

Tender Form No.: /.....

**NATIONAL INSTITUTE OF AYURVEDIC PHARMACEUTICAL  
RESEARCH, MOTI BAGH ROAD, PATIALA (Pb.)-147001**

**TENDER- DOCUMENT  
FOR**

**Purchase of Stability Chamber and Deep Freezer .**

**TENDER DOCUMENT No.:** NIAPR-2014-15 dated \_\_\_\_\_

**Last Date of submission of Tender** – 26-11-2014 upto 3-00 pm

**Date of Opening of the Technical Bid** – 27-11-2014 at 10-00 am

**Date of Opening of the Financial Bid** – 01-12-2014 at 10-00 am

<b>Address for submission of tender</b>	<b>Institute Incharge, National Institute of Ayurvedic Pharmaceutical Research, Moti bagh road, Patiala.</b>
<b>Contact no. of concerned Officer</b>	<b>0175-2212348, 2212393</b>

**Tender Cost Rs. 1,000/- (Rs. One Thousand) only**

**DD/Pay Order/ No.:**.....

**Date:**..... **Name of Bank:**.....

**Detailed Notice Inviting Tender**

**Purchase of stability chamber and Deep Freezer etc.**

Issued to : M/s .....

The deadline for receipt of Application form for purchase of tender document  
25-11-2014 upto 3-00 p.m.

<b>Item needed/ Required</b>	<b>List enclosed</b>
<b>Cost of Tender</b>	Rs. 1,000/- (Rs. One Thousand) only (Non-refundable)
<b>Amount of Earnest Money</b>	Rs. 30,000-00 for Stability Chamber & Rs.10,000-00 for Deep Freezer
<b>Time allowed for supply</b>	As given in Tender Document

- Tender will be accepted only if it is submitted in the format supplied with the tender form. (List of items required).
- Tender will be rejected if the terms and conditions are not completely followed.

*Rajesh Saini*

**NATIONAL INSTITUTE OF AYURVEDIC PHARMACEUTICAL  
RESEARCH, MOTI BAGH ROAD, PATIALA-147001 (Pb.)**

**Tender for the purchase of Scientific Instruments**

**CHECK LIST**

S.No.	Item	Write (Yes) or (No)
1.	Terms & Conditions mentioned in the Tender Form have been read and fully accepted	
2.	Tender Document Downloaded from CCRAS website	
3.	Tender Document Cost of Rs. 1,000/- in the form of Demand Draft in favour of "NIAPR" payable at Patiala have been attached if downloaded from CCRAS website.	
4.	Earnest Money of Rs.30,000/- for Stability Chamber and Rs.10,000/- for Deep Freezer in the form of Demand Draft/ Pay Order in favour of 'NIAPR' payable at patiala have been attached	
5.	Signed and firm seal is affixed on each and every page of filled-in tender form	
6.	Authorized Dealership Certificate from manufacturer /Company valid for desired period have been attached	
7.	Conditions accepted for supply of items as per approved rates.	
8.	Rates quoted are FOR NIAPR , Patiala	
9.	VAT Tax and other taxes as applicable shown separately	
10.	TIN/PAN Number mentioned and supporting documents have been attached	
11.	Certificate of Registration of firm have been attached.	
12.	IT Return and Sales Tax clearance certificate of last year have been attached.	

Place:

Date:

**Sign and Seal of Tenderer**

*Rajesh Kumar*

# TERMS & CONDITIONS

Sealed tenders are invited for the purchase of Scientific Instruments (STABILITY CHAMBER AND DEEP FREEZER etc.) on the following terms & conditions:

1. The tenders are being invited for purchase of Scientific Instruments, which will be valid for complete supply as per date of agreement.
2. The tender (s) must be submitted in a sealed cover, address not in personal name, but be submitted by designation to the **“INSTITUTE INCHARGE, NIAPR PATIALA”** by Hand/Courier/Regd. Post/A.D.
3. The cover shall bear the address of tenderer and **shall be super scribed with the words, “Tender for Supply of STABILITY CHAMBER/DEEP FREEZER separately.**

## **Please note carefully:**

The **Technical Bid (Envelop A) and Financial Bid (Envelop B)** should be **kept separately** in sealed envelopes (Sealed envelope **marked A: for Technical Bid** and sealed envelop **marked B: for Financial Bid**) and both these envelopes (**A & B**) should be kept in one envelope superscribing **“Tender for STABILITY CHAMBER/DEEP FREEZER”** separately.

Sealed envelope **marked A: "Technical Bid"** will be opened first in the presence of committee and representatives. Envelope A should contain the following documents:

- (1). Covering letter of the firm.
- (2) Check List, proper filled in.
- (3) Tender Document Cost Rs. 1000/- in the required form.
- (4) Earnest Money of Rs. 30,000/- for Stability Chamber and Rs.10,000/- for Deep Freezer in the required form.
- (5) PAN/TIN supporting document.
- (6) Certificate of Registration of firm/agency/company for supporting document.
- (7) IT Return and Sales Tax clearance Certificate of last year.
- (8) Authorized Dealership Certificate from manufacturer /Company valid for the period of agreement.

