



SCHOOL OF CHEMICAL SCIENCES

MAHATMAGANDHIUNIVERSITY

Priyadarshini Hills, Kottayam-686560

office.scs@mgu.ac.in

Phone: 0481 -2731036

Tender No: SCS/02/PF/18/2024

Dated: 11/03/2024

NOTICE INVITING SHORT TENDER

Professor and Head, School of Chemical Sciences, Mahatma Gandhi University, Kottayam invites sealed tenders in original including all taxes for the supply and installation of scientific equipment from reputed dealers/ firms

1	Name of the Scientific Equipment	Diaphragm Vacuum pump – 1 No (Detailed specifications given in Annexure-1)
2	Earnest money deposit (EMD)	1%of the estimated value.
3	Security deposit/FD/BG	5% of the estimated value
3	Tender submission fee	0.2% of the cost of the equipment rounded to the nearest multiple of 100, subject to a maximum of 1.25 lakhs/- + GST as applicable
4	Period of supply and Installation	Within 8 days from L/C opening date
	Address	Professor and Head School of Chemical Sciences, M.G. University, Kottayam, Kerala Pin-686560, India
3	Date and time of bid opening	18/03/2024, 11.00 am
4	Last date and Time of submission of tender with relevant documents.	8 days, 18/03/2024, 11.30 am

Duly filled up and signed tender schedule along with relevant documents should be sent to **Professor and Head, School of Chemical Sciences, Mahatma Gandhi University, Kottayam** by speed post so as to reach before the date and time specified. The cover containing the document should be super scribed the **name of the scientific equipment, tender number and last date of submission** of the tender.

Relevant documents may also be sent to: E-mail- office.scs@mgu.ac.in

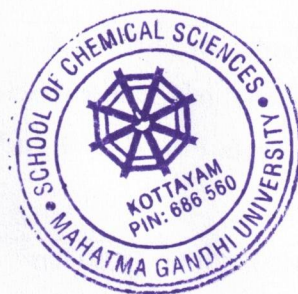
ELIGIBILITY CRITERIA

1	Bidder should be a company registered in India or Registered Partnership /proprietary firms	Copy of valid registration certificate/Copy of Certificates of incorporation
2	Should not have been blacklisted by any of the Government entities under state / central government.	Self-Certificate
3	The bidder should have a registered number of (i) GST where his business is located ii) Income Tax / PAN number.	Copies of relevant certificates of registration

Further details can be had from the office of **School of Chemical Sciences, Mahatma Gandhi University, Kottayam** Email: office.scs@mgu.ac.in on all working days during working hours. If relevant documents through speed post are not submitted with in time, the tenders will not be considered. The undersigned reserves the right to reject any or all the tender without assigning any reason whatsoever.


Director

Professor and Head
School of Chemical Sciences
Mahatma Gandhi University
Priyadarsini Hills P.
Kottayam, Kerala - 686



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Please see the Annexures

ANNEXURE-1

Technical Specification of Diaphragm Vacuum pump

- Diaphragm vacuum pump should be suitable for wide range of lab applications.
- The vacuum pump should have strong Anti-Corrosion properties and should be suitable for chemical lab applications.
- Ultimate vacuum should be 8 mbar or better.
- Maximum flow should be 20L/min or better.
- Pump head type should be Two-stage pump.
- Anticorrosion pump with composite diaphragm and pump head should be PTFE material.
- Anticorrosion vacuum pump using electric direct drive power transmission, coupled with the diaphragm low stroke, low noise characteristics.
- Pump valve material should be FFPM for long life.
- Maximum operating pressure 1 bar.
- Speed should be 1450 RPM or better.
- The equipment should have Clean/Dry valve.
- Pump should be equipped with temperature protection switch and should shut down the pump instantly if the temperature rises too high for the safety of the pump.
- Power consumption should be 120W or less.
- Electrical requirement AC 220V 50HZ.
- Vacuum pump should be supplied with manual vacuum controller.
- The vacuum pump should also be supplied with silicon tubing 2 meters.
- The equipment should be CE certified.
- Warranty minimum One year.

