



कृषिमुला ऋद्धिः

Directorate of Research  
Navsari Agricultural University, Navsari-396450, Gujarat.

Tender Document

For

Purchase of Scientific Instruments/Farm Machineries

NAU/DR/02-2014-2015

## Table of contents

Chapter	Title	Page No.
1	Tender Notice - NAU/DR/02-2014-2015	3
2	Instructions to bidders for Online Tender Participation	4
3	List of Purchase Item	5
4	Terms and Conditions	6
5	Tender Fee, EMD and Security Deposit	10
6	Technical Bid Document (TBD) Submission	12
7	Contacts and Correspondence details	16

## Chapter 1: Tender Notice - NAU/DR/02-2014-2015

### Purchase of Scientific Instruments/Farm Machineries

Bids from manufacturer/supplier/company are invited for the purchase of Scientific Instruments/Farm Machineries for Navsari Agricultural University. The list of purchase items under this tender are given underneath. The bids are invited by e-tender through website [www.nprocure.com](http://www.nprocure.com) or [au.nprocure.com](http://au.nprocure.com).

Tender Fee	Rs. 1000
Period for Bid Document Downloading	10/02/2015 to 27/02/2015 up to 17:00 Hrs.
The Last date for online tender submission	24/02/2015 up to 18:00 Hrs
Last date for submission of tender fee, EMD and other documents by RPAD / Courier / Speed post	28/02/2015 up to 17:00 Hrs
Bid Validity Period	120 Days
Earnest Money Deposit (EMD)	As per Chapter-5 of tender document
Technical documents available on	<a href="http://www.nprocure.com">www.nprocure.com</a> / <a href="http://au.nprocure.com">au.nprocure.com</a>

#### List of Purchase Items:

No.	Item Name
1	-20°C UPRIGHT FREEZER
2	CO2 LASER SURGICAL UNIT
3	DARK FIELD ILLUMINATION WITH PROJECTION UNIT
4	GEN SET
5	STEREOZOOM MICROSCOPE
6	HAEMODIALYSIS MACHINE
7	MEMBRANE FILTER FOR FRUIT JUICE
8	AUTOMATIC GRAFTING MACHINE
9	COLOUR DOPPLER ULTRASONOGRAPHY UNIT
10	TREE (PLANT) CANOPY ANALYZER
11	PRESSURE CHAMBER FOR MEASURING WATER POTENTIAL PLANT SAMPLES
12	MONITORING & RECORDING SYSTEM (TEMPERATURE, RH, PAR, CROP SENSOR, CO <sub>2</sub> )
13	TDR 300 SOIL MOISTURE PROBE
14	GPS TECHNICAL SPECIFICATIONS AND STANDARD FEATURES
15	AUTO IRRIGATION SYSTEM
16	LEAF AREA METER
17	TRACTOR

Director of Research

## Chapter 2: Instructions to bidders for Online Tender Participation

1. All tender documents can be downloaded free from the website **<http://au.nprocure.com>** or **<http://www.nprocure.com>**
2. All bids should be submitted online on the website **<http://au.nprocure.com>** or **<http://www.nprocure.com>**
3. All bids should be digitally signed. For the details regarding digital signature certificate and related training involved the below mentioned address should be contacted

(n)Code Solutions  
A division of GNFC  
301, GNFC Infotower, Bodakdev,  
Ahmedabad 380054 (India)  
Tel. : +91 79 26857316 / 17 / 18  
Fax : +91 79 26857321  
Toll Free Number : 1-800-233-1010  
[www.ncodesolutions.com](http://www.ncodesolutions.com)

4. The user can get a copy of instructions to online participation from the website **<http://au.nprocure.com>** or **<http://www.nprocure.com>**
5. The service provider should register on the website through the "New User" link provided at the home page, the registration on the site should not be taken as registration or empanelment or any other form of registration with the tendering authority.
6. The application for training and issue of digital signature certificates should be made at least 72 hours in advance to the due date and time of tender submission.
7. For all queries regarding use of digital signature certificate should be addressed to personnel in M/s. (n)Code Solutions.
8. For all queries regarding tender (except item specification) should be addressed to personnel in tendering office address provided below.

