BHASKARACHARYA COLLEGE OF APPLIED SCIENCES  
(University of Delhi)  
Sector – 2, Phase – I, Dwarka, New Delhi-110075, Phone: 011-25087597  
Website: http://www.bcas.du.ac.in, Email: bhaskaracharya.college@gmail.com

Subject: Invitation of sealed 2 fold bids for the purchase of Laboratory Equipment by the Department of Biological Sciences

(As per the details attached as Enclosure-1 of the item).

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of Items</th>
<th>Quantity Required</th>
<th>Minimum Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Cooling Cabinet</td>
<td>03</td>
<td></td>
</tr>
<tr>
<td>2a,b</td>
<td>Horizontal Gel Electrophoresis gel</td>
<td>02</td>
<td></td>
</tr>
</tbody>
</table>

It is required that the following instructions should be carefully followed including detailed terms and conditions attached hereto as Annexure 'A', while submitting your offer; otherwise your offer may not be considered.

1. All the communications with the college should be addressed only to 'The Principal, Bhaskaracharya College of Applied Sciences, Sector-2, Phase-I, Dwarka, New Delhi-110 075' (hereinafter called the Principal).

2. Sealed Quotations will be two fold (a) one technical bid consisting of all technical details along with terms and conditions (b) another financial bid containing items wise price for the items mentioned in the technical bid. Bidders will not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.

3. The technical bid and the financial bid should be sealed by the bidder in separate covers(A and B respectively)

4. The technical bid should be properly super scribed and both these sealed covers are to be put in a bigger cover(C) which should also be sealed and duly super scribed. All the three envelopes should be super scribed with format of the label shown in Annexure 'B'.

5. While quoting for different items simultaneously, it may please be noted that the firm must submit single technical bid of all items whereas financial bids of each item have to be quoted separately and the same should be sealed item-wise in separate envelopes.

6. Financial bids of only those bidders will be opened and considered who qualify in their technical bid.

7. The firm must be registered and must be registered with Sales Tax Income Tax Authority. The bidder should clearly mention valid TIN/TAN/Service Tax No., as per the Govt. norms.

8. The bidder should submit complete specifications with make and model, manufacturer's name and address, proprietary certificate, if applicable, technical compliance chart, technical literature or product catalogue, support service centre details, warranty certificate, complete details of the customers for the last 3 years, self attested and service centre details, warranty certificate, complete details of the customers for the last 3 years, self attested and service centre details.

9. Any alteration/overwriting/white fluid etc. should also be avoided in the offer submitted. If exist, they should be duly signed. Failing this the bids are liable to be rejected. The quoted price (only in the Financial Bid) should be F.O.R. BCAS C.I.F. New Delhi (for imported items) and will be taken as inclusive of all taxes including VAT and installation, packing, forwarding, fright, AMC, Insurance, discount and other charges until and unless rates are mentioned specifically and clearly. Taxes as applicable, if quoted, will not be considered and any further communication/clarification may be required by the applicant, if any. For imported items, payable only in Indian rupees should be mentioned separately. Vendors may use the format in the Annexure B for their Financial bid.

10. Corrigendum, if any, will be published only on the college website.

Yours Sincerely,

Dr. BALARAM PANI  
Principal  
Bhaskaracharya College of Applied Sciences  
(University of Delhi)  
Sector – 2, Phase – I, Dwarka, New Delhi-75

Principal

Request For Quotation (RFQ)/Limited Tender for Bhaskaracharya College of Applied Sciences, Dwarka
ANNEXURE A

I. The bids should be valid for a period of 30 days from the date of its opening.

II. If the total quoted price is more than 50% of the estimated cost of the item, a fixed amount of Rs. 7,000/- should be deposited in the form of a bank guarantee in the name of the Principal, Bhaskaracharya College of Applied Sciences.

III. The final offer made by the bidder shall be binding on the vendor, and in the event of any dispute, the arbitrator will be the senior arbitrator of the Delhi High Court.

IV. The firm/company should have experience of supplying similar equipment to other technical institutes.

V. The bidder shall bear the cost of the preparation and submission of the quotation, and any costs associated with the transaction, regardless of whether the offer is successful or not.

VI. All the bids must be submitted in a sealed envelope and marked as Confidential. The bids will be opened in the presence of the bidder or a representative authorized by the bidder.

VII. Only the successful bidder shall be notified of the outcome of the bidding process.

VIII. The successful bidder shall submit a bank guarantee in the amount of 7% of the total value of the contract. The guarantee shall be valid for a period of 12 months from the date of signing the contract.

IX. The principal reserves the right to reject any bid or offer that is not submitted in accordance with the bidding process.

X. The principal reserves the right to modify the technical specifications or the requirements of the bid without assigning any reason.

XI. The principal reserves the right to terminate the contract at any time without assigning any reason. The contractor will not be entitled to claim any compensation against such termination.

XII. The decision for the placement of Order is at the sole discretion of the Principal. Once an order is placed, it will be non-transferable to any other firm or company.

XIII. Any dispute or disagreement will be interpreted and addressed under Indian Laws in the High Court of Delhi Jurisdiction only.

XIV. Each bidder shall submit only one bid either by himself or as a partner in a joint venture. A bid that does not comply with the requirements will be disqualified.

XV. Bidding on behalf of third-party companies will be prohibited.

XVI. The college reserves the right to make the payment through ECS/RTGS or any other means specified by the Principal.

XVII. The successful vendor shall have to provide the complete bank details in the prescribed proforma, in case the college desires to make the payment through ECS/RTGS.

XVIII. In case of any deviation from the tender specification or any misrepresentation, the firm will be held responsible and may lose the Earnest Money Deposit with additional penalty imposed.

