



(Please mention "Ref.No. & Date" in all documents)

**LIMITED TENDER ENQUIRY (SINGLE BID)**

Ref. No.: VNIT/STR/LT/CE/PBD/2017-18/95/94

Date:08/01/2018

To,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

REFERENCE OF THIS LETTER MUST BE MENTIONED ON THE ENVELOPE CONTAINING YOUR QUOTATION

**Sub** –Limited Tender Enquiry (Single Bid) for Procurement of Item "**Rotary Evaporator with vacuum Pump**" for Chemical Engg. Department.

**Dear Sir / Madam,**

VNIT herewith invites the tender enquiry in sealed cover / envelope from reputed firms for procurement of items mentioned in table below with understated Instructions, terms & conditions, as per the Schedule mentioned below:

**Schedule of Tender / Bid Submission**

**Date of Issue** : Friday, 5<sup>th</sup> January,2018  
**Last Date & Time of Submission the Tender** : Monday, 22<sup>nd</sup> January 2018, Time **3.00 PM**  
**Date & Time of Opening the Tender** : Monday, 22<sup>nd</sup> January,2018, Time **3.30 P.M.**  
**EMD – Rs.8000/-**

**Item particulars**

SN	Item particulars	Specifications	Qty
1	<b>Rotary Evaporator with Vacuum pump</b>	<p>Make: <b>BUCHI HEIDOLPH &amp; IKA</b> only</p> <ul style="list-style-type: none"><li>Electronic lift of rotary evaporator. Auto lift from heating bath at the time of power failure</li><li>For oil and water with a temperature range of 180°C or above, having heating power of 1200-1500W.</li><li>IP-60 Cable</li><li>Set and actual display (LCD) of heating bath, RPM, timer, vapor.</li><li>Operating voltage: 220 – 240 V at 50/60 HZ frequency.</li><li>Should accommodate flask size from 50 ml to 5000 ml.</li><li>Temperature deviation of 2°C.</li><li>Multifunction clip</li><li>Rotation speed adjustment between 20 to 280 RPM.</li><li>Evaporation flask feeding via stopcock/ inlet vacuum tube.</li><li>Rust free MOC (SS AISI 316L).</li><li>Condenser surface area 1400-2200 cm<sup>2</sup> or high for more evaporation rate</li><li>Bath volume – 4.5 Lit or more</li><li>Grease-free PTFE valves</li><li>Heating bath with safety handles and drain spout available</li><li>Heating bath over temperature cut-off = 5 °C</li><li>Secondary over temperature cut-off= 250 °C</li></ul> <p><b>Vacuum pump</b></p> <ul style="list-style-type: none"><li>Power Input in Watt:180</li><li>Two stage vacuum pump with diaphragm (PTFE membrane / Chemical resistance)</li><li>Suction capacity greater than or equal to 1.5-2.0 m<sup>3</sup>/hr</li><li>With ultimate vacuum of less than 7 mbar</li></ul> <p><b>Accessories –</b></p> <p><b>At least 30 minute power back-up ; Receiving and evaporation flask of 1000 ml each flask with flask joint SJ29/32 should be supplied.</b></p> <p>Warranty 3 years including everything except glass wares.</p>	01

*[The bidder should offer / quote special educational discount for the Institute.]*

