



तेजपुर विश्वावद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament)

कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR

नपाम::तेजपुर-784028::असम

NAPAAM::TEZPUR-784028::ASSAM

NOTICE INVITING QUOTATIONS (NIQ)

Online Tenders in 02 bid System (Technical and Financial) are invited through GEM, from reputed manufacturers/authorized dealers for supply and installation of **Electrospinning Unit** for the PURSE- DST project of Prof. Utpal Bora, Chemical Sciences. (**Detail Technical Specifications/Compliance Sheet of the above stated items are uploaded/attached separately at Annexure-I**).

Please read the NIQ document carefully, before participating in the bid. It shall be deemed that submission of bid by the bidder has been done after careful study and examination of the NIQ terms with full understanding to its implications. Any lack of information shall not, in any way, relieve the bidder of its responsibility to fulfill its obligations under the Bid.

The University will reject a proposal for award if it determines that the bidder recommended for award, has engaged in corrupt or fraudulent practices in competing for, or in executing, the Purchase Order. Fraudulent Practice means a misrepresentation of facts in-order to influence a procurement process and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive Tezpur University of the benefits of free and fair competition. Corrupt Practice means offering, giving, receiving, or soliciting of anything of value, pressurizing to influence the action of a public official in the process of this purchase execution.

For any queries /doubt please contact the Store & Purchase Section (e-mail snp@tezu.ernet.in)

General Information about the NIQ

Last date and time for submission of Bids: As in GEM Bid

Date and Time of opening of Bids: As in GEM Bid

GENERAL TERMS & CONDITIONS:

1. The items as desired to be procured through this bid are supplementary to each other and in the execution of the project in its entirety; as such, interested participants may note that they are to quote for all the items as desired to be procured through this bid.
2. **Rates:** Rates quoted should be on **FOR Tezpur University, Napam, Tezpur, Door Delivery Basis**, for indigenous items and **CIP Tezpur University, Napam, Tezpur or Delivered Duty Paid**, for imported item. Failure to comply with this term may lead to rejection of the quotation/bid.
3. **Quotations should be accompanied by:**
 - i) An **EMD (in the form of Demand Draft) for 38,000/- (Rupees Thirty Eight Thousand only)** drawn in favor of **"The Registrar, Tezpur University"**, payable at Tezpur. **No request for consideration of earlier deposited EMD will be considered.**
 - ii) **Bidders who are MSME/NSIC registered** need to furnish a **"Bid Security Declaration"** (format enclosed at Annexure-III) **in lieu of EMD** accepting that if they withdraw or modify their bids during the period of validity etc., they will be suspended for a **period of Three (03) years** from participating in any future bid invited/published by Tezpur University. Bidders who are MSME/NSIC registered seeking exemption from payment of **Earnest Money Deposit (EMD)** are to submit valid documents in support of their claim. Bidders seeking exemption are asked to clearly mention the category under which the exemption is claimed. The category of exemption under MSME/NSIC will be strictly adhered to.
 - iii) **The original copies of the EMD/Bid Security Declaration (Annexure-III) should be deposited/submitted/reach the office of the undersigned before opening of the Bids in an envelope superscribed as "Quotation/Participation Fee and EMD for Bid No. (State the Bid No. generated**

AC



तेजपुर विश्वावद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament)

कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR

नपामः:तेजपुर-784028::असम

NAPAAM::TEZPUR-784028::ASSAM

by GEM) addressed to the Deputy Registrar-S&P, Tezpur University. Failure to do so may result in rejection of the bid.