ANNEXURE-2

Terms and Conditions

1. Last date of submission of tender along with requisite fee, EMD and all documents is 18/03/2024 11pm.
2. The technical bid will be opened on 18/03/2024 at 11.30 am.
3. Tenders must accompany a copy of the "Annexure 3 and Annexure 4" section of this document, signed and stamped on each page indicating that they agree to these.
4. Tender form shall be downloaded from the University website (www.mgu.ac.in/Downloads/OtherForms/Format) of Tender Form.
5. Earnest money deposit (EMD) and Tender fee should be submitted through online and the payment receipt shall keep with the tender (www.mgu.ac.in-Online Payment-Miscellaneous).
6. Instrument should have a warrantee of at least three year and should have at least one Service engineer and one application scientist based in India with onsite training facility on the same quoted equipment. Training should include operation, handling and maintenance of system.
7. A good record in supply and service to other research institutes will be considered as a positive point for a particular company. User list of similar equipment supplied recently in India should be provided.
8. Laboratory floor space, electrical power requirements, earthing, room temperature/humidity requirements etc. should be mentioned appropriately.
9. All necessary accessories should be supplied with the instrument, as per standard package offered, including complete set of service and operation manuals for diagnosis, trouble shooting, maintenance and electronic circuitry (hard and soft copies).
10. The Delivery Schedule, Payment Terms & Warranty/Guarantee etc must be clearly indicated in the technical bid. The charges for extended warranty and/or Annual Maintenance Contract after the expiry of offered warranty period should also be specified in the financial bid.
11. The price of the equipment should be quoted in Indian rupee. The total price of the equipment quoted should be inclusive of GST & other taxes if any; material cost; transportation cost; loading and unloading cost; installation cost; labour charges and all other expenses in whatsoever means.
12. Payment process will be initiated only after supply of items as per tender specifications and satisfactory installation of the items.
13. It will be the responsibility of the supplier to deliver the ordered materials at School of Chemical Sciences, Mahatma Gandhi University, Kottayam. All required materials for satisfactory installation are to be provided by the supplier at their own cost.

**ANNEXURE 3:
TENDER FORM PART-I (TECHNICAL BID)**

Date:

From,

M/s.

.....

To,

Professor and Head

School of Chemical Sciences

M.G. University, Kottayam,

Kerala Pin-686560, India

Dear Sir,

I/We have gone through the tendering conditions pertaining to the Tender and General Terms and Conditions of Contract and other requirement for delivery and complete Installation and Special Conditions of Contract contained herein with this tender document. I/we hereby agree to supply the stores conforming to the tender specifications incorporated in ANNEXURE 1 of the tender document and also agree to abide by your General Conditions of all Contra acts and Special Conditions of Contract contained in the ANNEXURE 2 of the Tender document.

You will be at liberty to accept any or more of the items of stores offered by us and I/we shall be bound to supply you the stores as may be specified in the Purchase Order/Contract.

I/We hereby agree to keep the price valid for your acceptance for a period of 30 days from the date of opening of Part-II (Financial bid) of the tender. Deviations to Technical specifications contained in ANNEXURE 1 of the tender documents are detailed in ANNEXURE-A to the tender form while deviations proposed to the General Special Conditions of Contract contained in ANNEXURE 2 are detailed in Annexure-B to this tender. Price applicable for the stores are indicated separately in a sealed envelope marked as financial bid of the tender.

I/We are also enclosing herewith all the leaflets catalogue etc. pertaining to the stores offered.

Yours faithfully

Stamp and Signature of the Tenderer

ANNEXURE 4:

TENDER FORM PART-II (FINANCIAL BID)

Date:

From,

M/s.

.....

To,

Professor and Head

School of Chemical Sciences

M.G. University, Kottayam,

Kerala Pin-686560, India

Dear Sir,

In response to your invitation and as per your tendering and contracting conditions, the prices applicable for the scope of supply contained in ANNEXURE-3 (TECHNICAL BID) of our tender are indicated in the format at annexure "A" to this tender.

We hereby agree to keep the price valid for your acceptance for a period of 30 days from the date of actual opening of Part-II (FINANCIAL BID) of the tender.

Yours faithfully,

Stamp and Signature of the Tenderer

SCHOOL OF CHEMICAL SCIENCES

MAHATMA GANDHI UNIVERSITY

Minutes of the Faculty Council Meeting held on 09.02.2024 at 2PM

No: SCS/ FC/03/2024

Members Present

1. Prof Anitha C Kumar (Sd/-)
2. Prof Raju Francis (Sd/-)
3. Prof Anilkumar (Sd/-)
4. Dr S Anas (Sd/-)
5. Dr Chitra Mohan (Sd/-)
6. Dr Subila K B (Sd/-)
7. Dr Anjana S S (Sd/-)
8. Dr Ditty Dixon (Sd/-)

