

NOTICE INVITING QUOTATION

DEPARTMENT OF BOTANY

UNIVERSITY OF DELHI

Open Tender Notice No. UD/BOT/SG/DBT/Climate/Primer

Dated: August 30, 2019

Department of Botany, University of Delhi is in the process of purchasing the following item(s) as per details given below.

Details of the items	Synthesis of DNA primers in the size range of 16-30 bases long. The minimum requirement will be of 25000 bases which will be ordered in batches of 96 plates over a period of six months from the date of the order placement. The bidders are requested to quote the prices/base. All the primers will have to supplied in 96-well format.
Tender Fees	Nil
Earnest money to be deposited	Nil

Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in>. Aspiring Bidders who have not enrolled/registered in e-procurement should enroll/register before participating through the website <http://eprocure.gov.in>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at "Instructions for online Bid Submission"

Tenderers can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type either the "tender notice no." or "Department of Botany"). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <http://eprocure.gov.in> as per the schedule given in the next page.

No manual bids will be accepted. All quotation (both Technical and Financial should be submitted in the E-procurement portal).

SCHEDULE

Name of Organization	Department of Botany, University of Delhi
Tender Type (Open/Limited/EOI/Auction/Single)	Open
Tender Category (Services/Goods/works)	Goods
Type/Form of Contract (Work/Supply/Auction /Service/Buy/Empanelment/ Sell)	Supply
Product Category (Civil Works/Electrical/Works/ Fleet Management/ Computer Systems)	Laboratory chemicals
Source of Fund (Institute/Project)	DBT Project
Is Multi Currency Allowed	No
Date of Issue/Publishing	August 30, 2019
Document Download Start Date	August 30, 2019
Document Download End Date	September 20, 2019
Date for Pre-Bid Conference	N.A.
Venue of Pre-Bid Conference	N.A.
Last Date and Time for Uploading of Bids	September 20, 2019, 5.00 PM
Date and Time of Opening of Technical Bids	September 21, 2019, 5.00 PM
Tender Fee	Nil
EMD	Nil
No. of Covers (1/2/3/4)	1
Bid Validity days (180/120/90/60/30)	180 days from date of opening
Address for Communication	Prof. Shailendra Goel, Department of Botany, University of Delhi, Delhi - 110007.
Contact No	9650229911
Email Address	shailendragoel@gmail.com

Chairman Purchase Committee

Instructions for Online Bid Submission

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<http://eprocure.gov.in/eprocure/app>

REGISTRATION

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their userID / password and the password of the DSC / eToken.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Port.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders.
5. Bidders can use "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that he/she can upload the bid on time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. A standard format has been provided with the tender document (Annexure-V) to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable.
4. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
5. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done.
6. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

7. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
8. Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

ASSISTANCE TO BIDDERS

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

General Instructions to the Bidders

1. The tenders will be received online through portal <http://eprocure.gov.in/eprocure/app> . In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
2. Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link "Information about DSC".
3. Tenderers are advised to follow the instructions provided in the 'Instructions to the Tenderer for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>.

Techno-Commercial Bid

SPECIFICATIONS FOR SYNTHESIS OF DNA PRIMERS IN THE LENGTH RANGE OF 16-30 BASES

Department of Botany, University of Delhi invites e-tenders (in single cover) for synthesis of DNA primers in length range 16-30 bases. A minimum of 25000 bases will be synthesized, therefore the bidders are required to quote their best rates for synthesis. Rates should be quoted in INR/base. Specifications of the DNA primers are as follows:

1. Only the original manufacturer (OEM) or their authorized agents can participate in the tender. In case of authorized agents, agent need to provide a valid authorization certificate from the OEM. The authorization certificate should be valid for 6 months more than the date of bid closure.
2. Primers should be provided in 96 well format in lyophilized form. Primers will be ordered in multiples of 96 over a period of six months from the date of the order placement.
3. Minimum scale of primer synthesis should be 10 nmol.
4. Checking the quality of primers with MALDI is compulsory for each batch of primer synthesis.
5. Primers should be purified by HPSF. At least 70-80% of the primers should be full length after the cartridge-based purification.
6. The manufacturer should have a GMP certificate for synthesis of primers and the proof for same should be provided.

Important considerations while filling the bid:

1. The FOR prices should be quoted
2. Only manufacturer or authorized distributor are allowed to quote for the listed items.
3. The product supplied should be free of any manufacturing defect or have to be supplied again.
4. The bidder should also provide a proprietary certificate and authorization certificate from the manufacturer if a vendor is quoting.
5. The financial bid should be submitted in provided BoQ.

