



जीव विज्ञान संस्थान
INSTITUTE OF LIFE SCIENCES
(An Autonomous Institute of the Department of Biotechnology, Govt. of India)

Sealed Limited Tender Call Notice

No. IV-230-S&P/2015-16/165/SLT/Computer/ILS, Dtd. 21.01.2016

Institute of Life Sciences, Bhubaneswar invites Sealed Limited Tenders from reputed foreign/Indian manufacturers, their authorized dealers/sole selling agents/ stockiest/ DGS&D approved registered Firms for supply & installation of “All in one Desktops, Desktop PCs, Laptops, Laser Printers, UPS, Work station & software on buy-back basis of old damaged Laptops”

1	Name of Work	Supply & installation of “All in one Desktops, Desktop PCs, Laptops, Laser Printers, UPS, Work station & software on buy-back basis of old damaged Laptops”
2	Estimated Cost	Rs. 18.14 lakh
3	EMD	Rs. 90,700/-
4	Cost of Tender Paper	Nil
5	Last Date & Time of Receipt of Tender	12.02.2016 at 16.00 hrs.
6	Tender Opening Date & Time	12.02.2016 at 16.30 hrs.

All documents of the above tender can be downloaded from ILS website: www.ils.res.in
And also from www.tenders.gov.in

Nalco Square, Bhubaneswar - 751 023, India
EPABX: +91-674-2300137, 2301460, 2301476, 2301219
Fax : +91-674-2300728, Website : www.ils.res.in

नालको स्कोयार, भुवनेश्वर-७५१०२३, इंडिया
ईपीएबिऍक्स : +९१-६७४-२३००१३७, २३०१४६०, २३०१४७६, २३०१२१९
फैक्स : +९१-६७४-२३००७२८, वेवसाईट : www.ils.res.in

TO

Speed post

SEALED LIMITED TENDER CALL NOTICE NO.IV-230-S&P/2015-16/165 /SLT/Computer/ILS, Dtd. 21.01.2016, Last date: 12th Feb, 2016 (upto 16.00 hrs.)

Sealed Limited tenders/quotations are invited for purchase of the following item(s) from reputed foreign/Indian manufacturers, their authorized dealers/sole selling agents/ stockiest/ DGS&D approved registered Firms so as to reach the undersigned on or before **12.02.16 (16.00 hrs.)**

MATERIALS TO BE PURCHASED (SUPPLY & INSTALLATION OF ALL IN ONE DESKTOPS, DESKTOP PCs, LAPTOPS, LASER PRINTERS, UPS, WORK STATION & SOFTWARE ON BUY-BACK BASIS OF OLD DAMAGED LAPTOPS) WITH SPECIFICATIONS AND QUANTITY: PLEASE SEE THE ATTACHED LIST

Sl. No.	Description of the Item	Qty.	Price (each) in Rs.	Taxes/ Installation/ Transportation etc.	Total Price (in Rs.)
Grand Total:					

EMD/ Bid Security for Rs.90,700/- is to be submitted with the tender, otherwise your tender will be cancelled . Please see clause no. 19 of this tender notice.

Eligibility of Bidders: This invitation for Bids is open to reputed Foreign/Indian manufacturers or their authorized registered dealers/sole selling agents/ stockiest specifically authorized by the original equipment manufacturer (OEM) (except ups & software) to quote on their behalf for this tender / DGS&D approved registered Firms. The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of its bid.

The following terms & conditions should be strictly adhered to:

