



RAJIV GANDHI UNIVERSITY

RONO HILLS: DOIMUKH

District Papum Pare, Arunachal Pradesh, PIN 791112 Phone No. 0360 2279027, 0360 2278523, 0360 2277253 Fax 0360 2277889

To

All interested Vendors.

Sub:-Notice inviting quotation for supply of Scientific instruments for the DBT NER sponsored project under principal investigatorship of prof. A.K. Das, Department of Botany, Rajiv Gandhi University, Doimukh, Itangar, Arunachal Pradesh.(Quotation Ref No: - RGU/Equip/DBT/NER-Health-354/2016 dated: 28th April, 2017.)

Dear Sir/ Madam,

Sealed Quotations in **double bid (Technical & Financial bid)** are invited from manufacturers, authorized dealers, stockiest, suppliers for supply of Instruments/ Equipments (**details in Annexure- I**) for the **DBT NER sponsored project under principal investigatorship of Prof. A.K. Das, Department of Botany, Rajiv Gandhi University, Doimukh, Itangar, Arunachal Pradesh**. The interested parties may send their quotations/proposals on the prescribed application form as per **Annexure - II (Technical Bid)** and also the Financial Bid as per **Annexure-III and Annexure IV (Financial Bid for indigenous and for imported goods)**. All Quotations should be accompanied with **Bid security / Earnest Money as mentioned at Annexure-I**, in the shape of a demand draft drawn in favour of the **Registrar, Rajiv Gandhi University, Itanagar**. The EMD shall be returned incase the offer/ tender is not accepted by the University. The tenders/ quotations received without processing fee and Earnest money will be rejected straightway.

The documents should be enclosed in separate envelopes of appropriate size each of which should be sealed.

- a) **Envelope No – 1-** Should contain (i) **covering letter**, (ii) **Technical Bid (Annexure- II)** duly signed and stamped and (iii) **Requisite fee (Earnest Money) (IV)** duly filled signed and sealed copy of compliance certificate as per **Annexure - V, (V)** Bidder's warranty duly signed and stamped as per **Annexure - VI**
- b) **ENVELOPE NO. 2:** Should contain the **Financial Bid** duly signed, stamped and super-scribed as **"Financial Bid Annexure – III" & "Annexure IV"**
- c) **ENVELOPE NO. 3:** Should contain Envelope 1 and 2.

NB

The tender document is to be downloaded from our website: www.rgu.ac.in

The bid documents are not transferable and the seal and signature of the authorized official of firms must appear on all the papers and envelopes submitted.

In case of any clarification required please contact Prof. A.K.Das, Principal Investigator , Dept. of Botany, Rajiv Gandhi University, Rono Hills: Doimukh, Itanagar – 791 112 **Mobile No. 09436042771.**

Instruction to Bidders

A) Important dates and time:

- (i) Last date and time of receipt of quotation : **22.06.2017 (16.00 Hrs)**
- (ii) Date and time of opening tender : 23.06.2017 (14.30 Hrs)
- (iii) Venue of Bid opening : Office chamber of the Dy. Registrar UGC & Project Cell, Member Secretary, Purchase Committee (Scientific equipments), RGU.

Quotations/ Tenders must be submitted in Double Bid (Sealed) as per details shown in annexure and the address of the firm submitting the quotation and the officer to whom the quotation is addressed must appear distinctly on sealed cover as shown below.

Quotation for the **DBT NER sponsored project under principal investigatorship of Prof. A.K. Das, Department of Botany, Rajiv Gandhi University, Doimukh, Itanagar, Arunachal Pradesh. (RGU/Equip/DBT/NER-Health-354/2016 dated: 28th April, 2017)**

LAST DATE OF SUBMISSION : 22.06.2017 (16.00 Hrs)

To,

The Deputy Registrar UGC & Project Cell
Rajiv Gandhi University,
Rono Hills: Doimukh, Itanagar, Arunachal Pradesh. PIN – 791 112

From

M/s : -----

Phone No: -----

Email ID : -----

All tender documents (the inner and outer Envelopes) should be sent through, speed post, registered post, or by courier only. All tender documents received after the specified date and time shall not be considered. **Quotations sent through Fax or e-mail will not be accepted.**

Submission of Compliance certificate: Duly filled and signed compliance certificate (As per format at **Annexure V** must be enclosed.

