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| ISO 9001 Organisation (for Analytical Services) | |
| Indian Institute of Chemical Technology | |
| (Council of Scientific & Industrial Research) | |
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INVITATION TO TENDER

PUR/FAPT/072/11

September 08, 2011.

To

M/s.

Dear Sirs,

Sub: - Tender for supply of "Liquid Handling System"

Our Enquiry No. PUR/FAPT/072/11 dated: 08.09.2011

Last Date of submission: 10.10.2011 up to 17:00 hrs (IST)

Date of Opening: 11.10.2011 at 14:30 hrs (IST)

We are interested in importing the following material(s) as per the given specifications. Kindly send your quotation under two bid system viz., **Part – I Techno – Commercial Bid (technical bid) and Part – II Commercial Bid (Price Bid)** confirming to our terms and conditions mentioned hereunder, so as to reach this office latest by **10.10.2011 at 17.00 hrs. (IST)**

| SL. No. | Description of the material (s) | Qty |
|---------|--|-------|
| 1. | Liquid Handling System as per specifications stated in the annexure | 1 No. |

Terms & Conditions

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| 1. | Quotations received after due date & time shall be summarily ignored. |
| 2. | Each quotation sent by post is to be enclosed in double cover. The inner cover should be SEALED WITH AND SUPERSCRIBED with tender number and due date. The outer cover should bear only the address of the office without any indication that there is a quotation within. Quotations delivered personally should be put in the tender box kept in the office of Controller of Stores & Purchase, IICT, Hyderabad. |
| 3. | The quotation sent by Fax/e-mail, can be accepted at your risk provided the quotation reaches the Purchase Dept. within the due date & time |
| 4. | The bids would be opened in the presence of the bidders who wish to attend the Bid-opening. However the representative should bring with them a letter of authority from the corresponding bidders, without which, they are not permitted to attend the Bid-opening. |

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| 5. | The acceptance of the quotation will rest with the competent authority of IICT, Hyderabad who does not bind himself to accept the lowest quotation and reserves the right to himself to reject, or partially accept any or all the quotations received without assigning any reasons. |
| 6. | Your offer shall be valid for ninety days from the date of opening of the quotations. No revision in price will be allowed after opening the quotation. |
| 7. | Unsolicited/conditional/Unsigned tenders shall not be considered. |
| 8. | For Goods Offered In Indian Rupees: Kindly send your offer indicating the basic cost, taxes, packing, forwarding, freight, transportation, insurance, installation & commissioning charges etc., separately to ascertain the F.O.R destination prices. Where there is no mention of these charges, the offer would be rejected as incomplete unless the prices quoted are on F.O.R destination prices. |
| 9. | For Goods Offered From Abroad: Kindly send your offer on FOB/FCA basis only indicating the freight, insurance, installation & commissioning charges and port of shipment to facilitate proper comparison. Kindly also indicate the approximate gross weight and dimension of the consignment. |
| 10. | Complete specification with manufacturer's name and address should be given while quoting. Literature/Pamphlets should also be enclosed wherever applicable. |
| 11. | Prices are required to be quoted in units indicated in the enquiry. When quotations are given in terms of other units, relationship between two sets of units should be furnished. Quantity discounts, if any should also be indicated. The items should be quoted indicating the serial No. of our RFQ. |
| 12. | No price negotiation will be entertained in normal course of action. |
| 13. | Please furnish a list of Indian Purchasers with their satisfactory performance certificates, if any. |
| 14. | Either the Indian Agent on behalf of the Foreign principal or the Foreign principal can bid directly in a tender but not both. However the offer of the Indian Agent should also accompany the authorization letter from their principal. To maintain sanctity of tendering system, one Indian Agent can not represent two different Foreign principals in one tender. |
| 15. | Please indicate if you have any agents in India, their Address, the details of service rendered by them & the percentage of commission payable to them. Agency commission payable to the Indian Agent should be clearly indicated. The Agency commission would be payable only in Indian Rupees. The Indian agent should be registered with DGS & D for the items appearing in the restricted list of the current EXIM policy of the Government of India. |
| 16. | This lab./Instt. Is registered with Dept. of Scientific & Industrial Research, Govt. of India and thus is exempted from excise duty vide notification no. 10/97 dated 01.03.1997 and concessional customs duty is leviable vide notification no. 51/96 dt. 23.07.1996. |
| 17. | The mode of dispatch of the items must be mentioned clearly in the quotation. |
| 18. | In case the products are available on DGS&D rate contract, please quote on DGS&D rate contract rates enclosing a copy of the RATE CONTRACT. |
| 19. | Samples, if called for, shall be submitted free of charge and on no obligation basis. |
| 20. | The offered delivery period shall have to be strictly adhered to in case an order is placed. |
| 21. | Penalty Clause for delays: The applicable rate is 0.5% per week & maximum deduction is 10% of the contract price. |
| 22. | LIQUIDATED DAMAGES: Timely supply is the essence of stipulation and our requirements are connected with the time targeted research work. By any measure, if there is any delay in delivery |