Director of Research,  
Navsari Agricultural University,  
University Bhavan, Eru Char Rasta,  
Navsari – 396 450 (Gujarat)  
E-mail: [dr@nau.in](mailto:dr@nau.in)  
Phone / Fax No.: 02637 283160(O)

9. For queries regarding item specifications, contact concerned person as per chapter 7

### Chapter 3: List of Purchase Item

No.	Item Name
1	-20 <sup>0</sup> C UPRIGHT FREEZER
2	CO2 LASER SURGICAL UNIT
3	DARK FIELD ILLUMINATION WITH PROJECTION UNIT
4	GEN SET
5	STEREOZOOM MICROSCOPE
6	HAEMODIALYSIS MACHINE
7	MEMBRANE FILTER FOR FRUIT JUICE
8	AUTOMATIC GRAFTING MACHINE
9	COLOUR DOPPLER ULTRASONOGRAPHY UNIT
10	TREE (PLANT) CANOPY ANALYZER
11	PRESSURE CHAMBER FOR MEASURING WATER POTENTIAL PLANT SAMPLES
12	MONITORING & RECORDING SYSTEM (TEMPERATURE, RH, PAR, CROP SENSOR, CO <sub>2</sub> )
13	TDR 300 SOIL MOISTURE PROBE
14	GPS TECHNICAL SPECIFICATIONS AND STANDARD FEATURES
15	AUTO IRRIGATION SYSTEM
16	LEAF AREA METER
17	TRACTOR

**Note:** Detail specifications with special terms and conditions of all above listed 17 purchase items are described under respective files mentioned in above list.

## Chapter 4: Terms and Conditions

**Note:** Terms and Conditions listed under chapter 4 are applicable to all purchase items. In addition to this, the product specification document of items may contain additional terms and conditions applicable to respective items.

### 1. **General:**

- 1.1 Navsari Agricultural University (hereinafter referred to as "NAU"), for its various Departments (hereinafter referred to as "the purchaser") for their requirement of Items (as mentioned in Chapter-3) intend to invite offers for supply and installation of Scientific Instruments/Farm Machineries across the various offices at Head Quarter as well as its sub centers across the seven districts (Surat, Bharuch, Navsari, Dang, Narmada, Tapi and Valsad) of South Gujarat region of Gujarat state. The scanned copy of the demand draft of the Tender Fee and Earnest Money Deposit (EMD) as well as other relevant documents as per check list of the tender are required to be submitted online with the commercial bid on the website **www.au.nprocure.com / www.nprocure.com**. It is compulsory to submit the original / attested photocopies of these all the documents (**except commercial bid**), company printed literature / catalogue and other necessary documents physically in hard copy to the Office of the Director of Research, Navsari Agricultural University, University Bhavan, Eru Char Rasta, Navsari 396 450, Gujarat State on or before 28/02/2015 up to 17.00 hrs.
- 1.2 Authorized dealers can quote their rates provided they attach a certificate of authorized dealership issued during current financial year: 2014-15 from the manufacturer / principal company. Authorized dealers representing the same company / instrument are free to compete for price, terms, warranty period etc.

In case the vendor is a distributor authorized by an OEM (Original Instrument/Machinery Manufacturer), the following documents must be additionally provided

- **Certificate from OEM that the dealership/channel partnership arrangement with the bidder is in force for a minimum of 2 years.**
- **A letter by the OEM stating that they shall honor the supply/ warranty/ AMC commitments independent of continuation of the dealership/ channel partner arrangement with the authorized dealer/channel partner.**

Irrespective of whether the bidder is an OEM or a distributor authorized by the OEM, the following eligibility criteria must be fulfilled

- The bidder should have made a positive operating profit
- The bidder should not be blacklisted by any Government or Government entity.
- The bidder should be in existence for a minimum of three years.

