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ACCREDITED BY NAAC



A-GRADE

**CENTRE FOR BIOTECHNOLOGY
INSTITUTE OF SCIENCE AND TECHNOLOGY
JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD
(Established by Govt. Act No. 30 of 2008)
Kukatpally, Hyderabad – 500 085, Telangana (India)**

Dr. A.UMA

Assoc.Prof. & Head

Principal Investigator

AICTE-RPS

05/10/2020

// Tender Notice//

Sealed tenders are hereby invited for supply of the “Cell Analyzer” equipment to Centre for Biotechnology, Institute of Science & Technology, JNTUH under AICTE-RPS Scheme. The tenders must be submitted on or before 23.10.2020 by 03.00 PM.

Principal Investigator

Principal Investigator
AICTE-RPS

Centre for Biotechnology
Institute of Science & Technology
J.N.T University Hyderabad
Kukatpally, Hyderabad-85, Telangana State

Tender Reference Number: JNTUH/CBT-IST/AICTE-RPS/TENDERS/01/2020 dated.06.10.2020

BID DOCUMENT
Open Competitive Bid (OCB)

Request for Proposal (RFP)
Procurement of

CELL ANALYZER (CBT-IST JNTUH)

Proprietary and Confidential



JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD

KUKATPALLY, HYDERABAD-500 085

TELANGANA, INDIA

Tenderer

DIRECTOR
DIRECTOR

JNTU Institute of Science & Technology
Kukatpally, Hyderabad-85.

Page 1 of 41

Table of contents

Section-1: Invitation of Tender

1.1	Invitation for proposal(s)	5
1.2	Brief Tender details	5
1.3	Definitions	7
1.4	General conditions	8
1.5	Tender Sample	9
1.6	Penalty for Delay in Supply & Liquidated Damages (LD)	10
1.7	Dispatch Instructions & Documentation	10
1.8	Defect Liability/Warranty/Guarantee	10
1.9	Amendment to Tender Document	11
1.10	Validity of Tender Bid	11
1.11	Pre-Qualification (PQ)/Eligibility Criterion	11

Section II: Instructions to Bidders

2.1	Procedure for submission of proposals	13
2.2	Earnest Money Deposit	14
2.3	Documents comprising the bids	14
2.4	Bid Packet Consist of	14
2.5	Pre-qualification and Technical bid document	15
2.6	Financial Bid document	15
2.7	Bid opening and Evaluation Procedure	16
2.8	Ethical conduct of Bidder	17

Section III: Terms and conditions

3.1	Use of RFP Document and other information	19
3.2	Tests of the Item/system/Equipment/Machinery	19
3.3	Conditions of the items to be supplied	19

Tenderer

Handwritten signature
 DIRECTOR
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 Kukatpally, Hyderabad-85.

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 DIRECTOR

DIRECTOR

Page 2 of 41

JNTU Institute of Science & Technology
 Kukatpally, Hyderabad-85.

3.4	General terms of payment	19
3.5	Liquidated damages	20
3.6	Suspension	20
3.7	Right to vary quantities	20

Section IV: Scope of work/Material and technical specifications

4.1	Scope of Work	22
4.2	Technical specifications of Item/System/Equipment/Machinery	22

Section V: BID Proposal FORMS


Envelope-I (Pre-Bid Qualification and Technical Bid)

Form- I: Bid Proposal sheet	27
Form- II: Particulars and Eligibility of Bidder	29
Form -III: Eligibility Conditions	30
Form- IV: Financial status of Sole Bidder	32
Form -V: OEM Authorization Certificate	33
Form- VI: Undertaking	34
Form-VII: Declaration	35
Form - VIII: Bill of Quantity	36
Form -IX: Detailed Technical compliance statement	37
Form- X :Performance Statement	38
Form- XI: Technical Personnel Statement	39
Form- XII: Deviations from tender document conditions	40

Envelope-II (Financial-Bid)

Form- XIII: Financial Bid	41
Form- XIV: List of Spare items/Parts required	42
Check list	43

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JNTU Institute of Science & Technology
Kukatpally, Hyderabad-85.


DIRECTOR

DIRECTOR Page 3 of 41
JNTU Institute of Science & Technology
Kukatpally, Hyderabad-85.

Disclaimer

This Tender Document (also referred as “Request For Proposal” or “RFP”) is not an agreement and is not an offer or invitation by JNTUH to any Bidder other than the one that qualifies based on evaluation of submitted bids. The purpose of this tender document is to provide information to the potential Bidders to assist them in responding to this tender document. Though this tender document is prepared with sufficient care to provide all required information to the potential bidders, they may need more information than what has been provided. In such cases, the potential bidder is solely responsible to seek the information required from JNTUH, at his / her own cost. JNTUH reserves the right to provide such additional information at its sole discretion. JNTUH makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations on any claim the potential bidder may make in case of failure to understand the requirement and respond to the tender document. JNTUH may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this tender document.

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Kukatpally Hyderabad 50
DIRECTOR

DIRECTOR

Page 4 of 41

SECTION I.**1.1 Invitation for proposals**


Item 1	CELL ANALYZER
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1.2. Brief Tender details:

1.	Name of the University	JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD, KUKATPALLY, HYDERABAD - 500 085
2.	Tender Reference Number	JNTUH/CBT-IST/AICTE-RPS/TENDERS/01/2020 dated.06.10.2020
3.	Tender Subject	Procurement of Cell analyzer
4.	Tender Type	Open Tender
5.	Tender Category	Instruments
6.	EMD	TENDERERS SHOULD SUBMIT THEIR EMD WORTH AS INDICATED IN WEB NOTIFICATION Rs.5,000 /- INR (Refundable) BY WAY OF DEMAND DRAFT DRAWN ON ANY NATIONALIZED / SCHEDULED BANK PAYABLE AT HYDERABAD IN FAVOUR OF THE DIRECTOR, IST, JNTUH, KUKATPALLY, HYDERABAD - 500085. HARD COPY OF DOCUMENTS SHOULD BE SUBMITTED WITH EMD.
7.	Bid Document Fee	Rs.2000/- (Non refundable), by way of DD
8.	Bid Document Fee Payable To	THE DIRECTOR, IST, JNTUH, KUKATPALLY, HYDERABAD - 500085
9.	Schedule for Sale of document Date & Time	06.10.2020 from 11.00 AM to 04.30 PM
10.	Schedule for Sale of Closing Date & Time	23.10.2020 at 03.00 PM
11.	Pre-qualification Bid opening	27.10.2020 at 2.00 PM
14.	Technical bid Opening Date & Time	The Tenderer or his nominee has to attend compulsory on the day fixed by the University for Pre- qualification Meeting
15.	Price Bid Opening Date & Time	
16.	Place Of Tender Opening	Director, Academic and Planning, JNTUH, Kukapally, Hyderabad -5000085, Telangana, India
17.	Officer Inviting Bids	THE DIRECTOR, IST, JNTUH, Kukatpally, Hyderabad - 500085