*Rajesh Saini*

Sealed envelope **marked B: "Financial Bid"** will be opened for only those bidders who qualify in Technical aspects, in the presence of committee members and representatives, who wish to present. **Envelope "B"** of unsuccessful bidders in technical aspects will not be opened. **Envelope "B"** must contain the price list of items mentioned under **ITEM LIST** of Tender document in the proper supplied format. It should be stamped and signed on each page. No overwriting or corrections in the financial bid is permitted. Also no column should be left blank, it should be striked through, if no rate has been filled in for any item.

Tender must be submitted in a separate sealed cover envelope, addressed to the **Institute Incharge, National Institute of Ayurvedic Pharmaceutical Research, Moti Bagh Road, Patiala** by Registered post, speed post, courier or delivered personally so as to reach on or before **26-11-2014 up to 3.00 pm** (The last date for submission of the tender). The **technical bid** will be opened on **dated 27-11-2014 at 10.00 am and financial bid** will be opened on dated **01-12-2014 at 10.00 pm** of those tenderers qualified in technical bid in the conference hall of the **NIAPR, PATIALA** in the presence of the authorized representatives who may wish to be present with proper authority letters from their principals.


4. Tender document can also be downloaded from website [www.ccras.nic.in](http://www.ccras.nic.in) and should be submitted along with tender fee of Rs. 1,000/- (Rs. One Thousand) only through Demand Draft in favour of "**NIAPR, PATIALA**", payable at **PATIALA. Without the tender cost, the offer will be rejected.**
5. The sealed tender must be accompanied by an **Earnest Money of Rs. 30,000/- (Rs. Thirty thousand only) for Stability Chamber and Rs.10,000/- (Rs. Ten thousand only)** for Deep Freezer in the form of Demand Draft/ Pay Order in favour of "**NIAPR, PATIALA** payable at **PATIALA** of any Nationalized Bank. In any case **Cheque of the firm is not accepted** and will be rejected.
6. CCRAS is registered with the Department of Scientific & Industrial Research (DSIR) for the purpose of availing customs duty exemption in terms of Government Notification No.51/96-Customs Dated 23 July, 1996 and Central Excise Duty exemption in terms of Government Notification No. 10/97-Central Excise dated 1 March, 1997
7. **All rate(s) shall be quoted in Indian Rupees both in figure and words indicating VAT and other tax extra as applicable.**

*Rajesh Kumar*

8. All correspondence in this connection shall be made by designation of the INSTITUTE INCHARGE, NIAPR, MOTI BAGH ROAD, PATIALA and not by name of any individual.
9. Conditions such as prices are subject to change without notice shall not be considered. Rates of articles once approved for the specified period cannot be increased for supplies made during the period of contract.
10. Suppliers shall be responsible for the shortage in their supplies. The breakage or shortage of any order will have to be made good "FREE OF ALL COST" by suppliers before the payment of the consignment. The broken, defective or otherwise rejected articles shall be replaced on specific request within 07 days of intimation to the supplier at his own cost and risk.
11. Agency shall be responsible for installation/commissioning of instruments in the premises of this Institute. They will also provide technical short training to operator/technical staff of the institute.
12. **PRICES OFFERED IN THE TENDER SHOULD BE EXACTLY AS PER SPECIFICATIONS AND QUALITY OF THE MAKE AS SHOWN IN THE LIST OF REQUIREMENT. BRAND OF THE ARTICLES MUST BE SHOWN CLEARLY.**
13. Except for valid reasons, duly considered and approved by the Incharge whose decision shall be final and binding, the supplying firm failing to deliver the goods ordered within the time limit leads to forfeiting of security amount and will be blacklisted.
14. It must be understood that rates received will be considered as F.O.R. destination, and no other charges transport, like, fare hiring, insurance or any other charges will be paid.
15. Tenderer should enclose authorized dealership certificate issued by the manufacturer/ company directly, failing which the tender will not be considered.
16. The INSTITUTE INCHARGE reserves all the rights to accept or reject all or any of the tenders without giving any reason(s).
17. The quantity and quality of items required will be determined by the Purchase Committee of Institute, which shall have no bound to order for particular quantity. Please note that there will be no compromise with the quality and quantity.
18. The Institute Incharge reserves the right to accept the lowest tender or otherwise of any item. He also reserves the right to place an order wholly or in part to one or more than one firm as convenient to him.

