



NAVSARI AGRICULTURAL UNIVERSITY

Tender Notice-01



विद्या सर्वत्र गौरवा

Principal, N.M. College of Agriculture, N.A.U.,
Navsari-396450, invites quotations in sealed cover by
post/courier on or before 18th Januray-2021, for supply
of **Tissue culture rack**. For details information please
visit www.nau.in.

Sd/-

Dt. /01/2021 Principle, NMCA, Navsari

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Section 1: Tender Notice

Purchase of Scientific Instruments

Bids from manufacturer/Authorized dealers/supplier are invited for the purchase of tissue culture rack for Department of Genetics and Plant Breeding, N. M. College of Agriculture, Navsari Agricultural University, Navsari. The listed items under this tender are given underneath. The bids are invited by invites quotations in sealed cover by post/courier.

Period for Bid	04/01/2021 to 18/01/2021
Last date for physical submission of tender fee, EMD and other documents mentioned in Section 2 (Sr. No. 28) by RPAD / Courier / Speed post	18/01/2021 up to 17:00 Hrs
Bid Validity Period	Upto March 31, 2021
Tender Fee	1500/-
Earnest Money Deposit (EMD)	As per Section-3 of tender document
Technical documents available on	www.nau.in

Correspondence address for submission of Physical documents:

(For queries related to item specifications only. Please contact only during office hours.)

Professor and Head
Department of Genetics and Plant Breeding
N. M. College of Agriculture
Navsari Agricultural University
Eru Char Rasta, Navsari – 396 450 (Gujarat)
email: professorpbgmca@nau.in

Section2: General Terms and Conditions

- Note:**
1. Terms and Conditions listed under this chapter as well as in other chapters should be followed by the tenderers.
 2. Purchase of all scientific instruments/machineries will be followed as per the Gujarat Government Purchase Policy resolution - 2016 dated 3.6.2016

01.	Navsari Agricultural University (hereinafter referred to as “NAU”), for its Departments (hereinafter referred to as “the purchaser”) for their requirement of Items intend to invite for supply and installation of Instruments at NAU, Navsari.
02.	In case of Original Equipment Manufacturer (OEM) , attach the OEM certificate. Authorized dealers can quote their rates provided that they need to attach relevant certificate of authorized dealership issued during current financial year: 2020-21 from the OEM. <ul style="list-style-type: none"> • The tenderer should have made a positive operating profit. • The tenderer should not be blacklisted by any Government or Government entity.
03.	The prices of the item given in specified in Section-4 (Appendix IV) shall be inclusive of all freight, packaging and forwarding, transit insurance, installation charges, applicable taxes as per recent government rules & regulations as well as for destination.
04.	Rate should be quoted along with all applicable taxes. However, NAU being a government research and educational institute, therefore, is eligible for exemption of such duty from final payment. Therefore, PO will be released according to the applicable GST rate as specified for the Government research institutes.
05.	The lowest price is not the criteria and emphasis would be placed on quality and specifications of the material. The NAU has right to reject any or all the offers and invite fresh quotations if need arises. The NAU further reserves the right of selecting the brand and accepting or otherwise any of the conditions stipulated by tenderer.
06.	The bid is non-transferable.
07.	Amendment of bidding documents (corrigendum) At any time prior to the deadline for submission of bids, NAU may, for any reason, whether its own initiative or in response to the clarification request by a prospective tenderer, modify the bidding documents. The corrigendum will be published on website http://www.nau.in only. In order to allow prospective tenderers reasonable time to take into consideration the amendments while preparing their bids, at its discretion, NAU may extend the deadline for the submission of bids.
08.	Bid currency: Prices shall be quoted in Indian Rupee only.
09.	The items is subjected to requirements and the same may be purchased or may not be purchased without assigning any reason.
10.	The NAU may place repeat orders against the acceptance of tender within a period of validity, subject to the same terms and conditions originally provided in advertised tender and selected tenderer shall accept the same.
11.	The successful tenderer shall have to execute the purchase orders placed on any date during the validity of the tender at the rate, terms and conditions of the tender.
12.	All the electronics items should comply to International Standards for safety, Electromagnetic Emissions, Electromagnetic Immunity <i>etc.</i>
13.	At the time of order, If in any case the quoted item is not available in the market, the successful tenderer will have to supply higher version/replacement of that item in the quoted cost in the same time duration with prior approval of NAU.
14.	Purchase committee reserves the right to sought clarification from the tenderer.
15.	The successful tenderer will hold responsibility for the items sufficiently and properly packed for transport so as to ensure their being free from loss / damage / injury on arrival of destination NAU premises. The material should be supplied in the original company’s packing which shall indicate packing details and other particulars as required under the statutory provisions. Inner and outer packing of boxes / cartons should be of standard design. The final packing of cartons of corrugated boxes shall be complying with ISS standards. A packing slip shall indicate clearly and legibly the name of the