Tenderer

DIRECTOR



Page 5 of 41

18.	Contact Person	Principal Investigator, AICTE-RPS, CBT-IST, JNTUH.
19.	Address/E-mail id	vedavathi1@jntuh.ac.in
20.	Contact Details/Telephone, Fax	9848120819
21.	Procedure For Offer Submission	<p>The Bidders shall submit their response through Bid submission to the tender by following the procedure. The Bidders shall submit their eligibility and qualification details, Technical bid; Financial bid etc., in the standard formats with attested copies of all the relevant certificates, documents etc., in support of their eligibility criteria/technical bids and other certificates / documents. The Bidders shall sign on the statements, documents, certificates, submitted by them, owning responsibility for their correctness/authenticity. The Bidders are requested to submit the original DD towards EMD, Bid to the Tender Inviting Authority either personally or through courier or by post and the receipt of the same within the stipulated time shall be the responsibility of Bidders. The University shall not take any responsibility for any delay or non-receipt. If any of the documents furnished by the Bidders are found to be false/fabricated/bogus, such Bidders are liable for blacklisting, forfeiture of the EMD, cancellation of work assigned and criminal prosecution.</p> <p>The Bidders are requested to get a confirmed acknowledgement from the Tender Inviting Authority as a proof of submission to avoid any discrepancy.</p> <p>Tender Document:</p> <p>The Bidders are requested to purchase the Tender Document and read all the terms and conditions mentioned in the Tender Document and seek clarification, if any, from the Tender Inviting Authority. The Bidders have to keep track of any changes by viewing the Corrigenda issued by the Tender Inviting Authority from time-to-time. The University calling for Tenders shall not be responsible for any claims / problems arising out of this.</p>
22.	General Terms & Conditions	As per Tender Document

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DIRECTOR

Page 6 of 41



1.3 DEFINITIONS:

In this document, unless otherwise mentioned or expressed clearly, the terms mentioned below would have meaning as given below:

1. **"Availability"**: means the time for which the services and facilities are available for conducting tests for the equipment installed by vendor.
2. **Bidder**: The Firm/Company/entity that buys the tender document, signs and submits the Tender document and bids for the **"item required"** as the reference may indicate; it shall also include consortium, partners, joint venture partners, associates, licensee, collaborator, and agents.
3. **Competent Authority**: means the DIRECTOR, IST, JNTUH, Kukatpally, Hyderabad or any person notified by the officer.
4. **Committee**: Committee means Committee(s) constituted by DIRECTOR, IST in relation to this process.
5. **"Consortium"** means any type of legal arrangement among the person's entities, partners, presenting their offer as a single bid (not more than two including lead Bidder), such an arrangement may be called consortium/association/Joint venture or by any other name.
6. **Lead Member of Consortium / Prime bidder**: The Firm / Company that buys the tender, signs and submits the tender on behalf of consortium will be taken as the lead member of consortium and shall be taken as **"Bidder"** for the purpose of this tender document.
7. **Acceptance Test**: The test conducted by JNTUH or its representatives for checking the availability of all the features/services/ functionalities in the item/system/equipment/ machinery as defined in the RFP.
8. **Party/Parties**: **"Party/parties"** means the bidder and/or consortium partner
9. **"Penalty"** means the payments imposed for non performing or delay in performing or performing below the standards as required under this RFP.
10. **Purchaser**: Purchaser means DIRECTOR, IST, JNTUH, Hyderabad or shall be an authorized person to act on behalf of DIRECTOR, IST, JNTUH in reference to this tender.
11. **Bid Document Fee**: Tender fee is the cost of a complete blank Tender Document with all detail Information about the tender like technical specifications of each items, all terms and conditions of tender, all Form/Forms, draft agreement.
12. **Vendor / Supplier**: means the Bidder (single bidder or the lead partner of the consortium) who has been declared the successful bidder and has been offered to enter into the agreement with the purchaser or provide Item/System/Equipment/Machinery and services within the scope of this tender.

Tenderer

DIRECTOR

Page 7 of 41

1.4 GENERAL CONDITIONS

1. Bidders are expected to examine all the terms and instructions mentioned in the Tender document and prepare their proposals accordingly. It shall be deemed that submission of Bid by the bidders has been done after their careful study and examination of the RFP document with full understanding to its implications. Any clarifications/resolutions of the doubts must be sought at or before the pre-bid meeting.
2. In case the equipment offered deviates from the specifications laid down in the schedule attached to the tender form, Bidder should describe in what respect and to what extent the equipment offered by them differs / deviates from the specifications even though the deviations are minor, failing which his offer will be ignored. Bidder shall make available to the purchaser full information and technical documents (at least three sets) on the equipment being offered along with the proposal.
3. Failure to comply with the requirements may render the proposal non-compliant and the proposal may be rejected. Bidders must comply with all requirements as set out within this RFP.
4. All information submitted by Bidders may be treated as contractually binding on the Bidders, on successful award of the assignment by JNTUH, Hyderabad on the basis of this RFP.
5. Any deposit pending with the University in another connection cannot be adjusted for the present Tender.
6. It will be imperative on each Bidder to fully acquaint himself with all the local conditions and factors, which would have any effect on the cost of the Item/System/Equipment/Machinery. No request for the change of price or time schedule of delivery of Item/System/Equipment/Machinery shall be entertained, on account of any local condition or factor once the offer is accepted by the JNTUH, Hyderabad.
7. Copies of Sealed offers prepared in accordance with the procedures enumerated in Section II should be submitted to THE DIRECTOR, IST, JNTUH, Hyderabad, not later than the date and time laid down.
8. The requirement is for items mentioned as per **Clause 4.2, Section IV**. Bidders are also advised to ascertain whether they meet the eligibility criteria for bidding for the same. Bidders must quote for items and individual as mentioned in the schedule of requirement. Bids for incomplete items will not be accepted. Bidders should quote for all the items mentioned as in **Clause 4.2, Section III. Bids with partial response are liable to be rejected.**
9. Bidder will specify the detail Bill of Quantity (BOQ) **FORM-VIII** as per the Bid.
10. Tenders with price variation clauses or with vague terms are liable to be ignored and rejected. Counter offers shall not be considered. Incomplete tenders are liable to be rejected.

Tenderer



DIRECTOR

Page 8 of 41

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11. This Tender is non-transferable. Assignment and subletting is not permitted.
12. **Tender will remain valid for the acceptance in the next six months from the date of closure of bid.** However bidder must be ready if it is extended. **If the day upto which the offer is to remain open has been declared to be closed or holiday by the University, the offer shall remain open till next working day.**
13. The Bids should be submitted in two separate sealed envelopes duly marked as **"Pre-Qualification & Technical bid"**, and **"EMD"**. All these three envelopes should then be packed in one larger envelop super scribed on the top left hand side as **"item name, JNTUH, Hyderabad"**.
14. The DIRECTOR, IST, JNTUH, Hyderabad shall not be responsible for postal delay, non-receipt or non-delivery of the proposals.
15. The Committee(s) reserve all rights to open the envelopes and examine its contents or ask for clarifications or ask for revised proposals and the decision of the committee shall be final and binding.
16. No bid shall be accepted through telegraphic means or over email etc.,
- 17 The representatives (Employee, Manager, Owner, Partner, and Director) of the bidders participating in the tender meetings including Technical Evaluation Committee meetings etc. must carry authorization letters from the bidder concerned.
- 18 The successful bidder shall execute an agreement with JNTUH on non-judicial stamp paper worth Rs.100/- (Rupees One hundred only) accepting all the terms and conditions of the contract within one week upon intimation of acceptance of Tender.
- 19 No bidder is entitled to withdraw his/her offer after submission. In case of such withdrawal, the EMD along with Tender schedule shall stand forfeited.