The council has resolved to

1. To approve the minutes of the FC meeting held on 30-01-2024.
2. Strong protest by the faculty council is registered for the publically humiliating the school of chemical sciences during the NAAC mock visit. held on February 7th 2024 exit meeting.
3. Decided to celebrate National Science Day on February 28th, 2024. The expense of the same will be met from DDF (approximate amount 15,000).
4. Second Semester Msc (2023-2025) classes will start on 14th February 2024.
5. Purchase of containers for storing chemical waste from the research labs.
6. Purchase of Ceiling mount (2Nos) for projector stand at Director Room and PG Lab Seminar Hall.
7. Conduct C.V.Asokan Memorial Lecture award on 15/02/2024 and decided to distribute the cash prize to Aleesha Anto, topper of Organic Chemistry 2019 admission.
8. Withdraw an amount of Rs.50, 000 from DDF as advance for meeting the expenditure of Dr. C.V.Asokan Memorial Lecture award.
9. Behalf of Kalolsavam 1st sem MSc exams postponed to 10th, 12th and 13th February 2024.
10. The permission given for the purchase of Muffle furnace and Milli-Q water for Dr.Aneesa has cancelled as the Muffle furnace and Milli-Q water system is already procured using the previous plan fund.

1. Ratify the following amount.

1. Rs.3530/- Carpenter work
2. Rs.4,000/- JCB & Tipper charge.

3. Rs.5000/- Carpenter work

4. Rs.23487-Resolute enterprises,(Web Cam)

2. Permission for the following

Sl No.	Items	Name
1.	Purchase of AC in SEM room (from DDF) (approximate amount 40,000/-)	Analytical Instrument Technician, SCS
2.	Permission to buy Hot Plate Magnetic Stirrer (approximate amount 45,000/-)	Dr.G.Anilkumar's Research Lab
3.	Request for UPS installation in the Laboratory	Dr.Anitha C. Kumar's lab
4.	Purchase of chemicals at Physical Chemistry lab (approximate amount 40,000/-)	Dr.Ditty Dixon(Practical in charge)
5.	Purchase of Vacuum Pump (approximate amount 1.25 lakhs+GST)	Dr.Ditty Dixon(Practical in charge)
6.	To buy Chemicals (approximate amount 13,672/-)	Dr.G.Anilkumar's Research Lab
7.	Purchasing white board (approximate amount 3000/-)	Dr.Anjana.S.S
8.	Purchasing Nitrogen Cylinder	Dr.Anjana.S.S
9.	Permission for HRMS analysis (approximate amount 2400/-)	Afsina Abdulla C.M
10	Permission for TEM and Raman Spectroscopy in IIUCNN and SAIF.(3000/-)	Nandhu C.T
11	Permission for TEM,EDX and Raman Spectroscopy in IIUCNN and SAIF.(3000/-)	Varun V.P
12	Permission for FESEM and Raman Spectroscopy in IIUCNN and SAIF.(3000/-)	Seethalekshmi K
13	Repair of AC compressor in Instrumentation Room (G05) (approximate amount 18,000/-)	Analytical Instrument Technician, SCS

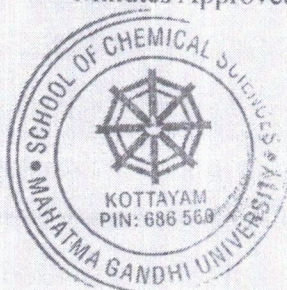
3. Approve the payment of the following

SI No.	Items	Amount	Name
1.	Testing and Analysis-NMR-Charge from 01.11.2023 to 31.01.2024	44,200/-	Director, IIRBS.
2.	Brother TN 2365	1400/-	Tinu Elias, Cartridge Solution.
3.	HP 88A	1050/-	Tinu Elias, Cartridge Solution.

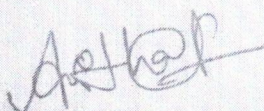
3. Approve the reimbursement of the following

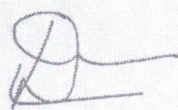
SI No.	Items	Amount	Payment to
1.	FESEM analysis	1000/-	Seethalekshmi K.R
2.	Nitrogen Gas(Boby Traders)	1308/-	Dr.Chithra Mohan.
3.	HRMS analysis	1800/-	Rose Mary Philip
4.	HRMS analysis	3000/-	Aneeja T
5.	HRMS analysis(LC-MS-QTOF)	600/-	Devi .P.S
6.	HRMS analysis	600/-	Neetha Mohan
7.	Repairing of air compressor(APCON Technology)	7670/-	Dr.Aneesa.P

The meeting came to a close at 4 PM



Minutes Approved By


Professor and Head
School of Chemical Sciences
Mahatma Gandhi University
Priyadarsini Hills P.O
Kottayam, Kerala - 686 560


Secretary

Dr. DITTY DIXON
Associate Professor
School of Chemical Sciences
Mahatma Gandhi University
Kottayam, Kerala, India - 686 560