### **INSTRUCTIONS:**

1. The Tender must be submitted in **Single Bid**.
2. The Quotation in sealed envelope super-scribed with “**Limited Tender Enquiry for procurement of “Rotary Evaporator & Vacuum pump ”** and to be sent to Dy Registrar (Stores), Visesvaraya National Institute of Technology, South Ambazari Road, Nagpur 440 010, Maharashtra (India). The quotation can also be submitted in person in the “**Quotation/Tender Box**” at the Stores Section, Old Library Building, 1<sup>st</sup> Floor, VNIT, Nagpur - 440010 on any working day on or before 3.00 P.M. on **22.01.2018**.
3. Vendor must mention the enquiry no., name of the equipment and due date on the top of the envelope. The quotations must be neatly typed, computer printed, hand written. Quotations must carry the numbers of GST/PAN invariably on the top.
4. Vendor should submit copy of **GST Registration Certificate, PAN No., and Certificate of Firm's Registration** etc. with your offer failing which the quotation will not be entertained.
5. All types of taxes, Discount etc must be shown separately in % as well as in amount without which the offer/tender will not be considered or merely rejected.
6. Each Vendor shall submit only one quotation. All the information shall be furnished by the vendors as per Institute prescribed format. Any other format will lead to disqualification. Each and every document of Technical and Commercial Bid should be submitted duly signed & stamped. **Incomplete or Conditional Quotation(s) will not be accepted.**
7. **Evaluation of Quotations:** The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which
  - (a) Are properly signed; and
  - (b) Confirm to the terms and conditions, and specifications.
8. The firm quoting for above mentioned items should be the authorized dealer of the manufacturer. Copy of authorization certificate should be enclosed with the quotation. Offer submitted without proper authorization shall be rejected summarily. The quantity mentioned in enquiry is and shall be deemed to be only approximate and will not in any manner be binding to the Institute.
9. **The Prices should be quoted F.O.R. VNIT, Nagpur**
10. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
11. All duties, taxes and other levied payable by the vendor shall be shown separately in bidding document to be able to calculate the basic price per unit (clearly indicate the detailed break-up such as Price Ex-Works, Packing & Forwarding, Freight, Insurance etc.).
12. **The bidder should offer / quote special educational discount for the Institute.**
13. **Earnest Money Deposit:** The EMD shall be submitted through Demand Draft, Fixed Deposit Receipt, Bank Guarantee in favour of “**Director, VNIT Nagpur**” payable at Nagpur, strictly in a separate envelope. Vendor should write name of firm and address on the envelope of DD and also on back side of DD along with stamp. **Bid received without EMD will be summarily rejected.** **EMD SHOULD BE ATTACHED WITH BID.** For those who are registered with the Central Purchase Organization (CPO), National Small Scale Industries Corporation (NSIC) or the concerned Ministry or Department are exempted from submission of the EMD.
14. The Firm/Company Bank/RTGS/NEFT details must be submitted along with the Quotations/Tenders on the letter head.
15. The quotation/tender through e-mail will not be accepted.

## **GENERAL TERMS and CONDITIONS**

1. The technical qualification of all the items offered should comply with the Item Specifications VNIT has the sole discretion to accept or reject tenders based on deviations, if any, from the technical specification.
2. **Specification and Make:** Quotation should be given for the exact specification and make as shown in the enquiry against Sr. No. of the item. The quotation which is not as per our enquiry will be treated as non responsive.
3. **Client List:** Client list along with the order copy of similar equipment supplied to any IIT/NITs/ any Govt. Organization including detail of price and all charges must be attached.
4. **ISI Certification** Where ISI certification marked goods /items are available in market, procurement should generally be limited to goods with those or equivalent marking only.
5. **Authorization Certificate** Vendor should enclose latest authorization certificate from their principal / original equipment manufacturer (OEM)
6. **Taxes** GST or any other taxes as per Govt. norms shall be applicable from time to time. The % of Tax must be indicated separately in the quotation.
7. **Items for Research Purpose: Concessional GST @ 5% will be applicable for purchase of goods viz Scientific & Technical instruments and other required for the Research purposes only.** This is in accordance of Govt. of India, Ministry of Finance Notification 45/2017-Central Tax (Rate) dated 14<sup>th</sup> November, 2017 and 47/2017-(Integrated Tax (Rate) dated 14<sup>th</sup> November, 2017, and VNIT Circular Ref.- VNIT/Acct/2017-18-GST/5390 dated 27<sup>th</sup> November, 2017. The description of goods is given in Govt of India notification dated 14<sup>th</sup> November, 2017 mentioned above. A certificate in this respect will be issued to the vender by the Institute.
8. **Taxes (For Import Item)** - Govt of India Ministry of Science & Technology, DSIR, New Delhi vide letter No TU/V/RG-CDE(190)/2016 dated 19/09/2016 has issued Certificate of Registration to VNIT, Nagpur for purposes of availing customs duty exemption in terms of Govt. Notification 51/96-Customs dated 23<sup>rd</sup> July, 1996 and this registration is valid up to 31.08.2021.VNIT is eligible to avail partially exemption for Customs Duty. Necessary documentation / exemption certificate for the same will be provided by the Institute wherever applicable. The supplier who has quoted the price in Rupees, but importing the items from the foreign country has to sign the High Sea Sale Agreement. Against High Sea Sales Agreement GST is not applicable; Custom Duty is applicable under Notification No 51/96. The charges towards HSS agreement, if any, will have to be borne by the firm.
9. **Delivery:** All materials/items should be supplied on the basis of free delivery at respective department of VNIT Nagpur. Items should be supplied on the basis of free door delivery on working days. The date of delivery should be strictly adhered to failing which Liquidated Damages Clause will be applicable.
10. **Liquidated Damages Clause:**

