

# **Tender Document for Purchasing Laboratory Instruments / Equipments under RUSA Grant**



**Office of the Principal  
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Dibrugarh, Assam, INDIA  
PIN – 786001



## Tender Documents for Purchasing Laboratory Instruments / Equipments

Tender Reference No: **MD/AD/RUSA/2/Lab/001**

Date: **12/01/2021**

Sealed tender is hereby invited from the reputed suppliers/firms for the below mentioned items for the laboratory of different departments of MDKG College, Dibrugarh under RUSA grants as per specification mention below.

1. Date of commencement of sales of tender documents : **12 – 01 - 2021**
2. Last date and time of received of tender documents : **27– 01 – 2021 till 2.00 PM**
3. Date and time of opening tender documents : **27–01 – 2021 at 3.00 PM**
4. Place of opening tender : MDKG College, Dibrugarh
5. Cost of tender documents : INR 1000./-

(Rupees One Thousand Only)

### N.B.:

- Bidders must download the tender documents from the college website (<https://mdkgcollege.edu.in/webportal/Tender>)
- Hard copies of the tender documents are not available at the office of the Tender Inviting Authority
- Cost of tender documents (Rs. 1,000/-) must be paid during the submission of tender documents by the bidder either in form of Demand Draft **in favour of Principal, MDKG College and payable at Dibrugarh** or through ECS **in the following bank account.**

Bank Name : **State Bank of India**  
Branch : **Thana Chariali, Dibrugarh**  
A/C/ No : **35508018220**  
IFSC : **SBIN0000071**  
A/C/ Name : **Manohari Devi Kanoi Girls' College A/C General Fund**  
Type : **Saving Account**

(in case of ECS, bidder must enlist the money transfer receipt in technical bid documents)

- Cost of the tender documents is **NON-REFUNDABLE**

## **A. Basic Eligibility Criteria**

The basic eligibility criteria for participating in the bid process are given below.

1. The firm/bidder/enterprise must have trade registration from the competent authority.
2. The firm/bidder/enterprise must have GST registration certificate
3. The firm/bidder/enterprise must have PAN card
4. The firm/bidder/enterprise must have experience of work executed under RUSA grant
5. The firm/bidder/enterprise must have an average annual turnover of not less than One Crore during the last three financial years.
6. The firm/bidder/enterprise must have submitted IT return regularly in the last three financial years.

## **B. General Conditions**

1. Interested bidders/firms/enterprises may submit the bid documents with all prescribed supporting documents on or before the time and date as specified in the relevant clause of the bid document.
2. Tender without fee (non-refundable) will not be accepted.
3. The college reserves the right to accept or reject the tender without assigning any reasons to anyone.
4. The quantity of the items will be mentioned in the Work Order as and when issued by competent authority.
5. In the event of any kind of holiday, the bid documents will be opened on the next working day.
6. Bids will be opened in the presence of bidders or their authorized representatives (only one) on the specified date and time as stipulated in the bid documents. Note that, without proper authorization, none will be permitted to present in the bid document opening process. Authorized persons must have carried a valid ID proof also. No separate invitation letter will be issued to the bidders to present or nominate representative to attend the bid document opening process. Even if neither the bidders nor their representatives will present, the bid document opening process will be done at the specified day and time in front of the persons / members to whom the Tender Inviting Authority (TIA) nominates / permits.
7. At any time till the date of submission of bid, the TIA may, for any reasons or circumstances, whether on his own initiative or response to a clarification requested by any prospective bidder, modify/omit/redesign the tender documents by an amendment. In such circumstances, if arise any, information will be passed to those bidders who already have submitted before the modification if so. In other cases, none will be intimated.
8. The bidders are advised to prepare a presentation, preferably in PPT mode about what they mentioned in the tender documents. The TIA may ask the bidders to show their