TERMS AND CONDITIONS:

1) Quoting the Core price & Tax, Duties, Discount etc separately.

All rates quoted should be F.O.R destination (Rajiv Gandhi University, Doimukh) with breakup as detailed below. Vague / Ambiguous terms like "Packing, forwarding, clearing, installation charge etc. Extra" without mentioning the specific amount should not be accepted.

The taxes / duties / discounts, if applicable, are to be explicitly and separately shown in the quotation and under no circumstances these components shall be added to the basic price and shown as single price. All the components of taxes, if applicable, should be shown explicitly and separately. Bidders shall indicate their rates in clear/ legible figures as well as in words and should not contain overwriting.

Rates for Indigenous items. (For imported goods please refer additional terms for imported goods)

	Particulars	Rate
1	Basic Price (Ex work)	
II	Sales Tax (CST/ VAT/ GST)	
III	Transportation charges up to RGU Campus (Destination)	
IV	Transit Insurance covering all risks	
V	Excise duty against Exemption certificate	
VI	Installation & Commissioning Charges , if any	
VII	Entry Tax 4%	
	Grand Total up to RGU Campus	

2) Validity of quotations: The Quoted rates must be valid for 90 days from the last date of submission of quotation.

3) Warranty: The Equipment and its components under the purchase order, when installed, shall be warranted for the quality, workmanship, trouble free operation and performance for a period of **at least 2 years from the date of putting the system into operation** at Rajiv Gandhi University, or at least 30 months from the date of receipt of the last lot of the consignment in India. (A signed Bidder's Warranty as per **Annexure – VI** has to be submitted along with the Bid Document) If any item covered under warranty fails, the same shall be replaced free of cost including all the applicable charges including shipping cost both ways.

4) Literature: All the quotations must be supported by the printed technical leaflet/ literature and the specifications mentioned in the quotation must be reflected/ supported by such printed technical leaflet/ literature. For easy reference the model and specification quoted should invariably be highlighted in the leaflet/ literature.

5) After Sales Service: The vendors should clearly state the after sales service centre and detail address in India, without which their quotations shall be liable for rejection.

6) Dealership certificate: Dealers or agents quoting on behalf of Manufacturer must enclose valid dealership certificate.

7) Invalid quotes: The offers received through telex / tele -fax / e-mail will not be accepted by the University under any circumstances.

8) In case of Postal loss: The University shall not be responsible for any delay / loss or non-receipt of tenders by post / courier service.

9) No unsolicited correspondence: No unsolicited correspondence shall be entertained after the submission of the offer. No enquiry shall be made by the bidders during the course of evaluation of the tender till a final decision is conveyed to the successful bidder. However, the purchase committee or its authorized representative can make any enquiry/seek clarification from the bidders. In such a situation, the agency shall extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short notice, as such the bidders have to be ready for the same

10) Quality certificate: Valid certificate to prove that the products are genuine and of international standards as mentioned below, must be enclosed.

a) Manufacturer's Certificate (b) ISO/ ISI certificate.

11) Performance Bank Guarantee: On acceptance of the tender/ quotation, the bidder shall furnish Performance Security amounting to **10% of the total amount of the ordered items/equipments**, in the shape of Fixed Deposit Receipt (FDR) from a commercial bank duly pledged in the name of the University or Bank Guarantee for equal amount on the prescribed proforma, to the **Registrar, Rajiv Gandhi University, Doimukh** which will be valid till 60 days after the warranty period. This performance security must be deposited within 10 days of the award of the contract. On receipt of the performance security, the Bid Security/ EMD should be refunded. No interest will be paid on the performance security amount. (Format as per Annexure – VII)