	product, batch number, quantity, date of manufacturer, date of expiry, gross and net weight, and consignee's name and address and other particulars as required. In the event of breakages or loss of items during transit / installation against requisition order the said quantity will have to be replaced/supply by the supplier without any additional charges.	
16.	Successful tenderer failing to provide after sales services would be permanently blacklisted.	
17.	The tenderers are encouraged to visit at ordering site before bidding for the assessment of feasibility of the quoted item. However, no any excuses will be acceptable regarding the performance to fulfil the objective of the quoted items.	
18.	There should be no discrepancy in price quoted under similar period and similar supplies under the territorial jurisdiction of Gujarat state.	
19.	The tenderers have to submit the quality assurance certificate obtained from QCI/BIS or any Indian Government approved institute/organization for OEM. In case of imported items where the QCI/BIS or Indian Government approved institute/organization quality control certificate is not available/application then the quality assurance certificate of international standard has to be provided.	
20.	No special preference will be accorded to any bidder either for price or for other terms and conditions when competing with foreign bidders, state-owned enterprises, small-scale enterprises or enterprises from any given state.	
21.	The system of rejecting bids outside a pre-determined margin or "bracket" of prices shall not be used in the project.	
22.	Payment: The payment of item/items will be made after successful supply, commissioning/installation and satisfactory performance of the quoted items as per the requirement of the ordering party. However, any request regarding the advance or partial payment will not be entertained in any circumstances. If payment made through LC account, the cost of opening and other charges will be borne by the tenderer.	
23.	Delivery: The application for extension of delivery period shall be sent to concerned ordering office of Navsari Agricultural University at least 5 days prior to the expiry of delivery period of each items. The officer in charge, who is placing the order reserve the right to extend period or reject the deal and their decision in the matters shall be final and binding to all.	
24.	Warranty: The tenderer must provide comprehensive onsite standard warranty or as asked in specifications of different items , from the date of installation for all items. Please clearly mention the parts, which are not covered under warranty, separately. If any instrument(s), properly not working and repetitively fault is found, say twice a week during the warranty period, the tenderer shall replace the item with new item without any additional cost to the purchaser. Further, any complaint shall be attended within a response time of 48 hours on 24X7 basis during warranty period.	
25.	Training and Demonstration: Supplier has to perform on-site live demonstration/training as asked in specifications of different items.	
26.	Dispute: In case of any dispute, final decision of The Purchase Committee, N M College of Agriculture, Navsari Agricultural University, Navsari – 396 450 will be binding upon all. In case of any dispute arises in respect of this tender, a suit in that behalf shall be subject to Navsari Jurisdiction.	
27.	All rights are reserved with the University Authority to accept or reject any or all the tenders received without assigning any reasons thereof.	
28.	All the bidding document submitted as mention below. This documents are mandatory, missing of any is subjected to rejection of this tender.	
i.	Appendix-I: Forwarding letter	hard copy
ii.	Tender Fee: Demand draft of Rs. _____ (Non-Refundable).	hard copy
iii.	EMD: Demand draft of Rs. _____ (Refundable).	hard copy
iv.	Tender document duly signed on each page	hard copy
v.	Appendix-II: Tenderer's details	hard copy
vi.	Appendix-III: Affidavit	hard copy
vii.	Appendix-IV: Technical specification compliance document (TSCD)	hard copy
viii.	Appendix V: Form for commercial bid/ financial bid	hard copy
ix.	PAN card	hard copy

x.	GST Certificate	hard copy
xi.	Authorization/Original Equipment Manufacturer (OEM) certificate	hard copy
xii.	Catalogue/Brochure showing item detail	hard copy
xiii.	Other (any specific or relevant information pertaining to tender which have not been covered in the tender document)	hard copy

Section 3: Tender Fee, EMD and Security Deposit

1. **Tender fee and Earnest Money Deposit:**

Bidder has to submit non refundable Tender Fee (Rs. 1500 by bidder firm) and Refundable Earnest Money Deposit (EMD) in the form of Bank Draft in favor of “ASSISTANT ADMINISTRATIVE OFFICER, N M College of Agriculture” payable at Navsari depending upon the number of Items applying for.

