



PONDICHERRY UNIVERSITY
PONDICHERRY 605 014.

TENDER NOTICE

The Registrar, Pondicherry University, invites Global Tenders in sealed covers in **TWO Bid System** (Technical & Price) for the supply and installation of **“Workstation - 1 no. & UPS - 1 no.”**

The tender schedule containing full details along with terms and conditions can be had from the Dr. G. Ramachandran, Principal Investigator, Department of Chemistry, Pondicherry University, Pondicherry – 605 014 on payment of Tender Document Fee Rs. 500/- (Rupees Five Hundred only) for Workstation and Rs. 500/- (Rupees Five Hundred only) for UPS 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: **Wednesday, 29-11-2017, before 3.00 PM. & will be opened on Wednesday 29.11.2017 by 3.30 PM at the Head’s Room, Department of Chemistry, Pondicherry University.**

Pondicherry
06.11.2017

REGISTRAR

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

SCHEDULE OF TERMS & CONDITIONS

Ref. No.: PU/CHEM/HOD/TENDER/Workstation & UPS/2017-18/

06.11.2017

Subject: Supply, installation and commissioning of **“Workstation - 1 no. & UPS - 1 no.”** (with specifications given in Annexure I).

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1. Tenders are invited in a sealed cover for supply of **“Workstation - 1 no. & UPS - 1 no.”** 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 sent by the Registered post/ courier service addressed to the Dr. Ramachandran. G, SERB Young Scientist, Department of Chemistry, 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. 7,000/- (Rupees Seven Thousand only) for Workstation and Rs. 1,000/- (Rupees One Thousand only) for UPS by means of a Demand Draft, drawn in favor of the Finance Officer, Pondicherry University, Payable at Pondicherry. This amount is refundable.
4. The Tender Document Fee (TDF) and Earnest Money Deposit (EMD) should be enclosed with Technical bid.
5. Technical bid and Price bid should be submitted in separate covers.
6. **Last date and time for submission of Tender : Wednesday, 29-11-2017, 3.00 PM**
7. **Tenders opening Date & Time : Wednesday, 29-11-2017, 3.30 PM**
8. 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).
9. The firm must have the requisite domain expertise with regard to supply, installation and post-sale service of the items they are quoting.
10. The firm should have been in existence for at least five 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.

11. 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.
12. 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.
13. The prices quoted shall remain firm until equipment is supplied to the Pondicherry University.
14. **The validity of each quotation should be at least 120 days from closing date of the bid.**
15. The offers will not be considered if received after the bid closing date and time.
16. The offers received through telex / telefax / e-mail will not be accepted by the university under any circumstances.
17. The university shall not be responsible for delay / loss or non-receipt of tenders by post / courier service.
18. No unsolicited correspondence shall be entertained after the submission of the offer.
19. 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.**
20. 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.
21. Complete technical specifications and literature, including process flow, to be included with the quotation. Manufacturers of various major parts/equipment must be mentioned explicitly.
22. A clear statement regarding availability of after-sales service and availability of spare-parts for next 10 years should be included.
23. Please give a recent customer list (within last five years) with contact details including email address.
24. 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.
25. 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.
26. The bidder from within India shall obtain the requisite approval for Imports etc., if required.
27. Additional terms and conditions **will be incorporated in the purchase order, if needed, to safeguard the interests of the University.**

28. Tender is not transferable.
29. 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.
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 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.
31. 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 contact/purchase value (obtained from any Nationalized Bank in India) for the duration of the warranty period.
32. In case of any dispute in respect of the tender, all legal matters shall be instituted within the jurisdiction of Puducherry.
33. No Agency commission will be paid to any authorized agent in India.
34. 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.
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.
35. For any clarification with respect to technical specifications, please contact the following faculty member at Department of Chemistry, Pondicherry University.
Dr. G. Ramachandran,
SERB Young Scientist,
Department of Chemistry,
Pondicherry University,
Puducherry – 605 014.
Tel: 0413-2654715

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

Sub: Supply of **Workstation - 1 no. & UPS - 1 no.** for the Theoretical Chemistry Laboratory,
Department of Chemistry, Pondicherry University.

Schedule of Requirements

Sealed tenders are invited under **TWO (Technical & Price) bid system** for Workstation - 1 no. & UPS - 1 no. as per the technical details and specifications given below: -

1. Technical Specifications – Workstation

S. No.	Component	Specification
1	Workstation	Intel Core i7- 7700k (4 Cores, 4.2 GHz)
2	Memory	4 x 8 GB 2400 MHz DDR4
3	Internal Hard Disk	2 x 3 TB 7200 RPM SATA
4	Keyboard and Mouse	USB keyboard and mouse
5	Monitor	Not needed
6	OS support	Linux or Unix
7	Warranty	3 years NBD Warranty

2. Technical Specifications – UPS

S. No.	Component	Specification
1	UPS	2.0 KVA
2	Back-UP Time	60 minutes
3	Warranty	3 years

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 far as possible.