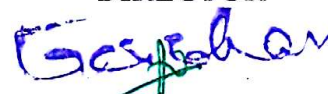
1.5 Tender Sample:-

- i. **Requirement of tender sample:-**Tender sample can be deposited in the office of CBT, IST, JNTUH, KUKATPALLY, HYDERABAD before bid submission of last date physically otherwise bids will be liable for rejection.
- ii. Samples sent on "Freight to Pay" basis will not be accepted and the Tenderer would submit sample on No cost No commitment basis.
- iii. Tender samples are required as per details mentioned below duly signed and stamped by the firm indicating Name & Address of firm, Tender No with date and Name of item:-

S.No.	Particulars	Sample required

Tenderer

DIRECTOR

 Page 9 of 41

- iv. If required by evaluation committee the tenderers will have to submit complete finished sample within 15 days.
- v. Samples submitted by the tenderers whose offers are not accepted may be collected by their authorized representatives on requisition or hearing from this office. In case samples are not collected within given time, the sample will be disposed off.
- vi. Photographs of all finished items be submitted offline with tender samples before opening of technical bids.

1.6 Penalty for Delay in Supply and Liquidated Damages (LD):-

- i. Penalty @ 2% per month or part thereof of the contract value shall be levied for delay in supply subject to a maximum of 10% in the form of LD.
- ii. In case the firm does not complete the supply within the delivery period, action will be taken against the firm as per terms and conditions of this document. It could be in addition to the penalty for delay in supply.

1.7 Dispatch Instructions and Documentation:-

The Tenderer shall intimate the purchaser, by tele or fax and speed post Seven (7) working days in advance, the mode of transport and probable date of delivery of consignment.

1.8 Defect Liability/Warranty/Guarantee:-

- i. Except as otherwise provided in the invitation to the tender the Tenderer hereby declares that the Item/System/Equipment/Machinery supplied to the purchaser under this contract shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specifications and particulars contained/ mentioned in the contract.
- ii. The Tenderer hereby guarantees that the said Item/System/Equipment/ Machinery would continue to conform to the description and quality aforesaid for a period of one (01) year, from the date of delivery of the said Item/System/Equipment/Machinery to the purchaser and notwithstanding the fact that the purchaser may have inspected and/or approved the said Item/System/Equipment/Machinery, if during the aforesaid period of one year, the said Item/System/Equipment/Machinery be discovered not to conform to the description and quite aforesaid or not giving satisfactory performance or have deteriorated, the decision of the purchaser in the behalf shall be final and binding on the tenderer and the purchaser shall be entitled to call upon the tenderer to rectify the Item/System/Equipment/Machinery or such portion thereof as if found to be defective by the purchaser within a reasonable period or such specified period as may be allowed by the purchaser in his discretion on/an application made thereof by the tenderer and in such an event, the above mentioned warranty period shall apply to the Item/System/Equipment/Machinery rectified from the date of rectification thereof. In case failure of the tenderer to rectify or replace the

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DIRECTOR

Item/System/Equipment/Machinery etc., within specified Time, the purchaser shall be entitled to recover the cost with all expenses from the tenderer for such defective stores.

- iii. The firm will guarantee that they will supply any related accessory/spare parts, if and when required on agreed basis for an agreed price. The agreed basis could be and including but without any limitation on agreed discount on the published catalogue or on agreed percentage of profit on the landed cost.
- iv. Warranty period of 01 year will commence from the date of commissioning of Item/System/Equipment/Machinery.
- v. In case, Manufacture's Standard Guarantee/Warranty is for more than One (01) year, than it will be applicable to purchaser also.

1.9 Amendment to Tender Document

- i. The tender document at any time prior to the deadline for submission of bids, the authority for any reason, whether at its own initiative or in response to the clarifications requested by prospective bidders may modify the Tender document.
- ii. The authority also reserves the right to change any bid condition including technical specifications even after inviting the proposals with or without prior notification and authority may extend the last date for submission of Tenders. All changes/ amendments shall be informed to the prospective bidders through e-mail.

1.10 Validity of the Tender Bid

Offer should be kept open for acceptance for a period of **six months** from the last date of submission of Tender and it may be extended if necessary. A bid valid for a shorter period may be rejected by the purchaser as non-responsive. Any increase in rates within this period will not be entertained and will result in forfeiture of EMD. During the validity period the University will have right to demand additional quantity.

1.11 Pre-Qualification (PQ) / ELIGIBILITY Criterion (Refer FORM - III)

Sl.No	Basic Requirement	Specific Requirement	Documents Required
1	Legal Entity	The bidder/ members of consortium must be a company registered under Companies Act, 1956 or the partnership firm registered under the partnership act, or a society registered under relevant society act or any other legal entity with existence in business since 01 Apr 2013 or before in India	Copy of registration certificate (s)
2	GST registration & Returns	The bidders and all its consortium partners etc. should have their firm/entity registered with TSGST/CST/CGST department, with respect to TSGST/CST/CGST whichever is applicable and shall furnish self-attested copies of the same and their latest TSGST filing return form of the concerned department.	Copy of GST registration latest Income Tax Saral form/IT Return filed, audited Balance sheet and PAN/TAN/TIN

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			copies
3	Turnover	Average Turnover at least for Equipment Rs.20.00 Lakhs per Financial years (2016-17, 2017-18 and 2018-19)	CA certificate with CA's registration number/ seal
4	Single Bidder/Consortium/Association /Joint Venture	The bidder may be single entity or consortium or association or joint venture.	Signed copy of the arrangement/ agreement among such partners etc. of the bidder.
5	Experience		Attach work order/ client certificate acceptance and completion and satisfactory operation certificate for similar works have been executed by the Bidder during the last three years. List of present clientele. Give details of the major clients – Government, Educational Institutions, Universities etc.
6	OEM (Original Equipment Manufacture) Certifications	The bidder should submit valid authorization letter from each of the OEMs of Item/System/Equipment/Machinery confirming following: 1. Authorization for bidder for quoting products with specific model /part numbers while Confirming that the product meets the technical & functional requirements. 2. OEM should certify that Products quoted are latest version and not going to be end of life in 5 years	The authorization certificate of OEM/s, as per components with make and model number (as proposed by bidder in technical bid)
7	Blacklist	Bidder should not have been black listed by any State / Central Government Department, Ministry or Agency as on bid submission date.	Form VII
8	Local support	The selected prime bidder or consortium partner should indicate about local support	

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DIRECTOR

Page 12 of 41



SECTION II.

