

VISVA-BHARATI
SANTINIKETAN
DEPARTMENT OF BOTANY (DBT Project)

Ref. No. DBT/BOT/SKS/01/2016-17

Date: 18.07.2016

NOTICE INVITING TENDER (PURCHASE OF EQUIPMENT)

Sukanta K Sen, professor of Botany, Visva-Bharati invites sealed bids under two bid system (**Technical & Financial**) from the manufacturers (OEMS) or their authorized Indian agents/dealers/distributors for procurement of **HPLC**.

Sealed bidding documents (Technical Bid and Financial Bid along with EMD) duly filled in as per the instructions of the Tender Document should be addressed to the **Prof. Sukanta K. Sen, Department of Botany and must reach latest on 18.08.2016 by 5.00 pm** only through '**REGISTERED POST/SPEED POST/COURIER**' on or before the stipulated date and time.

The Tender documents can be downloaded from the official website of the university www.visva-bharati.ac.in. The bidders should furnish a non-refundable tender fee of **Rs. 500/-** by way of Bank Draft/Pay Order in favour of **Accounts Officer, Visva-Bharati payable at Santiniketan** along with the Bidding Documents and EMD (as mentioned next to the respective item in Annexure – I).

The Technical Bids shall be opened in the office of the Head, Department of Botany at **11:30 am on 20.08.2016**, by the Committee authorized by the competent authority of Visva-Bharati in the presence of such bidders who may like to be present.

The financial bids of the technically qualified bidders will be opened at **3.00 pm on 20.8.2016**. Any change regarding the date of opening bids will be uploaded in the official website of the institute.

All bidders are requested to read carefully the terms and conditions, as laid down in the NIT.

The Competent Authority reserves the right to reject any or all the bids without assigning any reason and the decision of the competent authority of Visva-Bharati shall be final and binding.

Sukanta K Sen
Professor of Botany
Visva-Bharati, Santiniketan

TERMS AND CONDITIONS OF THE NOTICE INVITING TENDER

1. GENERAL INSTRUCTIONS

- a) For the Bidding/Tender Document Purposes, Sukanta K Sen, Department of Botany, Visva-Bharati, Santiniketa-731235 shall be referred to as Purchaser and the Bidder/Successful Bidder shall be referred to as Supplier and/or Bidder or interchangeably. For any query please contact sksenvb@rediffmail.com.
- b) The firm having good profiles and high standard reputation in dealing with such sophisticated scientific equipments are only eligible to take part in tender.
- c) The sealed bidding documents should be sent to Sukanta K Sen, Professor of Botany, Visva-Bharati, Santiniketan-731235 **only by REGISTERED POST/SPEED POST/COURIER** on or before the stipulated date and time. The Tender documents can be downloaded from the official website of the university www.visva-bharati.ac.in. The bidders should furnish the tender cost of **Rs. 500/-** by way of Bank Draft/Pay Order in favour of Accounts Officer, Visva-Bharati payable at Santiniketan along with the **Bidding Documents and EMD**.
- d) The tender should be sent in sealed cover superscribing as “Tender for supply of HPLC” to Sukanta K Sen, Professor of Botany, Visva-Bharati, Santiniketan, 731235. Inside, it should contain two sealed covers for **Technical** (Annexure-IIA, IIB, III, V and VI) and **Financial bid** (Annexure-IV) superscribing as “Technical” and “Financial”, respectively.
- e) EMD as mentioned in Annexure I, D/D drawn in favour of ‘**Accounts Officer, Visva-Bharati**’ payable at ‘State Bank of India, Santiniketan Branch’, must be enclosed with **Technical bid**. Tender will be considered **CANCELLED** without EMD. The EMD of the qualified vendor will be refunded after submission of performance security. EMD of the non qualified vendors will be returned after issue of purchase order to the successful vendor.
- f) The Bidder is advised to check the Tender Documents carefully before submission of bid. **No claim on account of any errors detected later in the tender documents shall be entertained.**
- g) Each page of the Tender documents must be stamped and signed by the person or persons submitting the Tender in token of his/their having acquainted himself/ themselves and accepted the entire tender documents including various conditions of contract. **Any Bid with any of the Documents not signed is liable to be rejected at the discretion of the Tender issuing authority.** Any correction, deletion or erasures, overwriting should have to be endorsed by the competent authority or signatory otherwise the tender will be liable to be cancelled.
- h) Any deviation of incomplete formats/Annexures as specified in the bidding documents will be treated as non- submission of formats/Annexures.
- i) The bidder shall attach the copy of the authorization letter/power of Attorney as the proof of authorization for signing on behalf of the Bidder in the bidding document.
- j) All Bidders are hereby explicitly informed that conditional offers or offers with deviations from

the conditions of Contract, the bids not meeting the Essential Qualification Requirement/Minimum Eligibility Criteria, Technical Bids not accompanied with EMD of requisite amount/format, or any other requirements, stipulated in the tender documents are **liable to the rejected**.