2. **Earnest Money Deposit:**

The tenderers have to submit EMD at the rate of 3 % of price of item/s quoted and provide Bid security form (Appendix_1).

4. The tender without **Tender Fee** and **Earnest Money Deposit will not be considered**. Further, If submitted **Tender Fee** and **Earnest Money Deposit** amount is not matched with quoted items, the tender will liable for rejection.

5. **Refund of Earnest Money Deposit:** The earnest money of unsuccessful tenderer will be refunded. The **Earnest Money Deposit** of successful tenderer will also be refunded after completion of purchase procedure.

6. **Forfeiture of Earnest Money:** The earnest money will be forfeited if tenderer withdraws or modifies the offer after opening of tender document or tenderer does not execute the agreement if any, prescribed within the specified time.

7. **Security Deposit:** Successful tenderer has to submit 5% of purchase order value as a Security Deposit **in the form of Bank Draft payable at Navsari or Bank guarantee in favor of “ASSISTANT ADMINISTRATIVE OFFICER, N M College of Agriculture, NAU, Navsari”** from any **Nationalized bank** and will be informed by purchase office at the time of giving purchase order and provide performance security form (Appendix_2).

8. **Refund of Security Deposit:** The amount of security deposit will be refunded after completion of standard warranty period (or warranty period specified in item specification) starting from successful installation of item, after writing a letter to the Office where in instruments/machinery installed.

9. **Forfeiture of Security Deposit:** The security deposit will be forfeited if, successful tenderer fails to supply the items within the delivery period and/or supplier fails to comply specifications of instruments and/or supplier fails in successful installation/demonstration of the instruments/ machinery and/or supplier fails to provide satisfactory post sale services and support or fail to replace the defective piece/service the instruments/ machinery before warranty period.

10. No interest for EMD and security deposit will be paid.

Section5: Appendices

Duly filled each appendix as well as document mentioned in the different appendices needs to be attached in tender document, missing of any may liable to rejection of the tender.

Appendix-I: Forwarding Letter

From: _____

No.
Date: //20

To,

Professor and Head
Department of Genetics and Plant Breeding
N M College of Agriculture
Navsari Agricultural University,
Eru Char Rasta, Navsari – 396 450 (Gujarat)

Subject: Submission of tender for the purchase of tissue culture rack
[TENDER No 01/2020]

Sir,

I/We hereby submit the offer (duly filled) in response to the advertisement/tender notice **TENDER No. 01/2020** tissue culture rack in accordance with the terms and conditions of such supply and declare as under:

I/We hereby offer to supply to Navsari Agricultural University, Navsari in accordance with the terms and conditions, hereto annexed and at the prices given by me/us in commercial section of online tendering.

I/We enclose herewith **Tender Fee and EMD from any nationalized bank payable at Navsari, Gujarat drawn in favor of “AAO, NMCA, NAU, Navsari”** with following details.

Particular	*Amount (Rs.)	Amount in Words	DD No.	DD issue Date
Tender Fee (Calculated)	1500	Rs. FIFTEEN HUNDRED ONLY		
EMD (Calculated)		Rs.		

I/We carefully read and understood and agree to abide by the said terms and conditions set in the tender document hereto annexed and the description/ specifications of the items.

I/We agree to hold this **offer open till 31st March, 2021** from the date of due date of opening of the tender.

I/We agree that in case of dispute, if any, the decision of The Purchase Committee, N M C A, Navsari, Agricultural University, Navsari 396 450 shall be final and binding upon me/us.