INSTRUCTIONS TO BIDDERS**2.1 PROCEDURE FOR SUBMISSION OF PROPOSALS**

Address at which the bids are to be Submitted	Director, Academic and Planning, JNTUH, Kukapally, Hyderabad -5000085, Telangana, India
Last date and time for the receipt of the bids	Up to 23.10.2020 @ 03.00 PM

- i. The bidder should submit (i) the supporting documents of eligibility criteria as specified Section – I under Clause 1.11 (ii) Bid document signed on all pages by the bidder and (iii) Demand Draft towards EMD in a sealed cover 'A'. The price bid shall be kept in sealed cover 'B'. Both sealed covers A & B to be kept in sealed 'C' and sealed with WAX/Gum Tape. All bids sealed individually should be kept in a separate sealed cover super scribed with separate titles as specified below:

- Pre-qualification bid for Item No. _____
- Technical bid for Item No. _____
- Financial bid for Item No. _____

Offers Prepared in accordance with the procedures enumerated should be submitted to The DIRECTOR-IST, JNTUH, Hyderabad on or before the last date and time mentioned above.

- ii. No bid will be considered unless and until each page of the bid documents is duly signed in original by the authorized signatory. The rates and units shall not be overwritten. Rates shall be both in the figures and words. It is mandatory for all bidders to quote basic price in Indian Rupees (INR) only and the prices must be quoted separately for each item. Discount, if any allowed, should be specified for each item separately. Offers not indicating item wise and sub-item wise prices are liable for disqualification. The Tenderer should also quote the prices of different spares and other consumables that goes along with the equipment.

GST, Insurance, Customs and import duties, packing, and forwarding and freight charges, any other taxes and charges should be quoted in terms of percentage on basic cost of fixed amount. Any vague statements such as "Extra" are not accepted. No change shall be entertained in duties including sales tax.

- iii. Financial Bids determined to be substantially responsive will be checked by the Evaluation committee for any errors. If there is a discrepancy between the quoted rate in figures and the quoted rate in words, the rate in words will take precedence. Arithmetic errors will be rectified on the following basis:-

- if there is a discrepancy between the unit rate and the total cost, the unit rate multiplied by quantity shall prevail and the total cost will be corrected unless in the

Tenderer

DIRECTOR

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Page 13 of 41

opinion of the evaluation committee there is an obvious misplacement of the decimal point in the unit rate, in which case the total cost as quoted will govern and the unit rate corrected.

- If there is a discrepancy between the total bid amount and the sum of various costs, the sum of the various costs shall prevail and the total bid amount will be corrected.
- iv. The amount stated in the Form of Financial Bid will be adjusted by the evaluation committee in accordance with the above-mentioned point for the correction of errors and, shall be considered as binding upon the bidder. If the bidder does not accept the corrected amount of bid, its bid will be rejected, and the EMD shall be forfeited. Any omission in filling the columns of "units" and "rate" or pertaining to the GST as applicable etc., shall be deemed to be treated as inclusive in the total cost of the Item/system/Equipment/Machinery. All corrections must be duly signed by the Bidder.
- v. Bidder is required to submit the complete proposal along with annexure & brochures etc. The proposal has to be signed in original by the authorized representative of the Bidder. The proposal shall be exactly according to the presented formats given in the TENDER documents.
- vi. Bidders may be asked by Technical Committee to demonstrate/technical presentation of their product at JNT University Hyderabad, if required. The same shall be at the cost of Bidder. The decision of expert committee is final.

2.2 EARNEST MONEY DEPOSIT (EMD)

- i. The Earnest money will not be refunded on any account what so ever till the Bids are finalized or scrapped and in the event of any firm backing out from their offer, the Earnest money is liable to be forfeited.
- ii. No interest shall be claimed on EMD. Bids received without or with inadequate EMD shall be liable to be rejected.
- iii. Those exempted from payment of EMD must enclose necessary documents like SSI/NSIC.
- iv. EMD should be submitted in separate envelope duly marked as "EMD". This EMD envelope should be kept into the big envelop along with technical bid envelope.
- v. The EMD will be refunded to all the bidders (except successful Bidder) once the purchase orders are placed on successful Bidder.
- vi. It would be the responsibility of the bidder to collect back it's EMD on being intimated by the Purchaser.

2.3 Documents comprising the bids

The bids prepared by the bidders according to the procedure mentioned in section All documents shall be in the serial order as per Section – II under Clause 2.1 and hard copies filed/Tagged and flagged in the same serial order for easy verification.

2.4 Bid Packet shall consist of the following:-

- i. Authorization letter given to the bidder to its representative to sign and submit the bid document on his behalf.

Tenderer


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- ii. Consortium MoU, if applicable
- iii. Sealed envelope containing the Earnest Money Deposit as mentioned in section – II under Clause 2.1.
- iv. The RFP document in original duly signed on each page acknowledging the terms of RFP.
- v. Sealed envelope containing the Pre-qualification Bid and Technical Bid as mentioned in section – II under Clause 2.1.

2.5 Pre-Qualification and Technical Bid Document"

Specified in Section – I under Clause 1.11 and also refer Form – III.

S. No.	Contents	Required Format
1	Bill of Quantity (BOQ)	Form VIII
2	Detailed Compliance Statement as per given Technical Specifications	Form IX
3	Performance Statement	Form X
4	Technical Personal Statement	Form XI
5	Deviations from tender document conditions	Form XII
6	Technical specifications of all the equipment and accessories quoted for this bid as per Clause 3.1 of section III along with BOQ as per Form VIII	
7	All other documents which are required to prove the bidders compliance with respect to the technical evaluation criterion given in the RFP(As per the bidder's format on Bidder's letter head)	
8	Any other information if required.	

2.6 Financial Bid Documents

Sl.No.	Type of the documents	Required Format
1	Financial bid with price in INR	Form XIII
2	Price- List of additional spare parts which are mostly required to maintain the system, if any	Form XIV

Note:-

- Bid prices duly filled, signed and complete as per the price schedule on the prescribed formats as mentioned above.
- Price-List of additional spare parts which are mostly required to maintain the system is required for future references and will not count in this bid cost to decide the qualifying bidder.**
- Comprehensive AMC cost, after warranty period for next two years should be mentioned on **Form-XIII at Sl. No.6**, if any.

Tenderer


DIRECTOR

Page 15 of 41



4. Cost of extended two year warranty should also be mentioned in **Form-XIII at Sl. No.7**. It will not be added in current tender cost (i.e. cost of equipment with three years standard warranty).
5. After standard warranty period, The Competent authority may take decision on these quoted prices to extend warranty or go for AMC.

2.7 Bid Opening and Evaluation Procedure

- i. The pre-qualification documents will be verified first. The authorized representatives may remain present at the time of verification. The information submitted would be checked by the committee and those found not conforming to pre- qualification criteria shall be rejected. The person(S) present at the time of Pre- qualification examination must be well versed with the bid and must be in position to submit clarification and tender undertaking binding on the bidder.
- ii. Place, Time and date of opening of the bids.

