

**DEPT. OF BIOTECHNOLOGY  
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR  
KHARAGPUR-721302.**

**Enquiry No.** IIT/BT/PS/2018-19/HOD/ENQ-05  
**Date:** 24/09/2018

**Time and date for opening**  
3.00 PM dated 15/10/2018

Dear Sirs,

We intend to purchase the commodities specified below and invite quotations in accordance with the terms and conditions detailed on attached sheet. Interested parties may submit their sealed bids under **Two-Bid system** as per **Technical Specifications** given at **Annexure I**, and **General Terms & Conditions** and **Special instructions** given at **Annexure II and Annexure III**. Kindly refer to the Institute website [www.iitkgp.ac.in](http://www.iitkgp.ac.in) [link: Tenders] for complete tender details.

The tender be sent in a sealed packet, containing two separate sealed envelopes (one each for **Technical Bid** and **Price Bid**) along with **prescribed tender fee**. The technical bid should not have any price indication. The technical bid will be evaluated first and price bids will be opened in respect of those OEMs/Vendors, who are found technically qualified after evaluation of Technical bids. Bids that are not following two-bid system will be cancelled.

Earnest money of Rs. 5,000/- is to be deposited in the form of Account payee Demand Draft in favour of IIT Kharagpur, payable at Kharagpur, India. Any bid which is not accompanied with an EMD shall be summarily rejected. Earnest money deposited will be forfeited if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender. No interest will be paid on the earnest money of the unsuccessful bidders.

If you are interested, kindly send your offer with precise and complete terms **on or before 1.00 PM, 15<sup>th</sup> October, 2018**. Two Bid Tender Document (Technical Bid and Financial Bid separately). **Tender opening will be done on 3.00 PM, 15<sup>th</sup> October, 2018 at Committee Room, Department of Biotechnology.**

Yours faithfully

HEAD OF THE DEPARTMENT

Copy To:

1. Institute Website
2. CPPP (<https://eprocure.gov.in/epublish/app>)

## Annexure I : Technical Specification for Laminar Flow Hood

Sl. No.	Description	Quantity
01	Laminar Flow	03

1. Size: Inner dimension (minimum): 1000 mmX660 mmX610 mm (W X D X H)
2. Material of construction: Stainless steel 304
3. Filters: Anti-microbial, reactive against bacteria, fungi, viruses and related bio-entities
  - Pre-Filter – Efficiency of 60-80% in return path
  - HEPA Filter- 0.3 microns
4. Illumination: Sealed white light in excess of 400 LUX in work space
5. Air cleanliness: ISO Class 5 (ISO 14644-1:1999)
6. Air Velocities:  $0.45 \pm 0.05$  mps, Air flow- vertical
7. UV: Light with timer
8. Front door: 1-piece full glass door with counterweight arrangement
9. Gas cock: LPG Gas cock (1 No)
10. Socket: 5 /15 Amp single-phase safety socket with switch for external equipment. Single electrical outlet inside Work area with auto flap closure 3pin universal [16A]
11. Pressure Monitor (2 nos.): 0 - 25 mm to indicate the build-up on the final filter with respect to ambient. 0 - 10 mm to indicate negative pressure within the work area with respect to ambient
12. Noise: Low vibration, low noise levels
13. Hour meter: To monitor UV usage
16. Power supply: 230 v AC 1- $\emptyset$  50Hz

## **Annexure II :GENERAL TERMS & CONDITIONS FOR SUPPLY OF THE STORES IN IIT KHARAGPUR**

Please specifically indicate the following points in your quotations and comply the terms as mentioned hereunder:-