- 1.3 Technical Supporting Documents (TSD) should contain original Demand Drafts of Tender Fee and Earnest Money Deposit (EMD). In addition to these, TSD should also contain the original / photocopy of relevant documents as per check list of the tender (except commercial bid), company literature / catalogue, VAT/CST registration certificate. The envelope must be marked as "**E-tender-2, 2014-15 : Technical Supporting Documents (Technical bid)**". If bidder fails to submit the TSD offline within time limit, the commercial bid will be disqualified. Please note that the scan copy of any document uploaded must tally with physical submission of original / attested photocopies.
- 1.4 The prices shall be inclusive of all freight, packaging and forwarding, transit insurance, installation charges, applicable taxes like Central Sales Tax, VAT, Excise Duty, Other prevailing taxes / charges as per government rules & regulations as well as FOR destination. The rate should be quoted per unit as specified in Chapter 3.
- 1.5 The bid is non-transferable.
- 1.6 Amendment of bidding documents (corrigendum)
  - 1.6.1 At any time prior to the deadline for submission of bids, NAU may, for any reason, whether its own initiative or in response to the clarification request by a prospective bidder, modify the bidding documents.
  - 1.6.2 The corrigendum will be published on website <http://www.nau.in> and [www.nprocure.com](http://www.nprocure.com) only.
  - 1.6.3 In order to allow prospective bidders reasonable time to take into consideration the amendments while preparing their bids, at its discretion, NAU may extend the deadline for the submission of bids.
- 1.7 Bid currency - Prices shall be quoted in Indian Rupee only.
- 1.8 The items shown in the Chapter-3 are subjected to requirements and the same may be purchased or may not be purchased without assigning any reason.
- 1.9 The successful bidder shall have to execute the purchase orders placed on any date during the validity of the tender at the rate, terms and conditions of the tender.
- 1.10 All the electronics items should comply to international standards for safety, Electromagnetic Emissions, Electromagnetic Immunity etc.
- 1.11 NAU may not issue 'C' or 'P' form of sales tax or any other type of tax relaxation form of Government and the bidders are therefore requested to quote the rates of sales tax or any other taxes payable in absence of such forms/declarations.
- 1.12 Rate should be quoted along with excise duty / custom duty and other taxes. However, NAU being educational institute, therefore, NAU is eligible for exemption of such duty from final payment.

- 1.13 The lowest price is not the criteria and emphasis is placed on quality and specifications of the material. The NAU has right to reject any or all the offers and invite fresh quotations if need arises. The NAU further reserves the right of selecting the brand and accepting or otherwise any of the conditions stipulated by bidder.
- 1.14 If in any case the quoted item is not available in the market, the successful bidder will have to supply higher version/replacement of that item in the quoted cost in the same time duration with prior approval of NAU.
- 1.15 The successful bidder will held responsibility for the items sufficiently and properly packed for transport so as to ensure their being free from loss / damage / injury on arrival of destination NAU premises. The material should be supplied in the original company's packing which shall indicate packing details and other particulars as required under the statutory provisions. Inner and outer packing of boxes / cartons should be of standard design. The final packing of cartons of corrugated boxes shall be complying with ISS standards. A packing slip shall indicate clearly and legibly the name of the product, batch number, quantity, date of manufacturer, date of expiry, gross and net weight, and consignee's name & address and other particulars as required. In the event of breakages or loss of items during transit / installation against requisition order the said quantity will have to be replaced by the supplier (Selected bidder) without any additional charges.
- 1.16 Tender Supporting Documents (TSD) received late and/or not submitted in the prescribed formats or in the prescribed manner, incomplete in any respect or not accompanied by prescribed documents are liable to be rejected. NAU is not responsible for non-receipt of tender within the specified date and time due to any reason including postal delays.
- 1.17 **All rights are reserved with the University Authority to accept or reject any or all the tenders received without assigning any reasons thereof.**
- 1.18 The NAU may place repeat orders against the acceptance of tender within a period of validity, subject to the same terms and conditions originally provided in advertised tender and selected bidder shall accept the same.
- 1.19 Successful bidder failing to provide after sales services would be permanently blacklisted.

## **2. Payment:**

Advance or part payment will not be entertained.

## **3. Delivery:**

The application for extension of delivery period shall be sent to concerned ordering office of Navsari Agricultural University at least 5 days prior expiry of delivery period



of each items. The officer in charge, who is placing the order may grant extension or reject the application and their decision in the matter shall be final and binding to all.

**4. Warranty:**

- 4.1 Period of Warranty: The bidder must provide comprehensive onsite warranty for minimum 2 years from the date of installation for all items. Please clearly mention the parts, which are not covered under warranty, separately.
- 4.2 If any instrument(s), properly not working and repetitively fault is found, say twice a week during the warranty period, the bidder shall replace the item with new item without any additional cost to the purchaser.

**5. Demonstration:**

Supplier has to perform on-site live demonstration as per trial requirements of concerned scientist with bidders'/ suppliers' consumables and reagents.

**6. Dispute:**

In case of any dispute, final decision of The Executive Engineer, Navsari Agricultural University, Navsari – 396 450 will be binding upon all. In case of any dispute arises in respect of this tender, a suit in that behalf shall be subject to Navsari Jurisdiction.

