

**ASSAM AGRICULTURAL UNIVERSITY**

**Khanapara, Guwahati - 781022**

**BIDDING DOCUMENT**

**(Terms and conditions)**



**Directorate of Research (Veterinary)**

**ASSAM AGRICULTURAL UNIVERSITY**

Khanapara, Guwahati - 781022

**OFFICE OF THE DIRECTORATE OF RESEARCH  
(VETERINARY) ASSAM AGRICULTURAL UNIVERSITY  
Khanapara, Guwahati - 781022**

**NOTICE INVITING QUOTATION**

Sealed quotations are invited from the reputed manufactures/ authorized dealers/ suppliers for supplying the laboratory equipment as per the list enclosed for the following project:

1. 'Development of a consortium of Bacteriophage for phage therapy of necrotic enteritis in poultry' funded by Ecophage Biotech, Bangalore.

The tender documents may be obtained from the office of the Director of Research (Veterinary) personally on payment of a Tender Fee of Rs 300/- (Rupees three hundred) only in the form of Demand Draft to be drawn in favour of DIRECTOR OF RESEARCH (VETERINARY) payable at SBI, Khanapara Branch. The tender documents may also be downloaded from the website [www.vetbifg.ac.in](http://www.vetbifg.ac.in) subject to the condition that the bidders must have to submit the Tender Fee Rs 300/- along with the quotation, without which the tender/ quotations will be rejected. The earnest money @ 4% for items of Rs. 10,00,001 and above, 3% for items of Rs. 5,00,001 to Rs. 10,00,000 and 2% for items up to Rs. 5,00,000 of the unit price of the quoted value of the equipment must be submitted along with the quotations in the form of Demand Draft to be drawn in favour of DIRECTOR OF RESEARCH (VETERINARY) payable at SBI, Khanapara Branch. The tenders/quotations will be received up to 4:00 pm of 31<sup>st</sup> December/ 2022. The undersigned reserves the right to accept or reject any or all the quotations without assigning any reason thereof.

Sd/-  
Director of Research (Veterinary)  
Assam Agricultural University  
Khanapara, Guwahati -781022

Memo No. 99/DRV/329/2022-23/

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Dated 16.12.22

Copy for information and necessary action to:

1. The Comptroller, Assam Agricultural University, Jorhat-13
2. Dr. Luit M Barkalita, PI (Development of a consortium ..... in poultry) & Asst. Professor, Dept. of Animal Biotechnology, C.V.Sc., AAU, Khanapara, Guwahati-22.
3. Dr. Probodh Borah, Professor & Head, Dept. of Animal Biotechnology, C.V.Sc., AAU, Khanapara, Guwahati-22.
4. The Coordinator, BIF, AAU, Khanapara, Guwahati-22 with a request to upload the advertisement in the website [www.vetbifg.ac.in](http://www.vetbifg.ac.in).
5. Notice Board, Dean, CVSc/DR (Vety.)/ADEE/DPGS, College of Veterinary Science,

AAU, Khanapara.

6. The Advertisement manager, The Assam Tribune with a request to publish the above advertisement in one issue of your paper and submit the bill for payment to the office of the undersigned with copy of the advertisement.
7. Office copy

Director of Research (Veterinary)  
Assam Agricultural University  
Khanapara, Guwahati -781022

## Terms and Conditions

1. The quotation fees of Rs. 300/- (Rupees three hundred only) in favor of DIRECTOR OF RESEARCH (VETERINARY) is not refundable. Those who submit the quotation by downloading the tender documents, must have to submit the quotation fee in the form of IPO/DD along with the quotation, without which the quotation will be rejected.
2. The bidder shall enclose the earnest money @ 4% for items of Rs. 10,00,001 and above, 3% for items of Rs. 5,00,001 to Rs. 10,00,000 and 2% for items of up to Rs. 5,00,000 of the quoted price in the form of DD drawn in favor of the DIRECTOR OF RESEARCH (VETERINARY), payable at SBI, Khanapara Branch. The bids not accompanied by the aforesaid bid security will be summarily rejected. The details of bid security must be mentioned with the quotation. The bid security of the unsuccessful bidders will be released after issuing supply order to the successful bidder and the bid security of the successful bidder will be released only after satisfactory execution of the order.
3. The bidder should provide separate EMD against each item in a separate sealed envelope.
4. The quotation should be sealed and superscribed at the top of the sealed cover as “Quotation for Lab Equipment, Memo no. \_\_\_\_\_ Dated \_\_\_\_\_.
5. Quoted price: To facilitate format evaluation, the bidder shall quote the price of the items separately along with relevant papers for supporting the quoted price such as catalogue, dealership certificate and Co’s printed price list, user list etc., failing which the bid shall be treated as incomplete and may be rejected outright at the discretion of the purchaser.
6. The bid submitted to the bidder shall remain valid for a period of 90 (ninety) days. Bids not conforming to this provision shall be treated as non-responsive.
7. To facilitate prompt evaluation, **the bidder must positively submit Double Bids (Technical bid and Price bid, separately)** for each item for verification and evaluation. If the bidder fails to qualify the technical specifications, the bid will automatically get rejected for the specific item, prior to opening of the price bid.
8. In addition to the hard copies, the quotations must also be submitted in a soft copy in CD (to support in Microsoft words only) in the following format failing which the bid will be treated as non-responsive, at the discretion of the purchaser. In case of any optional items, pictures should be shown separately. Any discrepancies in the soft copy will be the responsibility of the bidder.

Format prescribed:

Name of Item	Brief Specification	Unit Price	GST/Freight Charge if Any (FOR Destination)	Total

9. The rates shall be quoted for all duties and taxes, and other levies payable by the bidder shall be included in the item rate. GST should be quoted separately (GST registration No. must be furnished).