12) Delivery:

a) **Time limit:** Maximum within 60 (sixty) days from the date of issue of purchase order/ Invoice

b) **Safe delivery:** All aspects of safe delivery shall be the exclusive responsibility of the vendor. For sophisticated equipments the package will be opened only in the presence of University representative and vendor's representative. The intact condition of package and the seal/ indicators for not being tampered with shall form the basis for certifying the receipt in good condition

c) **Insurance:** the supplier is to establish all Risk Transit Insurance coverage till door delivery at Rajiv Gandhi University, Doimukh.

d) **Part delivery:** Part delivery is not allowed,

13) Genuine Pricing: Vendor is to ensure that quoted price is not more than the price offered to any other customer in India to whom this particular item has been sold, particularly to Universities/ other educational institutions and Government organizations. Copy of the latest price list for the quoted item, applicable in India must be enclosed with the offer.

14) Conditional tender not acceptable: All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Printed conditions mentioned in the tender bids submitted by vendors will not be binding on the University.

15) Entry Tax: Arunachal Pradesh Entry Tax 4% will be added while evaluating cost status of the concerned equipment to be supplied by vendors from **outside the state of Arunachal Pradesh**. Since there is no provision of Road permit Under Arunachal Pradesh Goods Tax Act, 2005 the supplier of the instruments shall have to pay the entry tax required for entry of goods to Arunachal Pradesh at the entry check gate. (Banderdewa / Gumto) The goods can also be sent through the authorized transporters subject to payment of entry tax.

16) VAT/ CST/GST:

- a) The Vendor must submit copies of CST/ VAT/GST registration Certificate indicating also the TIN number of the firm and a **copy of PAN details** along with technical Bid/quotation.
- b) Concessional Form C & D is not applicable to this University.
- c) **VAT/ GST Deduction at Source:** In case of suppliers within Arunachal Pradesh VAT/ GST deduction at source, as per Order/ notification from the Government of Arunachal Pradesh will be applicable.

17) Late and delayed tender: Late and delayed tender will not be considered. In case any unscheduled holiday occurs on the prescribed closing/opening date the next working day shall be the prescribed date of closing/opening.

18) Duty Exemption: - The Rajiv Gandhi University, Itanagar, has been granted the benefit of exemption from the payment of Central Excise duty and Customs Duty by the Department of Scientific and Industrial Research (DSIR) Government of India vide their Notification **No.TU/V/ RG-CDE (120)/2013 dated 20th November, 2013.** Customs and Excise duty exemption certificate will be issued as applicable, against receipt of Purchase order (P.O) acknowledgement.

Hence the bidders should take into consideration about this facility while quoting for the advertised equipments/ instruments.

19) Additions in terms and conditions: Additional terms and conditions will be incorporated in the purchase order, if needed, to safe guard the interests of the University.

20) Non-transferable: Tender is not transferable.

21) Power to reject the offer:

- a) Any offer containing incorrect and incomplete information shall be liable for rejection.
- b) Rajiv Gandhi University, Doimukh, Itanagar reserves the right to accept / reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof.

Additional terms for imported goods: Besides the above mentioned terms and conditions the following additional terms will be applicable in case of foreign purchases.

22) Rates: The prices quoted **must be for destination** including freight and insurance charges inclusive of free delivery to the Lab of Prof. A.K Das, **Department of Botany, Rajiv Gandhi University, Doimukh, Itanagar, Arunachal Pradesh.**

A	Particulars	Rate
1	Basic Price (Ex work)	
II	FCA/FOB dispatch port	
III	Total CIP/CIF Nearest port in India	
IV	CIP RGU Doimukh Campus (freight, insurance from port to RGU)	
V	Arunachal Pradesh entry Tax	
V	Grand Total on door delivery RGU Doimukh	

23) After Sales Service: In case of imported equipments/ instruments the foreign manufacturing firms should indicate facilities available for after sales service in India without which their offers are liable to be ignored.

