



SOUTH ASIAN UNIVERSITY

Rajpur Road, Maidan Garhi

New Delhi – 110 068

Phone: +91 -11-20862652, +91-11-20862806 www.sau.int

INVITATION FOR BIDS

Supply & installation of CO2 Incubator

Tender No. SAU/EP/FLSB/2023/11 dated 10.07.2023

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.

Sealed quotations are invited from reputed authorized distributors/dealers/retailer, etc. for supply of & installation of Co2 Incubator for South Asian University addressed to "Assistant Registrar (E&P), Room No. ES 203, South Asian University, Rajpur Road, Maidan Garhi, New Delhi 110068 The detailed specifications are attached at Annexure-I.

Conditions for Submission of Bids

1. Sealed quotation should reach the University latest by 27.07.2023 up to 3.00 p.m. Quotation(s) received beyond the last date of submission will be rejected. All received bids will be opened on the same day at 3:30 pm. No quotation(s) will be entertained by e-mail or fax.
2. In the event of the due date of receipt and opening of the tender being declared as a holiday for the University, then due date of receipt/opening of the tender will be the next working day at the same time.
3. Bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs. 32000.00 in the form of Demand Draft Banker's cheque/Bank Guarantee which is refundable drawn in favour of **South Asian University**, payable at New Delhi.
4. The University reserves the right to split the order in view of time constraint or select certain items in single or multiple units and reject the others or all as mentioned in the schedule and to revise or alter the specifications before acceptance of any tender and accept or reject any or all tenders, wholly or partly or close the tender without assigning any reason whatsoever.
5. The tenderer while sending their tender should enclose a copy of the conditions stipulated duly certified and attested by them in token of accepting the tender conditions that they understood and accepted them in full. Tenders received without the certified copy of the conditions shall be rejected summarily.
6. The rates of the materials should be valid for at least six months for further purchase as well.
7. The loading, unloading at SAU and bringing the material up to the work location shall be responsibility of the contractor/supplier.
8. The rates shall be inclusive of transportation, loading, unloading & handling charges and nothing extra will be paid.





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9. **TERMS OF DELIVERY:** All the supplies should be delivered & installed at LSES Building, South Asian University, Rajpur Road, Maidan Garhi, New Delhi – 110068
10. **DATE OF DELIVERY:** The date of delivery 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 the goods on or before the above mentioned delivery date, compensation may be recovered at the rate of 1% of the cost of order for every weeks delay or fraction thereof 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
11. **DISCREPANCY OR OMISSIONS:** The payments are made strictly on the basis of the payment terms of the contract/work order which will be mentioned below and the contractor/supplier is advised not to change anything over and above the amount stipulated in the work order. In the event of there being any discrepancy, the matter should first be referred to the undersigned for examination and if necessary issue of necessary amendments to the supply order before submission of the bill.
12. **INVOICE:** Along with the supplies, the supplier shall submit the invoice in duplicate that is pre-receipted and affixed with stamps, where necessary. Bills not conforming to all clauses are liable to be returned to the suppliers and responsibilities of delay in payment would rest with them.
13. **PAYMENT:** Will be made 100% when all the items have been delivered & installed against a particular order to the satisfaction of the University
14. The South Asian University is an International Organization declared by the Central Government in pursuance of Section 3 of the United Nations (Privileges and Immunities) Act, 1947 (46 of 1947) and is therefore entitled to claim refund of Goods and Services Tax (GST) paid on the procurement of Goods and/ or Services.

We have been allotted UIN: **0717UNO00175UNQ**

Please ensure that our UIN is mentioned on all invoices raised on us for the goods and services supplied. The invoice raised should be in conformity with the various provisions of respective GST Acts and should include the following-

- The Invoice should be Tax Invoice;
- Name, address and GSTIN of the supplier;
- Invoice Number;
- Date of issue
- Name, address UIN of the recipient;
- HSN code of goods or Accounting Code of services (SAC);
- Description of goods or services;
- Quantity in case of goods and unit or Unique Quantity Code thereof;
- Total value of supply of goods or services or both;
- Taxable value of supply of goods or services or both considering discount or abatement, if any;





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- Rate of tax (central tax, State tax, integrated tax, Union territory tax or cess);
- Amount of tax charged in respect of taxable goods or services (Central Tax, State Tax, Integrated Tax, Union territory Tax or cess);
- Place of supply along with the name of State, in case of a supply in the course of inter-State trade or commerce;
- Address of delivery where the same is different from the place of supply;
- Signature or digital signature of the supplier or his authorized representative.

15. **PERFORMANCE SECURITY:** The successful bidder shall be required to furnish a Performance Security of 5% of the total value of the contract within 14 days of the purchase order. 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 drawn in favour of "South Asian University", New Delhi. Performance security shall remain valid for a period of sixty days beyond the date of successful installation of the equipment and warranty period. No interest will be payable by SAU on the Performance Security.
16. **DAMAGES / ACCIDENTS:** If some major or minor damage happens to the given property under this work order during the period of execution, the contractor/supplier is liable to rectify the damage / damages at his own cost and cannot charge from the University. The contractor/supplier is liable for the safety of his own staff/labors while executing the work, if any accident happens to any of them the contractor will be responsible for that.
17. **ORDER CONFROMITY:** The items of works which are not found to be not up to the quality expected by the South Asian University & do not conform to the description/specifications laid down in the work order, will be rejected at the contractor/supplier's cost and risk.
18. **DISPUTES:** In case of any disputes, differences or objections connected with or arising out of the works awarded with this work order or the meaning or operation of any part of the terms, the matter shall be referred for arbitration to any officer appointed by the President of the South Asian University and whose decision shall be final and binding.

