

National Institute of Cholera & Enteric Diseases (ICMR)
P-33, C.I.T. Road, Scheme – XM, Beliaghata,
Kolkata – 700 010

Dated – 13.10.2016

Sealed Tender / Quotation are invited for the following Equipment for use in this Institute.

Sealed Tender, complete in all respects, signed with stamp of firm on each page including the tender should be dropped in the tender box placed in before the Despatch section on 1st Floor on any working day from Monday to Friday within 11.30 a.m. to 5.30 p.m. Tender will be opened by Tender Opening Committee & in presence of tenderers or of their authorised representatives. **Last date of submission of quotation is on 18.11.2016 at 1.30 p.m.**

Important Instruction

- i) As the Equipment is proprietary nature, Proprietary Article Certificate should be provided.
- ii) EMD in the form of Demand Draft /Pay order, in favour of **Director, NICED, Kolkata** from any Nationalized bank only.
- iii) The cost of Tender fees of **Rs. 500/- (Rupees Five hundred only) [Non-Refundable]** for each in the form of Demand Draft /Pay Order in favour of Director, NICED Kolkata from any Nationalised Bank .
- iv) The validity of tender will be of one year from the date of approval of the Tenders.
- v) The tenders must attach self-attested photocopies of latest and valid VAT/TIN registration certificate and proof of filling Income Tax returns, for assessment year 2014-2015 and onwards. Failure to submit the same Tender will be invalid automatically. However Govt. of India / State Govt. Department and Public Sector Undertakings (Central/State) are exempted from submitting VAT & Income Tax clearance certificate.
- vi) Self-attested PAN card should be submitted.
- vii) Compliances certificate to tender specification is mandatory.
- viii) User list and performance certificate is to be attached.
- ix) Tender document duly signed with rubber seal of the firms in token of acceptance by the tenderer of all terms & conditions.
- x) Declaration in case of manufacturer or Authorization letter in case of distributorship /stockist should be submitted. Tender found defective in any of above codal formalities shall be rejected directly.
- xi) Commitment of efficient after sales service from the bidder and that should be locally available for prompt action.
- xii) Indian Agents who submit valid registration with DGS&D Price can quote directly on behalf of their foreign principal.

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Cost of Tender Fees Rs. 500.00 (Non-Refundable)

Tender Information

Sealed Tenders is invited for supply of the following Equipment for use in this Institute.

Sl. No.	Tender Code No.	Name of the Equipment	Qty.	EMD (Rs.)	Last date of submission of bid (upto 1.30 P.M)	Date of opening (3.00 P.M)
1	ROTA Phase III/2016-17/001	Cold Chamber with front glass door and racks	1 No.	6,000.00	18.11.2016	18.11.2016

For details specification please visit our website ***www.niced.org.in***

Quotation will open at B. C. Deb Auditorium in NICED-I Building at 3.00 P.M.

Specification of Cold Chamber with front glass door and racks

1. *Effective capacity – 600 litres.*
2. *Shelves – total no. 5.*
3. *Shelves type – Polyester –coated shelves (wire type).*
4. *2 Doors type – Double glass and coated with heat reflective film.*
5. *Working Temperature range – 2°C ~ 14°C with audible alarm.*
6. *2 Years warranty and subsequent 3 years AMC.*
7. *Power requirement 220 V and with stabilizer.*

Tender Evaluation

Tender evaluation will be done in two stages:

1. Technical Bid &
2. Price Bid

Each bid should be submitted in separate sealed envelopes super scribed as “Technical Bid” & “Price Bid”. All these 2 envelopes should be put in one another envelop marked as original bid & Sealed with Sealing wax.

Technical Bid

The firm should submit the technical bid in a sealed cover separately super scribing the word “Technical Bid” mentioning tender number, Name of the item, Date of opening & Name of the Tenderer.

Technical bid should be contain

1. Only the name of item with specification makes / brands of the item.
2. Literature & Catalogues in support of item quoted must be enclosed.
3. Current authorization letter. All bidders must get a valid letter of authorization from the principal supplier or manufacturer.
4. Attested photocopy of latest valid License for stockist & distributorship as applicable should be provided.