Technical Bid opening date	27.10.2020 at 02.00PM	Director, Academic Planning Office, JNT University Hyderabad, Kukatpally, Hyderabad.
Price Bid Opening date		

- iii. The technical bid of only bidders qualified in pre-qualification stage shall be opened. The information submitted by the bidders shall be tabulated and compared with specifications given in the Tender Document. It will thus be ascertained whether the bidder's solution /offerings qualify to the requirements and the product offered by the bidder matches with the specification of the Purchaser as given in the Technical Specifications in this Tender Document. Any deviations are liable for rejection of the tender (or) rejection of the equipment even after supply.
- iv. The Bidders shall arrange Technical presentation and live demonstration of their Item/System/Equipment/Machinery quoted between periods of Technical Bid & Price bid opening dates to show that they fully confirm to this tender. The Bidder must present detailed technical specifications (datasheets) and will have to give a power point presentation is expected to be ready to give clarification to technical committee as and when required.
- v. The bidders are advised to make all necessary arrangement for the presentation and live demonstration of items well in advance as they will be required to adhere to the time schedule given to them soon after bid opening / technical bid evaluation.
- vi. The University reserves the right to ask for any additional information, as it may deem necessary to evaluate the bid proposal at any stage before evaluation of Technical bid. Bidders that fail to submit additional information or clarification as sought within-week of the receipt of letter requesting for such additional information and/or clarification, their bids will be evaluated based on the information furnished along with the bid proposal.

Tenderer


DIRECTOR

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- vii. The committee would be entitled to call for any further information, document and undertaking and may also interview the authorized representative of the bidder in order to satisfy itself about the eligibility, capability and capacity of specifications/trustworthiness of the product. The committee would be within its right to get any secret or open enquiry conducted for the purpose. The University reserves the right to contact and verify bidder's information, references and data submitted in the bid proposal without further reference to the bidder.
- viii. The information, documents submitted and undertaking given by the bidder or its authorized representative to the committee should be deemed to be the further reference to the bidder.
- ix. **Criterion for opening of Financial Bid**
Financial bids of only "technically acceptable" bidders shall be opened. The short-listed bidders will be intimated about the date and time accordingly for opening of financial bid. At the time of the opening of Financial Bids, authorized representatives may remain present. No further discussion will be held with the bidder whose bid has been technically disqualified / rejected.
- x. **Opening of Financial bids**
Once quoted, the bidder shall not make any subsequent price changes, whether resulting or arising out of any technical/ commercial clarifications sought regarding the bid and any deviation or exclusion should be specifically stated in the bid. It is expected that all clarifications are sought and the bid requirements understood clearly by the bidder before submitting the bid. Such price changes shall render the bid liable for rejection.
- xi. It shall not be obligatory to accept only the lowest financial bid. All or any bid may be rejected. The essence is that only such bid that in the opinion of competent Authority is most suitable for the University shall be selected.

2.8 Ethical conduct of the bidders

- i. The bidder or its representative shall not make any cartel or group to Influence the bidding process or the price to the disadvantage of the Government.
- ii. The bidder or its representative shall not enter into uncalled for correspondence with competent Authority or any of his subordinate with respect to this tender.
- iii. Where the bidder requires any information with respect to this tender, it or its authorized representative shall contact with Director Academic and Planning, JNTUH, Telangana, Hyderabad only during office hours. Bidders or their staff/agents/employees are strictly prohibited to interact with any JNTUH staff, on any matter what so ever. Such unethical behavior shall lead to automatic disqualification of bid.
- iv. Where the bidder is not satisfied with any decision of the DIRECTOR, JNTUH, Telangana, Hyderabad or any of the committee, it has liberty of representing its case

Tenderer

DIRECTOR

Page 17 of 41



before Competent authority or his nominee. But indulging into anonymous or Pseudonymous petitions etc. shall be taken to be unethical practice.

- v. Bidders must appreciate that only most suitable tender can be accepted and hence all the tenders cannot be accepted, so losing out the bid is also one of the business proposition well known to the bidder well in advance. Therefore any indiscreet conduct post disqualification would amount to be an unethical behavior.
- vi. The bidder after being awarded the work, during/after its completion and during /after the warranty and maintenance period shall not indulge into monopolistic or restrictive trade practices and shall not take advantage of its position/being privy to the knowledge of the system while working out the costs of spares, maintenance, bug fixing, additional programming to increase marginal but additional functionalities in the software etc.

Tenderer

DIRECTOR

Page 18 of 41

SECTION-III

TERMS AND CONDITIONS

3.1. Use of RFP document and other information: This RFP document shall be purchased by bidders who wish to respond to this RFP. For the scope of work please refer Section IV of Clause 4.1 of this document. The decision of the competent authority on this scope of work, its interpretation and implications etc. shall be final. Where the Vendor disagrees with the decision of the competent authority, it may submit its averments which shall be referred to appropriate committee and matter shall be referred to the Vice-Chancellor, JNTUH, Hyderabad where decision shall be final and binding on the parties. The University reserves the right to cancel the tender or terminate the contract with L1 vendor without assigning any reasons thereof.

3.2. Tests of the Item/System/Equipment/Machinery

- i. The competent authority of JNTUH shall have the power to inspect the items before, during or after installation and to reject the same or any part or portion, if they are not satisfied that the same is not at par or according to the specifications submitted by the successful bidder. The successful bidder shall not be paid for supplies rejected in such case.
- ii. Successful bidder shall neither claim nor be entitled to payment for any damage that rejected supplies may suffer from any harm whatsoever incidental to a full and proper examination and test of such supplies. JNTUH shall be under no liability whatsoever for rejected items and the same will be at the successful bidder's risk. Rejected supplies shall be removed by the successful bidder at his own expense within 10 days after notice has been issued to him of such rejection and failing such removal of rejected Item/System/Equipment/Machinery, they will be at bidder's risk.

3.3 Conditions of the items to be supplied:

- i. All the items proposed to be supplied must be brand new and unused before, pre-used items must not be supplied.
- ii. The successful bidder will not be entitled to charge or be paid for supplies broken, lost or damaged in transit. Such supplies shall be removed by the successful bidder at his own expense. The decision in this regard taken by JNTUH shall be binding and final.
- iii. The system/equipment/Machinery should be delivered and installed and commissioning within 30 days from the date of issue of firm order and entering into contract.

If, however, it is not possible to deliver install and commission the equipment within the said period, the Tenderer should specify the period by which they can guarantee delivery, installation and commissioning after acceptance of the tender.

3.4 General Terms of Payment

- i. Based on the payment milestones against hardware delivery and inspection as mentioned in the RFP, the successful bidder will prepare delivery Challan and invoice in triplicate. The original delivery challan should be sent by the successful bidder to the

Tenderer

DIRECTOR

Page 19 of 41



JNTUH.