10. There should not be any overwriting. Corrections, if any, should be made with dated initial of bidder. Bidder shall submit quotation separately in each item.
11. Rates should be quoted clearly both in words and figures separately for each item without which the quotation shall stand rejected.
12. The price quoted shall be fixed and not subject to adjustment/variation during the performance of the contract.
13. The warranty of the items shall be as per the prevailing warranty policy/certificate of manufacturer (where necessary) for the items and warranty period shall not be less than one year from the date of commissioning of items at site/ installation of the items at site. However, as per the specifications in NIQ, the cost of extended warranty may be mentioned clearly.
14. The bidder shall furnish the warranty for all the items at the time of delivery and commissioning. The purchaser shall reject the items not enclosed by warranty certificate from their manufacturer. The warranty certificate should be duly signed and sealed.
15. Bidders must supply the items at their own cost. All machineries/equipment/kits are to be supplied FOR destination. Delivery of goods shall have to be completed within 30 (thirty) days from the date of issuing supply order.
16. **Installation and commissioning charges, if any, inclusive of expenses of foundation work etc. are to be mentioned separately against each machine.** In case of no mention, the same will be considered as inclusive of installation cost, wherever applicable.
17. The machineries are to be supplied ready to operate, complete with motor, starter and any necessary gadgets including catalogues, troubleshooting manual, etc. without which the same will be considered as incomplete supply.
18. List of spare parts with current price to be required during operation of the machines and addresses of the source of spare parts availability including contact no., e-mail etc. are to be provided in a separate sheet.
19. Price of one set of critical wearable spares that would hamper the working of the machineries/equipment, if not included, should be mentioned separately against each machine.
20. The supplier shall provide free maintenance services during the period of warranty. Any repair and maintenance including providing of spare parts (covered by manufacturer's warranty certificate) during the warranty period shall be bidder's responsibility.
21. Detailed specification with make, model, size and code no., catalogue and name of the manufacturer should be furnished. ISO certificate must be furnished for the offer make where applicable.
22. Copies of S.S.I registration or such documents may be produced with quotation.
23. Attested copies of dealership certificate and Company's printed price list must be enclosed with the quotation.

24. Up-to-date sale Tax clearance certificate and Income Tax return of last two years duly attested must be submitted along with the quotation. PAN No. must be furnished.
25. All payment shall be made preferably in Indian Rupees only.
26. Wherever the laws and regulations require, deduction of taxes at source of payment, the purchaser shall effect such deduction from the payment due to the supplier, the remittance of amounts so deducted and insurance certificate for such deduction shall be made by the purchaser as per the laws and regulation in force.
27. Every page of the bidding documents obtained from the purchaser are to be signed by the bidder including their acceptance of terms and conditions and returned with their quotation.
28. The purchaser reserves the right to accept or reject any quotation and to cancel the instant bidding process and reject all quotations at any time prior to award of contract, without thereby incurring any obligation to the affected bidders of explaining the grounds for such action.
29. The bidder must mention their bank details along with the quotation.

**ANNEXURE –I**  
**Format for EMD Details**

Sl. No.	Sl. No. of the item (as per bid document)	Name of the item quoted	Basic price of the item (excluding taxes and transportation charges)	Price in Indian rupee ( for imported items at the prevailing rate of exchange)	Amount of EMD (4% for items of Rs. 10,00,001 and above, 3% for items of Rs. 5,00,001 to Rs. 10,00,000 and 2% for items of up to Rs. 5,00,000)	Details of EMD submitted including amount and validity

**Annexure-II**  
**FORMAT FOR COMPLIANCE STATEMENT**

Sl. No.	Name of the Item as per Bid Document	Make: Model:	
Detailed Specifications:			
Sl. No.	Desired specifications as per NIQ	Specification offered*	Complied (Yes/No)

\*The Specifications offered must be verifiable from the data sheet (both softcopy and hardcopy) from the OEM, provided by the vendor as well as the official website of the OEM.



**FORMAT FOR QUOTATION**  
**(Separate Quotation for individual items to be submitted)**

Sl. No.	Name of the item (s)	Brief Specification	Unit price	% of GST/Freight charge if any (FOR Destination)	Total amount

We agree to supply the above items in accordance with the technical specifications mentioned above. We also confirm that the normal commercial warranty/guarantee of \_\_\_\_\_ months shall apply to the offered goods.

Quotationer's Name:

Signature

Date:

Seal

**Desired specification of the equipment:**

Sl. No.	Name of the item (s)	Brief Specification
1	Deep Freezer (-20°C)	<ul style="list-style-type: none"><li><input type="checkbox"/> Capacity should be 600-650 liters.</li><li><input type="checkbox"/> Should have metal internal and external chambers.</li><li><input type="checkbox"/> Should have wheels for easy movement on the floor.</li><li><input type="checkbox"/> Should be easy to defrost preferably by pressing a switch.</li><li><input type="checkbox"/> Should be able to provide stable internal temperature at -20 °C.</li><li><input type="checkbox"/> Freezer should have minimum of 2 compartments with independent doors with lock.</li><li><input type="checkbox"/> Should have minimum 5-6 adjustable-height shelves/ racks.</li><li><input type="checkbox"/> Should have digital temperature display.</li><li><input type="checkbox"/> At least 1 year warranty should be offered.</li><li><input type="checkbox"/> Freezer should be CE Certified.</li><li><input type="checkbox"/> Should be supplied with a 3 KV heavy duty voltage stabilizer.</li><li><input type="checkbox"/> The quoted price should be in INR value and FOR destination.</li></ul>