4. Bidders are to ensure that they are GST compliant and that their quoted tax structure/rates are as per GST law. The rates should be exclusive of taxes, and the applicable tax percentage should be clearly indicated. Financial/Price Bid format where taxes cannot be mentioned separately. In such cases, the percentage of taxes applicable should be mentioned in the Technical Bid document.
5. Applicable levies, surcharges, and discounts should be clearly indicated item-wise.
6. The Data Sheet/catalogue of the product(s) offered in the bid is to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered.
7. **Validity of Quotation:** Quoted rates must be valid for at least **180 days** from the last date of submission of quotation.
8. **Bidder financial standing:** The bidder should not be under liquidation, court receivership, or similar proceedings and should not be bankrupt. Bidder to upload undertaking to this effect with the bid.
9. **Manufacturer authorization:** Wherever Authorized Agency/ Distributors/Partners are submitting the bid, Manufacturers Authorization Form (MAF)/Certificate with OEM details such as name, designation, address, e-mail ID, and Phone No. required to be furnished along with the bid. The authorization must be addressed to the buyer, and the bid should be specific to OEM.
10. **Bidders Turn Over Criteria:** The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution/incorporation of the bidder is less than 3 years old, the average turnover in respect to the completed financial years after the date of constitution shall be taken into account for the criteria.
11. **OEM Turn Over Criteria:** The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution/incorporation of the OEM is less than 3 years old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for the criteria.
12. **Basis of Evaluation:** Evaluation will be initially done based on the technical specifications as specified in the tender notice. A technical presentation may also be required to be given by the eligible bidders. Accordingly, Financial bids of the technically qualified bidders will be opened.
13. **Literature a must (wherever applicable):** All the quotations must be supported by technical leaflet/literature and the specifications mentioned in the quotation must be reflected/ supported by such technical leaflet/ literature. The model and specifications quoted should **invariably be highlighted** in the leaflet/literature for easy reference.
14. **Dealership Certificate (wherever applicable):** Dealers or Agents quoting on behalf of Manufacturer must upload valid dealership certificate. OEM should have service centres all across Assam, toll free number, Service Matrix & SLA needs to be furnished. Product datasheet, user manuals & brochures etc. need to be furnished against the technical parameters & the same should be available with OEM website.
15. **Quality Certificates:** Valid certificate to prove that the products are genuine and of international standard, as mentioned below, must be uploaded: (a) Manufacturer's certificate; (b) ISO certificate.
16. **Genuine Pricing:** Vendor is to ensure that quoted price is not more than the price offered to any other customer in India to whom this item has been sold, particularly to Universities/IITs/Institutes and other Government Organization.
17. Installation, demonstration, and training-sessions should be conducted/imparted by the selected bidder/OEM for the delivered equipment as well.
18. **PENALTY FOR DELAYED DELIVERY:** The date of delivery should be strictly adhered to. In the event of delayed delivery, installation & commissioning, the vendor shall be liable for a penalty deduction as per prevailing rule.
19. The University is exempted from paying Custom and Excise duty.

AB



तजपुर विश्वावद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament)

कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR

नपामः:तेजपुर-784028::असम

NAPAAM::TEZPUR-784028::ASSAM

20. Warranty/Guarantee (for a period of 03 years) should be specifically mentioned in the quotation.
21. Irresponsive/incomplete quote will be rejected.
22. No Advance payment will be made.
23. The University reserves the right to accept or reject any or all the quotations without assigning any reason.
24. Quoted price should be inclusive of delivery up to Tezpur University, Tezpur.
25. Applications for release of **EMD** should be submitted to the **Deputy Registrar-S&P**.
26. Apart from the above terms and conditions the University has the right to include any other terms and conditions as and when felt necessary.
27. **Performance Bank Guarantee amounting to Three (03) % of the order value needs to be submitted in the form of a Bank Guarantee in favor of "The Registrar, Tezpur University" on or before the final settlement of the bill. The Performance Bank Guarantee must remain valid for the entire warranty period (if selected) plus 60 (sixty) days.** No interest shall be paid on the Performance Bank Guarantee.
28. **Conditional tenders not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Printed conditions mentioned in the tender bids submitted by vendors will not be binding on Tezpur University.
29. **Enquiry during the course of evaluation not allowed:** No enquiry shall be made by the bidder(s) during the course of evaluation of the tender till final decision is conveyed to the successful bidder(s). However, the Purchase Committee or its authorized representative (Tezpur University) can make any enquiry/seek clarification from the bidders. In such a situation, the agency shall extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short period notice, as such the bidders have to be ready for the same.
30. The bidder must submit customer satisfactory certificate of installation and commissioning of similar instrument delivered to other organizations/institutions.

Termination for default: Default is said to have occurred.

- a. If the product or any of its component is found having poor workmanship, faulty designs, poor performance and bad quality of materials used.
- b. If the agency fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by Tezpur University.
- c. If the supplier fails to perform any other obligation(s) under the contract.
- d. Under the above circumstances Tezpur University may terminate the contract / purchase order in whole or in part and forfeit the EMD/PBG as applicable. In addition to above, Tezpur University may at its discretion also take the following actions: Tezpur University may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate Tezpur University for any extra expenditure involved towards goods and services obtained. Besides, the Vice-Chancellor, Tezpur University, and reserves the right to impose any other form of penalty as deemed fit including blacklisting of the vendor.

