



MAHATMA GANDHI UNIVERSITY
Priyadarshini Hills, Kottayam-686560

Tender No: MGU/RUSA/SPESS/2023-24/16-27

Dated: 03/07/2024

NOTICE INVITING TENDER

The Principal Investigator, RUSA Project, School of Physical Education and Sports Sciences, Mahatma Gandhi University, Kottayam, invites sealed tenders (technical and financial bid) in original including all taxes for the supply and installation of equipment from reputed dealers/firms.

1	Name of the equipment	Analytical Balance (01 No.) (Detailed specifications are given in Annexure-1)
2	Earnest money deposit (EMD)	1% 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 25,000/- + GST as applicable.
4	Period of Supply and Installation	Within 15 days
5	Address	The Principal Investigator RUSA Project No.16 School of Physical Education & Sports Sciences P.D. Hills P.O, Kottayam 686560
6	Date and time of bid opening	17/07/2024, 11:00 AM
7	Last date and Time of submission of tender with relevant documents.	14 Days, 16/07/2024, 05:00 PM

Duly filled up and signed tender schedule along with relevant documents should be sent to **The Principal Investigator, RUSA Project No.16, Mahatma Gandhi University, Kottayam, Kerala Pin-686560** by speed post so as to reach before the date and time specified. The cover containing the document should be superscribed with 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: drbinugeorgevarghese@mgu.ac.in

ELIGIBILITY CRITERIA

1	Bidder should be a company registered in India or a 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 **The Principal Investigator, RUSA Project No.16, Mahatma Gandhi University, Kottayam, E-mail:drbinugeorgevarghese@mgu.ac.in** all working days during working hours.

If relevant documents through speed post are not submitted within time, the tenders will not be considered. The undersigned reserves the right to reject any or all the tender without assigning any reason whatsoever.

Principal Investigator

Please see the Annexures

ANNEXURE-1

Technical Specifications

1. Analytical Balance with Cabin.
2. Capacity: 220 gms or better.
3. Minimum Display: 0.1mg or better.
4. Pan Size: Ø 91
5. Power Requirement: 12V, 1A
6. Touch-key Calibration (Internal Calibration)Inbuilt
7. Easy setting Best fit to weighing application
8. Expanded piece counting function
9. Comparator function
10. Formulation mode
11. Windows Direct Communications Function
12. Weighing Cell: UniBloc is created by a high-precision electric discharge wire processing applied to a block of aluminium alloy, and replaces the conventional electro-magnetic balance sensor assembly.
13. Warranty: 3 years from the date of supply for any manufacturing defects.

ANNEXURE-2

Terms and Conditions

1. The last date of submission of tender along with a requisite fee, EMD, and all documents is **16/07/2024 at 5 pm**
2. The technical bid will be opened **on 17/07/2024 at 11 am.**
3. Tenders must accompany a copy of the “Annexure II and Annexure III” section of this document, signed and stamped on each page indicating that they agree to these.
4. The non-refundable application fee of 0.2% of the cost with a chalan of 5% of it as GST must be accompanied by **The Principal Investigator, RUSA Project No. 16, Mahatma Gandhi University, Kottayam.**
5. The DD/Cheque for EMD or any other must be drawn in of favour of **The Principal Investigator, RUSA Project No.16, Mahatma Gandhi University, Kottayam** payable at SBI Mahatma Gandhi University Campus Branch.
6. Instrument should have a warranty of at least three years and should have at least one Service engineer and one application scientist based in India with an onsite training facility on the same quoted equipment. Training should include operation, handling, and maintenance of the system.
7. A good record in supply and service to other research institutes will be considered a A positive point for a particular company. A 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 a complete set of service and operation manuals for diagnosis, troubleshooting, 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 The maintenance Contract after the expiry of the 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; labor charges and all other expenses by whatever means.
12. The payment process will be initiated only after the 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 to **The Principal Investigator, RUSA Project No.16, 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,

The Principal Investigator,

RUSA Project No.16

School of Physical Education and Sports Sciences,

Mahatma Gandhi University, Kottayam, Pin-686560, Kerala, India.

Dear Sir,

I/We have gone through the tendering conditions pertaining to the Tender and General Terms and Conditions of the Contract and another requirement for delivery and complete Installation and Special Conditions of the 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 the Contract contained in 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. Prices 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 catalog 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,

The Principal Investigator,

RUSA Project No.16

School of Physical Education and Sports Sciences,

Mahatma Gandhi University, Kottayam, Pin-686560, Kerala, 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 in 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 the actual opening of Part II (FINANCIAL BID) of the tender.

Yours faithfully,

Stamp and Signature of the Tenderer