



Tender No.
GERMI/EEERW/2014/002

**GUJARAT ENERGY RESEARCH & MANAGEMENT
INSTITUTE (GERMI)**

1st Floor, Energy Building,
Pandit Deendayal Petroleum University Campus,
Raisan, Gandhinagar, Gujarat - 382 007, INDIA
Phone: +91 79 2327 5361
Fax: +91 79 2327 5380
Web: www.germi.org

**GUJARAT ENERGY RESEARCH AND MANAGEMENT INSTITUTE INVITES
QUOTATIONS FROM SUPPLIERS FOR PURCHASE OF FOLLOWING
INSTRUMENTS FOR ITS ENVIRONMENT AND ENERGY EFFICIENCY
RESEARCH WING:**

- 1. BACTERIOLOGICAL INCUBATOR**
- 2. FULLY AUTOMATIC AUTOCLAVE**
- 3. REFRIGERATED HIGH SPEED CENTRIFUGE**



Date of Issue: 8th July, 2014

**Last date for submission of
quotations: 22nd July, 2014**

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1. INTRODUCTION

1.1 Background of the Project

- 1.1.1 Gujarat Energy Research & Management Institute (hereinafter referred to as "GERMI"), is promoted by Gujarat State Petroleum Corporation Ltd. (GSPC) is a fully integrated energy company. It is one of the fastest growing state owned companies and has excellent support from Gujarat Govt. as well as from Central Govt.
- 1.1.2 GERMI is a centre of excellence in industry learning and has set up to develop human resource assets to cater to the petroleum and allied energy sectors, improve knowledge base of policy makers and technologists and provide a competitive edge to leaders to compete in the global arena. GERMI has already established Pandit Deendayal Petroleum University which is actively pursuing initiatives in the areas of education and research in alternative energy resources.
- 1.1.3 GERMI plans to develop a World-Class Research Centre with all the high-tech state-of-the-art facilities. The research centre is currently at a very nascent stage and needs a long way to go. To begin this journey, it had already started developing the initial infrastructure for setting up of Laboratories.
- 1.1.4 Quotes are invited for procurement of instruments for the Environment and Energy Efficiency Research Wing of GERMI as per the minimum desired specification given in this document.

1.2 List of instruments to be supplied

- 1.2.1 Quotations are invited from original instrument manufacturers or their authorized distributors or agents in India for the following instruments:

- Bacterial Incubator
- Fully Automatic Autoclave and
- Refrigerated High Speed Centrifuge

1.3 Submission of quotation

- 1.3.1 Last date for submission of quotation is 22nd July, 2014 before 1700 hrs. Director, GERMI reserves the right to reject any/all offers without assigning any reasons thereof.
- 1.3.2 Both the technical and financial quotations should be submitted separately in two different envelops.
- 1.3.3 Both the envelops, should be properly sealed and put in a separate bigger envelop together and that sealed envelope should be submitted to GERMI, clearly mentioning on the top of the **"Quotations submitted for procurement of instrument in EEERW of GERMI vide tender no. GERMI/EEERW/2014/002."**
- 1.3.4 Quotations should be submitted to:

The Director
Gujarat Energy Research and Management Institute,

1st Floor, Energy Building, Pandit Deendayal Petroleum University Campus,
Raisan Village, Gandhinagar, Gujarat – 382007, India
Phone: +91 79 23275364
Fax: +91 79 23275380
Email: madhu.c@germi.org

Any queries related to the procurement may be addressed to the above stated person through above contact details.

1.4 Schedule of fiscal aspects

- 1.4.1 Date of commencement: Immediately upon issuance of Purchase Order.
- 1.4.2 Period of completion: 30 (Thirty) days or less from the date of Purchase Order/Letter of Credit depending on the cases.
- 1.4.3 Liquidated damages: 0.5 % of the Purchase Order value per week of delay to a maximum of 5.0% of Purchase Order value.
- 1.4.4 Defects liability period: 24 months from the date of handing over.
- 1.4.5 Terms of payment: i) 80% on supply of instrument and material, ii) balance 20% upon installation and commissioning of the instrument.