24) Delivery:

(a) Delivery of goods at Rajiv Gandhi university, Doimukh, Arunachal Pradesh within 90 (ninety days from the date of issue of the purchase order.

(b) We have not appointed any clearing agent in any ports in India. Hence the vendor/ supplier must arrange all clearing formalities to clear the imported goods.

25. Payments terms:

A. For Imported goods / Equipments:

i) Normally an irrevocable Letter of Credit at CIF/CIP value negotiable through overseas branch of Vijaya Bank Kolkata will be opened with unrestricted provision on receipt of order acknowledgement, and 90% of the LC amount will be paid against delivery with receipt of proof of dispatch of shipping documents such as AWB, invoice, packing list, insurance certificate etc.

The remaining 10% of the LC amount shall be released only after satisfactory installation and commissioning of the equipment.

Or

100% payment basis by FDD /TT/ Wire Transfer - In exceptional circumstances based on the request made by the supplier 100% payment by **FDD/ TT/ Wire Transfer** will be made to the firm subject to the condition that the supplier has to furnish Bank guarantee for the entire amount mentioned in the purchase order/ Invoice value and same will be kept by the University till successful supply and installation commissioning of the equipment.

Note: Please note that FDD/LoC/ TT will not be opened/ effected unless and until Letter of Acknowledgement in original is received at RGU, Doimukh, directly from the principal (even in case of firms having subsidiary office in India). The Indian agents are therefore advised to submit quotation after consultation with their respective principal firms.

The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and the Services performed, and by documents, submitted pursuant to delivery and upon fulfillment of other obligations stipulated in the contract. Payments shall be made promptly by the Purchaser but in no case later than thirty (30) days after submission of the invoice or claim by the Supplier.

Payment shall be made in currency as indicated in the contract.

B. Payment for indigenous purchase:

- (a) 100% payment within 40 days from the date of successful delivery, installation / commissioning / acceptance of goods at Rajiv Gandhi University, Doimukh, generally through **Account Payee cheque. No advance payment will be made for indigenous purchase/supplies.**

26. Liquidated damages/ Penalty for delayed delivery. Timely supply of the ordered items, installation, commissioning (wherever is applicable) and training etc. is the essence of the contract. In the event of delayed delivery, installation and commissioning i.e. after the expiry of the period as agreed by both the parties, the vendor shall be liable for a penalty deduction at a percentage on the value of the undelivered equipment subject to a maximum of 10% as detailed below.

@ 2% up to one week

@ 3 % up to two weeks

@ 5% up to three weeks

@ 10% for four weeks and above subject to approval given by RGU Doimukh.

27) Country of origin: The country of origin should be stated in the original invoice for payment through LoC / FDD.

28) Loc amendment: Loc / FDD amendment charges due to mistake on the part of the supplier / or extension of validity period of Loc if any, will have to be borne by the supplier.

29. Additional terms and Conditions of Contract: -

1. The Financial bid of only those bidders will be opened whose technical bids are found suitable by the Purchase committee appointed for the purpose. Date and time of opening of Financial / price bids will be decided after technical bids have been evaluated by the Purchase committee. Information in this regard will be posted on University web site/ Notice board. In exceptional situation, an authorized committee may negotiate price with the qualified bidder quoting the lowest price before awarding the contract.
2. The firm must have the requisite domain expertise with regard to supply, installation and after-sale service of the items they are quoting.
3. The firm should have sufficient number of installations of the similar Equipment in the premier Research Institutes in India.
4. Copy of PAN Card should be submitted.
5. Bid security shall be refunded to the successful bidder on receipt of performance security.
6. Prices should be quoted in INR wherever possible.
7. Installation and demonstration of the instruments have to be done by the firm within 30 days of delivery of the instruments.
8. Extra charge for installation & demonstration shall not be paid by Rajiv Gandhi University.
9. The feedback from the present users of the similar equipment about the performance, service support, accuracy of result, etc. is to be submitted along with the Tender Document.
10. Any other techno commercial information, pertaining to a particular Equipment, Principal suppliers, technical background and capability, local agents, background on Scientific Equipment Business, etc. may also be appended along with testimonials and documentary proof.
11. Incorporate full specification of the items to be supplied in the quotation.
12. The signature on the quotations sent therewith will be deemed to be the authorized signatory of the firm.
13. In the case of supplies from within India, where the Supplier is required under the Contract to transport the Goods to a specified destination in India, defined as the Final Destination, transport to such