- k) The bidder should submit self declaration to the effect that he is free from any encumbrance and has no case of legal conviction in any form.
- l) The Purchaser reserves right to issue any amendments in the tender document or part thereof at any time prior to but five days before the deadline of submission of the tender and such change will be deemed as integral part of the tender. This will be published through Visva-Bharati web-site.
- m) The decision of the Technical Committee/Tender Committee will be final and cannot be challenged in any Court of Law.
- n) The Purchaser reserves right to cancel the work order issued to the successful vendor, fully or partially without assigning any reasons to the vendor and there will be no claim for any compensation to the affected vendor, if arises out of such cancellation.
- o) All disputes will be under the jurisdiction of Suri court at Birbhum district or by a Tribunal consisting of three persons- Two from the side of the University and One from the bidder, if agreed by the bidder to settle the dispute out of the court.
- p) Non-compliance to any of the above criteria will lead to disqualification of the bid.

2. ESSENTIAL QUALIFICATION REQUIREMENTS

The following shall be the minimum eligibility criteria for selection of bidders technically.

- a) Bids from Original Equipment manufacturer (OEM) or their authorized Indian Agents are preferred. If the firm is not OEM, it should have international reputation having sufficient expertise and experience in the subject tender with sound warranty/technical and manpower service support capability (Enclose supporting documents). **A valid authorization stating dealership/distributorship certificate from OEM must be enclosed ((as per the format given in Annexure V) along with the Technical Bid. The authorization should be on the letterhead of the OEM and should be signed by a competent person of the manufacturer.**
- b) Manufacturer must have comprehensive production facility with test centers duly recognized by Government Agencies (like ISO) or other quality control standards as applicable in the respective countries.
- c) Submission of duly filled in and signed compliance certificate **(as per Annexure IIA & IIB)** must be with the Technical Bid.
- d) Credential for dealing with business of sophisticated scientific equipments for at least five years with list of clients to whom such equipments were supplied (Govt. Org. preferable) **(as per Annexure III)**. The firm must have an **Annual turnover of at least Rs. 50 Lakhs** during last three consecutive years supported by the Audited Balance Sheet.

- e) Self attested copy of **Registration certificates** of the firm/company and **PAN** should also be submitted. Copies regarding **recent tax** clearance certificate of VAT, CST, Service Tax, P. Tax. etc. should also be provided.
- f) **Technical Supporting Staff** – The bidder should have trained and qualified customer support staff with ample experience in the required field. Complete details of branch offices and support staff should be provided. Name, Designation and contact no. of the qualified Engineer/s who will provide services to us against the supply should also be provided.
- g) The filled up tender should be accompanied by a non-refundable D/D for the amount Rs.500/- drawn in favor of ‘**Accounts Officer, Visva-Bharati**’ payable at SBI, Santiniketan Branch. Tender submitted without D/D is liable to be cancelled.

3. BIDS

3.1. VALIDITY OF BID

- a) Bid shall remain valid and open for acceptance for a period of 120 days from the last date of submission of Bid.
- b) The Client may request for extension for another period of 60 days, without any modifications and without giving any reason thereof.

3.2. TECHNICAL BID:

Technical Bid should be prepared as per the instructions given in the Tender Document along with all required information, documents in support of the minimum eligibility criteria, Valid EMD of requisite amount.

Documents comprising the Bid:

- a) **Technical Bid Submission Form (Annexure VI)** duly signed and printed on **letterhead** of the bidding firm/company.
- b) Earnest Money Deposit as mentioned in **Annexure I**, next to the Instrument.
- c) All attested supporting document in proof of having fully adhered to minimum eligibility criteria as referred to above.
- d) The Technical Bid Signed and Stamped on each page of the tender document should be kept in a separate sealed envelope, superscribed as “**Technical Bid for Tender No. DBT/BOT/SKS/01/2016-17** dated 18.7.2016 with the Name and address of the Bidder.
- e) **Soft copy of Technical and Financial Bid should be provided in a CD, separately.**

3.3. FINANCIAL BID:

Financial Bids of only those bidders who qualify in the Technical bids will be considered.