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| | of the ordered goods within: 90 days from the date of receipt of Letter of Credit, a sum equivalent to 1 (one) per cent of contract value for each week of delay or part thereof until actual delivery will be deducted from the contract value as liquidated damages, subject to the maximum deduction of 10 (ten) per cent. And, we are at liberty to consider the termination of the contract subsequent to the attainment of maximum deduction. |
| 23. | ESI, IT would be recovered as per rules in case of Fabrication/Servicing/Maintenance jobs/Installation charges etc. |
| 24. | Kindly furnish your PAN, CST, APGST and TIN Number in your quotation for our records. Please note that this office is not eligible to issue "C" or "D" forms under Sales Tax Act. Thus full applicable rate of Sales Tax should be clearly indicated in the offer. |
| 25. | The payment will be made in two parts through irrevocable Letter of Credit (L/C) through our Bankers M/s. State Bank of Hyderabad; Habshiguda Branch; Uppal Road; Hyderabad – 500 007. A.P., India. As under. Towards part-I: 80 (eighty) per cent value of the goods will be paid on submission of shipping documents to the bank. Towards part-II: The balance 20 (twenty) per cent value of the goods will be paid within 30 (thirty) days from the date of commissioning and acceptance of the goods by us and, on submission of performance bank guarantee for 10% value, confirmed in India by a nationalized bank, valid for 1 (one) year from the date of acceptance of the goods. |
| 26. | Performance bank guarantee for 10% value, confirmed in India by a nationalized bank, valid for 1 (one) year from the date of acceptance of the goods. |
| 27. | Bank Guarantees for EMD/PBG/Advance Payment etc., wherever applicable, shall be submitted from any nationalized/scheduled bank. In case of issue of such guarantees by a foreign bank, then the same should be confirmed by any Nationalized or scheduled bank located in India. The formats of bank guarantee required if any, may be obtained on request. The banks issuing the guarantees must be requested by the bidder to immediately send a unstamped duplicate copy of the guarantee by registered post (A.D) directly to the purchaser with a covering letter, to facilitate its verification. |
| 28. | All disputes arising out of this shall be referred to the sole arbitrator appointed by Director General, Council of Scientific & Industrial Research, New Delhi. All suits shall be in the courts of Hyderabad Jurisdiction only. |
| 29. | Tender conditions (printed on the reverse), if any, or otherwise sent along with the tender shall not be binding on us. |
| 30. | All the above instructions and our standard terms and conditions must be complied failing which your offer may be liable for rejection. |

Yours faithfully,

(R. KRISHNA RAO)
Controller of Stores and Purchase

Specifications for Liquid Handling system for performing Cell based assays, enzyme assays, plate duplications, PCR setup, DNA extractions etc.

- 1) The Instrument must be capable for using one arm for 96- channel head and the other arm for plate gripper. Option for reagent dropper/8 channel pipetting on one of two arms is preferable for flexible operation.
- 2) System should be capable of being equipped with a gripper arm capable of rotational movement as well as movement anywhere on and off the deck between vacuum manifolds and magnets to and from shakers. And should also move plates to heaters for heated extraction and elution steps or into plate readers.
- 3) To fully automate applications the hardware should have a set of components apart from an automated workstation such as pipetting choices, gripper arm, incubator, shaker, plate storage and vacuum option.
- 4) An additional dedicated 96-well on deck aspirator module is preferable.
- 5) Systems must be configurable with versatile tips, enabling a choice of methods for eliminating carry over between samples. No manual intervention should be required to switch from one tip type to another.
- 6) Should be able to accommodate lab wares, such as, plate shaker, vacuum manifold, temperature regulation block, magnetic plate etc.
- 7) Option for integration with spectrophotometer is desirable. Preferably to have an independent reagent bottle holder to save deck space and contamination
- 9) Should be able to dispense from nl to ml. Precision CV values should be < 5% at 1 micro L
Option for biosafety hood on the deck with HEPA filter and UV Lamp
- 10) Temperature range for the plate block should be 4 to 90 deg C
- 11) Should have plate mixing features Tip box stacker and at least a 20 Plate stacker should be quoted
- 12) Software should be User-friendly for ease of operation, PC and printer to be supplied.
- 13) All the labwares and accessories like Plate adaptors for 96 well, 384 well, PCR tubes to be quoted in the offer.
- 14) The required accessories and spares should be made available at least for a period of 5 years from the date of the discontinuation of the said model.
- 15) Branded UPS/stabilizer to be supplied by the vendor in the offer
- 16) On-site Training for at least two personnel is a must.

(R. KRISHNA RAO)
Controller of Stores and Purchase