



# SOUTH ASIAN UNIVERSITY

Akbar Bhawan Campus, Chankyapuri

New Delhi – 110 021

Phone: +91 -11-24122512-14, Fax: +91-11-24122511 [www.southasianuniversity.org](http://www.southasianuniversity.org)

## INVITATION FOR BIDS

### Supply of Standard Stereotaxic Instrument

Tender No. SAU/2017/FLSB/ 51217

The South Asian University (SAU) is an International University sponsored by the eight member countries of the South Asian Association for Regional Cooperation (SAARC) viz. Afghanistan, Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan and Sri Lanka.

The University invites sealed Bids from reputed manufacturers or authorized dealers to “Supply of Standard Stereotaxic Instrument” under following specifications at Faculty of Life Science & Bio-Technology of the South Asian University.

SNo.	Item	Qty	Specifications
1	Standard Stereotaxic Instrument	01	<p><b>Purpose of Machine :</b> For accurate delivery of substance to different regions of the brain, a standard stereotaxic instrument is required with the following specifications</p> <ol style="list-style-type: none"><li>1. Capable of working on both mouse and rat on the same base</li><li>2. Laser-engraved scale lines for precise positioning up to 0.1 mm. Accuracy of 1 micron is desired.</li><li>3. System should be able to accommodate rodents of all ages and size</li><li>4. Should come with a single Manipulator, separate rat and mouse adaptors, dual sided (18° and 45°) rat ear bars, large probe holder, integrated single injector for stereotaxic injection, complete bone drill system and heat pad/homeothermic blanket</li><li>5. Possibility of positioning in all three orthogonal angles</li><li>6. Facility for vertical and horizontal adjustment of ear and nose posts</li><li>7. Fully automated and integrated single injector system capable of flow rate in the range 3.8 µl/min – 3.8 ml/min. Capable of holding syringe of size 0.5µl-0.5ml.</li><li>8. 10µl syringe 26 Ga with permanent blunt needle should come with the system.</li><li>9. Infusion and withdrawal should be possible in pico and nano liter volume.</li><li>10. Infusion and withdrawal should be controlled by a touchscreen controller with android or windows software compatibility</li><li>11. The system should have the possibility to swivel the manipulator arm and probe during a procedure which can reliably return to the same point</li><li>12. Bone drill system should be self-sufficient and include ball carbide mills of various diameters (about seven sizes). It should be compatible with all stereotaxic frames and drilling speed (upto 38000 rpm) should be user controlled along with foot.pedal facility.</li><li>13. Electric heat pad or homeothermic blanket containing temperature probe and controller box that sets the animal's temperature to a pre-set target value. The probe should return to the controller animals' temperature such that it adjusts the current in the heating pad to maintain the desired body temperature.</li></ol>

*Handwritten signature*



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			14. The apparatus should be amenable to upgradation to a digital or motorized version if desired
			15. Three year warranty from the date of installation. It is mandatory to demonstrate upon installation from qualified technical service personnel.

## Conditions for Submission of Bids

1. Bid should be placed in a sealed cover marked the Contract Name and Tender No. at the top left corner of the envelope and sent via registered post or deposited at the Tender Box placed at the **Stores & Purchase Section, 4<sup>th</sup> Floor, South Asian University, Akbar Bhawan, Chanakyapuri, New Delhi 110021**. If the Bid is not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the Bid.
2. **Bid should reach the above address on or before 3.00 PM on 27.12.2017**. Purchaser shall reject any Bid that arrives after the deadline for submission of Bids.
3. Bids shall be opened immediately after closing at **3.00 PM on 27.12.2017 at the Committee Room, 408, 4<sup>th</sup> Floor, South Asian University**. Bidders or their representatives may present and mark attendance at the time of bid opening.
4. Bids shall remain valid for a period of **ninety (90) days** after the Bid submission deadline date.
5. The Bid must be accompanied with an Earnest Money Deposit of **INR 40000.00 (Rupees Forty Thousand Only)** in the form of a Crossed Bank Demand Draft or a Fixed Deposit Receipt in favour of South Asian University.
6. Bid will not be accepted if it is not accompanied with an Earnest Money Deposit. The EMD of the successful bidder shall be returned on submission of a Performance Security.
7. Earnest Money is liable to be forfeited and bid is liable to be rejected, if the bidder withdraws or amends or impairs or derogates from the tender in any respect within the period of validity of the tender.
8. The Earnest Money of unsuccessful bidders shall be returned after finalization of the contract awarding. No interest will be payable by SAU, New Delhi on the Earnest Money Deposit returned to unsuccessful bidders.
9. The successful bidder shall be required to furnish a Performance Security of 10% of the total value of the contract within 10 days of the Installation. Performance security may be furnished in the form of an Account Payee Demand Draft/ Fixed Deposit Receipt/ or a Bank Guarantee from any Scheduled Commercial Bank in an acceptable form to the University (Annexure II) drawn in favour of "South Asian University", Akbar Bhawan, Chanakyapuri, New Delhi. Performance security shall remain valid for a period of sixty days beyond the date of completion of the contract (from the date of installation). No interest will be payable by SAU on the Performance Security.

