



# JIWAJI UNIVERSITY, GWALIOR

No. JU/SOSPS/2012/1944

Dated: 01/02/2012

## SHORT TENDER NOTICE

Sealed Tenders are invited from the manufacturers/ authorized dealers only for import /supply of laboratory equipments listed below. Only reputed firms having sales / income tax registration numbers are eligible to apply.

<u>S.No</u>	<u>Description of items</u>	<u>Quantity</u>
1.	<b>High Performance Liquid Chromatograph System (HPLC) with Accessories</b>	01

Tender documents containing terms, conditions, specifications of the equipment can be obtained from the Director, School of Studies in Pharmaceutical Sciences, Jiwaji University, Gwalior - 474011 up to 1.30 PM of 21/02/2012 on payment of Rs. 1000/- through Demand Draft drawn in favour of Registrar, Jiwaji University Gwalior. Alternatively the tender form may be downloaded from the University website ([www.jiwaji.edu](http://www.jiwaji.edu)). The downloaded tender should accompany a Demand Draft of Rs 1000.00 drawn in favour of Registrar, Jiwaji University Gwalior towards the tender fee. **The last date for submitting tender is 3:00 PM on 21/02/2012.**

  
**REGISTRAR**

**JIWAJI UNIVERSITY, GWALIOR 474 011**  
**School of Studies in Pharmaceutical Sciences**

**Tender Form No. JU/SOSPS/2012/1944**

<b>Name of work</b>	: SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF 1 UNIT OF HIGH PERFORMANCE LIQUID CHROMATOGRAPH SYSTEM (HPLC) WITH ACCESSORIES
<b>Last date for purchase of Tender Document</b>	: 21/02/2012 at 1.30 p.m.
<b>Last date for submission of Tender Form</b>	: 21/02/2012 at 3.00 p.m.
<b>Tender Opening Date</b>	: 21/02/2012 at 3.30 P.M. in the University Office
<b>Tender Cost</b>	: Rs. 1,000.00

## TERMS AND CONDITIONS OF JIWAJI UNIVERSITY, GWALIOR

Sealed tenders are invited for the supply, delivery, installation and commissioning of 1 unit of High Performance Liquid Chromatograph System (HPLC) with accessories. Tenders will be considered subject to following terms and conditions.

1. All tenders must be carefully accompanied by a Demand Draft of Rs. 30,000/- 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 by demand draft in favor of the Registrar, Jiwaji University, Gwalior, on or before 21/02/2012 on any working day**
3. The last date for submission of Tender is 21/02/2012 before 3.00 P.M. at the office of the Director, School of Studies in Pharmaceutical Sciences, Jiwaji University, and Gwalior.
4. Tenderer should agree for furnishing of Bank Guarantee from Nationalized bank upto 10% of the cost of the equipment during the warrantee period and extendable to at least five years or as many as desirable by the University so as to ensure proper and satisfactory working of the equipment.
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. The prices should be inclusive of sales tax and other charges. The exact details of taxes should be given separately.
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 price should be without any custom duty. 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 to be provided by the University.
10. If the rates are quoted Ex-Go down or FOR railway Station of dispatch then the tenders must also indicate charges towards packing and forwarding, railway freight

etc. so as to compare these rates with those of others who have quoted FOR destination failing which such 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. Ready stock offers will get preference.
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, which will get preference.
16. The tender should avoid the use of vague terms such as "extra as applicable", etc. 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 each item (as per serial number in the specification sheet) along with terms and conditions must be submitted separately in separate cover so that for individual item separate comparative chart could be prepared. This is very important.
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 thereof and after satisfactory installation and working of the entire equipment.
20. The successful tender if so required by the University, shall place a Security Deposits in cash or 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.
21. The Tenders should clearly state regarding charges for installation, maintenance 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. Legal proceeding if any arising out of the Tender shall have to be lodged in courts situated in Gwalior City only.
25. The address of local office at Gwalior for maintenance along with the list of well reputed organizations who have purchased the same equipment should be provided.