OTHER INSTRUCTIONS FOR THE BIDDERS

1.	<p>Due date: The tender has to be submitted online before the due date. The offers received after the due date and time will not be considered. <u>No manual bids will be considered.</u></p>
2.	<p>Preparation of Bids: The offer/bid should be submitted in a single bid system. The techno-commercial bid should comply with the technical details and the prices for each construct should be indicated as per the format provided. <u>The financial bids should be filled in the format as mentioned in the Annexure IV. Only INR quotes are allowed in the tender.</u></p>
3.	<p>Opening of the tender: The online bid will be opened by a committee duly constituted for this purpose. Online bids (complete in all respect) will be opened as mentioned in "Annexure: Schedule".</p>
4.	<p>Acceptance/ Rejection of bids: The Committee reserves the right to reject any or all offers without assigning any reason.</p>
5.	<p>Pre-qualification criteria:</p> <ol style="list-style-type: none"> 1. Bidders should be the manufacturer/authorized dealer. Letter of Authorization from original manufacturer (OM) on the same and specific to the tender should be enclosed. In case the bid is submitted by the Indian subsidiary of OM, a certificate from the OM should be attached. 2. An undertaking from the OEM is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support as per the user requirement. 3. OM should be internationally reputed Branded Company. 4. Non-compliance of tender terms, non-submission of required documents, lack of clarity of the specifications, contradiction between bidder specification and supporting documents etc. may lead to rejection of the bid. 5. In the tender, either the Indian agent on behalf of the Principal/OM or Principal/OM itself can bid but both cannot bid simultaneously for the same item/product in the same tender. 6. If an agent submits bid on behalf of the Principal/OM, the same agent shall not submit a bid on behalf of another Principal/OM in the same tender for the same item/product.
6.	<p>Force Majeure: The Supplier shall not be liable for liquidated damages or termination for default, if and to the extent that, it's delays in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.</p> <ol style="list-style-type: none"> 1. For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

	<p>2. If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.</p>
7.	<p>Risk Purchase Clause: In event of failure of supply of the items within the stipulated delivery schedule, the purchaser has all the right to purchase the items from the other source on the total risk of the supplier under risk purchase clause.</p>
8.	<p>Delayed delivery: If the delivery is not made within the due date for any reason, the Committee will have the right to impose penalty 1% per week and the maximum deduction is 10% of the contract value/price.</p>
9.	<p>Prices:</p> <ol style="list-style-type: none"> 1. The price should be quoted both in INR/base and total price and must include all packing and delivery charges. <u>The prices should be quoted only in the format as provided in Annexure IV. (Only INR quotes are allowed from the vendor)</u> 2. <u>The offer/bid should be inclusive of all the taxes.</u> However, prices should be quoted with the reduced GST rates as Delhi University is exempted from higher GST rates and necessary certificate will be issued on demand.
10.	<p>EMD: The EMD of the L1 bidder, will be returned after 3 months of payment disbursal, whereas EMDs of all the other bidders will be returned after placing the order to L1 bidder.</p> <p>Other clauses for return of EMD: The bidder should make sure that the OM, is able to synthesize these sequences. In case a vendor enters into the bid and later decide that he will not be able to supply the material due to technical difficulties arising during synthesis of sequence, his/her EMD is likely to be forfeited. The decision to forfeit the EMD lies with the purchase committee.</p>

11.	<p>Resolution of Disputes: The dispute resolution mechanism to be applied pursuant shall be as follows:</p> <ol style="list-style-type: none"> 1. In case of Dispute or difference arising between the purchaser and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or differences shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Vice Chancellor, University of Delhi and if he is unable or unwilling to act, to the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order. 2. In the case of a dispute between the purchaser and a Foreign Supplier, the dispute shall be settled by arbitration in accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules. 3. The venue of the arbitration shall be the place from where the order is issued.
12.	<p>Applicable Law: The place of jurisdiction would be New Delhi (Delhi) INDIA.</p>
13.	<p>Right to Use Defective Goods If after delivery, the goods proves to be unsatisfactory, the purchaser shall have the right to continue to use such goods until rectifications of defects, errors or by partial or complete replacement is made without interfering with the purchaser's operation.</p>
17.	<p>Supplier Integrity The Supplier is responsible for and obliged to conduct all contracted activities in accordance with the contract using state of the art methods and economic principles and exercising all means available to achieve the performance specified in the contract.</p>
18.	<p>Governing Language The contract shall be written in English language. English language version of the contract shall govern its interpretation. All correspondence and other documents pertaining to the contract, which are exchanged by the parties, shall be written in the same language.</p>
19.	<p>Applicable Law The contract shall be interpreted in accordance with the laws of the Union of India and all disputes shall be subject to place of jurisdiction.</p>