- presentation on the day of tender opening. Bidders are advised to include the quality of products, warranty/guaranty, brand and so on in their presentation.
9. Two covers bid system; i.e. technical bid (TB) and financial bid (FB) is being followed. Bidders are instructed to keep two separate covers: Cover A for technical bid and Cover B for financial bid.
  10. Items quoted should be of national/international brand with technical literature.
  11. It will be imperative on the bidder to fully acquaint himself of all local conditions and factors that would have any effect on performance of the contract. The purchaser shall not entertain any request for clarification from the bidder regarding such local conditions nor shall accept any offer conditional to the local factors. No request for any change of price or extension of time schedule of delivery of goods shall be entertained after purchaser accepts the bid.
  12. No suit, prosecution or any legal proceedings shall lie against TIA or any person for anything that is done in good faith or intended to be done in pursuance of tender. A self declaration in this regard must be attached with TB.
  13. No bidder will be allowed at any time on any ground whatsoever, to claim revision of or modification in the rates quoted by him. The representation of the bidder that computation/typographical or clerical error etc has been committed in the bid and request for revision on such, plea shall not be entertained after submission of the bid. A self declaration must be attached with TB in this regard.
  14. The TIA is not bound to accept the lowest rate and reserve the right to reject or cancel the tender without assigning any reason whatsoever.
  15. Quoted rates must be valid for 45 days from the date of submission of tender.
  16. Delivery should be done within 30 days from the date of issuance of Work Order.
  17. MDKG College will not issue road permit to deliver the items. It is the sole responsibility of the bidder to deliver the items as mentioned in the Work Order, at MDKG College, Dibrugarh, Assam, 786001 in good conditions. Broken, partially damaged items will not be received by the TIA.

### **C Technical Bid Cover (Cover A)**

The bidders should be furnished the following documents in a sealed Cover as prescribed in relevant Sub Clause of B. Intended bidders are advised to read this tender carefully to prepare their bid paper correctly.

1. DD or ECS receipt of Rs. 1,000/- (non-refundable)
2. Self attested copy of Trade Registration Certificate
3. Self attested copy of PAN Card
4. Self attested copy of GST Registration Certificate
5. Annual Turnover Statement of the last 3 financial years as per the format of Annexure 1
6. Relevant documents of at least three (3) works executed under RUSA grant during the last three (3) years

7. Undertaking as per Annexure 2.
8. Agreed Terms and Conditions as per Annexure 3 duly filled in and signed.
9. Undertaking on 'Fraud and Corruption' as per Annexure 4
10. The tender documents must be signed by the bidder in all pages by affixing its official seal. Without official seal and signature in all the pages may invite rejection. Signed and seal must be same in all the pages.
11. Self attested copy of IT return of the last three financial years
12. Self declaration in respect of Post Delivery / Installation Service. There is no specific format for this. The bidders submit their opinion/stand/status about the post delivery/installation service in their office letter head with seal and signature.
13. Softcopy of the Technical Bid in '.doc or .docx or .xlsx' format must also be submitted in a CD/DVD/Pen Drive (non-returnable) along with the Technical Bid, in addition to the hard copies. Tender/Quotation not accompanied by soft copy will be rejected.
14. Parties should have authorized service centre in the state of Assam. Details of the service centre along with complete address with PIN, name & contact no of the contact person should be furnished along with the TB.
15. Warranty must be shown against the each item in TB.
16. The bidder should certify in its official letter pad that the rates quoted are the lowest ones for any institution in the country.
17. During the period of contract, if the price of any tendered item is reduced due to any reason including any Law or Act of the Central/State Government, the bidder shall be statutorily bound to intimate the reduced rates immediately to the purchaser and shall charge the reduced rates. The purchaser is empowered to unilaterally effect such reduction as necessary in rates, in case the bidder fails to notify or fail to agree to such reduction of rates. Undertaking of this must be enclosed with TB.

The bidders shall put the duly sign and sealed documents of technical bid within a sealed cover super scribed as

Tender Reference No. : **MD/AD/RUSA/2/Lab/001**  
 Cover : **Technical Bid, Cover A**  
 Name of the firm, complete address :  
 Date of Submission :

**D Financial Bid Cover (Cover B)**

1. The bidder must show the price bid 'under head wise break up' as given in the point J.
2. The rates quoted shall be inclusive of all kind of taxes, including GST, delivery charge, installation charge or any other kind of taxes. However the component on tax should also be shown separately.
3. Each page of different documents of price bid should be duly signed and affixed office seal.