26. List of spare parts must be supplied.
27. The test report of the equipment quoted from reputed Government organizations/ academic institutions must be submitted along with the offer.
28. In case of an authorized dealer, Certificate from Manufacturer must be attached as proof.
29. Preference will be given to the companies having service center at Gwalior. Companies with ISO-9000 certificates will be given preference.
30. **Date and time of opening of tenders is 21/02/2012 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.**
31. If any of the dates of the receipt opening the tender happen to be declared as holiday, the schedule will be shifted to the next working day automatically.
32. **The sealed tender envelope should contain three sealed envelopes. First superscribed as TECHNICAL BID FOR HIGH PERFORMANCE LIQUID CHROMATOGRAPH SYSTEM (HPLC) WITH ACCESSORIES. This should contain the specifications of the equipment & terms and conditions of supply. The second should be superscribed as COMMERCIAL BID FOR HIGH PERFORMANCE LIQUID CHROMATOGRAPH SYSTEM (HPLC) WITH ACCESSORIES. The third should contain the Earnest money. These three separately sealed envelopes should be placed in one sealed envelope and should be superscribed as Serial No. . . . . vide Tender no JU/SOSPS/2012/1944 to be opened on 21/02/2012 at 3:30 P.M. Only those who fulfill the technical specifications shall be considered for opening the commercial bid.**
33. Canvassing for support in any form for the acceptance of any tender is strictly prohibited. Any tenderer doing so will render himself liable to the penalties which may include removing of his name from the register of approved suppliers.
34. Separate tender to be submitted for each item.
35. Tender should reach by speed post or registered post. Tender sent by courier, by hand telegraphic, fax and conditional tenders shall not be accepted.
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.

**Important Note:**

Tender along with terms and conditions must be submitted in duplicate separately in separate cover (with Rs. 30,000/- as earnest money through DD) so that for individual set of equipment separate comparative statement could be prepared.

**Registrar  
Jiwaji University**

**QUESTIONNAIRE TO BE FILLED BY THE BIDDER AND SUBMITTED ALONG WITH THE TECHNICAL BID WITH RELEVANT DOCUMENTS/ENCLOSURES ETC.**

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.	Confirm / do not confirm
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.	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 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 costumers to whom the equipment quoted has been supplied preferably in Central or Northern India. Name and contact telephone no. of the customer may be furnished.	Enclosed / not enclosed
8	Quotation must be furnished in sealed envelops 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 envelop.	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.	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 modules/accessories/parts must be given. The bidder may not be given a change to indicate the price backup at a later date.	Complied / not complied
14	The bidder will furnish a test certificate along with complete test result and	Agreeable / Not

	the test conditions for the equipment specifications offered in case an order is placed.	agreeable
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.	Yes / No
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.	Agreeable / Not agreeable
	b) If it is not possible to test some specifications, the same may be indicated.	Agreeable / Not agreeable
17	The bidder is agreeable to install and test the equipment and undertake after-sales-service only through a factory trained certified engineer.	Yes / No
18	Bidder will carry out validation of the instrument offered at the time of installation at his cost.	Yes / No
19	Agency commission (percentage) payable in Indian Rupees should be mentioned in the quotation i.e. in “Commercial Bid”.	Complied / not complied / not applicable
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)	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 complied / not applicable
23	The bidders must carry validation test at the site of installation at his 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 envelope should superscribed as "Technical bid for \_\_\_\_\_(Name of the equipment)". "Quotations for price bid for (Name of the equipment)", envelope super-scribing "Quotations for \_\_\_\_\_(name of the equipment) & Tender document No. \_\_\_\_\_" respectively.

