

THE UNIVERSITY OF BURDWAN

Prof. R. Sax
Registrar (Officiating)



Contact details (office):
P.O. Rajbati, Burdwan, PIN-713104
Ph.: 0342-2634015
0342- 2656549/2656566/2558554 ext-296
e-mail : registrar@buruniv.ac.in
Tele Fax : 0342-2634015

Notice Inviting Tender

Tender Ref. No BU JPK/Botany/MoEF&CC/ TC

Date: 12.06.2018

E-tenders are hereby invited for the item as per detailed specifications from the Original Equipment Manufacturer (OEM) or their authorized representatives in India for supply and installation of **Upright wide field research microscope for bright field, dark field, phase contrast, DIC upgradable to fluorescence with 2nos digital cameras** under the project entitled: **Investigations on the Phytoplankton Diversity of the Freshwater Habitats of Odisha and West Bengal** under **All India Coordinated Projects on Taxonomy (AICOPTAX)** funded by **Ministry of Environment, Forest & Climate Change, Government of India** [Ref. No. F. No. 2018/15/2015-CS (Tax) dated 18th January 2018, **Principal Investigator**: Prof. Jai Prakash Keshri, Department of Botany, The University of Burdwan)

The tender must be submitted through on line only and must be addressed to-

Prof. Jai Prakash Keshri (PI),
Principal Investigator (PI) and Professor
Department of Botany, The University of Burdwan
Golapbag, Burdwan 713 104, INDIA

1. For e-filing, intending bidder may download the e-tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate.
2. Bid shall remain valid for a period not less than 60 (*sixty*) days from the last date of submission of Financial Bid.
3. All the prices must be quoted in Foreign Currency (for imported items) & INR for local items.
4. Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in> within the closing date of online submission.
5. The **FINANCIAL OFFER** of the prospective bidder will be considered only if the specification of the bidder is found qualified by the Project Purchase Committee. The decision of the Project Purchase Committee will be final and absolute in this respect.
 - a) Terms & Conditions like, Insurance, Mode of payment, Validity period, Warranty and Delivery period must be mentioned and to be submitted on firm's letter head mentioning the following :
 - i) Name and address of the Company including Telephone no., FAX no.
 - ii) Contact person - Name, mobile number, email address
 - iii) Banker's name and address in details
 - b) Detailed Technical specifications
 - c) Full Specifications, Make, Model, Brochure/Leaflets/Technical Information of the item(s) should be given while quoting the rates in the bid.
 - d) In case of authorized dealers, OEM authorization mentioning the NIT no. to be submitted by the dealer.
 - e) The OEM must have experience of manufacturing **Upright wide field research microscope** for at least last 15 years or more which should be given as undertaking from the OEM in writing and is to be submitted along with the tender documents

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- f) The accessories quoted by every bidder should be OEM make and not locally sourced; if found so during supply then order will be cancelled
 - g) Experience and credential documents including copies of Orders towards supply of **Upright wide field research microscope** in Govt. /Govt. undertaking organizations/agencies are to be submitted along with the technical bid
 - h) Any other relevant document
6. The **Financial proposal** should contain the Bill of quantities (BOQ) in one folder. The bidder has to download the BOQ and quote the rate online in the space marked for quoting rate in the BOQ and upload the document virus scanned & Digitally Signed by the bidder.
 7. The Project Purchase Committee reserves the right to accept or reject any bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Purchase Committee's action.
 8. The Bidder whose bid would be accepted will be notified.
 9. The final price of the instrument /equipment must include the other charges like packaging, forwarding, freight, transportation charges etc (whenever the prices are quoted on Ex-Work/FOB/FCA basis).
 10. Name and address of the Foreign Principal (OEM) and their Email and Fax No. must be clearly mentioned in the offer. The purchase order will be placed to the OEM only.
 11. The material should be dispatched duly insured against theft, loss or breakage during transit and the rates chargeable for insurance may invariably be quoted separately. The insurance shall be for an amount equal to 110% of the CIF value or CIP value of the contract from within "warehouse to warehouse (final destination)" on all risk basis including strikes, riots, and civil commotion.
 12. The University of Burdwan is registered with Department of Scientific and Industrial Research (DSIR) for the purposes availing Customs duty exemption in terms of Government Notification and Central Excise Duty Exemption in terms of Government Notification.
 13. Payment will be made on bill basis after the receipt of the item in good condition, its satisfactory installation and commissioning at out site by e-payment. In case of Import, payment shall be made through Letter of Credit (L/C) /Wire transfer/Foreign Demand Draft. The bidder has to follow the terms and conditions laid down in the L/C.
 14. The warranty shall remain valid for minimum twelve (12) months from the date of satisfactory installation and commissioning at our site or thirty months (30) after the date of shipment from the port or place of loading in the country of origin whichever period concludes earlier.
 15. Rate should be given both in words and figures clearly in the quotation. If there is any discrepancy between the words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to above.
 16. The shipment must be in the name of "The Registrar, The University of Burdwan, Rajbati, Burdwan, 713104, West Bengal, India".
 17. The last date and time for receiving complete bids shall be strictly adhered to and no offer received after the due date shall be considered. Delayed/Late Tenders will not be considered at all. The University of Burdwan will not be responsible for any loss in transit.

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18. The acceptance of quotation will rest with the Principal Investigator of the project who does not bind himself to accept the lowest quotation and reserves the right to reject, or partially accept any or all the quotations received without assigning any reason.

Sd/-

REGISTRAR,
The University of Burdwan