- destination, including insurance and storage, as specified in the Contract, shall be arranged by the Supplier, and the related costs shall be included in the Contract Price.
14. The offer must be in English. The rates should be indicated both in figures and words. The rates and units shall not be over written, amount shall be both in figures and words. All corrections must be signed in full by the Firm
 15. It is preferable that the price be quoted in Indian Rupees. In case of foreign equipments the rates quoted must be in the respective currency of origin.
 16. In case of the Principal supplier of foreign country unable to meet the conditions, the local agent / dealer should fulfill the above said conditions in respect of Local Insurance, Freight, safety transport and installation, etc.
 17. The prices quoted shall remain firm /valid until equipment/instruments are supplied to the Centre.
 18. Complete technical specifications and literature, including process flow, to be included with the quotation. Manufacturers of various major parts/equipment must be mentioned explicitly.
 19. A clear statement regarding availability of after-sales service and availability of spare-parts for next 3 to 7 years should be included.
 20. Please give a recent customer list (within last five years) with contact details including email address.
 21. TDS and other taxes as applicable will be deducted from contractor's bill as per Govt. instructions from time to time.
 22. If you have an authorized representative in India, you are requested to inform his technical ability to take care of the problems in the system, if developed later within the warranty and outside the warranty period. The responsibility of the Indian agent must be clearly specified.
 23. The bidder from abroad shall obtain, if required, export permission from the appropriate authorities in his country or the country of origin for items to be shipped to India in case of items to be imported. The University shall provide necessary information if required for this purpose.
 24. The bidder from within India shall obtain the requisite approval for Imports etc., if required.
 25. In case of any dispute in respect of the tender, all legal matters shall be instituted within the jurisdiction of the place where the purchaser ordinarily resides.
 26. The University may terminate the contract/ supply order in whole / part and forfeit the EMD/ PBG incase the supplier/ vendor fails to meet the contractual obligations.
 27. Free training should be provided by the firm / authorized technical persons on the specimen and operation of the equipments immediately after the installation.

Registrar,
RGU, Doimukh

Read and accepted

Signature of the quotee(s) with seal and date

ANNEXURE - I

Instruments List:

SL No	RGU Code No	Name of Instruments	Specification	Quantity	Earnest Money
1	2	3	4	5	6
1		UV-Visible Spectrophotometer with Nanodrop Microplate.	<ul style="list-style-type: none"> • Specially designed for application A UV-visible spectrophotometer with microplate reading option. • A monochromator based UV/Vis spectrophotometer with Xenon Flash lamp as light source and photo multiplier tube (PMT) as detector, for better performance. • Should have the facility of 16 samples analysis in 2ul quantity at a time. • Inbuilt incubation and linear shaking options for ELISA, enzyme kinetic assays etc. • The wavelength range from 200nm to 1000nm with 1 nm steps • Pathlength corrections to correlate the microplate data to cuvette • Compatible with commercial Deskjet / Inkjet printers • A memory of 100 inbuilt protocols in stand-alone mode and has color display for better visualization. • USB port with the instrument to transfer data Analysis software with unlimited user system license. 		12,000.00
2		Refrigerated Centrifuge	<ul style="list-style-type: none"> • System with max RCF of 30,130 x g • System with max RPM of 17,500 RPM • Acceleration and Deceleration time should not be more than : 14s & 15s respectively • Temperature range from -11°C to + 40°C • System should able to store 50 routine procedures with 5 programmable buttons • Built in condensation drain to eliminate water condensation 	01	15,000.00