2. **EMD: EMD (Demand Draft of Rs 30,000/-) SHOULD BE KEPT IN SEPARATE SEALED 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 along with the Commercial bid.
  - c. Detailed literature, illustrative pamphlets, company profile, customers list & questionnaire duly filled in with requisite enclosures/documents.
  - d. Latest income tax and sales tax clearance certificate must accompany the technical bid.
  - e. Authorized dealers should submit a copy of valid dealership certificate along with quotation.
  - f. In case of an authorized dealer, Certificate from Manufacturer must be attached as proof.
4. The three sealed envelopes (i. Technical bid ii. Commercial bid iii. EMD) should be kept in outer sealed cover.
5. **Last date for the receipt of the sealed quotation shall be on or before 21/02/2012 at 3.00 P.M.**
6. Late/ delayed offers will not be accepted in any case.
7. Conditional, telegraphic, tenders by hand or by courier shall not be accepted.
8. In event of any date indicated above is a declared holiday the next working day shall become operative for the respective purpose mentioned therein.
9. **The technical bids will be opened in the presence of the bidders or their authorized representatives on 21/02/2012 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.**
10. The Registrar of Jiwaji University reserves the right to accept or reject any offer in part or whole without assigning any reasons whatsoever.
11. The tender document can be downloaded from the website of the University. The Downloaded tenders should accompany a DD of Rs 1000.00 drawn in favour of Registrar, Jiwaji University Gwalior towards the tender fee.

Signature of the Bidder with Seal

**List of Items**

1. **HIGH PERFORMANCE LIQUID CHROMATOGRAPH SYSTEM (HPLC)  
WITH ACCESSORIES**

**TECHNICAL SPECIFICATIONS FOR THE SUPPLY, DELIVERY, INSTALLATION  
AND COMMISSIONING OF 1 UNIT OF HIGH PERFORMANCE LIQUID  
CHROMATOGRAPH SYSTEM (HPLC)**

**Two pump High Pressure Binary Gradient HPLC System, both the pumps should have pressure-bearing capacity of 40MPa or more. The HPLC system shall include the following individual stackable self-contained HPLC modules.**

1. Two Pump High Pressure Binary Gradient Solvent Delivery System
2. Gradient Mixer
3. High sensitive UV-VIS Detector
4. Manual Injector with auto trigger and 20ul loop
5. Micro Syringe 25ul
6. C-18 and C-8 Columns with Guard column
7. Chromatography software with compatible PC & Printer
8. Accessories
9. Others

**1. Solvent Delivery System for Micro, Analytical flow rates**

1. It should be upgradeable up to Low-Pressure, Quaternary Gradient pump.
  2. The flow rate should be set between 0.0001 to 10 ml/min
  3. Flow rate precision should be less than  $\pm 0.1\%$  RSD
  4. Maximum Operating Pressure should be 40 MPa or more
  5. It must be capable of upgrading to a high pressure (upto ternary) gradient operation if required
2. Gradient Mixer with mixer for better mixing.

**2. High Sensitive UV-Vis Detector**

1. Wavelength range 190 nm - 700 nm
2. Wavelength accuracy  $\pm 1$  nm
3. Single Light Source D2 lamp
4. Drift Less than  $1 \times 10^{-4}$  AU/Hour
5. Noise Level  $\pm 0.25 \times 10^{-5}$  AU
6. Linearity of 2.5AU (ASTM method)

**3. Manual Injector with auto trigger**

1. Rheodyne injector and 20ul loop
2. Injector mounting plate

#### **4. Hamilton Micro Syringe 25ul**

#### **5. C-18 and C-8 Columns with Guard column**

- 1) C-18 column 250 x 4.6 mm, 5u with guard column
- 2) C-8 column 150 x 2.1 mm, 5u with guard column

#### **6. Chromatography software**

- 1) Operation of the system should be very easy and intuitive via a state-of-the-art 32 bit architecture.
- 2) Software must have its own log files for complete audit trails
- 3) Compatible chromatography software, which can acquire and process data from HPLC system.

#### **Compatible PC & Printer to Run above software**

1. Branded Pentium IV 2.4GHz or higher
2. 2 GB RAM or higher
3. 320 GB hard disk or higher
4. 1.44 MB floppy Drive
5. Latest CD Read Write ROM
6. 17" colour monitor
7. 101 keys key board
8. Mouse and Mouse Pad
9. Laser printer

#### **7. Others**

1. The supplier must provide training for the users of the instruments at site.
2. The supplier must demonstrate that it has a proven appropriate set-up and capability to provide after-sales service efficiently and effectively.
3. Software upgrades like version ups, if any, should be done without any cost
4. All modules must be GLP compliant
5. A declaration of System Validation certificate must be provided