*Rajesh Samra*

19. Full payment will be made after the satisfactory installation of the equipment.
20. Warranty/Guarantee period should be clearly mentioned.
21. Tenderers shall have to accept the decision of the INSTITUTE INCHARGE, NIAPR, PATIALA as final and legally binding on all matters.
22. No firm or person is permitted to submit more than one tender under different name or names. The contractor/ tenderer/ supplier shall not submit the contract or assign to any other party/ parties, the whole or any portion of the contract.
23. Prices of each item in tender document should be quoted separately indicating its specification/as mentioned in the tender document.
24. Any articles supplied that are not found in accordance with the standards prescribed in the tender document shall be rejected outright & returned to the firm at their cost & risk and the INSTITUTE INCHARGE, NIAPR, PATIALA shall reserve the right to purchase the articles in question from other firms giving the-notice and deduct the difference of cost & other charges, if any, from the Deposit forfeit Any deviation variation or non compliance of the conditions stipulated above, shall be considered as breach of the contract and the Institute Incharge reserves the right to impose any or all the penalties as indicated above.
25. Any dispute arises, shall be dealt within the jurisdiction of Patiala only.

  
3-11-14  
**Institute Incharge**

## Technical Specification of Stability Chamber

Number of items required - 03 (Three)

### Specification for Stability chamber

i.	Internal Volume	:	370 Lit.
ii.	Number of Tray	:	06*
iii.	Internal Dimension (mm)	:	660 x 655 x 850 (W x D x H), $\pm 5\%$
iv.	Temperature Range	:	10 to 60°C
v.	Accuracy of Temp.	:	$\pm 1^\circ\text{C}$
vi.	Humidity Range (RH)	:	40% TO 95% $\pm 3\%$
vii.	Temperature & Humidity Control	:	Microprocessor controlled with capacitance type sensor
viii.	Display	:	Digital Screen for ease of reading regarding temperature and humidity
ix.	Power Failure Alarm	:	Audio Visual Alarm
x.	Door Open Alarm	:	Audio visual alarm in case door opens for over one minute
xi.	Alarm on Humidity and Temperature Variation	:	Audio visual alarm on variation of set Humidity $\pm 3\%$ and Temperature $\pm 1^\circ\text{C}$
xii.	Illumination	:	8 watts fluorescent Tube
xiii.	Internal Body Material	:	Stainless steel 316 Grade
xiv.	External Body Material	:	Stainless Steel 304 Grade without paint
xv.	Insulation	:	70 mm minimum for body & 80 mm for door, CFC Free polyurethane foam (PUF)
xvi.	Noise Level	:	Less Than 65 db(A)
xvii.	Electrical	:	220-240, 50 Hz, Single Phase
xviii.	Voltage stabilizer	:	Voltage stabilizer compatible with the equipment and will supply by the supplier.
xix.	Software as per 21 CFR Part-11	:	Software for Humidity & Temp. Data.

\*Additional cost may be quoted for the required articles that are not supplied along with standard equipment

*Rajesh Samra*

## Technical Specification of Deep Freezer

Number of items required- 01(One)

i.	No. of Trays	:	06
ii.	Internal Dimension (mm)	:	660 x 765 x 1250 (w x D x H) $\pm 5$
iii.	Minimum Temperature	:	-20
iv.	Insulation	:	80 mm minimum for Body & 80 mm for Door
v.	Temperature Control	:	Microprocessor
vi.	Display	:	Digital screen
vii.	Power Failure Alarm	:	Audio Visual Alarm
viii.	Door Open Alarm	:	Audio visual alarm, in case door opens for over one minute
ix.	Illumination	:	8 watts Fluorescent tube
x.	Internal Body Material	:	Stainless Steel, 316 Grades
xi.	External Body Material	:	Stainless Steel, 304 Grades without paint
xii.	Noise Level	:	Less than 65 db(A)
xiii.	Voltage Stabilizer	:	Voltage stabilizer compatible with the equipment and will be supplied by the supplier.
xiv.	Electrical	:	220-240, 50 Hz, Single phase

*Rajesh Saini*



**AGREEMENT BOND (Specimen)**

**(Agreement Bond will be filled by the tenderer on Rs. 100/- (Rupees One Hundred only) non-judicial Stamp Paper by the firm whose rates are approved by the Institute.)**

I/we hereby tender for the Supply of ..... (Items mentioned under list to the Purchaser of STABILITY CHAMBER and DEEP FREEZER . as per rates and terms & conditions approved stipulated in the annexure to this memorandum.

If this tender be accepted I/We hereby agree to abide and fulfill all the terms & conditions, as per provision of contract annexure as applicable or in case of proving defaulter by the authority of NIAPR thereof otherwise agree forfeit and pay to the INSTITUTE INCHARGE, NIAPR, PATIALA, the sum of ..... Rs. ....only, deposited as Earnest Money at the time of submission of tender in the form of demand draft/pay order No. .... dated..... drawn on .....(Name of Bank). The full value of which is to be absolutely forfeited to the said Institute Incharge, or his successor in office without prejudice to any other right of remedies in case I/WE fail to undertake the supply of commodities specified in the annexure, or fail to abide with the said terms & conditions of the contract.

Dated: ..... The day of .....

Witness: .....Signature of Contractor.....

Address: .....

.....  
.....  
.....

Occupation: .....

The above tender is hereby accepted by me on behalf of the NIAPR, patiala

**Institute Incharge**  
Signature of sanctioning authority

*Rajesh Saini*