The bidders shall put the duly sign and sealed documents of price bid within a sealed cover super scribed as

Tender Reference No. : **MD/AD/RUSA/2/Lab/001**  
Cover : **Price Bid, Cover B**  
Name of the firm, complete address :  
Date of Submission :

#### **E Cover for Bid)**

Sealed Cover A & B shall be placed together inside another cover which shall be sealed and super-scribed as **Tender Reference No: MD/AD/RUSA/2/Lab/001** and addressed to the Principal, MDKG College, Dibrugarh, Assam-786001.

#### **F Opening of Bid Documents**

- Bid documents will be opened for evaluation as per the provision laid down in section B(6) of this bid paper.
- Only those bidders whose technical bids are found acceptable after evaluation by the committee duly constituted by the TIA for this purpose will be open price bid; i.e. Cover B.
- This is not necessary that the lowest quoted price bid will be awarded. The committee duly constituted for the purpose will evaluate the tender documents in terms of quality of products, brand of the products, post delivery / installation service assurance, track record of the bidders in spite of technical and financial bid.

#### **G Execution**

After evaluation, work order will be issued by the head of the institution to the selected bidder.

#### **H Payment Provision**

- No advance payment will be paid to the successful bidder at any cost or any ground.
- Payment will be made only after submission of Completion Certificate of the work and bill/invoice.
- Payment will be made ONLY through PFMS mode.

- The bidder must accept that he will pay the tax amount to the government and photocopy of the tax paid will be submitted to the college within three months from the date of payment or final settlement of the finance.

**I Other Conditions**

- No bidder shall be allowed at any time on any ground, whatsoever, to claim for revision or modification in the bid paper. To make correction in the tender paper on the ground of clerical error or typographical error etc shall not be entertained after submission of the bid. Undertaking in this regard must be attached with TB.
- Supply of goods and materials by the successfully selected bidder should be made directly and not through any other agency or third party. Undertaking in this regard must be attached.
- The institute has the right to cancel any bid paper at any moment without assigning any reason to anybody else. The college is not answerable for rejecting any bid paper to anybody else. Canvassing directly or indirectly, either through self or other representative/agency to either Principal or RUSA Coordinator or PMU members invite rejection of the bid documents. Participants are directed to submit tender document in alignment to this.

**J Requirements of Laboratory Items, Subject wise**

**SUBJECT 1 : BOTANY**

Sl No	Instruments	Brand Name with technical literature	Unit Price	Warranty period, if any
1.	LCD Digital Microscope			
2.	Lux Meter Digital			
3.	Magnetic Stirrer with Hot Plate			
4.	Digital Water Bath			
5.	Dissolved Oxygen Meter			
6.	Analytical Balance			
7.	Ocular and Stage Micrometer			
8.	Essential Oil Steam Distillation Unit			
9.	Dissecting Microscope			
10.	Maximum and Minimum Thermometer			
11.	Ganongs Respirometer			

**SUBJECT 2 : CHEMISTRY**

SI No	Instruments	Brand Name with technical literature	Unit price	Warranty period, if any
1	UV Visible Double Beam Spectrophotometer (190-1100 nm)			
2	Ultra Sonic Cleaner (Sonicator)			
3	Thermostatic Heating Oil Bath with Magnetic Stirrer			
4	TLC UV Cabinet with UV tube (power 220 volt)			
5	Rotary Vacuum Ecaporator with Pump			

**SUBJECT 3 : PHYSICS**

SI No	Instruments	Brand Name with technical literature	Unit price	Warranty period, if any
1.	ADC0804 Analog to Digital IC			
2.	Antenna Trainer System			
3.	Babinet's Compensator Assembly			
4.	Capacitors Electrolytic Capacitors upto 1mF			
5.	Carey Foster Bridge			
6.	Constant deviation Spectrometer with Pellin-Broca Prism			
7.	Capacitor Pack- Paper/Plastic Capacitors			
8.	Decade Capacitance Box Dial Type ( 1pf-10uF range)			
9.	Decade Inductance Box Dial Type (1mH -10H range)			
10.	Dielectric Constant Apparatus with Variable Capacitor			
11.	Dielectric Slab thickness: 1.5mm, 3mm, 6mm			
12.	Digital Ammeter			
13.	Digital Microammeter (0-200uA)			
14.	Digital Storage Oscilloscope			
15.	Dual/Split Power Supply 0-30 V for op-amp Ics			
16.	Electromagnet (Max Magnetic Field= 1 tesla (at 10mm pole space))			
17.	Electron Work Function and Specific Charge of Electron Apparatus			
18.	Gas filled Diode (Mercury Vapor)			
19.	Gauss Probe Holder with Mount (Anodized Aluminum Alloy)			
20.	Glass Tube with Plane Windows to hold Iodine Vapor			
21.	Gouy's Balance			
22.	Hall Effect Apparatus			
23.	Helium-Neon Laser with Mount			
24.	Incandescent Lamp with Power			