Penalty may be imposed as per P.O. terms and conditions. Goods should be securely, safely and adequately packed and dispatched at the risk of supplier and packing costs quoting this order reference should be kept in all package. Firms are requested to deliver the goods in our stores/section/department before 4.00 pm on any working day.

  - (a) The Director, V.N.I.T. Nagpur reserves the right to recover from the vendor, liquidated damages a sum equivalent to 1/2 percent of the price of the undelivered stores at the stipulated rate for each week or part there of, during which the delivery of such stores, may be delayed subject to, a maximum limit in the case of an order exceeding Rs. One Lakh in value, up to **10** percent and in the case of an order not exceeding Rs. One Lakh in value up to **5** percent of the stipulated price, of the stores so undelivered.
  - (b) To purchase elsewhere, on vendor's accounts, at his risk, the stores etc. undelivered, or other of a similar description, where others exactly employing with the particulars, are in the opinion of the Director, Visvesvaraya National Institute of Technology, Nagpur are not readily procurable, without canceling the contract, in respect of consignment not yet due for delivery.
  - (c) To cancel the contract.

- (d) If the Supplier fails to deliver the material/goods within the stipulated delivery period, then Amount of EMD given by the Vendor shall be forfeited. In case of Supplier [registered with MSME/NSIC/SSI etc.] not required to submit the EMD, the Institute reserves the right to initiate action including reporting to principal Govt authorities.

In the event of action being taken under (b) or (c) above, the vendor shall be liable to make good for any loss, which the Institute may sustain, by reason of higher price of stores, so purchased or the otherwise, howsoever :

The decision of the Director, Visvesvaraya National Institute of Technology, Nagpur shall be final as regards to the acceptability of stores supplied by the seller and the Director, Visvesvaraya National Institute of Technology, Nagpur, shall not be required to give any reason in writing or otherwise at any time for the rejection of stores.