XIX. No advance payment will be made. TDS applicable for professional services will be deducted.

XX. In the event of non-execution of the order within the specified period, the Principal may impose a penalty of 0.5% per week and a maximum deduction of 10% of the total cost on the suppliers.

XXI. Indian agents representing foreign principals (suppliers/manufacturer) should be registered with DIT & D for the items appearing in the restricted list of current EXIM policy of GOI.

XXII. For imported equipment, payment can be made against the letter of credit. The firm opting for Letter of Credit (LC) opening should clearly mention the address of foreign bank in the financial bid.

XXIII. Tender conditions, other than those stated above, sent along with your offer shall not be binding on the college.

XXIV. While sending bids, the firm/company shall ensure that the terms/conditions mentioned in this document are acceptable to them. The vendor submitting an offer in the response of this enquiry is assumed to accept our terms and conditions stated above.

Dr. BALARAM PANI
Principal
Bhaskaracharya College of Applied Sciences
(University of Delhi)
Sector 2, Phase I, Dwarka, New Delhi-75
ANNEXURE ‘B’

- Vendors should use the below mentioned format and label on their respective sealed envelopes to avoid any confusion.

<table>
<thead>
<tr>
<th>Envelope A/B</th>
<th>Department of &lt;*&gt;</th>
<th>Your Reference No &lt;*&gt; / Reply to Quotation on your website</th>
<th>Dated &lt;*&gt;</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. «Technical Bid»</td>
<td>The Principal Bhaskaracharya College of Applied Sciences University of Delhi Sector-2, Phase I, Dwarka New Delhi- 110075</td>
<td>Last Date and Time of Receiving the Quotation: &lt;*&gt;</td>
<td></td>
</tr>
<tr>
<td>OR B. «Financial Bid»</td>
<td>Kind Attn: «Designation of the Procuring officer Concerned»</td>
<td></td>
<td></td>
</tr>
<tr>
<td>From: Vendor Details</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- The vendors may use the following format for submitting the financial bid:

<table>
<thead>
<tr>
<th>Financial bid for the «Item»</th>
<th>Vendor Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single item Details (as per the item mentioned in the RFD)</td>
<td>Quantity Required</td>
</tr>
<tr>
<td>Unit Price</td>
<td>Discount offered</td>
</tr>
<tr>
<td>AMC Charges, if any Installation Charges, if any</td>
<td>Freight charges, if any</td>
</tr>
<tr>
<td>Travel charges, if any Service Charges</td>
<td>Service Tax No</td>
</tr>
<tr>
<td>TIN No</td>
<td>Warranty period in Years</td>
</tr>
<tr>
<td>VAT</td>
<td>Any Other</td>
</tr>
<tr>
<td>Remarks</td>
<td>Total</td>
</tr>
</tbody>
</table>

Kindly mention Not Applicable (NA) instead of deleting any entry, wherever required.
Taxes as Applicable should be avoided instead clear rates should be mentioned.
Final offer rate of each item should be also quoted in words.

Dr. BALARAM PANI Principal
Bhaskaracharya College of Applied Sciences (University of Delhi) Sector 2, Phase I, Dwarka, New Delhi-75

Request For Quotation (RFQ)/Limited Tender for Bhaskaracharya College of Applied Sciences, Dwarka
Technical specifications

I. Cooling Cabinet: (Quantity Required: 03)
Pre-painted UV protected sheets for interior and exterior.
Door: Clear product visibility with dual glass self-closing single door with locking facility
External Dimensions: 26x23x78 inches
Shelf Type: Adjustable plastic coated wire mesh shelves
Number of Shelves: 4
Capacity: 400 ltrs
Insulation: Cyclopentane housing for efficient temperature maintenance
Lighting: Internal compact fluorescent lighting for clear product visibility
Electric Supply: 220V/1 Phase/50 Hz
Cabinet Temperature Range: 1°C to 10°C
Accessories: Compatible transformer

IIa. Horizontal Gel Electrophoresis System: (Quantity Required: 03)
The unit should include buffer chamber and safety lid with cables compatible for following accessories:
Gel Casting Tray: U.V. Transparent 7x7cm (01 No.)
U.V. Transparent 7x10cm (01 No.)
Combs: 1.5mm thick 8 well sample comb (01 No.)
1.5mm thick 12 well sample comb (01 No.)
Power Supply: Digital that can run 2 units at constant voltage or current with maximum output of 300V, 400 mA and 80 watts. Power supply should have inbuilt freight transformer for constant voltage. Power leads with shrouded 2mm. Power output connections unit with 1 black and 1 red platinum electrodes having metallic gate for direct casting in the unit. The unit should have full proof safety parameter.
Gel Caster: Should accommodate 7 x 10 cm as well as 15 x 10 cm gel casting tray for gel casting.

IIb. Horizontal Gel Electrophoresis System: (Quantity Required: 03)
The unit should include buffer chamber and safety lid with cables compatible for following accessories:
Gel Casting Tray: U.V. Transparent 15x10cm (01 No.)
Combs: 1.5mm thick 12 well sample comb (01 No.)
1.5mm thick 15 well sample comb (01 No.)
Power Supply: Digital that can run 2 units at constant voltage or current with maximum output of 300V, 400 mA and 80 watts. Power supply should have inbuilt freight transformer for constant voltage. Power leads with shrouded 2mm. Power output connections unit with 1 black and 1 red platinum electrodes having metallic gate for direct casting in the unit. The unit should have full proof safety parameter.
Gel Caster: Should accommodate 7 x 10 cm as well as 15 x 10 cm gel casting tray for gel casting.

Dr. BALARAM PANI
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University of Delhi
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