- a) Bidder should prepare financial Bid in the Price Schedule (**Annexure IV**) as provided in the Tender document. Then the financial bid should be kept in a separate sealed envelope, superscribed "**Financial Bid for the Tender No. DBT/BOT/SKS/01/2016-17 dated 18.07.2016**" with the Name and address of the Bidder.
- b) All price components will have to be indicated separately. A final price must be provided in the **bid that should be inclusive of all charges like VAT/CST, Insurance, Custom Duty, Packing, installation etc as applicable**. The bidder should quote the **FINAL PRICE in the financial bid both in figure and words**. **The final rate indicated in 'word' will be considered for evaluation of lowest bidder**.
- c) In case of foreign origin equipment **CIP KOLKATA** Airport/Port value should be quoted in **FOREIGN CURRENCY**. Please note that DSIR certificate will be issued by the University. Please indicate clearly the Indian Agent commission separately (if any) which will be paid in INR after satisfactorily installation & commissioning and operation of the equipment. The indigenous components/accessories such as computer/printer/UPS (**if charged separately**) should also be quoted in INR. In this case also the total price at Consignee site may also be indicated.
- d) Please note that the **exchange rate** (in case of foreign purchase) for the foreign currency on opening date of **Financial Bid** will be considered for evaluation of lowest bid.
- e) Acceptance process of the supplied equipment will be considered complete only after the successful installation and Commissioning of the equipment at Department of Botany, Visva-Bharati, Santiniketan. **The vendor will arrange for on-site training for operation of the equipment at own cost**.
- f) Please indicate cost for other ancillary items (if any) separately (Optional price) which may be required for Pre-Installation and operation of the equipment. Otherwise any delay in installation and operation will be onus of the vendor and any cost in this effect will be borne by the vendor.
- g) Please indicate the tentative delivery schedule in the financial bid and in case of breach of delivery schedule for more than two month Liquidated damage @ 0.5% of the work value per week will be deducted from the Security deposit.
- h) Please indicate the **charges separately (Optional price) for comprehensive AMC** (including spares) of upto four years after expiry of Warranty/Guaranty period.
- i) Vendors can also include **small compatible instruments/consumable for FOC along with the main item as promotional offer**. This should be in addition to the Essential Requirements asked for in the Specifications in **Annexure I**.

3.4. LAST DATE

The last date of receiving tender is 18.08.2016, 5:00 PM. Any Bid received by the office after the deadline for submission of bids, as stipulated above, shall not be considered.

3.5. BID OPENING PROCEDURE

- a) The Technical Bids shall be opened at the Office of the Head of the Department of Botany, Visva-Bharati at **11.30 am on 20.08.2016** by the Committee authorized by the competent authority of the university in the presence of such bidders who may wish to be present or their representatives.
- b) The financial bids of only those bidders, whose Technical Bids are qualified on the basis of eligibility criteria shall be opened by the Committee authorized for the purpose.
- c) A **letter of authorization** should be submitted by the Bidder's representative who wishes to be present in the bidding process, before opening of the Bid.
- d) Absence of bidder or their representative shall not impair the legality of the opening procedure.
- e) All the presented Bidders or their representatives shall be required to sign the main bid envelope to ensure the correctness of the bid.
- f) After opening of the Technical Bids, the technical bids and EMD shall be evaluated later to ensure that the bidders meets the minimum eligibility criteria as specified in the Tender Document.
- g) Refusal to sign the bid envelope by the bidder or his representative shall disqualify the bid based on the decision of the Tender Opening Committee.
- h) Bids shall be declared as Valid or Invalid based on the preliminary scrutiny, i.e. compliance to minimum eligibility criteria and verification of EMD by the Tender Opening Committee. However, detailed technical evaluation as stipulated in Annexure I shall be done only in respect of Valid Bid.
- i) The date fixed for opening of bids, if subsequently declared as holiday by the Government, or cannot be held for other technical reason, the revised date of schedule will be notified on the institution's website. However, in the absence of such notification, the bids will be opened on next working date, time and venue remaining unaltered.

3.6. EVALUATION OF FINANCIAL BIDS

LOWEST BIDDER will be evaluated on the basis of composite lowest offer for **Basic equipment and other ancillary items** (Cost for Comprehensive AMC will also be considered for determining the L1). Each item will be evaluated independently taking into total price at consignee site.