- ii. The second copy of Delivery Challan will be returned to the successful bidder by the respective designated officer of JNTUH with the quantities or numbers received duly noted and signed thereon.
- iii. The successful bidder shall raise the invoice in the name of Principal Investigator, AICTE-RPS, CBT-IST, JNTUH, Telangana, Hyderabad and the said duly verified bills along with duly verified challans by the officials of JNTUH shall be sent formally to Principal Investigator, AICTE-RPS, CBT-IST, JNTUH, Hyderabad for release of the payment.
- iv. 100% of Payment will be made on receipt of invoice with all supported vouchers, receipt of equipment, installation and functioning of the equipment to the entire satisfaction, acceptance reports, concerning documents after verification and after deducting suitable taxes and any Penalties, if any. The JNTUH will release the payment within 30days of submission of invoice subject to invoice and all supporting documents being in order.
- v. The currency or currencies in which payments shall be made to the supplier/selected bidder shall be Indian Rupees (INR) only.
- vi. All remittance charges will be borne by the supplier/ selected bidder.
- vii. Advance payments will not be made. Any penalties and liquidated damages and/ or penalties, as applicable as per RFP, for delay and non-performance, as mentioned in this bidding document, will be deducted from the due payments.
- viii. Taxes like work contract tax, TSGST, income tax, etc., as applicable, will be deducted at source, from due payments, as per the prevalent rules and regulations.

3.5. Liquidated Damages

- i. Liquidated damages (LD) may be invoked in any of the following cases:
 - a) Failure to comply with delivery timelines
 - b) Failure to comply with performance standards
 - c) Non-compliance with any terms of this RFP
- ii. Violation of any terms and conditions of this tender the JNTUH shall reserve the right to terminate and/or Blacklist the Firm for any future purchases.
- iii. The final decision on levy and/or relaxation of penalties and LDs lies with competent authority of JNTUH, including the quantum of penalty/ LD to be levied
- iv. Bidder will not be liable for liquidated damages if the delay is caused due to delay in obtaining of licenses or related documents.

3.6 Suspension

The Competent Authority may suspend all payments to the Bidder by a written notice of suspension; if the Bidder fails to perform any of its obligations (including the carrying out of the tasks) provided that such notice of suspension shall specify the nature of the failure.

3.7 RIGHT TO VARY QUANTITIES

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The Competent authority reserves the right to vary the quantity within the validity of the tender without any change in price or other items and conditions with commensurate increase or decrease in delivery period. They may vary and number of quantity may increase or decrease as per availability of funds.

Tenderer



DIRECTOR

Page 21 of 41



SECTION - IV.

SCOPE OF WORK/MATERIAL AND TECHNICAL SPECIFICATIONS

JNTUH has planned **Procurement, Supply, Testing, Installation, and Commissioning.**

The scope of work includes as following:-

4.1 SCOPE OF WORK

- i. Successful bidder will be responsible for the supply, installation and demo of the Item/System/Equipment/Machinery as per tender.
- ii. Installation and commissioning of the _____ will be the primary responsibility of the qualified bidder.
- iii. Bidder should provide supporting documents.
- iv. The detailed specifications of the Item/System/Equipment/Machinery and Services mentioned in Schedule of Requirement are given in the section "Specification:" in this document.

Note: For each paragraph below, if accepted, the bidder shall respond with code "A", representing the remark "Understood the Requirement and Accepted" or code "D" representing the remark "Deviation" or code "N" representing the remark "Not Complied/Not Accepted" in column Compliance. "C" means complies fully with the specification

4.2 Technical Specifications Equipment/Machinery are as under:**Cell Analyzer**

S.no.	Item	Specifications	A/d/n/c
1.	Input cell numbers	User selected	
2.	Cell concentration range	10,000-500,000/ml	
3.	Sample format	Single loader; <2 minutes per sample volume and Number of cells counted can be specified Absolute cell counts	
4.	Cell types	Homogeneous or heterogeneous, suspension or adherent, primary cells or cell lines	
5.	Cell size	2-60+ microns (µm) in diameter	
6.	Data handling	Data analyzed on system, with usb export of graphs, csv files, and raw data files	
7.	Temperature	16-35°C (60-95°F)	
8.	External power supply (input	100-240 vac, 50/60 hz 80 w	

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	voltage range):		
9.	Main unit (input voltage):	15vdc, 5a	
10.	Fuse rating:	Auto-resettable	
11.	Laser	Upto 3 lasers (532-nm, 488nm , 637 nm)	
12.	Forward scatter detector:	Photodiode	
13.	Fluorescence detectors:	Photodiodes (ylw 576/28, red 680/30)	
14.	Parameter dynamic range:	4.0 decade	
15.	Pulse processing:	Digital signal processing	
16.	Time:	Every particle time stamped	
17.	Flow cell dimension:	Rectangular capillary (1.5 mm x 0.8 mm) with 100- μ m round bore	
18.	Pump:	Positive displacement	
19.	Sample flow rate:	7 μ l/min to 36 μ l/min	
20.	Cleaning / waste bottles:	50-ml plastic (co-polyester) bottles with screw tops	
21.	Waste generation	<40 ml	
22.	Dead volume	50 μ l	
23.	Sample concentration	Final particle concentration of 1×10^4 to 5×10^5 particles/ml	
24.	Sample requirement	As few as 2,000 cells/test; typically 25,000-100,000 cells/test, depending on the assay	
25.	Computer	Intel Core i5-8500B/Intel Core i7-8700B 16GB ddr4 Ram	
26.	Data file structure	Output data file formats: • binary data storage in flow cytometry standard (fcs) 3.0 format • spreadsheet results file in comma-separated value (csv) format	
27.	Counting accuracy	$\pm 10\%$	
28.	Counting precision	$\leq 10\%$ cv	
29.	Fluorescent dyes	FITC, APC, CY5, AF	
30.	Applications	Count and viability • cell proliferation • apoptosis • cell signaling • cell cycle	

Tenderer


 DIRECTOR

Page 23 of 41

		<ul style="list-style-type: none"> • dna damage • autophagy • immunology • algae research • malaria research 	
31.	Parameters	3 parameters evaluated simultaneously	

1. User list of at least 5 similar installations in reputed institutes should be provided.
2. All the accessories required for installation and demo should be provided
3. Warranty starts from the date of installation and on demand repair services as and when required should be provided.
4. Warranty details should be provided on manufacturer letter head.
5. The instrument has to be supplied with all the required accessories and start up consumables for 500-1000 reactions.

Warranty on all products: 3 years.

Tenderer

DIRECTOR

Page 24 of 41

Section V

Bid Proposal Forms

FORM- I

Bid Proposal Sheet

(This Form must be enclosed with the "Pre-qualification and Technical bid")

Bidder's Proposal Reference Number and date:	
Bidder's Name and Address:	
Person to be contacted:	
Designation:	
Telephone No.:	E-mail Id
Fax No:	

To:

The DIRECTOR,
IST,
JNT University Hyderabad,
Kukatpally, Hyderabad
Telangana - 500 085.

Sub:- Proposal for execution of Tender for Procurement, -----equipment as mentioned in the RFP for JNTUH.

Price and Validity: All the prices mentioned in our proposal are in accordance with the terms as specified in the proposal documents. We do hereby confirm that our proposal includes all taxes, duties, charges for destination etc. We agree to abide by this bid for a period of 180 days from the date fixed for bid submission and it shall remain binding upon us and will be accepted at any time before the expiration of that period. This bid together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us. The price offer is open for a period of further 180 days from the date of execution of agreement.

