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**ACHARYA NARENDRA DEV COLLEGE**  
**(UNIVERSITY OF DELHI)**  
**Govindpuri, Kalkaji, New Delhi – 110 019.**

**Dr.Savithri Singh**  
**Principal**

**Ref. No. ANDC/2015/II/**  
**Dated : 16.11.2015**

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**Subject: Tender for the purchase of UV-Vis spectrometer for Instrumentation Lab.**

Dear Sir,

Tenders are invited for the purchase of UV-Vis spectrometer in Instrumentation Lab.

The list of specifications is attached as Enclosure-I. It is requested that the following protocol should be carefully observed in every detail while submitting the tender; otherwise the tender may not be considered.

1. The technical and financial bids should be quoted separately and sealed in separate envelopes with respective markings. These separate envelopes are to be put in a common outer envelope which too is to be sealed.
2. The tender should be sent under sealed cover addressed to the Principal, Acharya Narendra Dev College, Govindpuri, Kalkaji, New Delhi – 110 019; not later than Tuesday, 8<sup>th</sup> December, 2015.
3. The word "Tender for UV-Vis spectrometer" should be written prominently on the envelope.
4. The quoted price should be inclusive of all taxes and other charges.
5. Earnest Money Deposit @ Rs. 7500/- in the form of a single demand draft in favour of Principal, Acharya Narendra Dev College, should be deposited along with the bid enclosed in the outermost envelope. Name, address and telephone number of the bidder should be clearly written on the backside of the Demand Draft.
6. The other terms and conditions of the tender are attached as Enclosure-II.
7. Tenders will be opened on Wednesday, 9<sup>th</sup> December, 2015 at 12:30 p.m.

Yours Sincerely,

  
(Savithri Singh)

# ACHARYA NARENDRA DEV COLLEGE

## Enclosure-I

### Specifications for UV-Vis spectrometer

| Item                | Specifications  |
|---------------------|---|
| UV-Vis Spectrometer | <ol style="list-style-type: none"><li data-bbox="686 674 1243 712">1. Deuterium/ Tungsten light source</li><li data-bbox="686 734 1114 772">2. 2048 pixel CCD detector</li><li data-bbox="686 795 1003 833">3. USB 2.0 interface</li><li data-bbox="686 855 1406 969">4. Optical resolution 2.0 nm, 600 lines/mm 400 blazed wavelength grating</li><li data-bbox="686 992 1406 1030">5. Pre-configured 200nm-800nm and 50<math>\mu</math>m slit</li><li data-bbox="686 1052 1268 1090">6. <math>\approx</math> 2.0 nm FWHM optical resolution</li></ol> |

**ACHARYA NARENDRA DEV COLLEGE**  
**(UNIVERSITY OF DELHI)**  
**TERMS AND CONDITIONS FOR PURCHASE OF EQUIPMENTS**  
**Enclosure II**

1. Technical and financial bids should be quoted separately and sealed in separate envelopes and these separate envelopes are to be put in an outer envelope which too should be sealed.
2. Our Tender No. & Date and name of the item/equipment/accessories of equipment should invariably be marked on the top of each envelope containing the technical/financial bids, as well as on the outer envelope.
3. The technical and financial bids should be of the same equipment/accessories. The financial bid should include the cost of equipment/accessories. If there is any separate cost for training and installation that should be quoted separately. Warranty certificate should be attached with the technical bids.
4. The printed technical literature and catalogue giving full technical details should be included with the technical bid along with a compliance statement verifying the specifications quoted in the tender.
5. The rates should be quoted in figures (all typed or printed) and cuttings should be avoided. The final figure should be in figures as well as in words. If there are cuttings, they should be duly initialled, failing which the bids are liable to be rejected.
6. The technical and financial bids should be addressed to Principal, Acharya Narendra Dev College, University of Delhi, Govindpuri, Kalkaji, New Delhi 110 019.
7. Any bids received after due date shall not be considered.
8. The college reserves the right to change the number of items to be procured as also their quantity.
9. The relevant college technical committee may ask the vendors for sample reviewing and demonstration and reserves the right to reject before opening of the financial bids.
10. Any bids received after due date shall not be considered.

**For Imported Equipment/Item**

1. The prices quoted should be C.I.F.. New Delhi. That should include insurance, packing, forwarding, freight etc.
2. The agency commission, if any, payable in Indian rupees should be mentioned separately.
3. The bids should be valid for a period of 180 days from the date of its opening.
4. For imported equipment/s, payment can be made against the letter of Credit/Sight draft. The firm opting for Letter of Credit (LC) opening should clearly mention the address of foreign bank in the financial bid.
5. Custom duty will be paid by the College at the time of clearing the consignment from customs, as per Govt. rules.

**Indigenous Equipment/Item/s**

1. The prices quoted should be F.O.R. Delhi that includes insurance, packing, forwarding, freight etc.
2. The bids should be valid for a period of 180 days from the date of its opening.
3. For indigenous equipment/s, the payment terms are 100% advance against a bank guarantee of 110% amount, valid for 6 months or 100% payment after receipt of supply in good conditions.

**Other terms and Conditions**

1. The selected vendors will have to pay a performance bank guarantee for an amount equal to 10% of the total amount of the equipment/items for the duration of warranty period.
2. Earnest Money Deposit (EMD) (refundable) in the form of a demand draft for Rs. 7500/- in favor of Principal, Acharya Narendra Dev College, should be deposited along with the bid. Any tender received without/less EMD shall be summarily rejected.
3. The EMD is to be enclosed with the technical bid. Earnest Money Deposit of the selected vendors will be retained by the college till furnishing of the 10% bank guarantee. Earnest Money Deposit of the rejected vendors will be returned back by the college.
4. The firm must be reputed and must be registered with Sales Tax Authority. (Attach Sales Tax Registration number copy and income tax return papers of the last three years)
5. Indian Agents representing Foreign suppliers/manufacturers should be registered with DGS and D.
6. No tenders will be considered after the due date and time under any circumstances. The tender should be sent not later than Tuesday, 8<sup>th</sup> December, 2015. The tenders will be opened on 9<sup>th</sup> December, 2015 at 12:30 p.m.
6. While sending bids, the firm/company/s shall ensure that the terms/conditions mentioned in the tender document against which the tender is being given are acceptable to the vendor/firm.
7. In the event of non-execution of the order within the specified period, a penalty of 5% of the total cost shall be imposed on the suppliers.
8. No advance payment will be made. TDS applicable for professional services will be deducted.
9. Trade Tax Declaration (Road Permit) will be provided by the College.
10. Principal, ANDC reserves its right/s to reject or accept wholly or partly the tender without assigning any reason/s.



Principal  
Acharya Narendra Dev College  
(University of Delhi)  
Govindpuri, Kalkaji  
New Delhi-110 019

## Undertaking Form

(To be submitted along with the Quotation)

The Principal  
Acharya Narendra Dev College  
University of Delhi  
Govindpuri, Kalkaji  
Delhi-110 019

We the undersigned (herein after called as Contractor/Vendors/Suppliers) hereby offer to execute supply of items as per specification against which we have quoted our rates and for which this tender may be accepted at the rates stated there in and subject to the terms & conditions set forth for such items as may be ordered by the Principal, Acharya Narendra Dev College or officer acting on his/her behalf.

Date this \_\_\_\_\_ Day of \_\_\_\_\_

Signature of Contractor \_\_\_\_\_

Address \_\_\_\_\_

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