4. POST-SALE REQUIREMENTS FOR SUCCESSFUL BIDDER

Successful bidder will have to deposit Performance security @ 10% of the total work value (INR) within 21 days of receipt of the Purchase Order, which will be refunded within 60 days of expiry of warranty period after satisfactory performance of the equipment within the warranty

period. For equipments quoted in foreign currency, performance security should be provided considering the exchange rate as on opening date of the financial bid. There will be no accrued interest for such deposit.

The Performance security shall be in one of the following forms and valid till 60 days after the warranty period.

- a) A Bank Guarantee or stand-by Letter of Credit issued by a Nationalized/ Scheduled bank located in India or a bank located abroad having its branch in India or
- b) A Banker's Cheque or Account Payee demand draft in favour of the Accounts Officer, Visva-Bharati or
- c) A Fixed Deposit Receipt pledged in favour of Accounts Officer, Visva-Bharati.

The supplier will be liable to arrange post-sale service and supply of spares, maintenance after expiry of warranty/guaranty offered by the Manufacturer, for a period of **at least ten year** from the date of installation or the expiry of warranty period whichever is later.

5. WARRANTY

The Supplier warrants that **all the Equipments are new, unused**, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.

The Supplier further warrants that the Equipments shall be free from defects arising from any act or omission of the Supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in India.

Unless otherwise specified, the **warranty shall remain valid for twelve (12) months** after the Equipments has been delivered to and **successfully installed at the final destination**.

The Purchaser shall give notice to the Supplier stating the nature of any such defects together with all available evidence thereof, promptly following the discovery thereof. The Purchaser shall afford all reasonable opportunity for the Supplier to inspect such defects.

Upon receipt of such notice, the Supplier shall, within a reasonable period of time (maximum one month), expeditiously **repair or replace the defective Equipment or parts thereof, at no cost to the Purchaser**.

If having been notified, the Supplier fails to remedy the defect within a reasonable period of time; the Purchaser may proceed to take within a reasonable period such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.

Equipments requiring warranty replacements must be replaced on free of cost basis to the purchaser at the site. No travelling/carrying cost and allowances/any other cost will be paid by the purchaser during warranty period.

6. TERMS OF PAYMENT

- a) The payment will be made after successful delivery and installation of the equipment at the final destination. A report should be prepared by the supplier regarding successful installation and fine working of the supplied equipment to the purchaser.

- b) The method and conditions of payment to be made to the Supplier shall be as specified in the Purchase Order/Contract.
- c) The supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and the Services performed, and documents submitted pursuant to Delivery and upon fulfilment of other obligations stipulated in the contract.
- d) Payment shall be made in currency as indicated in the contract.

Annexure I

Name of Instrument with Specifications

HPLC SYSTEM	Unit	EMD (in INR)
<p>Pump:</p> <ul style="list-style-type: none"> • In built Quaternary gradient pump for delivery of four solvent systems. • Operating principle: Dual piston. • Gradient formation: low pressure gradient proportioning. • Flow rate: 0.2-10 ml/min (0.001-10 ml/min). • Flow rate accuracy: $\pm 0.1\%$ or better. • Flow precision: $< 0.05\%$ RSD or < 0.01 min SD, whichever is greater . • Pressure range: 290-9000 psi. • Pulsation: < 0.2 MPa or $< 1\%$ whichever is greater. • Gradient delay volume : 690 μL. • Solvent degassing: Built-in, 4-channels. • Perfectly balanced mixing performance against gradient delay volume ensures optimum chromatographic resolution at maximum detection sensitivity without mixing ripples-related noise. • Pumps with active rear wash system. • The pump should have ability to work with both purpose- analytical mode and semi preparative mode. • The pump should be free from any pulse dampener based technology. • The pump should have facility for gradient optimization with gradient curves (linear, convex and concave). • Gradient Mixer: Dynamic mixing for analytical and semi-preparative modes. <p>Injector system:</p> <ul style="list-style-type: none"> • System should have facility with both modes- analytical mode and semi preparative mode. • Manual injection system. • Analytical mode and semi preparative mode are controlled by a valve. • Sample loops for analytical mode are 5, 20, 50, 100, 200 and 500 μl. • Sample loops for semi-preparative mode are 1 and 5 ml. 	1	60,000

Detector:

- Programmable Diode Array detector with deuterium and tungsten lamp.
- Wavelength range: 190 – 800 nm.
- Flow cell should be suitable for both analytical mode and semi preparative mode.
- Flow cell must be temperature controlled.
- Wavelength accuracy: ± 1 nm.
- No. of Diode array elements: 1024 or higher
- Linearity: 2.0 AU or higher.
- Operating Mode: Charged Aerosol Detection.
- Digital Data Collection Rate (max.) : 200 Hz
- Noise Filtering: 4th order low-pass Bessel.
- Optional Analog Signal Output : 0-1 V DC
- Full Scale Analog Output Range: 1 pA to 500 pA in 1 -2-5 sequence.
- Filter Time Constants: Selectable in numerical sequence (1-2-5 increments).
- Evaporation Temperature : Select: 35 °C or 50 °C
- Warm-Up Time: < 30 min to 35 °C evaporation T.
- Inlet Gas Supply: Compressed Air or Nitrogen.
- Inlet Pressure 70-80 psig (482-551 kPa).

Fraction collector:

- It should have X-Y movement mechanism and diverter valve.
- It should have universal fraction collector for analytical and preparative HPLC with standard rack for 120 tubes up to 180 mm height.
- Fraction collector should be supported by compatible software.

Software:

- Chromatography Data System for control, acquisition, processing, & reporting software.
- Supported with Database and system suitability, Supports Gradient Programming of (1-11 curves including step, linear, convex, concave and Exponential).
- Easy operating software capability to control of all parameters.
- User friendly and fast data analysis.
- Software having facility to analysis data in offline condition.

Column compartment:

- Maximum column length: 30 cm.
- Analytical columns (2 Nos.) : Reverse-phase C₁₈ and C₃₀(5 um, 250 x 4.6 mm) with appropriate guard column cartridges.
- Temperature ranges: 5°C to 80°C.
- Temperature Accuracy: ± 0.5 °C.
- Temperature Stability: ± 0.1 °C.
- Temperature Precision: ± 0.1 °C.
- Heat up time: Typically 15 min from 20 °C to 50 °C.
- Cool down time: Typically 15 min from 50 °C to 20 °C.

<p>Accessories:</p> <ul style="list-style-type: none"> • Suitable PC for installation of software (1TB memory, 6GB RAM) and instrument control. • Syringes: 100 µl and 1000 µl micro syringe. • Spares Kit for HPLC installation and maintenance. • Solvent pack. <p>Optional item:</p> <ul style="list-style-type: none"> • Semi-preparative C₁₈ column . <p>Additional essential requirements:</p> <ul style="list-style-type: none"> • The instrument must be with 1 year warranty from date of installation with additional three years of maintenance service. • One Desktop with genuine Operating System and laser printer. • Online UPS system (2 KVA or above with at least 30 minute backup). • Part number must be quoted for each components including software. • Instrument must have power supply unit Plugs that must be compatible to Indian system or must be provided with suitable Adapter. 		
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ANNEXURE – II(A)
COMPLIANCE CERTIFICATE FOR NIT TERMS/PRE-QUALIFICATION FORM
(To be enclosed in the Technical bid)

Name of the firm/company		
Address of the firm/company		
Telephone	Mob	Email
Fax		

Sl.No.	NIT Terms and Conditions	Yes/No
01	FINAL RATE quoted as per instruction (in number and words)	
02	Comprehensive AMC rate after warranty provided	
03	Validity of quoted rate for 120 days agreed	
04	EMD enclosed Detail of the Earnest Money submit a) Amount : b) D/D No : c) Date of purchase : d) Drawn on : e) Payable at :	
	Compliance certificate for specifications (Annexure IIB) provided	
05	Payment term agreed	
06	Delivery terms agreed	

Signature with Seal

Vendor : M/s.

ANNEXURE - III
PERFORMANCE STATEMENT FORM
 (For a period of last 5 years)
 (To be enclosed in the **Technical bid**)

Name of the Firm.....

Order placed by (full address of Purchaser)	Order No. and date	Description and quantity of ordered equipment	Value of order	Date of completion of delivery as per contract	Date of actual completion of delivery	Remarks indicating reasons for late delivery, if any	Has the equipment been installed satisfactorily? (Attach a certificate from the purchaser/Consignee)	Contact person along with Telephone No., Fax No. and e-mail address of the Purchaser

Signature and Seal of the manufacturer/Bidder.....