Deviations: We declare that all the services shall be performed strictly in accordance with

Tenderer


DIRECTOR

Page 25 of 41



technical specifications and other conditions of the Tender documents except the deviations as mentioned in the Technical Compliance Statement (**FORM-IX**) and Deviations from Tender Document Conditions (**FORM-XII**). Further we agree that additional conditions, if any, found in the proposal documents, shall not be given effect to.

Proposal Pricing: We further declare that the prices stated in our proposal are in accordance with your terms and conditions in the proposal document.

Financial Viability: We hereby declare adequate financial soundness our balance sheet and sufficient financial liquidity to undertake the mentioned scope of work in the RFP, as per the timelines and service levels mentioned during the contract period.

Qualifying Data: We confirm having submitted qualifying data as required by you in your Tender document. In case you require any further information / documentary proof in this regard before evaluation of our proposal, we agree to furnish the same.

Agreement: We hereby declare that in case the contract is awarded to us, we shall submit the agreement of contract. We hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of our knowledge and belief and nothing is concealed. We also agree that terms under this bid have been drafted in good faith and do undertake to resort to the spirit of completion of the tasks under this bid as the faithful advisor of the purchaser. We have noted the contents of Agreement and agree to abide by terms and conditions in the same. The proposal submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement. We understand that you are not bound to accept the lowest or any proposal you may receive. The undersigned is competent and duly authorized by the bidder company/entity to sign this document. We further agree to adhere to ethical standard set by you in this document and all such other instructions on the issue by the Government of India and Government of Telangana State

Thanking You

Yours faithfully

(Signature)

Name:			
Designation & Authority:			
Date & Place:		Seal:	
Business Address:			

Tenderer



DIRECTOR

Page 26 of 41



FORM- II

Particulars and Eligibility of *sole bidder* the lead member of the consortium

(This Form must be enclosed with the "Pre-qualification and Technical Bid")

(To be filled up by the bidder regarding sole bidder or lead member of consortium partner)

Sl.No	Particulars	Bidder statement		Page No.
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
15				
17				
18				
19		Name of the partner	Job to be handheld	
20				

Date & Place:		Signature	
Name:			
In the capacity of:			
For and on behalf of:			

Tenderer

DIRECTOR

Page 27 of 41

FORM – III**Eligibility conditions****(This form must be enclosed with the Pre-Qualification and Technical Bid)**

Sl. No	Basic Requirement	Specific Requirement	yes	No	Documents Required	Page No
1	Legal Entity	The bidder/ members of consortium must be a company registered under Companies Act, 1956 or the partnership firm registered under the partnership act, or a society registered under relevant society act or any other legal entity with existence in business since 01 Apr 2013 or before in India			Copy of registration certificate (s)	
2	Tax registration & Returns	The bidders and all its consortium partners etc. should have their firm/entity registered with TSGST/CST/CGST department, with respect to TSGST/CST/CGST whichever is applicable and shall furnish self-attested copies of the same and their latest filing return form of the concerned department.			Copy of GST registration latest Income Tax Saral form/IT Return filed, audited Balance sheet and PAN/TAN/TIN copies	
3	Turnover	Average Turnover at least for Equipment Rs.50.00 Lakhs per Financial years (2016-17 and 2017-18, 2018-19)			CA certificate with CA's registration number/ seal	
4	Single Bidder/Consortium/Association /Joint Venture	The bidder may be single entity or consortium or association or joint venture.			Signed copy of the arrangement/ agreement among such partners etc. of the bidder.	
5	Experience				Attach work order/ client certificate acceptance and completion and satisfactory operation certificate for similar works have been executed by the Bidder during the last three years. List of present clientele. Give details of the major clients.	

Tenderer**DIRECTOR**

Page 28 of 41



					Government, Educational Institutions, Universities etc.	
6	OEM (Original Equipment Manufacture) Certifications	<p>The bidder should submit valid authorization letter from each of the OEMs of Item/System/Equipment/Machinery confirming following:</p> <p>1. Authorization for bidder for quoting products with specific model /part numbers while Confirming that the product meets the technical & functional requirements.</p> <p>2. OEM should certify that Products quoted are latest version and not going to be end of life in 5 years</p>			The authorization certificate of OEM/s, as per components with make and model number (as proposed by bidder in technical bid)	
7	Blacklist	Bidder should not have been black listed by any State / Central Government Department, Ministry or Agency as on bid submission date.			Form VII	
8	Local support	The selected prime bidder or consortium partner should indicate about local support				

Date		Name	
Place		Signature	
Designation			
Full address on behalf of			

Tenderer

DIRECTOR

Page 29 of 41

FORM –IV

Financial Status of Sole Bidder/ each member of consortium within last three years

[On the letterhead of Bidder]


(This Form must be enclosed with the “Pre-qualification Bid”)

Full Name of Bidder Firm:

Sl. No	Financial year	Annual Turnover of the Bidder/(Supplier)/ Firm in Indian Rupees
1	2016-17	
2	2017-18	
3	2018-19	

Note:

- Please attach Audited Balance sheets for the above period after pagination and mention total pages here.
- Attach copies of Income Tax returns.
- Attach copies of GST/Service tax returns.

Signature of the Chartered accountant of the bidder :	Signature of the bidder :
Name : & Seal of the CA	Name : & Seal of the Bidder
Address:	Address:
Registration No / Membership number with ICAI:	Registration No
Contact No.	Contact No. 

Tenderer

DIRECTOR

Page 30 of 41



FORM – V

OEM / MANUFACTURERS AUTHORIZATION CERTIFICATE

(This Form must be enclosed with the “Pre-qualification and Technical Bid”)

(On the letterhead of OEM carrying address, contact numbers with sign and seal of authorized signatory)

1. It is certified that We have read this tender document and are fully acquaint with all technical and requirements. M/s _____ are our authorized distributors / resellers/ agents and they have been authorized to quote and sell _____ name of Item/System/Equipment/Machinery with full details) and _____ (Accessories) Make/Model No.- _____ is manufactured/developed by us. We will provide to them all necessary support for providing effective after sale services as per the terms and conditions of the RFP.
2. That in the event of bidder is awarded this tender, we will provide adequate quantity of quoted make, model of system/ quoted version of Item/System/Equipment/Machinery and associated services within the given delivery period of this tender.
3. We will also provide necessary support to the prime bidder to provide service.
4. That this assurance is being given after assessing the financial/technical capability of the bidder and our contractual arrangements with the bidder.

Authorized signatory

Signature.....

Name.....

Designation.....

Contact address and Telephone
Number.....

Seal.....

Tenderer

DIRECTOR

Page 31 of 41




FORM – VI**UNDERTAKING**

(This Form must be enclosed with the “Pre-qualification and Technical Bid”)

(On the Letterhead of the Participant bidder firm/ Company)

I _____ S/o. Sri _____ Resident of
 _____ being Managing Director/Proprietor/ Partner
 of the M/s. _____ whose TSGST Regn. No. is
 _____ Income Tax Pan No. is _____

Here by give consent to The DIRECTOR, IST, JNTUH, Hyderabad, Telangana State to deduct from our bill whatever amount is payable by us on account of the necessary tax dues.