	Supply			
25.	Infrared Sensor Trainer Kit			
26.	Infrared Sensor			
27.	LDR			
28.	LDR characteristics Trainer Kit			
29.	LED Small			
30.	Lee Charlton Apparatus			
31.	Malus Law Apparatus			
32.	Mercury Vapor Lamp			
33.	Microwave optics system to study a. reflection b. refraction c. interference d. diffraction e. polarization			
34.	Millikan Oil drop Apparatus			
35.	Op-amp IC 741			
36.	Optical bench with Clamps/Mounts for Solar cell, lamp and filters			
37.	Optical Fiber cable			
38.	Optical fiber trainer board			
39.	Optical filters (pack)			
40.	PE hysteresis apparatus			
41.	Piezoelectric crystal for coupling coefficient			
42.	Polariser mounts for spectrometer (1 pair)			
43.	Polarizer and analyser with mounts			
44.	Quinck's tube with stand			
45.	Resistor pack			
46.	Rotary Potentiometer 10K $\Omega$			
47.	RTD (Resistance Temperature Detector) Sensor			
48.	Slit-double slit plate			
49.	Slit-Mechanical single slit width variable width			
50.	Solar cell			
51.	Specimen holder with mount			
52.	Surface Plasmon Resonance apparatus for determination of complex dielectric constant , refractive index of dielectric layer			
53.	Transistors (BC 547 or 2N222)			
54.	Trasistor BD 139 or equivalent (Power transistor)			
55.	Tripod stand			
56.	Tunnel diode characteristics apparatus			
57.	Ultrasonic diffraction apparatus			
58.	UV- Visible spectrophotometer (double beam) wavelength range: 190nm-1100nm			

59.	Vacuum tube voltmeter for ac amplitude measurement (volt range)			
60.	Solenoids			
61.	Angstrom's method for thermal conductivity (complete setup)			
62.	ASK FSK trainer kit			
63.	BH curve apparatus			
64.	Bode Plotter			
65.	Boltzmann constant kit using p-n junction diode			
66.	Copper strip /plate			
67.	Diode 1N4007 or equivalent			
68.	Diode 1N4009 or equivalent			
69.	Electromantle (Max. temperature 450°C)			
70.	Hollow prism equilateral			
71.	IC 555 timer			
72.	Inductor pack (10 $\mu$ H and above)			
73.	Intermediate frequency transformer			
74.	LED 7-segment display			
75.	Michelson interferometer			
76.	Op-amp IC LM358			
77.	PLL IC trainer board			
78.	quarter wave plate			
79.	quartz crystal for measuring thermal expansion			
80.	regulated dc supply			
81.	Stefans Constant apparatus /kit			
82.	Step down transformer 220V to 6V			
83.	Tektronix 571 Curve Tracer or equivalent			
84.	Thermocouple Copper-Constantan			
85.	Thermocouple Copper-iron			
86.	Trainer kit for JFET amplifier			
87.	Trainer kit for MOSFET characteristics			
88.	Transistor 2N3904 or equivalent			
89.	Transistor JFET BFW-11			
90.	Transistor UJT 2N2646			
91.	USB connector ONLY for Breadboard			
92.	Wollaston's air film complete apparatus for measurement of Refractive index of liquid using total internal reflection			
93.	Energy band gap kit containing a PN junction diode placed inside the temperature controlled electric oven, microammeter, voltmeter			
94.	Experiment Kit of Optical Image Addition/Subtraction			
95.	Magnetic stirrer, BOSS, clamp			

	magnetic stirrer bar, 1% Gold chloride and Sodium citrate			
96.	Thermal evaporation coating unit			