2. ELIGIBILITY

2.1 Eligible Suppliers

- 2.1.1 The Supplier should be an original instrument manufacturer. or
- 2.1.2 The Supplier should be selling agent/authorized distributor/ authorized dealer/authorized supply house, provided such Supplier shall submit back-up authority letter from the concerned manufacturers who authorized them to market their product, provided further such an authority letter is valid atleast till the 60 days from the date of submitting the quotations. Offers without back-up authority from the manufacturers will not be considered.

2.2 Experience

- 2.2.1 The Supplier should have minimum 5 years of experience in manufacturing / supplying the required instruments in India or worldwide. (Attach certificate of establishment)
- 2.2.2 The Supplier should have supplied minimum **5 nos** of instruments during **last 5 years** to leading national or international **research institutes or laboratories** with documentary evidence in the form of copy of purchase orders, Installation reports etc.
- 2.2.3 The supplier should also mention the pre-requisites for **installation and operational necessities** in its quotes.
- 2.2.4 The quotations submitted by any Supplier failing to meet the requirements specified in clause 2.1 and 2.2 above can be rejected by GERMI at its own discretion.

3. General Terms and Conditions

3.1 General Instructions:

- 3.1.1 GERMI reserves the right to reject the quotation without assigning any reason thereof.
- 3.1.2 Completeness of the instrument shall be the responsibility of the Supplier. Any instrument, fittings and accessories, which may not be specifically mentioned in the specification or drawing(s) but which are usual or necessary for the satisfactory functioning of the instruments (successful operation and functioning of the instrument being Supplier's responsibility), shall be provided by the Supplier without any extra cost.
- 3.1.3 The instrument shall be manufactured in accordance with sound engineering and good industry standards and also the Supplier shall in all respect design, engineer, manufacture and supply the same within delivery period to the entire satisfaction of GERMI.
- 3.1.4 The supply shall be carried out strictly in accordance with the specifications or as directed by GERMI.
- 3.1.5 The time allowed for completion of work shall be **30 (thirty) days or less**, which shall be reckoned from the date of issue of Purchase Order/ Letter of Credit wherever applicable.
- 3.1.6 The Quotation shall remain valid for **at least 120 days**.
- 3.1.7 The Supplier may inspect the site before submitting their quotations after obtaining prior permission from the competent authority of GERMI.
- 3.1.8 Income tax and other statutory dues shall be deducted from the Supplier's bill as per Govt. of India rules.
- 3.1.9 No escalation in any form either of materials or labor shall be payable by GERMI.
- 3.1.10 All materials brought at site should be as per the specification and should be got approved by the competent authority of GERMI before being used.
- 3.1.11 Time allowed for completion of work shall be strictly followed; otherwise the Supplier shall be liable to pay compensation at the rate of 0.5 % of the contract value of the job undone per week of delay on the part of the Supplier subject to a maximum of 5% of the total contract value.
- 3.1.12 No claim for any compensation during the extended period shall be entertained and GERMI's decision in this regard shall be final.
- 3.1.13 All or any Claim(s), dispute(s) or difference(s) arising out of or in with connection with this agreement shall be subject to the jurisdiction of the Courts at Gujarat only.

3.2 Materials and Workmanship

- 3.2.1 All materials shall be of the best quality and workmanship capable of satisfactory operation under the operating and climatic conditions as may be specified. Unless otherwise specified, they shall conform in all respect to the latest edition of the relevant Bureau of India Standard (BIS) specification wherever Indian specifications apply or internationally accepted standards.
- 3.2.2 All materials and instrument shall conform to the relevant Indian/ International Standards and shall be of the approved make and design.