## Chapter 5: Tender Fee, EMD and Security Deposit

**Bidder has to submit non refundable Tender Fee Rs. 1000 in the form of Bank Draft in favor of "Navsari Agricultural University Fund A/c", payable at Navsari.**

### **Earnest Money Deposit Calculations:**

The bidder shall calculate Earnest Money Deposit (EMD) Amount is depending upon the items quoted. EMD for the respective items is listed in below table.

No.	Item Name	EMD Amount in Rs.
1	-20°C UPRIGHT FREEZER	24000
2	CO <sub>2</sub> LASER SURGICAL UNIT	21000
3	DARK FIELD ILLUMINATION WITH PROJECTION UNIT	16500
4	GEN SET	15000
5	STEREOZOOM MICROSCOPE	15000
6	HAEMODIALYSIS MACHINE	27000
7	MEMBRANE FILTER FOR FRUIT JUICE	15000
8	AUTOMATIC GRAFTING MACHINE	270000
9	COLOUR DOPPLER ULTRASONOGRAPHY UNIT	51000
10	TREE (PLANT) CANOPY ANALYZER	42000
11	PRESSURE CHAMBER FOR MEASURING WATER POTENTIAL PLANT SAMPLES	15000
12	MONITORING & RECORDING SYSTEM (TEMPERATURE, RH, PAR, CROP SENSOR, CO <sub>2</sub> )	18000
13	TDR 300 SOIL MOISTURE PROBE	18000
14	GPS TECHNICAL SPECIFICATIONS AND STANDARD FEATURES	9000
15	AUTO IRRIGATION SYSTEM	30000
16	LEAF AREA METER	15000
17	TRACTOR	18000

*Example (for learning purpose only): If bidder is quoting for Item No.1 and Item No. 9 then EMD will be 51000+24000=75000.*

**Earnest Money Deposit:** Tender shall be accompanied by an Earnest Money Deposit, without which tenders will not be considered. The amount should be deposited in the form of Bank Draft only, in favor of "Navsari Agricultural University Fund A/c", payable at Navsari.

**Refund of Earnest Money:** The earnest money of unsuccessful Bidder will be refunded.

**Forfeiture of Earnest Money:** The earnest money will be forfeited in the following cases:

- When Bidder withdraws or modifies the offer after opening of tender but before acceptance of tender.
- When Bidder does not execute the agreement if any, prescribed within the specified time.

**Security Deposit:** Successful bidder has to submit 5 % of purchase order as a Security Deposit in the form of Bank Draft only, in favor of "Navsari Agricultural University Fund A/c", payable at Navsari.

**Refund of Security Deposit:** The amount of security deposit will be refunded after successful installation/demonstration of the instruments/ machinery and same will be released after two years of installation.

**Forfeiture of Security Deposit:** The security deposit will be forfeited if,

1. Successful bidder fails to supply the items within the delivery period.
2. Supplier fails to comply specifications of instruments, installation/demonstration of the instruments/ machinery.
3. Supplier is not providing satisfactory post sale services and support.

**Tender Fee, EMD and Tender Supporting Document Submission Address:**

Director of Research,  
University Bhavan,  
Navsari Agricultural University,  
Eru Char Rasta, Navsari – 396450 (Gujarat)

## Chapter 6: Technical Bid Document (TBD) Submission

This chapter consists of forwarding letter, company detail, declaration and signed terms and conditions.

All these pages required to be submitted in hard copy with physical document submission. While Company Detail page is also required to be submitted in n-procure as well.

Do not provide other unnecessary documents like explaining company profiles, nature of the company, services and miscellaneous things which is not inquired.

**Do not put financial bids** of the Items anywhere in the Technical Bid Document submission under physical submission.

From :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To,  
The Director of Research  
Navsari Agricultural University,  
Navsari 396 450, Gujarat

**Subject:** Submission of tender for the purchase of Scientific Instruments/Farm Machineries [NAU/DR/02-2014-15]

Sir,

I/We hereby submit the offer (duly filled) in response to the advertisement/tender notice for **Scientific Instruments/Farm Machineries [NAU/DR/02-2014-15]** in accordance with the terms and conditions of such supply and declare as under:-

I/We hereby offer to supply to Navsari Agricultural University, Navsari in accordance with the terms and conditions, hereto annexed and at the prices given by me/us in commercial section of online tendering.

I/We enclose herewith Tender Fee and EMD in favor of "Navsari Agricultural University Fund Account" drawn on State Bank of India, Navsari [Branch Code No. 3889.] with following details.