**SUBJECT 4 : ZOOLOGY**

SI No	Instruments	Brand Name with technical literature	Unit price	Warranty period, if any
1	Kymograph			
2	Sahli's Haemoglobinometer			
3	Sphygmomanometer			
4	Shaking Water Bath			
5	Autoclave			
6	Semi Automatic Microtome			

**SUBJECT 5 : HOME SCIENCE**

SI No	Instruments	Brand Name with technical literature	Unit price	Warranty period, if any
1	Pick Glass for Textile			
2	Measuring Tape			
3	Children's IQ Test kit			
4	Wechsler Intelligence Scale for children			

Sd/-

(Dr. Nibedita Phukan)

Principal

MDKG College, Dibrugarh

Copy to:

1. MD, RUSA, Assam for kind information
2. RUSA Coordinator, MDKG College, Dibrugarh for record keeping
3. Accountant, MDKG College for information & record keeping
4. Notice Board
5. Office File

Sd-

(Dr. Nibedita Phukan)

Principal

MDKG College, Dibrugarh

### Annual Turnover Statement of the Bidder

The Annual Turnover of ..... for the past three financial years are given below and certified that the statement are true and correct as per the supporting documents.

Sl. No	Financial Year	Turnover in Lakhs	Remarks if any
1			
2			
3			
TOTAL			

(IN WORDS)

Seal and Signature  
of the Authorized  
person of the Firm/  
Enterprise

Seal and Signature  
of the Chartered  
Accountant /  
Auditor with  
Membership No

**Undertaking by the Bidder**

To  
The Principal, &  
Tender Inviting Authority  
MDKG College  
Dibrugarh, Assam. INDIA

Tender Reference No.:

Sir,  
I, Sri ..... on behalf of M/S .....  
..... having registered office  
at.....  
(complete postal address with PIN) do hereby declare that I have read all the terms & conditions, eligibility criteria and all other relevant instructions in terms of the above cited tender reference no and undertake to comply with all of them. The rates / amount quoted by my firm/enterprise are valid and binding me for acceptance only for works called through the tender.

I agree to the conditions of the tender under which the EMD has been deposited.

I do also comply that the TIA has the right to accept or reject any or all the tenders without assigning any reasons.

I read and understand all the terms and conditions of the contract and bind myself to abide by them.

I hereby declare that there is no vigilance or any other legal investigation or court case pending/ contemplated against me and my firm/enterprise at this moment.

I declare that I will follow the institutional rules and regulation if any instructed to me at the time of executing the order if selected.

Signature :  
Name :  
Designation :  
Date & Place :  
Name and address of the Firm :

### Agreed Terms and Conditions

Tender Reference No.:

Date :

**Details of Bidder:**

Name of the Bidder: :

Contact Person :

Designation :

Contact No :

Email ID :

**Definitions:**

1. 'Purchaser' means Principal, MDKG College, Dibrugarh or his authorized person
2. 'Bidder' means a person/firm/company/enterprise who has made an offer for supply of goods and/or service as per tender.
3. 'Vendor' or 'Supplier' means a person/firm/company/enterprise to whom the order will be addressed for supply of goods and/or service after evaluation of tender documents.
4. 'Site' means the premise of MDKG College, Dibrugarh

**Note: Questions listed below should not be replaced or redesigned or un-attempted. Answering each question is compulsory and non response may invite cancellation of the Bidder from tender process. If required, bidder may give elaboration in a separate sheet with proper indication/marks.**

Sl. No	Description	Vendor's Response (Yes/No/Furnished separately)
1	Meet the eligibility criteria as per bid document	
2	Acceptance of technical specification of the materials	
3	All documents specified in Technical Bid are enclosed	
4	Confirm that the price quoted in financial bid is of inclusive of packing, forwarding, delivery, courier, GST, transportation cost, installation charge or any kind of other tax or expenditure	
5	Confirm of relevant payment terms & conditions mentioned in the bid	
6	Confirm that low quality materials or goods will not be supplied	
7	Understand that payment will be transferred through PFMS	

Signature :

Name :

Designation :

Date &amp; Place :

Name and address of the Firm :

**Undertaking on Fraud and Corruption**

Tender Reference No.:

Date :

I, Sri..... representing the firm  
..... Under  
..... (designation) capacity do hereby undertake that, in competing  
for (and, if award is made to us, in executing) the subject contract for supply under Tender  
Reference No. \_\_\_\_\_ dated \_\_\_\_\_.  
We shall strictly observe the laws against fraud and corruption in force in the country.  
Further, we declare that our firm has not been banned / blacklisted by any organizations or  
government.