1. Tenders are invited complying the requirement for tender as detailed in the tender specification to be submitted in the Company's / Firms Letterhead neatly printed/ typed duly signed by authorized person with the seal of the bidders. All envelopes containing the tender should be properly sealed. Separate sealed envelopes should be used for Technical and Price Bid and indication to their effect may please be superscribed on the envelop.
2. Technical Catalogue/Leaflet should be enclosed without fail.
3. Please confirm whether you are authorized to quote on behalf of your principals and if so, please enclose a copy of such authorizations with your quotation.
4. Price Bids: Prices are to be quoted for door delivery at IIT Kharagpur, clearly showing the GST Rate. All prices should be quoted only in Indian rupees.
5. Period of Validity: Bids shall remain valid for acceptance for a period of 120 days from the date of opening.
6. Scope of supply: Should include Free Installation and Commissioning.
7. Payment Terms:
  - A) 100% payment shall be made after receipt of store in good order and condition and successful installation and thereafter certificate from the Concerned Head of the Department.
  - B) Ensure Mentioning
    - i) Bank Details of the Beneficiary and Pan Number.
    - ii) Full Name and Address of the Beneficiary on whom order has to be placed.
8. Whether any Export Licence is required from your Government, if so, please confirm with details.
9. Country of origin of the goods is to be mentioned.
10. The Custom Duty Exemption (51/96) Certificate will be provided by the Institute on request by the vendor.
11. Liquidated Damages: The stores should be delivered/ dispatched to destination and ready for operation not later than the delivery date specified. If the supplier fails to deliver any or all the stores or perform the service by the specified date, liquidated damages at 1% per month or part thereof in respect of the value of stores will be deducted from the contract price subject to a maximum of 5%.Alternatively, the order will be cancelled and the undelivered stores purchased from elsewhere at the risk and expense of supplier.

12. Patent Rights: The supplier shall indemnify the purchase against all third party claims of infringement of patent, trademark or Industrial Design Rights arising from use of the goods or any part thereof in India.
13. Only those Bidders who's Bids have been Technically found acceptable will be invited for participation in the Price Bid.
14. Those Bidders who do not receive any communication for participation in Price Bid opening meeting may presume that their Bid has not been accepted by the Institute.
15. Conditional offer will not be accepted.
16. Late Tenders I.E. Tender received after the due date and time of submission as mentioned above shall not be accepted.
17. Bidders to enclose the following documents:-
  - A) Current Income Tax and Sales Tax Clearance Certificates and Pan No.
  - B) Banker's Solvency Certificate.
  - C) Summary of Audited Statement of Accounts for the last three years.
  - D) Must have supplied similar equipment in at last two Institutes of national repute in last three years. Copy of purchase order and/ or contact details from those laboratories must be provided.
  - E) Customer Satisfaction Certificate from one such organization is to be attached with Technical Bid.
18. Warranty / Guarantee: This comprehensive onsite Warranty / Guarantee shall remain valid for 36 months after the goods (or any portion thereof as the case may be) have been delivered and commissioned to the final destination indicated in the contract.
19. The Institute does not bind itself to offer any explanation to those bidders whose Technical Bid has not been found acceptable by the Evaluation Committee of the Institute.
20. All Tenders (unless otherwise specified) are to be submitted / handed over to the Head, Department of Biotechnology, Indian Institute of Technology, Kharagpur-721302

## IMPORTANT

- (a) IIT Kharagpur authority may accept or reject any or all the Bids in part or in full without assigning any reason and does not bind itself to accept the Lowest Bid. The Institute at its discretion may change the quantity / upgrade the criteria / drop any item or part thereof at any time before placing the Purchase Order.
- (b) Promptly make arrangements for repair and / or replacement of any damaged item (s) irrespective of settlement of claim.
- (c) In case of any dispute, the decision of the Institute authority shall be final and binding on the bidders.

(d) For any query pertaining to this Bid Document correspondence may be addressed to Prof. Pinaki Sar, Department of Biotechnology, IIT Kharagpur.

**LAST DATE FOR SUBMISSION OF SEALED BIDS: 15.10.2018**

- 1) Please Note that the Institute remains closed during Saturdays & Sundays and all specified Institute Holidays.
- 2) Fax, e-mail Tender will not be accepted.
- 3) The General Terms and Conditions as stated above relate to supply of stores/ equipment assets etc. and for specific service other terms and conditions of the Institute will apply.

**Opening of Technical Bids:**

15<sup>th</sup> October, 2018 at 3.00 PM.

**FORMAT FOR PRICE BID**

Format to be filled up by the Agency

Tender No. : \_\_\_\_\_

Dated: \_\_\_\_\_

1. Name of Tender: \_\_\_\_\_

2. Name of Firm/ Bidder : \_\_\_\_\_

3. Address : \_\_\_\_\_

4. Phone / Fax/ Mobile / E-mail : \_\_\_\_\_

Sl. No. (a)	Description (b)	Unit Basic Price (in Rs.) (c)	GST (d)	Total (All Inclusive ) (in Rs.) (e = c + d)
1.	_____ _____ Brand : Model:			

Signature of the Bidder  
with Seal