Stamp & Sign of the Tenderer

Appendix-II: Tenderer's Detail

1.	Name of the Company	:	
3.	Registered Office Address with Telephone/Mobile Number Fax Number e-mail	:	
4.	Correspondence Address with Telephone/Mobile Number Fax Number e-mail	:	
5.	Details of the authorized person (Name, designation, address) with Telephone/Mobile Number Fax Number e-mail	:	
8.	PAN Card No.	:	
7.	GST No.	:	
8.	Bank detail (Bank Name, Branch Address, Account No., Type of Account(Current/Savings), MICR No, IFSC Code	:	
9.	Filing date of IT Return AY 2019 –20	:	

**Appendix-III: Proforma of Affidavit
(on Non-Judicial Stamp Paper of Rs 100/- duly attested by Magistrate /Notary Public)**

I/We, _____, age __, years residing at _____ in capacity of _____ M/s
_____ hereby solemnly affirm that :

1. All General Instructions, General Terms and Conditions, as well as Special Terms & Conditions laid down on all the pages of the Tender Form, have been read carefully and understood properly by me and are completely acceptable to me and I agree to abide by the same.
2. All the Certificates / Permissions / Documents/ Permits / Affidavits or any relevant document either submitted physically or uploaded as a part of tender are valid and current as on date and have not been withdrawn / cancelled by the issuing authority.
3. It is clearly and distinctly understood by me that my tender is liable for rejection if any of the Certificates / Permissions / Documents/ Permits / Affidavits is / are found to be invalid / wrong / incorrect / misleading / fabricated / expired or having any defect at any point of time.
4. I/ We further undertake to produce on demand the original Certificate / Permission / Document / Permits for verification at any stage during the processing of the tender as well as at any time asked to produce.
5. I/ We also understand that failure to produce the documents in "Prescribed Proforma" (wherever applicable) as well as failure to give requisite information in the prescribed proforma may result in to rejection of the tender.
6. My/ Our firm has not been banned / debarred / black listed by any Government Department / State Government / Government of India / Board / Corporation / Government Financial Institution etc.
7. I/ We confirm that I / We have meticulously filled in, checked and verified the enclosed documents / certificates / permissions / permits/ affidavits / information etc. from every aspect and the same are enclosed in order (i.e. in chronology) in which they are supposed to be enclosed.
8. I/ We say and submit that the Permanent Account Number (PAN) given by the Income Tax Department is _____, which is issued on the name of _____
[Kindly mention here either name of the proprietor (in case of Proprietor firm) or name of the tendering firm, whichever is applicable].
9. I/ We understand that giving wrong information on oath amounts to forgery and perjury, and I/We am/are aware of the consequences thereof, in case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD/PBG/cancel the award of contract. In this event, the Navsari Agricultural University reserves the right to take legal action against me/us.
10. I/We hereby assured that all our quoted item/s meet or exceed the requirement and are absolutely compliment with specification mentioned in the tender document.
11. My/Our Company has not filed any Writ Petition, Court matter and there is no court matter filed by State Government and its Board Corporation, is pending against our company.
12. I/We hereby commit that we have paid all outstanding amounts of dues / taxes / cess / charges / fees with interest and penalty.
13. In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of purchase committee appointed by NAU for disqualification will be accepted by me/us.

Whatever stated above is true and correct to the best of my knowledge and belief.

Date :

Stamp & Sign of the Tenderer

Place:

Appendix IV: Technical Specification Compliance Document

The tenderer has to fill the technical specification compliance document (TSCD) on their official letter head of tendering party for the instrument/ equipment for which they have quoted and mentioned the specific catalogue/ part no./ item under the column, remarks if comply the specifications. In the format of technical specification compliance document (TSCD), tenderer should have to make comments regarding any deviation or any equivalent technology or any information which supplement the claim of complying the technical specification or any noticeable information *etc.* After filling the above document, tenderer has to duly authenticate by signing on each page and seal them properly.

TSCDIV(1): Tissue culture rack (Quoted Model No. _____)

Particular	Specifications	Comply (Yes/No)	Remarks
Objective	Easily movable tissue culture rack for tissue culture bottle incubation		
Material	Mild steel		
Size	2210 mm x 1295 mm x 609.4 mm		
Mesh netting	12 gauge GI material		
Angle iron frame size	25 mm x 25 mm x 3 mm		
Angle border size	35 mm x 35 mm x 5 mm		
Wheel	Castor wheel		
Surface finish	White color oil painted (two coating)		

Date :

Stamp & Sign of the Tenderer

Appendix V:Form for commercial bid/ finanzielle bid

Name of Instrument: Tissue culture rack

Model No:

Make:

Particulars	Amount (Rs.)
Quantity	1 No.
Actual Price in Rs	
Tax / GST or any other applicable tax to be paid in Rs.	
Total Cost of Instrument in figures (F.O.R. NAU, Navsari)	
Total Cost of Instrument in words (F.O.R. NAU, Navsari)	

Date :

Stamp & Sign of the Tenderer