Signature :

Name :

Designation :

Date & Place :

Name and address of the Firm :

**Undertaking on Offering Post Delivery Service**

Tender Reference No.:

Date :

The firm; named \_\_\_\_\_ (with complete address) is hereby declare that we will provide post delivery services to the **MDKG College, Dibrugarh, Assam-786001** in regard to those laboratory items, which will be delivered by us under the reference of this tender number cited above other than company's warranty at our own cost within one year from the date of delivery of the goods.

Signature :

Name :

Designation :

Date & Place :

Name and address of the Firm :



**Details of Authorized Service Centre**

Tender Reference No.:

Date :

Against the laboratory instruments which will be purchased under above mentioned TR No, the following details of the authorized service centre are mentioned.

- 1. Name of the Service Centre :
- 2. Complete Postal Address :
- 3. Contact Person :
- 4. Designation :
- 5. Contact No. :
- 6. Alternative Contact No. :
- 7. Email ID :
- 8. Website, if any :
- 9. Office hour time : \_\_\_\_\_ AM to \_\_\_\_\_ PM
- 10. Day Break Time : \_\_\_\_\_ to \_\_\_\_\_
- 11. Working Days :

Counter signed by service centre  
with seal / Letter

- Signature :
- Name :
- Designation :
- Date & Place :
- Name and address of the Firm :

**Undertaking on Quoted Rate**

Tender Reference No.:

Date :

This is hereby certified that the price against the item quoted in the financial bid papers are the lowest rate for the educational institutes as and when our firm submitted tender documents.

Signature :

Name :

Designation :

Date & Place :

Name and address of the Firm :

**Certificate on Reduced Price, if any**

Tender Reference No.:

Date :

This is hereby certified that if during the period from date of issuance of work order to final settlement of finance, if the price of any tendered item is reduced due to any reason including any Law or Act of the Central/State Government, we shall statutorily bound to intimate the reduced rates immediately to the TIA through postal letter or email and we assure to charge the reduced rates, if any. We also understand that the Tender Inviting Authority is completely empowered to unilaterally effect such reduction as necessary in rates, in case we will fail to notify or fail to agree to such reduction of rates

Signature :

Name :

Designation :

Date & Place :

Name and address of the Firm :

**Undertaking on No Revision of Bid Paper**

Tender Reference No.:

Date :

We understand and issue our consent that we will not be allowed at any time on any ground whatsoever, to claim revision of or modification in the rates quoted by us in FB. The petition of revision/modification, partially or fully from our side on the ground of computation /typographical or clerical error etc or whatsoever may, not applicable and the TIA will not accept such any plea after submission of the bid, both TB & FB

Signature :

Name :

Designation :

Date & Place :

Name and address of the Firm :

**Undertaking on No Prosecution**

Tender Reference No.:

Date :

This is hereby certified that no suit, prosecution or any legal proceedings shall lie against TIA or any person for anything that is done in good faith or intended to be done in pursuance of tender.

Signature :

Name :

Designation :

Date & Place :

Name and address of the Firm :

**Certificate on Revision of Rate**

Tender Reference No.:

Date :

This is hereby certified that no plea will be requested to the TIA to revise the rate of the items once submitted other than compulsion of execution of notification from Central or State Government / President or Governor / Judicial Verdict.

Signature :

Name :

Designation :

Date & Place :

Name and address of the Firm :

**Undertaking on Supply of Goods**

Tender Reference No.:

Date :

This is hereby certified that our firm itself will supply the tendered goods and materials to MDKG College, Dibrugarh if Work Order will be awarded to us. Further we declare that we will not include any other agency or third party to deliver the items or to involve in the financial transaction.

Signature :

Name :

Designation :

Date & Place :

Name and address of the Firm :