Place:	Signature:
Date:	Name:
Address:	Seal of the Bidder

Tenderer

DIRECTOR

Page 32 of 41

FORM – VII**:: DECLARATION ::**

(This Form must be enclosed with the "Pre-qualification and Technical Bid")

[On the letterhead of Bidder]

1. (Name of M.D./ Proprietor of firm/ head of the entity submitting bid).....son ofof M/s (Name of firm and full Address)
..... have read all the Terms and Conditions of this tender. These are acceptable to me.
2. Earnest Money in the form of Demand Draft of Rs.----- (in_____ words) in favour of The DIRECTOR, IST, JNTUH, Hyderabad, payable at Hyderabad, is enclosed herewith.
3. I certify that we are registered and well experienced firm for this work and truly trading / supplying/ providing requisite services since(date).
4. We also certify that we are not black listed by any State or central Govt.
5. Each page of tender documents is duly signed with seal by us.
6. I undertake to adhere to ethical commitment as required in this tender and mandated by law.
7. I, hereby further confirms that irrespective of any arrangement between the bidder of this bid and its upstream suppliers, the undersigned entity shall bear full and single point responsibility and answerability towards the this bid and the purchaser. Undersigned shall ensure that tasks under this bid do not suffer on any account including any probable dispute between it and its supplier and service personnel.
8. I am authorized as per law/ bye laws / resolution of the governing structure of the bidding entity, to bid the bidding entity into legal and financial obligations with the purchaser as per terms of this RFP.

Place :

Date :

(Name, Signature and Seal of Bidder)

Tenderer

DIRECTOR

Page 33 of 41

FORM – VIII

Bill of Quantity (BOQ)

(To be specified by the Bidder as per technology offered by bidders)

(This Form must be enclosed with the "Technical Bid")

Sl. No.	Name of the Item/System/Equipment/Machinery	Quantity

Note: The bidder needs to provide the itemized cost (as per the BOQ and other RFP clauses) of **Financial Bid**. Any additional components not part of the BOQ, but required by bidder to implement a satisfactory may also be included and suitably highlighted.

Tenderer



DIRECTOR



Page 34 of 41

FORM – IX**Detailed Technical Compliance Statement**

(This Form must be enclosed with the “Technical Bid”)

Detailed Compliance Statement is to be provided by all bidders against the Specifications given in the RFP. Failure to provide compliance will lead bid being summarily rejected. Specifications include warranty, maintenance and service conditions, technical specifications specified in the RFP

Sl. No	Specification stated in Section IV [each line item in clause 4.2]	Details of item offered by the bidder			
		Make	Model No. / Part No.	Specification	Deviation if any

(*Attach Manufacturer's brochures / pamphlets)

Date		Name	
Place		Signature	
Designation			
Full address on behalf of			

Tenderer**DIRECTOR**

Page 35 of 41

FORM -X

PERFORMANCE STATEMENT

(This Form must be enclosed with the "Technical Bid")

[On the letterhead of Prime Bidder/OEM]

Sl. No	Financial year	Nam & address, Telephone & Fax No. of purchaser to whom similar service/ supplies were made	Item/System/Equipment/Machinery supplied order	Purchase order No. & date issued by the purchaser	Period of execution		Performance certificate from customer (Page No)
					Starting	End	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	2016-17						
2	2017-18						
3	2018-19						

As of this date, the information furnished in all parts of this form is accurate and true to the best of my knowledge. I have no objection in getting this information verified by The DIRECTOR, IST, JNTUH, Telangana State, Hyderabad in any covert or open manner, as the latter may deem fit.

Date		Name	
Place		Signature	
Designation			
Full address on behalf of			

Tenderer

DIRECTOR

Page 36 of 41

FORM – XI**Technical Personnel Statement**

(on letter head of Bidder)

(This Form must be enclosed with the “Technical Bid”)

Detailed information of service centre within Telangana State if any and personnel deployed

SL. No	Name	Designation	Qualification	Contact No.	Full address of local service centre (If any)

Date		Name	
Place		Signature	
Designation			
Full address on behalf of			

Tenderer

DIRECTOR

Page 37 of 41



FORM - XII**Deviations from Tender Document Conditions**(This Form must be enclosed with the **"Technical Bid"**)

Sl. No	Clause No.	Page No.	Deviations	Remarks
1				
2				
3				
4				
5				

Date		Name	
Place		Signature	
Designation			
Full address on behalf of			

Tenderer

DIRECTOR


Page 38 of 41

FORM – XIII
FINANCIAL BID

(This Form must be enclosed with the "Financial Bid")

Name of the Bidder

Sl. No.	Name of the _	Quantity	Unit Price without GST	GST (%)	Duties (%)	Total price with taxes and duties	Comprehensive AMC Cost after warranty period for two Years

Grand total of the cost of the tender inclusive all taxes, duties: (At Sl. NO. _____)

(In Indian Rupees) -----Rs/- in words (Rupees----- Only)

Date		Name	
Place		Signature	
Designation			
Full address on behalf of			

Tenderer

G. S. Chohan

DIRECTOR

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FORM – XIV
(On letter head of bidder)

List of Spare items/Parts required if any

(This Form must be enclosed with the “Financial Bid”)

Sl. No.	Spare Parts Description	Quantity	Unit Price without GST	GST (%)	Duties (%)	Total price with taxes and duties

Date		Name	
Place		Signature	
Designation			
Full address on behalf of			

Tenderer

G. S. Chandra

DIRECTOR

[Signature]

CHECK LIST**Important:**

The bidder must ensure that the following details in the check list are furnished along with the bid document. The bidder must also carefully go through all the contents of the BID document and any additional information/documents, required more than the items listed in the check list below, also shall have to be furnished. Non-furnishing of any required information/document as per the Tender Document will lead to rejection of the bid.

S.No.	Particulars	Name of the file document	Page Number
1.	Bidder Information		
2.	Tender Processing Fee of Rs.5000/- by way of DD from any nationalized Bank (per campus, to which they have applied)		
3.	EMD (DD/BG) from Nationalized Bank (separately per schedule, to which they have applied)		
4.	Proof of having provided such service in the last 3 Financial Years i.e., 2016-17, 2017-18, 2018-19 the experience in institutional Catering (IT returns)		
5.	Certificates issued by the firms of CAs regarding turnover of the subject material		
6.	Satisfactory Performance Certificate from parties		
7.	Constitution/Legal status of the firm		
8.	Copy of Registration Certificate		
9.	Latest Income Tax Returns filed		
10.	TSGST Registration		
11.	Latest VAT/CST/TSGST Returns		
12.	Power of Attorney, wherever applicable		
13.	License Certificate		
14.	Number of Employees		
15.	List of Present clientele with addresses & Phone numbers		
17.	All other information/documents that are required in the bid document		

Note: All pages of the bid documents must be serially numbered and signed

Tenderer

DIRECTOR

Page 41 of 41