Contractor/supplier's seal & Signature

Yours faithfully,

Khurda

Asst. Registrar (S&P)

16/7/2023





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Annexure I

Specifications for CO2 Incubator

1. Microprocessor controlled, stackable CO2 incubator with a minimum capacity of 150 Ltr, Power : 230V, 50Hz
2. Temperature Control Range 4°C above ambient 50°C with control increment: $\pm 0.1^\circ\text{C}$
3. Incubator should be air-jacketed or have six-sided direct heating to provide stable temperature control. There should be no fan or fan-associated HEPA filters.
4. Should have excellent uniformity and rapid recovery with no over shoot event.
5. The CO2 control range should be from 0.1 to 20% with control accuracy and uniformity of $\pm 0.1\%$. Infra-Red sensor for detection should be there.
6. It should have both acoustic and visual alarm systems. Screen should display system status, CO2 and temp status, and door open signs
7. Chamber Construction Type 304 stainless steel or superior. Inner chamber should be formed in single stainless-steel sheet with seamless design.
8. Should have minimum 3 adjustable height perforated shelves & a removable stainless steel humidity reservoir to achieve at least 90-95 % RH.
9. Should have Sterilization facility with dry heat at least 140 °C. There should be no need to remove IR sensor or filter during sterilization.
10. It should have internal glass door (single or segmented).
11. Machine should be supplied along with CO2 gas cylinder, dual stage regulator and suitable servo stabilizer for smooth functioning.
12. Instrument must be US/European UL listed & CE marked Certified. Certificates should be attached along with the Technical bid.
13. **Warranty:** Five Years (60months) on site comprehensive warranty with spare parts from date of installation including calibration services at prices fixed at the time of sale (5 calibration services over a span of 7 years).

At least 05 Nos. of end user satisfactory certificates should be enclosed along with Bid.

Quoted model should have at least 10 Nos. of installation in Central Government and State Governments labs.





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Specification Checklist

S.No.	Specification	YES	NO	Remarks
1	Microprocessor controlled instrument, Power 230V, 50Hz			
2	Stackable incubator with min capacity of 150L			
3	Temperature control range of 4° above ambient to 50°			
4	Temperature increment $\pm 0.1^{\circ}\text{C}$			
5	Air-jacket or six-sided direct heating for stable temperature control			
6	No fan or fan-associated HEPA filters			
7	Uniformity in temperature/humidity/gas and rapid recovery			
8	CO ₂ control range from 0.1-20%			
9	CO ₂ accuracy of $\pm 0.1^{\circ}\text{C}$			
10	Infrared sensor for detection			
11	IR sensor should not be removed during sterilization			
12	Acoustic alarm for system status, low temp/CO ₂ , door open alarm			
13	Visual display for system status, CO ₂ /temp status and door open signs			
14	Type 304 stainless steel construction			
15	Inner chamber formed in single stainless-steel sheet with seamless design			
16	Minimum of 3 adjustable height perforated shelves			
17	Removable stainless steel humidity reservoir for 90-95% RH			
18	Dry heat sterilization with temp minimum of 140°C			
19	Single or segmented internal glass door			
20	Supplied together with CO ₂ cylinder and dual stage regulator			
21	Supplied together with suitable servo stabilizer			
22	US/EU listed and CE marked certificates			
23	60 months on site comprehensive warranty with spare parts from date of installation			
24	Pre-fixed price for calibration services			
25	End user satisfactory certificates (5)			





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PRICE SCHEDULE (Financial bid)

S. No.	Description of Items	Qty.	Unit Price (INR)	Tax	Total price with taxes (INR)
	Total				

DECLARATION

1. This is certified that the rates quoted above are not more than the rates charged from any other Institution / Department / Organization.
2. I / We have gone through the terms & conditions stipulated in the tender document and confirm to abide by the same.
3. Price shall be inclusive of all; cost of material, supply, transportation, etc., no other charges would be payable by the University.

Full Name of the Bidder:

Signature of the Bidder: Date:

Official Seal





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DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER

- (I) We are not involved in any litigation that may have an impact of affecting or compromising the delivery of the services as required under this tender.
- (II) We are not black-listed by any Central/State Government/Public Sector/Educational Institute Undertaking in India.
- (III) I/we undertake that the documents submitted are genuine/authentic and nothing material has been concealed there from and that I/we are not debarred by any Government organization and are competent to have the contract. I/we understand that the contract is liable to be cancelled, if found to be having obtained, through fraudulent means/concealment of information.

(Signature of Authorized Signatory)

Date:

Name of the bidder: _____

Complete Address : _____

Contact Nos. _____





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Check List for Submission of Bid

1. Earnest Money Deposit of Rs. 32000.00
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. Manufacturers' authorization letter in case of a dealer
6. Bid document have been duly completed and signed as per instructions
7. Bid is enclosed in a sealed cover with reference to the Tender No. and Tender Name