11. **Validity of Quotation** : Quotation shall remain valid for a period of 180 days from the last date of submission of quotation. The validity period of the offer should be clearly specified.
12. **Rate Contract**: If any of the items/ materials mentioned are already under the DGS & D rate contract, you are requested to give us the advantage of the contract rates as VNIT Nagpur is an Educational and Research Institute sponsored by the Government of India.
13. **Installation**: Items /equipments shall be commissioned / installed at VNIT site by the bidder free of cost. Service centre details with address and contact nos., product literature / information brochure should be enclosed.
14. **Payment (Indigenous Item)**: Institute will release the full & final (100%) payment after delivery of items and its successful installation/ demonstration at concerned department / laboratories of VNIT Nagpur. The vendor will be required to submit the bills in triplicate along with delivery memo. Payment will be made through Crossed Cheque / ECS / NEFT / RTGS. For electronic payment mode, Firm / Company bank details on letter head will be required.
14. **Payment (Import Item)**: In case of import item, the payment term shall be 100% through irrevocable Letter of Credit/Telegraphic Transfer, the 90% will be released against dispatch of original documents and items/goods received at the Nagpur Airport and the balance 10% will be released after delivery and successful installation of the items/goods at VNIT, Nagpur. Letter of Credit amendment charges will be borne by the beneficiary.
15. **Guarantee/Warranty**: Normal comprehensive **Warranty/ Guarantee of 3 years** shall be applicable to the supplied goods. In case any part or whole of the equipment is found to be defective during the guarantee period, then the same will have to be replaced/repaired free of cost at VNIT by the vendor.
16. It will be the sole discretion of VNIT to accept or reject the tenders/quotations in case of deviations, if any, from the technical specification.
17. Any certificate / document submitted by the vendor are found to be incorrect /false/ forged/ fake, intentionally / un-intentionally at any stage, will lead to disqualification of vendor. Institute shall be free to take any action by blacklisting the vendors firm.
18. Bidder should enclose required documents/copies failing which quotation / tender will be disqualified.
19. **Any amendment or corrigendum regarding this limited tender enquiry will be issued on the Institute website only**
20. The decision of the Director, Visvesvaraya National Institute of Technology, Nagpur shall be final as regards to the acceptability of stores supplied by the seller and the Director, VNIT, Nagpur, shall not be required to give any reason in writing or otherwise at any time for the rejection of items/materials.
21. For any dispute, the place of jurisdiction shall be Nagpur, India only.
22. Director, VNIT, Nagpur reserves the right to accept or reject or cancel any or all enquires or quotations/PO at any stage without assigning any reason thereof.
23. **It will be presumed that the vendor has read carefully all the above mentioned instructions, terms & conditions and abide by same.**
24. All Communication are to be addressed to –

**Director**  
Visvesvaraya National Institute of Technology,  
South Ambazari Road,  
Nagpur 440 010  
Maharashtra (India)

Yours faithfully,

**CHAIRMAN [SPC]**

**"PRICE/COMMERCIAL BID"**

Ref. No.: VNIT/STR/LT/CE/ASC/2017-18/95/94

Dated: 08.01.2018

**ITEM: "Rotary Evaporator & Vacuum Pump"**

Sr. No	Item with Specifications	Qty	Basic Rate P.U. (Rs.)	GST % & Amount P.U. (Rs.)	Total Amount P.U. (Rs.)
1	As per quotation enquiry No.				
	Educational Discount				
	Total Cost F.O.R. V.N.I.T. Nagpur				

**[Note - The bidder should offer / quote special educational discount for the Institute.]**

**[A] DUTIES & TAXES (if applicable):**

1. Custom Duty if any : \_\_\_\_\_
2. GST @ \_\_\_\_\_% : \_\_\_\_\_
3. Freight/ Transportation : \_\_\_\_\_
4. Insurance @ \_\_\_\_\_% : \_\_\_\_\_
5. Packing & Forwarding : \_\_\_\_\_
6. Others, (if any) : \_\_\_\_\_
7. **Final Offer (Including Installation Charges & Taxes) FOR VNIT Nagpur** : \_\_\_\_\_

**[B] Others Details (Enclosed)**

1. EMD No. & Amount : No.: \_\_\_\_\_ Dt. \_\_\_\_/\_\_\_\_/2018
2. Specification as per Requirements : Yes / No
3. Warranty/Guarantee : \_\_\_\_\_Years
4. Delivery period : \_\_\_\_\_
5. Firms Registration Certificate : \_\_\_\_\_
6. Authorization Certificate : \_\_\_\_\_
7. Details of client lists : \_\_\_\_\_
8. GST Registration Certificate : \_\_\_\_\_
9. PAN / GST No. : \_\_\_\_\_
10. Others, (if any) : \_\_\_\_\_

**Note: Price/Commercial Bid & other details should be furnished as per Institute's prescribed format if failed, the Price / Commercial Bid is treated as unresponsive and will be disqualified.**

The Firm/Company agrees to supply the above items for **final offer price (Rs. \_\_\_\_\_/- [In Words Rs.....])** inclusive of duties & taxes at [A] above within the period specified in the Invitation for Quotations. We also confirm that the normal commercial warrantee /guarantee of 36 months shall apply to the offered goods.

**Signature of Vendor  
(Authorized Signatory)**

**Stamp:**

**Date:**

**Signature & Seal of the Bidder**