

# MAHARSHI DAYANAND UNIVERSITY, ROHTAK



## Department of Botany

### Tender Document

**STANDARD BIDDING DOCUMENT FOR PURCHASE OF ZOOM STEREO TRINOCULAR MICROSCOPE, ELECTRONIC WEIGHING MACHINE, HORIZONTAL ELECTROPHORESIS 10\*7CM AND HORIZONTAL ELECTROPHORESIS 15\*15 CM**



**MAHARSHI DAYANAND UNIVERSITY**  
**ROHTAK – 124001 (Haryana) India**  
(A State University established under the Haryana Act. No.25/1975)  
(NAAC Accredited 'A+' Grade)

Email: [hod.botany@mdurohtak.ac.in](mailto:hod.botany@mdurohtak.ac.in)

**PART-1: STANDARD BIDDING DOCUMENT FOR PURCHASE OF ZOOM STEREO TRINOCULAR MICROSCOPE, ELECTRONIC WEIGHING MACHINE, HORIZONTAL ELECTROPHORESIS 10\*7CM AND HORIZONTAL ELECTROPHORESIS 15\*15 CM**

**NAME OF WORK: Supply of Zoom Stereo Trinocular Microscope, Electronic Weighing Machine, Horizontal Electrophoresis 10\*7cm and Horizontal Electrophoresis 15\*15 cm**

**PRESS NOTICE**

MAHARSHI DAYANAND UNIVERSITY, ROHTAK Notice Inviting e-Tender	
Name of Work:	Supply of Zoom Stereo Trinocular Microscope, Electronic Weighing Machine, Horizontal Electrophoresis 10*7cm and Horizontal Electrophoresis 15*15 cm
Estimated Cost:	Rs.8,30,000/- including GST
Earnest Money:	Rs.16,600/- 2% of tender cost
<b>e-Tenders to be uploaded up to: 20.12.2024</b>	
<p>i) The tenders will be received only through e-tendering. For further details, like vendor registration, payment process and e-tender filling process, etc., visit the website <a href="https://etenders.hry.nic.in">https://etenders.hry.nic.in</a></p> <p>ii) The cost of the Bid document is Rs.3,000/- (non-refundable), which will be deposited online through <a href="https://etenders.hry.nic.in">https://etenders.hry.nic.in</a></p> <p>iii) Earnest Money (as mentioned above) will be deposited online through <a href="https://etenders.hry.nic.in">https://etenders.hry.nic.in</a></p> <p>iv) Willing bidders shall have to pay Rs.1,180/- (non-refundable) as the e-Service/ Processing Fee online through <a href="https://etenders.hry.nic.in">https://etenders.hry.nic.in</a></p> <p>v) The interested parties/bidders should visit the University website (<a href="https://mdu.ac.in">https://mdu.ac.in</a>) or <a href="https://etenders.hry.nic.in">https://etenders.hry.nic.in</a> regularly for corrigendum(s), if any, which may be issued regarding extension of date, modification of eligibility or amendments in other terms &amp; conditions, etc. The addendums/corrigendum(s) will not be published in newspapers.</p> <p>vi) The bidder, who is registered as MSME of Haryana State only for the same work, is exempted from payment of EMD, but the Bidder will have to submit an affidavit to this effect as per Annexure-I available on the website of the Dept. of Industries &amp; Commerce Department, Govt. of Haryana.</p>	

Registrar  
M.D. University, Rohtak

## DETAILED NOTICE INVITING TENDER

E-Tenders are invited to supply Zoom Stereo Trinocular Microscope, Electronic Weighing Machine, Horizontal Electrophoresis 10\*7cm and Horizontal Electrophoresis 15\*15 cm.

Sr. No	Description of Items	Appx. Cost (Rs. in lakhs)	EMD to be deposited by Bidder	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	Supply of Zoom Stereo Trinocular Microscope, Electronic Weighing Machine, Horizontal Electrophoresis 10*7cm and Horizontal Electrophoresis 15*15 cm	Rs. 8.30 lakhs	Rs.16,600	Rs. 3,000.00 for Tender Document fee and Rs.1,180.00 for e-Service fee	28.11.2024 3:00 PM	20.12.2024 11:00AM	20.12.2024 11:00AM

1. Any clarification regarding the detailed notice inviting tender can be sought from the Head, Department of Botany during office hours or E-Mail: [hod.botany@mdurohtak.ac.in](mailto:hod.botany@mdurohtak.ac.in)
2. Tender document is available on the website <https://etenders.hry.nic.in> and <https://mdu.ac.in>. No tender documents will be issued separately.
3. The Bidders would submit bids through e-tendering only on the website <https://etenders.hry.nic.in>