- 3.2.3 The Supplier shall supply & deliver all instrument and materials for installation at the site. **The Supplier shall arrange for transportation, loading and unloading of materials at project site at his own cost & risk.**
- 3.2.4 The Supplier shall be responsible for securely protecting and packing the instruments as per prescribed standards in force to withstand the journey and ensuring safety of materials and also arrival of materials at destination in original condition and good for contemplated use.
- 3.2.5 In order to import any items, associated with the GERMI from abroad or from any other state in India, **Supplier shall have to arrange any clearance, permission, if required at his own risk, from any Government (Government of Gujarat & Government of India) or any Government controlled organization, for transportation of materials from manufacturing shop to delivery at site.** Necessary certificates if so required shall be issued by the GERMI within reasonable time after getting written request from the Supplier along with the necessary documents substantiating necessity of such approvals, if available.

3.3 Warranty/Guarantee

- 3.3.1 The Supplier should transfer the original warranty received from the manufacturer to GERMI.
- 3.3.2 The Supplier must ensure that the goods supplied under the contract are new, unused and of most recent or current models and incorporate all recent improvements in design and materials unless provided otherwise in the contract.

3.4 Time Schedule of Work in detail

- 3.4.1 **The Supplier shall provide full programme of the supply in detail.** Strict adherence and guaranteed delivery schedule shall be essence of the agreement.

3.5 Terms of Payment

- 3.5.1 The normal terms of payment are 100% of the payable amount shall be paid within 30 days time after receipt of invoice and acceptance of the materials in good condition and its satisfactory installation and operation.
- 3.5.2 Subject to any deduction which GERMI may be authorized to make, the Supplier shall be entitled to payment as follows:
- a) All payments shall be made in Indian Rupees.
 - b) All payment shall be made on the basis of actual measurement for the quantified terms as per schedule of works.
 - c) The Supplier shall submit the bill / invoice for the work executed showing separately VAT, Service Taxes and any other statutory levies in the bill / invoice.
- 3.5.3 The terms of payment shall be as stipulated in main body of the purchase order.
- 3.5.4 Purchases should normally be made on firm prices. However, statutory variation on account of change in customs duty, excise duty, could be allowed to Suppliers if so agreed and mentioned in the Purchase Order.

3.5.5 The quotation shall specify separately the F.O.B. price, C.I.F. price and the customs duty payable. They will also indicate correctly the rate of customs duty applicable along with Indian customs tariff number. In case of Indian Supplier, total deliverable cost including breakup of the applicable taxes, levies etc. shall be provided as part of the Quotation.

3.5.6 In case where all the Suppliers have quoted only for imported stores against forwarded delivery, the quotes will be evaluated on prices exclusive of customs duty. In such case the amount of customs duty as legally liable calculated by reference to the tariff value of the stores declared by the Supplier.

3.6 Performance guarantee

3.6.1 The Supplier shall test at manufacturer's works the performance of machines at rated operating parameters and design conditions and be fully responsible for the performance of the instrument at GERMI office and for the accuracy and efficiency of the installation to deliver the required end results.

3.7 Technical data

3.7.1 Each Supplier must submit along with his quotation the technical data for all items separately along with the installation and operational requirements.

3.8 Operating instruction & maintenance manual

3.8.1 The Supplier shall submit essentially the comprehensive operating instructions, maintenance schedule and log sheets for all systems and instrument included in this contract. This shall be supplementary to manufacturers operating and maintenance manuals.

3.8.2 On Site Training: The Supplier shall arrange the required training to get the instruments operated skillfully and safely.

3.9 Maintenance

3.9.1 **Complaints:** The Supplier shall agree to receive calls for any and all problems experienced in the operation of the system under this contract, attend to those within 48 hours of receiving the complaints and shall take steps to immediately correct any deficiencies that may exist.

3.9.2 **Repairs:** All instruments that require repairing shall be immediately serviced and repaired.

3.9.3 **Warranty replacement:** Replacement of parts, if required, during the warranty period shall be supplied *free of cost* by the Supplier. All charges shall be paid by the Supplier for release of spare parts from the customs.