	Amount (Rs.)	Amount in Words	DD No. and Date
Tender Fee	1000	Rs. One Thousand only	
EMD			

EMD against Item Nos.: \_\_\_\_\_  
\_\_\_\_\_  
(Specify Items Nos. exactly you are bidding as per chapter-3)

I/We carefully read and understood and agree to abide by the said terms and conditions set in the tender document hereto annexed and the description/ specifications of the items.

I/We agree to hold this **offer open till 120 days** from the date of due date of opening of the tender.

I/We agree that in case of dispute, if any, the decision of the The Executive Engineer, Navsari Agricultural University, Navsari 396 450 shall be final and binding upon me/us.

Signature of bidder  
(with Stamp, Name and Designation)

**COMPANY DETAIL**

1. Name of supplier / firm :

2. Complete postal address :

3. Telephone Number :

4. FAX Number (if any) :

5. E-mail address (if any) :

6. Sales Tax No. :

7. VAT / TIN No. :

8. PAN No. :

9. Registration No. :

10. Any other details:

We agree to abide by the terms and conditions of supply mentioned in this tender document.

Signature of Bidder  
(With Stamp, Name & Designation)

### **Checklist**

<b>Sr. No.</b>	<b>Document / Certificate</b>	<b>Attached Yes / No</b>
1	Tender Fee: Demand draft of Rs. 1000/- (Non-Refundable)	
2	EMD : Demand draft as applicable (Refundable)	
3	Company details (only in tender format given)	
4	Valid Registration Certificate of bidder's firm. (Shop Act Registration / Partnership deed /Memorandum of article/Registration of firm / Small Scale Industry Registration)	
5	Original affidavit from the bidder that business entity is not blacked listed (notarized on Rs. 100 stamp paper)	
6	IT returns of financial year 2011-12, 2012-13, 2013-14	
7	Manufacturer certificate / subsidiary company certificate / Fresh Authorization Certificate (whichever is applicable)	
8	Specification Supporting Documents with color catalogue	
9	Valid quality certificates like ISO/CE/EN/UL certification or equivalent	
10	Performance certificate from different institute regarding the performance of the instrument	

Note: All photocopied documents must be attested with seal and signature.

#### **DECLARATION**

I/We solemnly declare that we have attached all the documents mentioned here above and mentioned in the tender. It is verified that all the certificates / permissions/ documents are valid and current as on date and have not been withdrawn / cancelled by the issuing authority.

I/We further undertake to produce on demand the original certificate / permission / document for verification at any stage during the processing of the tender.

I/We also understand that non-compliance of any documents will be treated as non-respective tender and we will loose our claim to participate in the Tender Enquiry automatically and our tender will be liable to reject.

Name of the Firm:

Signature of Bidder  
(With Stamp, Name & Designation)

## Chapter 7: Contacts and Correspondence details

### Physical Submission of Tender and Correspondence Address:

Director of Research,  
University Bhavan,  
Navsari Agricultural University,  
Eru Char Rasta, Navsari – 396450 (Gujarat)  
Mo. 9712203938 (For Overall queries related to tender, Contact in office hours only)

### Item wise Contact Persons

(For queries related to item specifications, Contact in office hours only)

No.	Item Name	Contact Number
1	-20°C UPRIGHT FREEZER	9825992766
2	CO <sub>2</sub> LASER SURGICAL UNIT	9427549050
3	DARK FIELD ILLUMINATION WITH PROJECTION UNIT	9998949710
4	GEN SET	9979246301
5	STEREOZOOM MICROSCOPE	9427549050
6	HAEMODIALYSIS MACHINE	9427549050
7	MEMBRANE FILTER FOR FRUIT JUICE	9601283385
8	AUTOMATIC GRAFTING MACHINE	9601283385
9	COLOUR DOPPLER ULTRASONOGRAPHY UNIT	9427549050
10	TREE (PLANT) CANOPY ANALYZER	9408851342
11	PRESSURE CHAMBER FOR MEASURING WATER POTENTIAL PLANT SAMPLES	02637 282136
12	MONITORING & RECORDING SYSTEM (TEMPERATURE, RH, PAR, CROP SENSOR, CO <sub>2</sub> )	9724324782
13	TDR 300 SOIL MOISTURE PROBE	9724324782
14	GPS TECHNICAL SPECIFICATIONS AND STANDARD FEATURES	9724324782
15	AUTO IRRIGATION SYSTEM	9724324782
16	LEAF AREA METER	9662532859
17	TRACTOR	9662500634