Under the process, the Pre-qualification Questionnaire / Technical Online Bid application and Online Price Bid shall be invited at a single stage under two covers, i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened only for those Applicants whose PQQ/Technical Applications are responsive to eligibility and qualifications requirements as per Tender documents. The tenderer should read the terms & conditions and specifications in the tender document strictly before submission of the e-tender. Tender documents can be downloaded/ uploaded online on the Portal: <https://etenders.hry.nic.in>

1. The payment of the tender document fee, as well as EMD and e-Service/Processing Fee, shall be made by eligible bidders through online mode only from <https://etenders.hry.nic.in>
2. The interested bidders will be mandatorily required to online sign up (create a user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-tender.
3. The Bidders can submit their tender documents online as per the dates mentioned in the key dates:

### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		<b>Tender Document Download and Bid Preparation/Submission</b>	<b>28.11.2024 3:00 PM</b>	<b>20.12.2024 11:00AM</b>
2	<b>Technical Bid Opening</b>	23.12.2024 at 11:00AM		
3	<b>Financial Bid Opening</b>	To be decided later after technical bid opening		

#### **IMPORTANT NOTE:**

- 1) The Applicants/bidders have to complete the 'Application / Bid Preparation & Submission' stage on the scheduled time as mentioned above. If any Applicant / Bidder fails to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application / Bid status will be considered as 'Application / Bid not submitted'.
- 2) Applicant / Bidder must confirm and check his/her bids even after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his / her bids even after completion of the 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service Fee and EMD and PQQ/Technical Envelope shall be opened. After that, the financial bid quoted against each item by the shortlisted bidder/agency, wherever required, shall be opened online. If the bidders wish to participate, they are welcome to participate during the process. The bidder must submit online bids per the dates mentioned in the scheduled/Key dates above.
- 5) The bids shall be submitted online in two separate envelopes:

#### **Envelope 1: Technical Bid**

The bidders shall upload the required Eligibility & Technical Documents online in the Technical Bid.

#### **Envelope 2: Commercial/Financial Bid**

The bidders shall quote the prices in Price Bid format under Commercial/Financial Bid.

## **TERMS AND CONDITIONS GOVERNING THE TENDERS FOR THE SUPPLY**

1. Every e-tender shall be accompanied by the Earnest Money (Fixed amount) of Rs. 2% of the Estimated value (Rs. 16600/-) and Rs. 3000/- as tender fee and Rs. 1,180/- for e-services fee should be deposited through online mode only.
2. The e-tender received without earnest money or after the due date shall not be entertained (except with the special approval of the competent authorities for MSME only).
3. The e-tenders shall be opened in the office of Head, Department of Botany, M.D. University, Rohtak on 23.12.2024 by the Purchase Committee.
4. The goods shall be supplied by the Supplier within the time limit specified in the supply order. In case, the material is not supplied within the delivery period, the supplier shall be liable to pay compensation amount equivalent to 1% (one percent) of the cost of material each day to the University or such other amount as the University may decide till the supply remains incomplete, provided that the total amount of compensation shall not exceed 10% (ten percent) of the total amount of the cost of material supplied. Appeal against these orders shall, however, lie with the Vice-Chancellor, M.D. University, Rohtak whose decision shall be final.
5. Only the firms having GST No. can quote their rates for required items.
6. HSN Code must be entered in the hard copy while quoting the rates.
7. FOR shall be Department of Botany, M.D. University, Rohtak.
8. All the charges including packing, forwarding and installation, taxes and other levies should be specified in the tender. The charges etc. not specified in the tender shall not be paid.
9. The EMD tender fee etc. exemption be allowed for those MSMEs registered with Govt. of India (Ministry of Micro, Small and Medium Enterprises) and located in State of Haryana only (as per Haryana State Public Procurement Policy for MSMEs 2016 vide G.O. No. 02/02/2016- 41B11(1) dated 20/10/2016).
10. The quantity of material/supplies shall be subject to increase or decrease on the tendered rates. This increase or decrease shall be communicated by the University within 180 days of acceptance of the tender.
11. Supplies shall be made as per the schedule and within such time as is indicated in the supply order.
12. The rates accepted by the University shall be applicable up to 180 days and the supplier shall have to make supply during the period as and when required.
13. The University is situated within the Municipal Limits. As such, Octroi, if any, shall be payable. In case, the material is supplied through a Transport Company by road, the Transport Company's charges, labour charges and octroi charges shall be borne by the supplier. It may be mentioned specifically as to whether the material will be sent by rail or by road through a Transport Company.
14. no tender will entertained after last date.
15. Guarantee/warranty of items must be mentioned.
16. No tender documents will be issued separately and rates are to be offered on company's letter pad.
17. If a holiday occurs on the opening day, the tenders will be opened on the next working day.
18. The packing, forwarding, freight, insurance charges etc. may be quantified in terms of amount. These charges will not be payable against any vague statement such as "packing, forwarding, freight and insurance charges etc. extra".
19. In case, the supplier/contractor fails to execute the supply order/contract on the rates, and terms and conditions as contained in the supply order within the stipulated period, they shall be liable to such action as blacklisting, debarring from having any business with this University, forfeiture of earnest money/security, besides any other action as may be deemed proper by the University.
20. As a general policy, the University tries to make 100% payment within 30 working days of the receipt of material subject to proper installation, wherever applicable, and satisfaction of the Inspection Committee. No advance payment or payment against documents negotiated through Bank shall be made.
21. The acceptance of the material shall be subject to satisfactory report of this Office's Inspection Committee/Technical Committee/Experts Committee.
22. The acceptance of the tender shall rest with the Registrar who does not bind himself to accept the lowest tender and reserves the right to reject any or all items of tender without assigning any reason thereof. The Registrar also reserves the right to accept tender in part i.e. any item or any quantity and to reject it for the rest.
23. It may be certified that you have not been debarred/blacklisted for any reason/period by DGS&D, DS&D (Haryana) or any other Central/State Govt. Dept./University/PSU etc. If so, particulars of the same may be furnished. Concealment of facts shall not only lead to cancellation of the supply order, but may also warrant legal action.
24. In case, any other information/clarification is required, the undersigned may be contacted at: hod.botany@mdurohtak.ac.in .
25. The Sub Committee reserves the right for negotiation thereafter if considered necessary.