			<ul style="list-style-type: none"> • PTFE-coated Rotor FA-45-30-11 incl. rotor lid, for 30 x 1.5/2.0 ml tubes provides speed upto 20,000 g and 14000 rpm • Should have Power supply: 230 V / 50-60 Hz <p><u>Optional Accessories for Centrifuge</u></p> <ul style="list-style-type: none"> • Compatible Voltage stabilizer 		
3		Rotary Evaporator	<ul style="list-style-type: none"> • With the Vacuum Pump V-100, regulated by the Interface I-100 and can include the Recirculating Chiller F-100 • Lift System: Manual, Heating Bath: B-100 (20 - 95°C, 4L), Standard Joint: SJ 29/32, Glass Assembly: Vertical (V) • Vacuum Controller: I-100 (with Woulff bottle) • Vacuum Pump: V-100 (1.5m³/h, 10mbar) <p>Voltage: 220 - 240V</p>	01	10,000.00
4		P ^H Meter	<ul style="list-style-type: none"> • The pH and pH/Ion Meters are equipped with ports via which connect various accessories. In addition, a bidirectional RS232 (DB9) port can be used to hook up a PC or printer. • Maximum measurement accuracy • The multi-channel measurements of 1, 2 or 3 parameters simultaneously, either in the same or in different samples. • A stirrer that is directly controlled by the pH or pH/ion meter • A Dosimat, e.g., for automatic standard additions • POS printers that one can use to print GLP-compliant reports <p>Computer keyboards and barcode scanners for entering sample identifications</p>	01	1,000.00
5		Incubator	<ul style="list-style-type: none"> • Stainless-steel bodied • Temperature range 5^oC to 60^oC • Temperature accuracy ± 0.5^oC • Temperature uniformity ± 2^oC • Audio visual alarm <p>Refrigerated system with CFC free compressor and eco-friendly refrigeration</p>	01	2,000.00
6		Digital Oven	<ul style="list-style-type: none"> • High temperature Electric Oven • Capacity ± 50 Ltrs • Temperature 50 C – 300 C • Number of Trays 2 <p>Power supply 220/230 Volts A/C</p>	01	1,000.00
7		Analytical Balance	<ul style="list-style-type: none"> • The Balance with Motorized Auto calibration along with IsoCAL option 	01	7,000.00

			<p>(Self Calibration & Adjustment)</p> <ul style="list-style-type: none"> • Built-in PLUG & PLAY for Direct data transferring system to Microsoft Windows programs (GLP/GMP Compliance) • The Self-explanatory icons and plain-text prompts on the large touch screen show all the information to know procedure (Touch Screen Display) • Supervisor lock : Menu lock for protection against unintentional changes • Readability : 0.1 mg and Repeatability : 0.1 mg • Operations : Touch Screen <p>Response Time : 3(s)</p>		
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Prof. A.K Das, PI

**RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH**

Annexure-II

Format for Technical Bid for supply of -----

1. Name of firm/Agency:.....
2. Registered Address:.....
3. Telephone No:.....
4. Fax no:.....
5. Mobile No:.....
6. Email Address:.....
7. Name & Address of branch, if any:.....
8. Types of organization

Payment Detail
DD NO.....
DD Amount.....
Bank Name/Branch.....

(Whether sole proprietorship/partnership.....private Ltd etc)

9. Name of Proprietor/Partner/Director of the Organization/firm.....

Sr. No	Documentary proof of	Attached Yes/No	Page appendix no if attached
I	Incorporation/Inception the Agency		
li	Dealership/Distributor/supplier/Indian Agent/Foreign Associates Authorized Certificate for the supply of		
lii	Name of the Foreign/ indigenous/ principal of the manufacture of Equipment/ Instrument from where these are to be imported / procured for supply.		
Iv	Name and Address of the Principal/Manufacturer		
V	Whether on rate contact with the DGS & D		
Vi	PAN NO		
vii	CST/ST/ GST NO		
Viii	Service Tax Registration No.		
Ix	VAT NO.		
X	Satisfactory performance of Supply of.....for last 3 year from at least three organization/Institution of repute.		
Xi	Any other relevant information (specify)		
xii	Technical specification of the.....		