Price Bid

1. Should be submitted in a separate sealed envelope Super scribing the word "Price bid" mentioning tender number, name of the tender, due date of opening & the name of the tender.
2. The rates quoted should be inclusive of Excise Duty, Sales Tax and other incidental charges. The rates of Vat /Sales tax (State & Central chargeable may however, be given separately. No vat / sales tax or other charges will be payable if not mentioned in the tender or not applicable under the relevant laws. For imported item the quoted rate should be on FOB basis. Freight Charges and Insurance may be mentioned separately.
3. Bidder will quote firm & competitive rates. No condition like discount in price free goods / incentives will not be accepted towards finalization of the tenders. Rates should be accordingly to a Unit.
4. While quoting rates, serial no of the tender must be indicate and rates should be quoted competitive.
5. Commitment of efficient after sales service from the bidder and that to be locally available for prompt action.

Terms and Conditions

1. Soft copy in the form of CD for Technical & price bid separately (may be supplied) along with the hard copy.
2. The tender documents should be typed. Any cutting / overwriting may be signed by the tenderer otherwise the rates in r/o that particular item may not be considered.
3. Each and every page of the tender must be numbered and signed by the tenderer along with the seal of the firm.
4. Covering letter should clearly indicate the list of enclosures.
5. **Security deposit :**
 - A) The tenderer should submit **Bank Guarantee from a Nationalized Bank of 10% of the cost of the equipment** at the time of delivery of the Equipment.
 - B) Security deposit/EMD is liable to the forfeited if the tenderer fails to supply the store and fails to provide comprehensive warranty for equipment, security deposit /EMD are liable to be forfeited if the tenderer with draws or awards or impairs or derogates the bid in any respect.
6. EMD shall be released to unsuccessful bidder after completion of tender process, subject to compliance to all other terms & conditions of Tender.
7. I) the bidder should clearly indicate the guarantee / warranty status of each item i.e. Main equipment, standard accessories, optional etc. (Consumables / non – consumable item etc.)

II) Current rate list of all replacements must be submitted in the price bid

8. **Guarantee/Warranty** – 2 years warranty and 3 years AMC is to be included with the price.
9. **THE RATES QUOTED WILL BE TAKEN AS FIRM AND FINAL.**
10. The tenderer are bound to supply the store during the validity of tender at the approved rate.
11. The firms may be asked to deliver the goods in instalment / fixed interval against the order of the full year. In case firm fails to deliver the particular instalments at its scheduled time, this office reserves the right to procure the item in the open market and the excess expenditure incurred will have to borne by the company.

GENERAL TERMS AND CONDITIONS OF THE SUPPLY ORDERS

1. The delivery of the goods has to be made to the concerned store as mentioned in supply order, strictly in accordance with the supply order & with the approved specification.
2. The supplies have to be made within 30 days from the date of despatch of the supply order failing which penalty will be imposed as per rule or cancellation of order and the Earnest money will be forfeited . However in exceptional circumstances and on written request the extension of the date of supply may be considered by the discretion of Director. For imported equipment / item the delivery period shall be up to 90 days. In case the item is urgently required the firms will have to supply the item on urgent basis.
3. **Penalty clause:**
 - A) FOR DELAYED SUPPLY- A penalty of 2% of the value of order per week will be imposed subject to maximum, of 10% of the value of order.
 - B) FOR NON SUPPLY: EMD of the firm will be forfeited and necessary action will be initiated.
4. Supplier must ensure that challan is to be submitted in the concerned Store Section along with the supplies. The number and date of delivery challan must be indicated in the bill.
5. Triplicate bills duly pre receipted on appropriate revenue stamp affixed to be submitted in the name of the Director in respective Store Section.
6. The bill should be in printed form having printed bill number, VAT/CST/TIN Number as well as D.L. No (whichever applicable)
7. All rejected stores shall be at the risk of the supplier and must be removed immediately.
8. Guarantee/ Warranty Certificate must be provided at the time of supply.
9. In case it is a computer – generated bill it must have the seal of the firm affixed on it.

Payment

Payment will be made only after the receipt of the item in good condition as per specification against the order. In case of equipment, payment will be made after satisfactory inspection, demonstration and functioning, No advance payment will be made.

EXCLUSIVE RIGHT OF DIRECTOR

Director, NICED, Kolkata has the full and exclusive right to accept or reject any or all the tenders without assigning any reasons whatsoever. No enquires, verbal or written shall be entertained in respect of acceptance / rejection of the tender.

Tapan Kumar Saha

Administrative Officer

NICED, Kolkata