

**INDIAN INSTITUTE OF TECHNOLOGY DELHI
HAUZ KHAS NEW DELHI**

27.02.2013

Notice Inviting Quotation

Quotations are invited for the purchase of a **CO₂ incubator** for the Kusuma School of Biological Sciences. Interested suppliers are required to submit their quotations as per the specifications given below. The sealed Quotations are to be submitted in two separate envelopes;

**A - for Technical Quote (Specifications) &
B - for Financial Quote**

(For details see Annexure I)

Both these envelopes should be enclosed in an outer envelope, which should also be sealed and addressed, clearly mentioning on top right corner of the envelope “**Quotation for CO₂ incubator**” due on **20.3.2013**.

The quotations should reach the office of **Kusuma School of Biological Sciences**, by **5 PM on 20th March, 2013**.

Institute reserves the right to accept or reject any or all quotation(s) without assigning any reasons. Incomplete and conditional submitted tenders would be summarily rejected.

Technical Specifications

- 150 Litre volume incubator; Quantity: one.
- Air Jacket system.
- Temperature range from 7° C above ambient up to 50 ° C.
- Independent temperature safety device with optical and audible temperature alarm.
- Water pan with condensation control to maintain dry interior walls.
- Hot air sterilization at 180 ° C.
- Seamless stainless steel inner chamber with 3 perforated stainless steel shelves.
- Infrared CO₂ measurement system.
- Microprocessor with LED display for indicating temperature and CO₂ concentration.
- Automatic diagnostic system with visual and audible alarm and status displays
- Inner glass door.
- Door lock.

- Regulator for CO2 gas cylinder; Quantity: One
- A comprehensive three years warranty, valid from the date of installation, should be quoted for the equipment. Supply of consumables and spares should be guaranteed for five years from date of installation.

Annexure I

Envelope A: Technical Quote: The following details are to be enclosed (*Mention clearly on this envelope – "Technical Quote"*)

1. Technical brochures mentioning all details with complete address of the principals.
2. All the technical specifications mentioned above should be available for inspection on the relevant brochure to be provided along with the other documents.
3. A signed and sealed compliance chart based on the specifications as per the NIQ.
4. Any optional equipment /accessory/spares advised to be included separately.
5. All installation requirements should be clearly stated.
6. List and addresses of organizations in India where the equipment has been supplied.
7. Details of similar equipment supplied to IIT Delhi, if any, specifying the Department/ Centre / lab to which the equipment was supplied. Also mention if the equipment is being maintained by your organization.
8. Address of the technical office, in India, with telephone and FAX numbers. Kindly clarify the type of support available in India.
9. Either the Indian agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender. If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same tender for the same item/product.
10. If quote is for imported equipment, please provide latest sole agency-ship certificate on the letterhead of the principal company, if quotation is from an Indian agent.
11. Proprietary item certificate from the principals, if applicable.
12. The agent should be registered for import with the Ministry of Finance / Commerce.

Envelope B: Financial Quote: The following details are to be enclosed/ ensured. (*Mention clearly on this envelope – "Financial Quote"*)

1. IIT Delhi is exempted from paying custom duty under notification No.51/96 (partially or fully) and necessary "Custom Duty Exemption Certificate" can be issued after providing following information.

- a. Shipping details i.e. Master Airway Bill No. and House Airway No. (if exists)
- b. Forwarder details i.e. Name, Contact No., etc.

Custom Duty Exemption Certificate will be issued to the shipment in the name of the Institute and Bills of Entry should be submitted to IIT Delhi later on.

2. IIT Delhi is exempted from paying Excise Duty and necessary Excise Duty Exemption Certificate will be provided for which following information are required: Quotation with details of Basic Price, Rate & Amount on which ED is applicable.

3. The quotations for the equipment in foreign exchange, if it is to be imported. The cost of spares and optional equipment to be quoted separately. The cost should be based on FOB (Freight on Board) IIT Delhi inclusive of all taxes, freight, delivery, installation and onsite training charges. The quotation should provide the total price of the system including all taxes and transportation charges. If equipment is indigenous, the quote should be in INR and all taxes applicable should be mentioned clearly.
4. Institute makes payment after delivery and successful installation. In case the payment terms are different, it should be mentioned clearly. If equipment is to be imported, the address of the company in whose name the LC is to be opened should be stated.
5. The details of the AMC after the warranty period should be provided.
6. Cost for Installation at site, if needed, to be provided.
7. Validity of the quote should be 90 days.
8. The delivery period to be clearly specified and should not be more than 2 months.
9. A comprehensive three years warranty, valid from the date of installation, should be quoted for the equipment. Supply of consumables and spares should be guaranteed for five years from date of installation.
10. The products will be used for educational purposes. Any applicable academic institution discounts should be offered and stated clearly.