3.10 Insurance coverage for

3.10.1 The instrument ordered shall be insured by the Supplier for the onward journey from the factory up to the GERMI premises until they are installed, commissioned and handed over

to GERMI representative. Any loss on account of any incident before installation, commissioning and handing over shall be full responsibility of the Supplier.

3.11 Other general terms

- 3.11.1 The manufacturer or and its authorized agents/ dealers representatives are requested to quote for all possible variants and models along with optional components and attachments. The sample preparation components as required for a specific model should also be quoted.
- 3.11.2 The manufacturer/Supplier (or the Indian Agents) of all instrument shall erect & commission them in our laboratory and demonstrate the performance of the instrument as per their claims.
- 3.11.3 The instrument must be capable of operating on the standard AC supply in India i.e. - 220 V \pm 10%. The UPS or any other special requirements of the supply must be mentioned in the quotations and requisite instrument should also be supplied by the manufacturer.
- 3.11.4 The complete instrument & all accessories shall be guaranteed for satisfactory performance.
- 3.11.5 The Supplier shall provide at least one hard copy of operation and maintenance manuals along with complete circuit diagram of the main instrument and all its accessories.
- 3.11.6 If GERMI desires, the Supplier directly or through its representatives should be ready to take up the AMC of the instrument.
- 3.11.7 The manufacturer or and its authorized agents/ dealers representatives may have to provide an onsite training of the operation of the said instrument to the suitably assigned person/persons by the competent authority of GERMI.
- 3.11.8 Specific requirements of samples, space and working environment desired for the best/optimum performance of the instrument should be mentioned. The installation space, temperature and other working conditions should also be mentioned.
- 3.11.9 The place of delivery for all instruments is GERMI Gandhinagar.
- 3.11.10 Software or any IT requirements viz. computer, printer, monitor and allied accessories should also be quoted with assured supply along with the provision of regular up gradation at least for 5 years.
- 3.11.11 The Supplier should assure the supply of spares, specialized consumables and standards if required for a period of 5 years.
- 3.11.12 All the instruments should be quoted with price distribution for all essential and optional attachments, spare parts, maintenance kit (tool set), operational consumables, standards whichever is applicable.

4. COMMON REQUIREMENTS FOR ALL INSTRUMENTS

1. The Supplier should quote for Annual Maintenance of Instrument also atleast for two years after the warranty period.
2. Essential instrument spares for 5 years should be quoted as an option for all instruments and instrument downtime should not exceed 24 working days with component breakdown. Supporting documents to this effect should be attached.
3. Computer units supplied with each instrument should come with valid operating system CD, complete office suite programmes, and Antivirus Software valid for three years subscription for virus update.
4. Software update/revisions may be offered for 5 years.

NOTE:

- The decision on suitability of instrument for its use in GERMI by technical committee shall be final.
- In case change in technical situation, the technical committee reserves the right to redefine specifications.

5. Technical Specifications

5.1 Minimum Desired Specifications

5.1.1 Given below are the minimum desired specifications for all the instruments. Supplier's instruments should at least fulfill these specifications. Anything above these specifications is invited.

Part I: Instruments

Sr. No.	Product	Specifications	Quantity
1)	Bacteriological incubator	<ul style="list-style-type: none"> • Capacity: ~ 300 litres • Temperature range: ambient plus to 80°C • Temperature accuracy: $\pm 0.1^{\circ}\text{C}$ • Shelves: 3 to 4 nos. • PID controller • Digital display • Inner body: Stainless steel (304) • Outer body: Stainless steel (304) powder coated • Air circulating fan 	1
2)	Fully automatic autoclave	<ul style="list-style-type: none"> • Fully automated with PID microprocessor controlled • Type: Vertical • Capacity: ~45 litres • Temperature Range: Ambient plus to 132°C • Temperature accuracy: $\pm 0.5^{\circ}\text{C}$ at 121°C • Digital display • Microprocessor PID controller • Timer: ~ 100 hrs • Pressure: 1.2 kg/cm² • Gauge: 0-3 kg/cm² • Chamber material: stainless steel (304) quality • Chamber outer cabinet: Powder coated steel • Door packing: One touch pressure handle type • Over temperature, over pressure and over current power safety • Stainless steel Wire basket-1 no. • Stainless steel Perforated basket- 1 no. • Electric supply: 220V, 50/60Hz 	1
3)	Refrigerated high	<ul style="list-style-type: none"> • Refrigerated 	1