Place :

Date:

ANNEXURE - IV
PRICE SCHEDULE
(To be enclosed in the Financial Bid)

Purchaser: Sukanta K Sen, Department of Botany
 Visva-Bharati, Santiniketan-731235

Name of the firm/company		
Address of the firm/company		
Telephone	Mob	Email
Fax		

Sl. No.	Name of equipment/items	Quantity	Basic Rate	Total Amount	Taxes & duties (Please specify)	Freight and Any other Charges (Pl. specify)	Total Value
	(Specify the Brand and Model No.)						

Total Value (In words)

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Note:

- 1. Vague terms like “packing, forwarding, transportation etc. extra” without mentioning the specific amount will not be accepted. Such offers shall be treated as incomplete and rejected.**
- 2. Validity of Quotation is to be at least 120 days from the date of opening of Tender.**

Date :

Place :

Name & Signature of Authorised Signatory

ANNEXURE V
ORIGINAL EQUIPMENT MANUFACTURER'S (OEM) AUTHORISATION FORM
(on OEM letterhead)
(To be given when OEM is not participating directly in the bid)

To,
Sukanta K Sen
Professor of Botany, Visva-Bharati, Santiniketan

Ref: No. DBT/BOT/SKS/01/2016-17 Date: 18.07.2016

Subject: OEM authorization of Channel partner of our products quoted in response to the referred NIT

Sir,

We are reputed Original Equipment Manufacturer (OEM) and authorize the undermentioned firm to submit/negotiate the tender, process the same further and enter into the any contract as specified in the NIT for sale and post sale requirements of our quoted equipment.

We further confirm/certify/undertake the following-

The said firm will quote/offer/supply of our OEM products/quoted product at most competitive bidding prices and commercial terms which are settled from time to time based on requirements and market.

Our OEM standard guarantee/warranty shall be applicable for our products which shall be supplied by the said firm.

- (i) Our said authorized firm would sign and execute all required documents complying terms and conditions as laid down in the referred NIT.
- (ii) We also agree to submit all the required certificates including quality certificates for our OEM product and audited financial documents as and when required by the purchaser.
- (iii) In the event of failure on the part of the said authorized firm, the pending liabilities under the terms and conditions of the contract of the referred NIT shall be complied by us.
- (iv) In the event of any change in of the aforesaid matters, the same shall be immediately informed to the purchaser without any delay for fulfillment of the agreed terms and conditions of the purchase procedures.
- (v) Ours and authorized firm details are stated as under-

a) -----

(Name and complete address of main/head office of OEM, including name of concerned contact official, phone no. and email)

b) -----

(Name and complete addresses of all the manufacturing/production Facilities of OEM, across the globe evidencing country of origin of concerned product)

c) -----

(Name and complete address of said authorised firm including name of concerned contact official, phone no. and email)

d) -----

(Present validity period of this authorization/agreement, extendable thereafter)

This authorization has been signed, executed and extended from time to time if any by us, duly signed by our authorized authority who is the competent authority in accordance with the Power of Attorney authorized by our Board of Directors (evidence enclosed).

Enclosure: As stated above

Date:

Place:

Yours' faithfully

(Signature with date, name and designation)

For and on behalf of _____

(Name, address and stamp of the OEM on their letter head)

Copy to

M/s _____

(Name and full address of the authorized firm)

Note: This authorization form should be on the letter head of the OEM and should be signed by a person competent and having the Power of Attorney to legally bind the manufacturer (OEM). (Document evidencing the same to be attached.)

ANNEXURE VI
TECHNICAL PROPOSAL SUBMISSION FORM
(To be printed on Bidder's letterhead)

Date.....

LETTER OF BID

To,
Sukanta K Sen
Professor of Botany
Visva-Bharati, Santiniketan-731235.

Ref: Invitation for Bid No. DBT/BOT/SKS/01/2016-17 dated 18.07.2016.

We, the undersigned, declare that:

1. We have examined and have no reservations to the Bidding Documents.
2. We offer to execute the supply order for equipment in conformity with the Bidding Documents.
3. Documents.
4. Our bid shall be valid for a period of 120 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
5. If our bid is accepted, we commit to submit a performance security in accordance with the Bidding Documents.
6. We also declare that Government of India or any other Government body has not declared us ineligible or black listed us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.
7. We also accept all the terms and conditions of this bidding document and undertake to abide by them, including the condition that you are not bound to accept the lowest bid or any other bid that you may receive within the due dates

Yours sincerely,
Full Name and Designation
(Authorized Signatory)
With Official Seal

*Authorised person shall attach a copy of Authorisation for signing on behalf of Bidding firm / company