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*[Handwritten Signature]*



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10. The Bid shall be typed or written in English with indelible ink and shall be signed by a person duly authorized to sign on behalf of the vendor. Official Stamp should be placed after the signature.
11. The Bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a Bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of the bid.
12. The bid document must be properly indexed and bound and all the pages shall be signed and stamped. Any loose document submitted by bidders will be rejected.
13. Unit Price of each item should be indicated in the format of price schedule given in Annexure I. **The applicable VAT, Service Tax, Excise Duty/Custom Duty shall be indicated separately.** Any additional charges to be levied should be clearly specified. The vendor shall quote only in Indian Rupees.
14. Prices quoted by the vendor shall be fixed during the vendor's performance of the Contract and not subject to variation on any account.
15. Alternative offers/partial offers shall not be considered. The vendors are advised not to quote different options for the same item but, furnish the most competitive among the options available to the bidder. A Bid submitted with an adjustable price shall be treated as non-responsive and may be rejected.
16. **The university is exempt from paying CST, Excise Duty, and Service Tax. Wherever required, the contractor shall obtain exemption certificates from the university.** The bidder shall provide the Company Registration Number, valid VAT Registration Number, Shop Act Registration (SAR), Permanent Account Number (PAN), Central Sales Tax, and if relevant, Excise Duty and Service Tax Registration Number. Attested Copies of above documents shall be attached.
17. A firm having any legal suit/criminal case pending against its proprietor or any of its Directors (in the case of Private Ltd. Company) or having been earlier convicted on grounds of moral turpitude or for violation of laws in force shall not be eligible. A self-declaration to this effect shall be furnished by the bidder.
18. Standard warranty should be given on the goods from the date of installation at FLBSB to the satisfaction of SAU.
19. The University has the right to reject any Bid, and to annul the process and reject all Bids at any time prior to acceptance, without thereby incurring any liability to bidders and without assigning any reason.
20. The University will accept the Bid of the vendor whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the documents issued.
21. Goods shall be supplied within 8-10 weeks from the date of purchase order. The date of supply and installation shall strictly be adhered to, failing which the University reserves the right of not accepting the supplies and to charge suitable damages or to effect purchase at the supplier's cost and risk. If the supplier fails to supply and install the goods on or before the above mentioned period, compensation may be

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recovered at the rate of 1% of the cost of order for every weeks delay, subject to a maximum of 10% of the cost of goods. If and when required, the extension for date of delivery should be obtained with proper justification. Part supplies will not be accepted.

22. The payment will be made 100% within 30days after successful installation of all goods against the particular order to the satisfaction of the University.
23. Matters regarding any dispute shall be referred for arbitration to any Officer appointed by the President of SAU, whose decision shall be binding and final.

**Assistant Registrar/Stores & Procurement**

*Amardas*



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## Annexure I

### Price Schedule

1	2	3	4	5	6	7	8
Item No	Description of Items	Unit Price	Qty	GST(If Any)	Other Taxes/Charges(If any, please specify)	Discount (If any)	Total Price with Taxes
1	Standard Stereotaxic Instrument		01				
<b>Total</b>							

Full Name of the Bidder: .....

Signature of the Bidder: ..... Date: .....

Official Seal

*Handwritten signature*



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## PERFORMANCE BANK GUARANTEE (FORMAT)

Annexure II

To:  
President,  
South Asian University,  
Akbar Bhawan, Chanakyapuri,  
New Delhi 110021 (India)

Dear Sir,

**WHEREAS**..... (name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract No..... dated..... to supply (description of goods and services) (hereinafter called "the contractor").

**AND WHEREAS** it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as Performance Security for the compliance with its obligations in accordance with the contract.

**AND WHEREAS** we..... (name of the Bank) have agreed to give the supplier such a bank guarantee.

**NOW THEREFORE** we ..... hereby affirm that we are guarantors and responsible to you, on behalf of the supplier and we do hereby undertake to pay to the University an amount not exceeding Rs..... (Rupees.....

(amount of the guarantee in words and figures), upon your first written demand declaring the supplier to be in default under the contract against any loss of damage caused to or suffered would be caused to or suffered by the Government by reasons of any breach of the said Contractor(s) of any of the terms or conditions contained in the said Agreement.

2. We..... do hereby undertake to pay the amount due and payable under this Guarantee without any demur, merely on a demand from the University stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the University by reason of breach by the said contractor(s) of any of the terms or conditions contained in the said Agreement or by reason of the contractor(s)'s failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... Rupees.....

(Amount of the guarantee in words and figures).

3. We undertake to pay the University any money so demanded notwithstanding any dispute or disputes raised by the contractor(s)/supplier(s) in any suit or proceeding pending before any Court or Tribunal relating thereto liability under this present being absolute and unequivocal.

The payment so made by us under this Bond shall be a valid discharge of our liability for payment there under and the contractor(s)/supplier(s) shall have no claim against us for making such payment.



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4. We..... further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the University under or by virtue of the said Agreement have been fully paid and its claim satisfied or discharged or till..... that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the.....guarantee thereafter.

5. We ..... further agree with University that the University shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the University against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance act or omission on the part of the University to the said contractor(s) or any indulgence by the University to the said Contractor(s) or by any such matter or this whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

7. We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

8. Notwithstanding anything contained herein above our liability under the guarantee is restricted to Rs..... and shall remain in force until..... Unless a claim or suit under this guarantee is filed with us on or before .....

9. This Guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/Supplier(s).

10. We, .....lastly undertake not to revoke this Guarantee during its currency except with the previous consent of the University in writing.

Dated the .....date of.....  
(Signature of the authorized officer of the Bank)

.....  
Name and designation of the officer  
.....

Code No.....  
Seal, name & address of the Bank and address of the Branch



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Annexure III

## Check List for Submission of Bid

1. Earnest Money Deposit of INR 40000/- (Rupees Forty Thousand Only)
2. Self-declaration to the effect that the company has not been black listed
3. Company Registration Number (Attach attested copy of certificate)
4. GST Registration No. (Attach attested copy of certificate)
5. Permanent Account Number (PAN) (Attach attested copy of PAN Card)
6. Service Tax Registration Number (Attach attested copy)
7. Manufacturers' authorization letter in case of a dealer
8. Bid document have been duly completed and signed as per instructions
9. Bid is enclosed in a sealed cover with reference to the Tender No. and Tender Name