	speed centrifuge	<ul style="list-style-type: none">• Brushless motor• Digital display• Max rpm: 18000• 12/24 x 1.5/2.0 ml rotor• 6/8 x 50 ml rotor• 10/12 x 15 ml rotor• Motor over heating protection• Set and view speed in rpm or g-force• Safety features: imbalance detection, lid interlock, chamber guard ring, rotor over speed, diagnostic system	
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6. Price Format

6.1 The Supplier shall have to provide a Price quotation as per the format given below:

(For Indian Suppliers)

Supplier's Name: _____

Quotation no: _____ Validity of Quotation: _____

Gross weight of the consignment (In KG): _____

Dimension (L X B X H) of each package and number of packages: _____

Sr. No.	Item Description	Qty	Unit price (In Rs.)	Total price (Unit price x Qty)
1.				
2.	TOTAL PRICE OF ALL THE INSTRUMENTS			
3.	Duties, taxes (please elaborate on applicable taxes and duties including excise separately here), transportation cost insurance etc. a. b. c. d.			
4.	TOTAL LANDED PRICE AT GERMI OFFICE (PLEASE REFER NOTES BELOW)			

Notes:

1. Indian Supplier must furnish prices of each items and components separately.
2. Total Landed Price should be inclusive of all direct and indirect costs till installation at GERMI premise including levies, insurance, freight, installation & commissioning charges, TPI charges from any of the agencies, costs of training GERMI's Representatives. GERMI shall not make any payment over and above Total Landed Price.
3. It is also mandatory to enlist all taxes and duties as applicable on date of submission of the quotation.
4. Sales tax should be quoted without Form 'C'. GERMI will not issue Form 'C' to the Indian Supplier.
5. Supplier will submit the AMC charges as applicable. Charges must be quoted on year wise basis.

(For Foreign Suppliers)

Supplier's Name: _____

Country of Origin: _____ Airport of Export: _____

Quotation no: _____ Validity of quotation: _____

Gross weight of the consignment (In KG): _____

Dimension (L X B X H) of each package and number of packages: _____

Sr. No.	Item Description	Qty	Unit price (In USD)	Total price (Unit price x Qty)
1.				
2.	GROSS TOTAL PRICE OF ALL THE INSTRUMENTS			
3.	Total Landed Price at GERMI premise (Please see notes below)			
4.	Air Freight (upto Mumbai/Ahmedabad Airport)			
5.	Insurance charges			
6.	Installation and Commissioning Charges			
7.	Charges for training GERMI employees, if any			
8.	Any other charges, if any			
9.	TOTAL LANDED PRICE AT GERMI OFFICE			

Note:

1. Supplier must indicate the currency in which prices are quoted.
2. Foreign Supplier must indicate the gross weight of the consignment along with the number and dimensions of the package(s).
3. Total Landed Price quoted should be inclusive of all direct and indirect costs till installation at GERMI premise including levies, insurance, freight, installation & commissioning charges, TPI charges from any of the agencies, costs of training GERMI's Representatives etc. GERMI shall not make any payment over and above Total Landed Price except custom duty charges.
4. It is also mandatory to enlist all taxes and duties as applicable on date of submission of the quotation.
5. Supplier will submit the AMC charges as applicable. Charges must be quoted on year wise basis.