Name and Signature
The Authorized Person of the Firm with seal

**RAJIV GANDHI UNIVERSITY
RONO HILLS: DOIMUKH**

Annexure-III

PROFORMA FOR FINANCIAL BID (For Indigenous supplies)

1. Name of the Organization/Firm.....
PAN No.....
2. Please attach Proof wherever Possible.

Sr. No	RGU Code No of Instrument	Name of the Instrument/ Equipment & detailed specification	Price Basis (per Unit)		
1	2	3	4		
			SI No	Particulars	Rate
			1	Basic Price (Ex work)	
			II	Sales Tax (GST/ VAT)	
			III	Transportation charges up to RGU Campus (Destination)	
			IV	Transit Insurance covering all risks	
			V	Excise duty against Exemption certificate	
			VI	Installation & Commissioning Charges , if any	
				Grand Total up to RGU Campus	
			VII	Annual Maintenance contract rate (after expiry of warranty period)	

The Financial bid being submitted has the approval of the..... (Name of the Agency) and I have been authorized to submit it.

Place:

Date:

Signature.....

Name.....

Designation.....

Note:

1. The rates quoted should be F.O.R destination and should be net i.e. including packing charges, weighing, insurance and forwarding charges.

**RAJIV GANDHI UNIVERSITY
RONO HILLS: DOIMUKH**

Annexure-IV

PROFORMA FOR FINANCIAL BID (For Imported supplies)

3. Name of the Organization/Firm.....
PAN No.....
4. Please attach Proof wherever Possible.

Sr. No	RGU Code No of the Instrument	Name of the instrument/ equipments & detailed specification	Price Basis		
			Rate Per Unit (Ref: Clause No. 22 of NIT)		
1	2	3	4		
			A	Particulars	Rate
			1	Basic Price (Ex work)	
			II	FCA/FOB dispatch port	
			III	Total CIP/CIF Nearest port in India	
			IV	CIP RGU Doimukh Campus (freight, insurance from port to RGU)	
			V	Grand Total on door delivery RGU Doimukh	
			B		
			VI	Installation & Commissioning Charges , if any	
			VII	Custom duty if any	
			VIII	Agency Commission if any	
			IX	Annual Maintenance contract rate (after expiry of warranty period)	

The Financial bid being submitted has the approval of the..... (Name of the Agency) and I have been authorized to submit it.

Place:

Date:

Signature.....

Name.....

Designation.....

Note:

1. The rates quoted should be F.O.R destination and should be net i.e. including packing charges, weighing, insurance and forwarding charges.

COMPLIANCE CERTIFICATE

(A certificate of compliance to Quotation terms and conditions to be enclosed in the Technical Bid envelope)

SI NO.	NIQ Terms and conditions	Yes/No
01	Rate quoted as per instructions	
02	AMC Rate after warranty period	
03	Validity of quoted rate for 180 days agreed	
04	EMD submitted (appropriate certificate enclosed)	
05	Processing fee submitted	
06	PBG term agreed	
07	Payment term agreed	
08	Delivery terms agreed	
09	Warranty period agreed	
10	Literature: Printed literature provided	
11	Dealership/ distributorship certificate (in case of dealers/ agents)provided	
12	After sales service: address of after sales service centre in India provided	
13	Manufacturer certificate provided	
14	ISO/ ISI certificate provided	
15	Applicable law terms agreed	

Signature

Name and full address of Vendor: M/ s

Phone Nos.....

