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>9</td>
<td>Bidders are requested to carefully go through the specifications given in the tender and quote only when they are sure they have product specified to offer. In case of any doubt, the bidder can contact the Registrar, Jiwaji University, Gwalior on any working day with prior appointment.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>10</td>
<td>Warranty details and terms and conditions of warranty must be given. If any component of the equipment quoted is not covered by the warranty, the same must be specified. Comprehensive Guarantee/Warranty period shall be for one year and thereafter-comprehensive AMC for 2 years to be quoted separately.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>11</td>
<td>Bidder must indicate the year in which the model quoted by him was introduced in the market. Bidder must indicate whether he is willing to give an undertaking that all spare parts of the equipment quoted will be supplied as and when ordered for at least a period of 10 years from the date of supply and inability of supply the spares due to the obsolescence of the equipment will not be pleaded.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>12</td>
<td>Where the equipment offered is controlled by a personal computer and it is possible to use an indigenous PC, the same should be quoted instead of an imported PC. The same would apply to a printer or any compiled other accessory or subsystem of good quality available in India.</td>
<td>Complied / not complied</td>
</tr>
<tr>
<td>13</td>
<td>Where the equipment offered is modular, the price break-up of individual components is to be indicated.</td>
<td>Complied / not comliled</td>
</tr>
</tbody>
</table>

Signature of the Bidder with seal
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>modules/accessories(parts must be given. The bidder may not be given a chance to indicate the price backup at a later date. However the total price shall be considered.</td>
<td>complied</td>
</tr>
<tr>
<td>14</td>
<td>The bidder will furnish a test certificate along with complete test result and the test conditions for the equipment specifications offered in case an order is placed.</td>
</tr>
<tr>
<td>15</td>
<td>Bidders must indicate whether he can arrange for comprehensive service training to staff of the instrumentation department on the model offered at his expense.</td>
</tr>
<tr>
<td>16</td>
<td>a) If an order is placed with the bidder, the bidder will install and test the equipment to its specifications at site of installation free of charge.</td>
</tr>
<tr>
<td></td>
<td>b) If it is not possible to test some specifications, the same may be indicated.</td>
</tr>
<tr>
<td>17</td>
<td>The bidder is agreeable to install and test the equipment and undertake after-sales-service only through a factory trained certified engineer. <em>Evidence to availability of trained personal may be enclosed.</em></td>
</tr>
<tr>
<td>18</td>
<td>Bidder will carry out validation of the instrument offered at the time of installation at his cost.</td>
</tr>
<tr>
<td>19</td>
<td>Agency commission (percentage) payable in Indian Rupees should be mentioned in the quotation i.e. in “Commercial Bid”.</td>
</tr>
<tr>
<td>20</td>
<td>Performance guarantee: In case the Purchase Order is placed, 10% of the equipment value has to be submitted as performance security deposit in the form of bank Guarantee till the completion of warranty period. g) On behalf of our Principal, we will submit the Bank Guarantee from the date of installation. h) Our Principals will submit Bank Guarantee (an undertaking should be submitted along with quotation from your Principal)</td>
</tr>
<tr>
<td>21</td>
<td>The bidders must ensure that GLP principles are complied with. He must ensure that qualified and well-trained personnel are available to install the equipment and test the functions. The bidders must ensure that GLP compliance programmes are built in to the system and all these tests are carried out at the site of installation. Wherever required, the standards required to carry out such tests, must be provided by bidder with all the particulars of the standards like composition, weight, particulars and operating conditions etc. specified.</td>
</tr>
<tr>
<td>22</td>
<td>The bidders must be a member of the National or International GLP Compliance Agencies.</td>
</tr>
<tr>
<td></td>
<td>The bidder(s) must carry validation test at the site of installation at their own cost.</td>
</tr>
<tr>
<td>24</td>
<td>The bidders must also mention the frequency at which the validation test are to be carried out and if so that cost of such analyses.</td>
</tr>
</tbody>
</table>

**Note:**
1) Unless the questionnaire is completely filled in and detailed information provided as required, your offer is liable to be rejected.
2) Complete questionnaire should be signed by the bidder and sent along with the quotation in Technical Bid and a copy in Price Bid.

**Further Instructions**
1. Technical bid and price bid should be submitted separately under sealed covers and both the envelopes put together in another cover which should be sealed. This is to ensure that if the technical bid qualifies with the laid down
specifications and configurations, only then price bid will be opened. Otherwise the price bid will automatically get rejected along with the technical bid not fulfilling the specifications/configurations. The envelopes should be superscribed has been mentioned earlier, carefully.

2. **EMD: EMD and Tender fee should be in the form of SEPARATE DRAFTS PLACED IN THE EMD COVER.***

3. The technical bid must have the following enclosures:
4. True copy of the commercial bid but with the prices omitted. All items quoted must be clearly indicated.
5. The original D.D. of the EMD should be kept in a separate sealed cover.
6. Detailed literature, illustrative pamphlets, company profile, customers list & questionnaire duly filled and Annexures: 1-5 duly signed.

7. The three sealed envelops (i. Technical bid, ii. Commercial bid and iii. EMD) should be kept in the outer sealed cover.

8. Proof of filled the Income Tax return for 2010-11, 2011-12, 2012-13 should be enclosed along with sales tax details.
9. Authorized dealers should submit a copy of valid dealership certificate along with quotation.

10. **Last date for the receipt of the sealed quotation shall be on or before 8.7.13 at 5.00 P.M.**

11. Late/ delayed offers will not be accepted.
12. Conditional, telegraphic tenders shall not be accepted.
13. In event of any date indicated above is a declared holiday the next working day shall become operative for the respective purpose mentioned therein.

14. **The technical bids will be opened in the presence of the bidders or their authorized representatives on 9.7.13 at 3.30 P.M. in the University Office, Jiwaji University, Gwalior. It is the responsibility of the bidders to present themselves at the time of opening of the technical bids.**
15. The Registrar of Jiwaji University reserves the right to accept or reject any offer in part or whole without assigning any reasons whatsoever.
16. The tender document can be downloaded from the website of the university. The Downloaded tenders should accompany a draft of Rs 1000/- towards the tender fee.
**Item No.: 04**  
**Animal Pelleted Feed (for maintenance & breeding purpose)**

<table>
<thead>
<tr>
<th>SPECIFICATIONS</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pellets size (dia. mm) =12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crude Protein (Min. %)= 20 – 21 (source black gram)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ether Extract (Min. %) = 3 - 4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crude Fibre (Min. %) = 5 - 7.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total ash (Max. %) = 8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Calcium (%) = 1.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phosphorus (Min. %) = 0.6</td>
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<td></td>
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<tr>
<td>Nitrogen Free Extract (%) = 55</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Metabolizable Energy (ME) (K cal/ Kg) = 3500 - 3600</td>
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<td></td>
</tr>
<tr>
<td>Feed should be enriched and supplemented as per the recommended requirement with all the minerals, vitamins and trace-elements.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Minimum order 25 bags of about 25 Kgs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Support in favour that the feed (brand and product) is in use at 5 or more laboratories.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Price FOR Jiwaji University and valid for 1 yr from the date of acceptance.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>User List for the item quoted should be provided with the technical bid.</td>
<td></td>
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</tr>
</tbody>
</table>

I/we understand that I/we shall forfeit the EMD for providing any false information and no further communication in this respect shall be entertained.

Signature of the Bidder