31. Selection criteria:

i. Evaluation Criteria:

To ensure that each bidder has the necessary qualifications and resources to fulfil its obligations under the contract, the following criteria shall be evaluated. The Eligibility, Financial, Experience & Support criteria should be passed before the technical criteria. Technical criteria will be evaluated and ranked by the award of "ACCEPT" and/or "REJECT". Only the "ACCEPTED" vendors will be considered for opening of price bid. The evaluation will be done based on the total value-wise evaluation. In case, a joint venture makes a bid, any one of the members of the joint venture needs to be qualified for each of the criteria mentioned below.

- ii. The L-1 will be selected based on the price of basic equipment and selected accessories as per order of priority.

AG



तजपुर विश्वावद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament)

कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR

नपामः:तेजपुर-784028::असम

NAPAAM::TEZPUR-784028::ASSAM

Eligibility Criteria:

- a. The bidder or the OEM should not be blacklisted by Tezpur University or any other Educational /R&D/ PSU/ Govt organizations. A certificate or undertaking to this effect must be submitted.

iii. Technical Criteria

Technical bids will be evaluated and ranked by the award 'Accepted' & 'Rejected'. The price bids of Accepted vendors would then be considered by the concerned Purchase Committee of the institute.

Delivery Period

32. The delivery installation and commissioning should be completed within **45 Days** of the award of BID without any deviation.

AS
18/3/24

Deputy Registrar (S&P)
Tezpur University



तेजपुर विश्वावद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament)

कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR

नपामः::तेजपुर-784028::असम

NAPAAM::TEZPUR-784028::ASSAM

Annexure-I

Tender Specification of Electrospinning Unit

Spinning requirement:

1. Horizontal and vertical spinning
2. Multi polymer spinning
3. Co-axial nozzle
4. Single nozzle
5. Core shell fibre fabrication
6. Wet- Electrospinning (Compatible for water, Acetone, Methanol and other solvents)

Syringe pump:

1. Independently controlled two channel syringe pump or more than two channel syringe pumps
2. Acceptable syringe volume: 2.5 ml-20 ml or broader range
3. Minimum four syringe dispensing system
4. Syringe holder made of insulating material to work under high voltage conditions
5. Motor control through microcontroller to control and indicate flow rate
6. Flow rate: 1 μ l/min-3 ml/min (\pm 0.05%) or better
7. PC based control with documentation of parameters like syringe diameter, flow rate, spray duration etc.

Collector:

1. Stainless steel drums of different sizes
2. Rotating speed: 300-4000 rpm or better
3. Microprocessor controlled BLDC motor
4. PC based control for speed and duration
5. Grounding facility : Available
6. Stationary collector dimension: 150 mm x 250 mm or better, material: stainless steel, grounding available
7. PC based motion control of parameters like speed, traverse, motion profile and duration.

Power supply:

1. High voltage power supply: 0 to 30 kV with current of 400 μ A or higher configuration
2. Digital Voltmeter and Current meter
3. Voltage output continuously adjustable from zero to maximum output

Spinning chamber:

1. Digital humidity control with both humidification and dehumidification to maintain the process conditions
2. Cabin heating: Upto 45°C or more
3. Digital temperature control
4. LED cabin lighting

Safety functions:

1. Safe door, safe transparent glass windows
2. Emergency stop button & Safety Relay
3. High Voltage Warning Light
4. Isolated & Grounded Cabinet
5. Over Current Protection
6. Fully Sealed Cabinet
7. Auto cut high voltage protection when door is opened
8. Exhaust fan with HEPA filter

AM



तेजपुर विश्वावद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament)

कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR

नपामः:तेजपुर-784028::असम

NAPAAM::TEZPUR-784028::ASSAM

PC and software:

1. Free lifetime software should be included. User friendly software that helps the regulation and control of various features like Rotating mandrel speed, Spin Duration, Syringe pump flow rate, XY target movement etc
2. PC configuration: Dekstop PC, branded not assembled, 13 generation minimum i5 processor, 16 GB memory, 512 GB SSD, USB ports, wifi etc.

