



**PONDICHERRY UNIVERSITY  
PONDICHERRY 605 014.**

**TENDER NOTICE**

The Registrar, Pondicherry University, invites Global Tenders in sealed covers in **two bid systems** (Technical Bid & Price Bid) for the supply and installation of “**Ice Flake Machine – 01 no.**” to the Department of Chemistry, Pondicherry University, Pondicherry-14.

The tender schedule containing full details along with terms and conditions can be had from the Information Facilitation Counter, Pondicherry University, Pondicherry – 605 014 on payment of Rs.1000/- (Rupees one thousand only) by Demand Draft payable at Pondicherry in favor of the Finance Officer, Pondicherry University, Pondicherry – 605 014. The form and the schedule can also be downloaded from the website **www.pondiuni.edu.in** and the **DD as said above for tender form fees should be included. For further details visit the University Website.**

The last date for submission of tenders is: **Friday, 29-7-2016, 3.00 PM and will be opened on the same day at 4.00 PM.**

Pondicherry  
27.06.2016

**REGISTRAR**

**PONDICHERY UNIVERSITY**  
**Department of Chemistry**  
**R. Venkataraman Nagar, Kalapet**  
**PONDICHERY 605014, INDIA**

**SCHEDULE OF TERMS & CONDITIONS**

**Ref. No.: PU/CH/HOD/TENDER/Ice Flake Machine/2016/**

**June 27, 2016**

**Subject:** Supply, installation and commissioning of “**Ice Flake Machine – 1 no.**” to the Department of Chemistry, Pondicherry University (with the specifications given in Annexure I).

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1. Tenders are invited in a sealed cover for supply of “**Ice Flake Machine**” having specifications as given in Annexure I.
2. Tender document/quotation must be submitted in sealed cover super-scribing thereon bidder’s name, Tender No., and name of the Item. This is to be dropped in the Tender Box placed at the Reception Counter, Pondicherry University, or sent by the Registered post/ courier service addressed to the Registrar, Pondicherry University, R. V. Nagar, Kalapet, Pondicherry 605 014, India positively before the tender bid closing time.
3. The Tender document must accompany an EMD of **Rs.15,000/-** (Rupees Fifteen Thousand only) by means of a Demand Draft, drawn in favor of the Finance Officer, Pondicherry University, Payable at Pondicherry. This amount is refundable.
4. **Last date and time for submission of Tender : Friday, 29-07-2016, 3.00 PM**
5. **Tenders opening Date & Time : Friday, 29-07-2016, 4.00 PM**
6. Only original manufacturers are permitted to quote against the requirement. Original manufactures may, if they so desire, route their tenders/quotations through an authorized Indian agent. In the latter case, the tender must be on the Manufacturer’s letter head and duly signed by authorized personnel (with name and designation) of the original company (Not by the agent).
7. The firm must have the requisite domain expertise with regard to supply, installation and post-sale service of the items they are quoting.
8. The firm should have been in existence for at least six years as on the date of this document and must have executed at least three orders for this kind of equipment during the last five years.

9. The offer must be in English. The rates should be indicated both in figures and words against item specified in the given Annexure. It is preferable that the price be quoted in Rupees or in US Dollars.
10. 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.
11. **The total cost should be quoted for FOB as well as CIF-Pondicherry, India.**
12. The prices quoted shall remain firm until equipment is supplied to the Pondicherry University.
13. **The validity of each quotation should be at least 120 days from closing date of the bid.**
14. The offers will not be considered if received after the bid closing date and time.
15. The offers received through telex / telefax / e-mail will not be accepted by the university under any circumstances.
16. The university shall not be responsible for delay / loss or non-receipt of tenders by post / courier service.
17. No unsolicited correspondence shall be entertained after the submission of the offer.
18. **If an order is placed with the firm, the purchase shall be governed by the terms and conditions of the University in force at that time.**
19. Infra-structural, power and any other requirement for satisfactory installation and commissioning of the whole system, including room preparation, must be provided, at least 30 days in advance of the installation to be commenced. All drawing for electrical connections, electrical safety items piping work etc. must be provided in detail.
20. Complete technical specifications and literature, including process flow, to be included with the quotation. Manufacturers of various major parts/equipment must be mentioned explicitly.
21. A clear statement regarding availability of after-sales service and availability of spare-parts for next 10 years should be included.
22. Please give a recent customer list (within last five years) with contact details including email address.

23. 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.
24. 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 **will be incorporated in the purchase order, if needed, to safe guard the interests of the University.**
27. Tender is not transferable.
28. Any offer containing incorrect and incomplete information shall be liable for rejection. 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. However, deficiencies on any one or more of the following crucial criteria will be a material factor, for consideration other than the Lowest Quotation:-
  - i. Total Number of installations of the similar Equipment in the premier Research Institutes in India.
  - ii. Availability of Service Network in India, especially in Chennai or Bengaluru.
  - iii. Valuable feedback from the present users about the performance, service support, accuracy or result, etc.,
  - iv. Any other techno commercial information which is deemed fit to be important in the opinion of the University.
29.
  - i) Either the Indian agent on behalf of the Principal/OEM or Principal/OEM itself bid for this tender advertisement but both cannot bid simultaneously for the same item/product in the same tender.
  - ii) If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same tender for the same item/product.
30. **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 36 months from the date of installation & functioning of the Ice Flake Machine** at the Department of Chemistry, Pondicherry University, or at least 30 months from the date of receipt of the last lot of the consignment in India.