20.	<p>Notices</p> <p>Any notice given by one party to the other pursuant to this contract/order shall be sent to the other party in writing or by cable, telex, FAX or e mail and confirmed in writing to the other party's address. A notice shall be effective when delivered or on the effective date of notice whichever is later.</p>
21.	<p>Taxes</p> <p>Suppliers shall be entirely responsible for all taxes, license fees, octroi, road permits, etc., incurred until delivery of the contracted goods to the purchaser.</p>
22.	<p>Duties</p> <p>University of Delhi is exempted from paying increased GST rates and an exemption certificate be provided for which following information will be required.</p> <ol style="list-style-type: none"> 1. Quotation/Invoice with details of Basic Price, Rate, Tax & Amount on which GST is applicable. 2. Supply Order Copy. 3. Performa-Invoice Copy.
23.	<p>Payment</p> <ol style="list-style-type: none"> 1. Payment shall be made by the purchaser against delivery at Department of Botany, University of Delhi in good condition and to the entire satisfaction of the purchaser.
24.	<p>Termination for Default</p> <ol style="list-style-type: none"> 1. The purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, terminate the contract in whole or part: <ol style="list-style-type: none"> a) If the supplier fails to deliver any or all of the goods within the period(s) specified in the order, or within any extension thereof granted by the purchaser; or b) If the supplier fails to perform any other obligation(s) under the contract. c) If the supplier, in the judgment of the purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the contract. <p>For the purpose of this clause:</p> <ol style="list-style-type: none"> 1. “Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution. 2. “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the borrower, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the borrower of the benefits of free and open competition; 3. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner, as it deems appropriate, goods or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such

	similar goods or services. However, the supplier shall continue the performance of the contract to the extent not terminated.
25.	Disputes and Jurisdiction: Any legal disputes arising out of any breach of contract pertaining to this tender shall be settled in the court of competent jurisdiction located within New Delhi.
36.	Compliance certificate: This certificate must be provided indicating conformity to the technical specifications.
37.	List of Annexures to be submitted by the bidder: Annexure I: Compliance Sheet Annexure II: Organization Declaration Sheet Annexure III: List of organizations/clients where the similar products have been supplied Annexure IV: Format for submission of price bid

CHECKLIST OF THE DOCUMENTS REQUIRED FOR ONLINE SUBMISSION

The online bids (complete in all respects) should be submitted in a single cover as explained below:

DOCUMENTS IN COVER I (FOLLOWING DOCUMENTS TO BE LOADED AS PDF FILES)				
S. No.	DOCUMENTS	CONTENTS	FILE TYPE	CHECKLIST (Y/N)
1.	TECHNO-COMMERCIAL BID	Compliance Sheet as per Annexure I	A single PDF file for all the documents	
2.		Organization Declaration Sheet as per Annexure II		
3.		List of organizations/ clients where similar products have been supplied (in last two years) along with their contact number(s). (Annexure-III)		
4..		The Financial Bid should be submitted in the format described in Annexure-IV		A separate PDF file for the price bid

ANNEXURE I
COMPLIANCE SHEET

Indicate the compliance as per the technical specifications mentioned in the tender

S. No.	Modules/Parts as per the technical specifications mentioned in the Tender	Compliance (Y/N)
1.	Absolute compliance with the terms and conditions of tender	
2.	Providing synthesized Primers in length range 16-30 bases in 96 well format	
3.	HPSF purification	
4.	Minimum synthesis scale of primers should be 10 nmol.	
5.	MALDI Quality Check is a must for each batch of primer synthesis.	
6.	GMP Certificate is a must for the manufacturer	

I have also enclosed all relevant documents in support of my claims (as above) in the following pages

Signature of the Bidder

Name of the Bidder: -----

Designation: -----

Name of the Organization: -----

Contact No.: -----

ANNEXURE II
ORGANIZATION LETTERHEAD
DECLARATION

We, _____ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

This is certified that our organization has been authorized (Copy attached) by the OEM to participate in tender. We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover, OEM has agreed to support on regular basis with technology/product updates and extend support for the warranty.

The prices quoted in the financial bids are subsidized due to academic discount given to University of Delhi.

We, further specifically certify that our organization has not been Black Listed/Delisted or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	Name and address of the Vendor/Manufacturer/Agent:
Phone	
Fax	
E-mail	
Contact Person	
Mobile Number	
TIN Number	
PAN Number	

Signature of the Tenderer

Name: -----

(Seal of the Company)

ANNEXURE III

List of Government Organizations/Departments

List of Government Organizations for whom the Bidder has undertaken similar work during last three years (must be supported with at least 3 work orders)		
Name of the Organization	Contact Person	Contact Number

Signature of the Bidder

Name of the Bidder: -----

Designation: -----

Name of the Organization: -----

Contact No.: -----