26. The items be purchased from the firm(s) on the basis of quality and not merely on the lowest rates.
27. The rates should be quoted for required specifications. The technical specifications of machineries & equipments required must accompany the tender. The decision of the University will be final with regard to the quality of material to be purchased.
28. The tender should be submitted only if the material is readily available in your stock or can be supplied within 180 days or as per negotiations, after the order is placed.
29. Terms and conditions printed on tender/Invoice of the firm, if any, shall not be binding on the University, except those mentioned specifically on the supply order of MDU, Rohtak, and your acceptance of the order shall be construed as your agreement to all the terms and conditions contained in the order.
30. The dispute, if any, shall be subject to the jurisdiction of Courts at Rohtak. Any other jurisdiction mentioned in the tender or invoices of the manufacturers/distributors/ dealers/suppliers etc. shall be invalid and shall have no legal sanctity.
31. Performance bank guarantee for the warrantee period @ 5% of the cost of equipment should be provided from the date of installation.
32. The firm will mention the GST number of the university on the invoice.

### **TECHNICAL DOCUMENT**

<b>Sr. No.</b>	<b>Description</b>	<b>Bidders Response (Yes/No)</b>	<b>Remarks</b>
1.	Copy of PAN Card		
2.	Copy of Income Tax Return for the last 3 years		
3.	Copy of GST Number of the firm		
3.	List of institutions where similar machines have been supplied, if any		
4.	Copy of Annual Turnover (last 03 years)		
5.	Email ID and Contact details of Authorized person of the firm/company		

<b>Name of Instruments&amp; Specifications</b>
<p><b>1. Stereo Zoom Trinocular Research Microscope (camera mounted microscope)</b>  Microscope Type :Trinocular Research Microscope/ Digital microscope  Eye Piece Type : Eyepieces with Adjustable diopres  Eye Piece Magnification : 10X  Objective Lens Magnification : 1X  Numerical Aperture of Objective : 0.05  Type of Lamp for illumination : LED  Camera Type : Still Camera  Image Sensor : CMOS  Stage Type : Standard Stage with transmitted light bases  <b>Warranty : 1 year</b></p>
<p><b>2. Electronic Weighing Machine</b>  Rated Load/ Capacity(kg)220 gm, Resolution(gms)1 mg, Class type -Class-I  Display-lcd, Number of Display-single  Internal calibration-Yes, Tare provision-Manual, Connectivity to Computer-Yes  Number of RS232 ports-1,Power Requirement- mains operated battery operated  Power Supply- Single Phase, Type of Sensing Element-EMFC  Conformity to Indian Standard- IS:9281-3 (1981) part I,II, III &amp; Part IV (latest)-Yes  CE Certified-Yes, Pan/ Platform Shape-circular, Pan/ Platform Size90 m dia  <b>Warranty : 1 year</b></p>
<p><b>3. Horizontal Electrophoresis</b>  Length of the Gel Tray: 10cm  Width of the Gel Tray: 7cm  Construction of Unit: Single Moulded  Type of Electrode: Fixed  <b>Warranty : 1 year</b></p>
<p><b>4. Horizontal Electrophoresis</b>  Length of the Gel Tray: 15cm  Width of the Gel Tray: 15cm  Thickness of Comb: 1 or 1.5mm  Construction of Unit: Single Moulded  Type of Electrode: Fixed  <b>Warranty : 1 year</b></p>