31. 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.
32. Payment Terms: 100% Payment would be made only after delivery and installation of the equipment/s in good working condition at the specified site on submission of Performance Bank Guarantee towards 10% of the cost of equipment for the duration of the warranty period from the date of installation of equipment in good working condition otherwise 90% payment only be released on delivery and installation and the balance 10% amount will be released on completion of warranty period or submission of performance bank guarantee of 10% of the total contract/purchase value (obtained from any Nationalized Bank in India) for the duration of the warranty period (Refer Annexure – II for Bank Guarantee Format).

Normally, as per the present policy, advance payment and payment by LoC is not accepted by the University. Payment would be made only by way of Foreign Demand Draft/Multicity Cheque / Wire transfer, after the successful delivery and installation of the equipment. If required, payment would be arranged to be made immediately on delivery and installation of the equipment with due certification and recommendation by the end user.

However, in exceptional circumstances, payment would be considered through Letter of Credit depending upon the merit of the case.

In such cases, an undertaking would have to be given by the supplier or his duly authorized agent guaranteeing the timely supply and installation of the equipment in good condition, including receipt of required documents well within period of Letter of Credit to effect payment and to bear the expenses /additional financial burden that may have to be incurred by the University in case of default by the supplier or his agent for any transaction in connection with the timely supply of the equipment

Bank charges in India shall be borne by the purchaser and outside India shall be borne by the contractor / supplier. However, Bank charges on account of delay on the part of contractor/supplier should be borne by the contractor/supplier.

33. In case of any dispute in respect of the tender, all legal matters shall be instituted within the jurisdiction of Puducherry.
34. No Agency commission will be paid to any authorized agent in India.
35. The successful bidder should deliver and install the equipment at the end user department in good working condition, at the supplier's risk within the stipulated time as specified in the supply order.

The Cargo arrival notice and other connected documents/details required for clearing should be sent well in advance to the Purchase Section of Pondicherry University with a

copy to the end user department, for facilitating clearing. Any charges incurred due to non-receipt of the cargo arrival notice and other related documents/details for clearing the cargo would have to be borne by the supplier.

If the equipment is supplied after the stipulated time, the additional financial burden and other consequences, if any, has to be borne by the supplier.

The payment would be made only after receipt of the item/s in good working conditions as per specification. The University would not be making payment in case of receipt of items found defective in any manner whatsoever. In such an event, all the related charges, if any, incurred by the University, would have to be paid/borne by the supplier.

Liquidated damages: Timely supply of the ordered items, installation, commissioning (wherever is applicable) and training etc. is essence of the contract. In case 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.

36. For any clarification with respect to technical specifications, please contact the following faculties at Department of Chemistry, Pondicherry University.

Dr. K. Tharanikkarasu,	Professor & Head	0413-2654410
Dr. Bala. Manimaran,	Associate Professor	0413-2654414
Dr. C. R. Ramanathan,	Assistant Professor	0413-2654416

**Annexure I**  
**PONDICHERRY UNIVERSITY**  
**PURCHASE AND STORES**  
**(R.V.NAGAR, KALAPET, PUDUCHERRY – 605 014)**

Sub: Supply of **Research Laboratory Ice Flake Machine – 01 no.** for the Department of Chemistry, Pondicherry University

**Schedule of Requirements**

**Sealed tenders** are invited under **two bid systems** for Ice Flake Machine as per the technical details and specifications given below: -

**Technical Specifications – Ice Flake Machine**

<b>S. No</b>	<b>Ice Flake Machine specifications</b>
1	Ice Flake Machine dimensions :(approximately) Size: 640mm(W) x 470mm (D) x 700mm(H):
2	Production of Ice should be granular flakes and it should not much differ due to water condition & Ambient Temp
3	Production: <b>500 Kg/hr</b>
4	Storage Bin: 250Kg Capacity
5	Electrical Consumption: 1700W (appr.)
6	Warranty: Three years warranty against all manufacturing defects from the date of installation.
7	After sales service: Annual maintenance contracts after completion of warranty period.
8	Delivery: Should be delivered within 6 weeks from the receipt of supply order.
9	Testing: Ice Flake Machine should be factory tested. Certificate should be submitted along with the Ice Flake Machine. Onsite validation also should be carried out to ensure working of Ice Flake Machine as per international norms.

Tender committee reserves its right to select or reject any or all of the items mentioned above without assigning any reasons. Price must be quoted separately for each individual item listed above, as for as possible.