E-mail

Official seal of the vendor

BIDDER'S WARRANTY

The Registrar, Rajiv Gandhi University, Doimukh invited Bid Document for Supply of Scientific instruments/Equipments at the Centre with Potential for Excellence in Biodiversity Rajiv Gandhi University and M/s. _____

There in after referred to as "The Bidder" having carefully studied all the bid documents, Specifications, etc. for supply of the _____ (Name of the Instrument) and desirous to submit the bids as advertised vide Notification No - **RGU/UGC/BIOD/251-2012 Dated 13.02.2015**)

DO HEREBY WARRANTY THAT

- 1) The bidder is familiar with all the requirements of the bid documents.
- 2) The bidder has investigated the site and satisfied, regarding the character and scope of the work and local conditions that may affect the supply or its Performance.
- 3) The bidder is satisfied that the supply can be performed and completed as required in the contract.
- 4) The bidder accepts all risk directly or indirectly connected with the performance of the contract.
- 5) The bidder has had no collusion with other contractors, with any of the men of Rajiv Gandhi University, Doimukh, or with any other person in preparation of the bid.
- 6) The bidder has not been influenced by any statement or promise of the Officials of Rajiv Gandhi University, Doimukh but only by the bid documents.
- 7) The bidder is financially solvent.
- 8) The bidder is experienced and competent to perform the contract to the satisfaction of the Coordinator, "Centre with potential for Excellence in Biodiversity" Rajiv Gandhi University .
- 9) The statements submitted with the bid are true.
- 10) The contractor/ Vendor is familiar with all general and special laws, acts, ordinances, rules and regulations of the Municipal, District, State and Central Government that may affect the supply, its performance or personnel employed therein.
- 11) All the terms & conditions of the Supply Order will bind the bidder once his quote is accepted and supply order issued.

Signature of the Bidder with official seal

**RAJIV GANDHI UNIVERSITY
RONO HILLS: DOIMUKH
PERFORMANCE BANK GUARANTEE**

(To be typed on a Non- Judicial Stamp paper of the value of Rs. 100/(Rupees one hundred)only to be established through any of the Nationalized Banks with a clause to enforce the same on their local branch in Itanagar/ Doimukh or any scheduled bank recommended by reserve Bank of India.)

To
The Registrar,
Rajiv Gandhi University,
Rono Hills, Doimukh, Arunachal Pradesh, Pin 79112.

LETTER OF GUARANTEE

Whereas Rajiv Gandhi university, Doimukh. Itanagar (Buyer) have invited Quotation No..... datedfor purchase ofAND WHEREAS the said quotation document requires that any eligible successful bidder (Seller) wishing to supply the equipment/ instruments etc in response thereto shall establish an irrevocable Performance Guarantee Bond in favour of The Registrar, Rajiv Gandhi University, Doimukh, Itanagar in the form of Bank Guarantee for Rs..... 10% (Ten Percent) of the purchase value and **valid till 60 days after the warranty period offered** by the seller from the date of issue of Performance Guarantee Bond may be submitted within in 10(ten) days from the date of order acknowledgement as a successful bidder.

NOW THIS BANK HEREBY GUARANTEES that in the event of the said Tenderer (seller) failing to abide by any of the conditions refereed in tender document/ purchase offer/ performance of the equipments etc. This Bank shall pay to Rajiv Gandhi university, Doimukh, Itanagar on demand and without protest or demur Rs..... (Rupees..... Only

This Bank further agrees that the decision of the Rajiv Gandhi University, Doimukh, Itanagar (Buyer) as to whether the said Tenderer (Seller) has committed a breach of any of the conditions referred in tender document / Purchase order shall be final and binding.

We..... (Name of the Bank and branch)herby further agree that the Guarantee herein contained shall not be affected by any change in the constitution of the Tenderer (seller) and / or Rajiv Gandhi University, Doimukh, Itanagar.

Notwithstanding anything contained herein:

1. Our liability under this Bank Guarantee shall not exceed Rs..... (Rupees)only
2. This Bank guarantee shall be valid up to (date) and
3. We are liable to pay the guarantee amount or any part thereof under this bank guarantee only if Rajiv Gandhi University, Doimukh, Itanagar. Serve upon us a written claim or demand on before(date)

This bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at situate at(Address of local branch.

Yours truly,

Signature of seal of the Guarantors

Name of the Bank

Address:

Date