Accessories:

1. Standard syringes with needles (3ml and 5ml)-1 box
2. Standard spinning samples (PAN and PVDF)
3. Allen Key set
4. Screw driver set
5. Insulation pad/Foot pad
6. Teflon sheet to avoid the solution spillage
7. Spare Needles
8. Teflon Tubes
9. Tube connectors
10. 5 KVA UPS with 1 h backup

Warranty : 3 years

Delivery and installation

The Electrospinning system with all the accessories and consumables must be delivered at Tezpur University, Assam, 784028. Installation should be done free of cost. The vendor should provide any spare parts, consumables or accessories required for the installation of the instrument free of cost. Training/demonstration session should be conducted during installation

Common Terms and conditions	
Name of the original manufacturer	
Model	A catalogue of the model has to be submitted. The catalogue should be available online (proper and workable online link should be provided)
Essential criteria for Manufacturer	The Manufacture must have satisfactory user report for any similar product from any department of Tezpur University (if supplied) and in Northeast India duly signed by the related PI or HoD as applicable. This has to be submitted along with the Tender quote.
User List	User List of the same model to be supplied should be provided
Warranty	The supplier shall provide a warranty for three years covering all parts of equipment.
Training & Application Support	A thorough technical training (minimum 7 days) in analyzing and troubleshooting must be provided by the qualified service engineers & application support team; at On-site free of cost. Onsite demonstration and training for the faculty/scientists must have to provide periodically for handling of the system and its application as per requirement without any additional cost during warranty period.
Supporting documents	Supporting documents for each and every climbed point much be provided with exact reference page number of the Catalogue. Any claim without proper catalogue

AB



तजपुर विश्वावद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament)

कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR

नपामः:तेजपुर-784028::असम

NAPAAM::TEZPUR-784028::ASSAM

	reference (with page number) will be rejected.
Delivery and installation	With all the accessories and consumables must be delivered at Tezpur University
Price	Price needs to be quoted as total door delivery including all taxes, insurance charge and/or any liquidity charge
Spare parts availability	The availability of the spare parts needs to be guaranteed at least upto 10 years beyond the installation date.
Certificate	Original Equipment Manufacturers (OEM) or Authorized dealership certificate must be provided
Consumable	The supplier must provide required consumables for trouble free operation of the instrument.

AG



तेजपुर विश्वावद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament)

कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR

नपामः:तेजपुर-784028::असम

NAPAAM::TEZPUR-784028::ASSAM

Annexure-II

List of Enclosures to be submitted with the Bid Document

Sl.	Type of Document	Submi	Page
1.	Bidders Office Address (with mobile No. and e-mail)	Yes/No	
2.	PAN Card	Yes/No	
3.	GST Certificate	Yes/No	
4.	Valid Trade License/ Registration Certificate	Yes/No	
5.	ITR Returns (Last 03 Financial Years)	Yes/No	
6.	Declaration of Non-Blacklisting	Yes/No	
7.	Acceptance to Tender Condition	Yes/No	
8.	Technical Specifications and Compliance Sheet including model supported by leaflet	Yes/No	
9.	Audited Balance Sheet certified by CA for last 03 yrs. *	Yes/No	
10.	Annual Turnover (last 03 Financial Years) *	Yes/No	
11.	Proof of Experience *	Yes/No	
12.	Earnest Money Deposit *	Yes/No	
13.	Bid Security Declaration Form*	Yes/No	
14.	MSME / NSIC (*exempted for those who are MSME registered)	Yes/No	
15.	ISO Certificates (wherever applicable)	Yes/No	
16.	Address of After Sales Support /Service Centres (wherever applicable)	Yes/No	
17.	Dealership Certificate/Authorization Certificate (wherever applicable)	Yes/No	
18.	MII Declaration (wherever applicable)		
19.	Escalation Matrix	Yes/No	
20.	Product Datasheet, User Manual and brochure in support of technical parameters	Yes/No	
21.	Certification for Genuine Pricing	Yes/No	

N.B: (*) denotes exemption of documents for MSME registered bidders as shown above at Sl. 14 against MSME clause.



तजपुर विश्वावद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament)

कुल सचिव का कार्यालय/ OFFICE OF THE REGISTRAR

नपामः:तेजपुर-784028::असम

NAPAAM::TEZPUR-784028::ASSAM

Annexure-III

(To be submitted on Company's/Firm's Letterhead signed and sealed)

Bid-Security Declaration Form

Date: _____

Bid No. _____

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of three year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

(a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

(b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration).

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of: (insert complete name of Bidder) Dated on

_____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid).