



PONDICHERY UNIVERSITY  
DEPARTMENT OF CHEMISTRY  
R. V. Nagar, Puducherry – 605 014, India

**Dr. M. Bakthadoss**  
Associate Professor

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**Ref: PU/CHEM/MB/DST-SERB/HPLC ACCESSORIES /TENDERS/2014-15/**

**date: 03-03-2015**

Sealed quotations are invited for the purchase of HPLC accessories. The quotations duly signed and sealed should be submitted to the address below. The quotation should be sent by normal/speed post/registered post or by courier. The price quoted should include all the costs such as delivery, installation, testing, etc., and also inclusive of all taxes. Warranty terms should be explicitly specified in your quotation. The technical specifications are given below. Last date for receiving the quotations is on or before 13<sup>th</sup> March, 2015, at 4.00 PM.

**Required Specifications:**

- 1 Manual injector with 20 ul loop and 25 ul syringe- 1 No.
- 2 Reverse Phase C 18 column 150 x 4.6 mm, 5 micron- 1No.
- 3 Standard Computer , Dell 24'' LED Monitor , core i3 processor ,4 GB DDR3 RAM, 500 GB hard Disk , DVD Writer , Keyboard , Mouse – 1No.

**SCHEDULE OF TERMS & CONDITIONS**

01. Tenders are invited in a sealed cover for the supply of **individual items / equipments** having specifications given above.
02. Tender document/quotation must be submitted in sealed cover super-scribing thereon bidder's name and name of the item. This is to be submitted to **Dr. M. Bakthadoss, Associate Professor, Department of Chemistry, Pondicherry University, R. V. Nagar, Kalapet, Puducherry 605 014** or sent by the registered post / courier service addressed to **Dr. M. Bakthadoss, Associate Professor, Department of Chemistry, Pondicherry University, R. V. Nagar, Kalapet, Puducherry 605 014, India** on or before the tender bid closing time (see below).
03. The Tender document must accompany an EMD of Rs. 2000/- by means of a Demand Draft, drawn in favor of the Finance Officer, Pondicherry University, Payable at Puducherry. The amount is refundable.
- 04. Last date and time for submission of tender: 13<sup>th</sup> March, 2015, 4:00 PM**
- 05. Date & time of opening of tenders: 16<sup>th</sup> March, 2015, 11:30 AM**
06. The firm must have the requisite domain expertise with regard to supply, installation and post-sale service of the items they are quoting.
- 07. All equipments must operate at 230V/50 Hz single phase and / or equivalent three phase electrical power.**
08. The offer must be in English. The rates should be indicated both in figures and words. It is preferable that the price be quoted in Indian Rupees or in US Dollars.
09. The taxes / duties / discounts, if applicable, are to be explicitly and separately shown in the bid

and **under no circumstances** these components shall be added to the basic price and shown as single price. All the components of taxes, if applicable, should be shown explicitly and separately.

**10. The total cost should be quoted for FOB (ex-port, Chennai, India) as well as CIF-Puducherry, India.**

11. The prices quoted shall remain firm until equipment is supplied to the Pondicherry University.

**12. The validity of each quotation should be at least 120 days from closing date of the bid.**

13. The offers will not be considered if received after the bid closing date and time.

14. The offers received through telex / telefax / e-mail will not be accepted by the university under any circumstances.

15. The university shall not be responsible for delay / loss or non-receipt of tenders by post / courier service.

16. No unsolicited correspondence shall be entertained after the submission of the offer.

17. If an order is placed with the firm, the purchase shall be governed by an agreement as per the University rules in force.

18. The University has been granted the benefit of exemption from the payment of the Central Excise Duty and Customs Duty by the Department of Scientific and Industrial Research (DSIR), India, vide their Notification No.10/97 dt.01-03-1997. Customs duties at Indian port, if any, will be to the account of the University.

19. The bidders are encouraged to quote for optional spare parts and accessories (for e.g. a thermos flask or a solvent trap).

20. Please give a recent customer list (within last five years) with contact details including email address.

21. If you have an authorized representative in India, you are requested to inform his technical ability to take care of the problems in the system, if developed later within the warranty and outside the warranty period. The responsibility of the Indian agent must be clearly specified.

22. The bidder from abroad shall obtain, if required, export permission from the appropriate authorities in his country or the country of origin for items to be shipped to India in case of items to be imported. The University shall provide necessary information if required for this purpose.

25. The bidder from within India shall obtain the requisite approval for Imports etc., if required.

26. Additional terms and conditions can be incorporated by the University, if necessary, in the purchase order to safe guard the interests of the University.

**27. Tender is not transferable.**

28. Pondicherry University reserves the right to accept / reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof. Any offer containing incorrect and incomplete information shall be liable for rejection.

29. Warranty: The material covered under the purchase order, when installed, shall be warranted for the quality, workmanship, trouble free operation and performance for a period of **at least 24 months (Preferably 2 years) from the date of putting the system into operation** at the Pondicherry University.

If any item covered under warranty fails, the same shall be replaced free of cost including all the applicable charges including shipping cost both ways.

30. Payment terms: Normally a letter of Credit will be opened for 100% FOB price on receipt of order acknowledgement, however, 90% of the LC amount will be paid on proof of the shipment of the

consignment with necessary documents to be detailed at the time of placing of the purchase order.

Balance of 10% of the LC amount shall be made after satisfactory installation and commissioning and against submission of the Installation & Commissioning certificate, duly accepted by the purchaser. Other modes of payment may be considered if agreeable to both parties.

31. In case of any dispute in respect of the tender, all legal matters shall be instituted within the jurisdiction of the place where the purchaser ordinarily resides.

32. No agency commission will be paid to any authorized agent in India.

33. Liquidated damages: Timely supply of the ordered items, installation, commissioning (wherever is applicable) and training etc. is the essence of the contract. In case of failure to supply within the time specified in the Purchase order, a penalty/LD of 0.5% of the total value per week or a part thereof shall be levied subject to a maximum of 7.5% in respect of items which are not supplied. The decision of Pondicherry University shall be final in this regard.

34. For any clarification with respect to technical specifications, please contact **Dr. M. Bakthadoss, Associate Professor, Department of Chemistry, Pondicherry University.**