- Please send your sealed tender(s)/quotation(s) preferably by Registered / Speed Post or submit in the office of the undersigned on any working day between 10.00 hrs. to 16.00 hrs. against receipt / acknowledgement on or before the last date. Tender(s) brought by post / courier after the closing date and time will not be entertained and ILS will not be responsible for refund of the same. Tender(s)/ Quotation(s) through fax /e-mail will not be entertained. The quoted rates should be valid up to **31.03.2016**. Quotation(s) may also be dropped in the tender box kept with the store department of this Institute. However as no receipt / acknowledgement will be issued for quotation(s) to be dropped in the tender box, no claim of such quotation(s) having been submitted will be entertained.
- The envelope containing the quotation/ tender should be properly sealed (preferably wax/ cello tape seal) and super scribed as "sealed tender against Tender Call Notice No. **IV-230-S&P/2015-16/165/SLT/Computer/ILS, Dated. 21.01.2016** FOR "SUPPLY & INSTALLATION OF ALL IN ONE DESKTOPS, DESKTOP PCs, LAPTOPS, LASER PRINTERS, UPS, WORK STATION & SOFTWARE ON BUY-BACK BASIS OF OLD DAMAGED LAPTOPS, DUE ON **12.02.16 (16.00 HRS.)**". If the envelope containing the quotation is not sealed and marked as above, the Purchaser will assume no responsibility for its misplacement or premature opening. ILS will not open / entertain several quotations in one envelope.
- The above tender/ quotation will be opened on **12.02.2016 at 16.30** hrs in the Conference Hall of the Institute. The interested Vendor(s) or their authorized agents may remain present during opening of quotation, if they desire so, at their own expenses. Nobody will be allowed to participate in the opening of tenders without authorization.
- If the above stated opening or closing date(s) happens to be Govt. holiday(s)/ BANDH, the submission/opening of the tender will be on the next working day as per the time scheduled.
- The number and quantity mentioned in the above Tender Notice is the probable number and quantity required to be purchased. The same may be increased/decreased according to the requirement. The Director, ILS has the right to order or not to order any number and quantity of any such articles. The Director, ILS also has the right to divide/split the total order of an item among more than one party. Contract should ordinarily be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in this bidding document. However, where the lowest acceptable bidder, against ad hoc requirement, is not in a position to supply the full quantity required, the remaining quantity as far as possible, be ordered from the next higher responsive bidder at the rates offered by the lowest responsive bidder. Decision of the Director of this Institute will be final and binding on all Vendors/Bidders. Priority of selection will be given to those firms who have quoted for all items of this tender with required specification. ILS may purchase whole items as a single unit from the lowest quoted technically qualified bidder or may divide among different technically qualified bidders quoted lowest for different items, if needed. Hence please quote your lowest possible rates for each items of the tender.
- Manufacturer's name, make, model, catalogue/part No./Code No., prices etc. of each item if any should be clearly mentioned. If imported, the name, address, phone, fax and e-mail (if any) of the Beneficiary/Manufacturer and authorized Indian agent (if you are a sub-agent) should be mentioned.
- Document supporting both past and present status of both the Manufacturer and Supplier should be enclosed. Authorization Certificate of the concerned company in your favour (or in favour of your firm through your principal dealer if you are a sub-agent) to sell /service/giving Annual Maintenance Service for the above item(s) should be enclosed along with the tender; otherwise the same will be rejected. If you are a sub-agent of a principal dealer of the main company, then a letter from the principal dealer for giving direct service/AMC to this Institute by them should be enclosed otherwise your tender(s) / quotation(s) will be rejected.
- The total cost of the materials along with fixing/labour charges if any should be mentioned. Total cost should be calculated as per the following example:

PRICE TABLE (IMPORTED ITEMS)

Sl. No.	Cat. No/Code/ Part No.	Name of the Item (in brief)	Qty.	Price (each) incurrency ⁺	Total Price incurrency ⁺
Essential Accessories for function of the system (if any) :					
Items to be supplied free of cost (if any) *					
Total Ex-works (F.O.B ** -) -					
Less Agency Commission @ % to be payable to the above Indian Agent in equivalent in Indian Currency (if any -					
Packing, Handling, Forwarding etc. (if any) -					
Net F.O.B Charges -					
Sea/ Air/ Freight charges -					
Insurance ⁺⁺ Charges -					
Total C.I.F Charges: Bhubaneswar/Kolkata (tick the proper place) -					
CIF value up to : (Bhubaneswar/Kolkata) with insurance up to ILS Bhubaneswar (tick the proper place).					
Instl/Fixing/Labour Chgs: NIL / Rs.-/- extra				Port of Shipment:.....	
Guarantee/Warantee:.....Years from the date of successful installation.				Country of Origin:.....	
Validity :Up to.....(minimum up to 31.03.2016)				(Country of Origin Certificate issued by a Chamber of Commerce is to be provided by the supplier for custom clearance with out any extra charge)	

Full signature of the Vendor/ Bidder:

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(* No price benefit will be given for those items supplied free of cost. However, preference will be given at the time of selection, if the prices of two firms are equal. **Put Country/ Place Name , + Put Currency name , ++ Insurance charges may be calculated up to ILS, Bhubaneswar, otherwise, your offer will not be entertained,)

PRICE TABLE (Indigenous Items)

Sl. No.	Cat. No/Code/ Part No.	Name of the Item (in brief)	Qty.	Price (each) in Rs.	Total Price in Rs.
Essential Accessories for function of the System (if any):					
Items to be supplied free of cost (if any)*					
Total Ex-works				-	
Packing, Handling, Forwarding etc. (if any)				-	
Net Ex-works Charges				-	
Custom Duty/Excise duty ⁺ (if any) @				%	-
C.S.T				% (if any)	-
Delivery/ Freight Charges (Rs.....) + Insurance** Charges (Rs.)				=	
Entry tax @				%	-
VAT @				%	-
Grand Total (F.O.R ILS, Bhubaneswar):					
(Grand Total in words: Rupees _____)					
Instl/Fixing/Labour Chgs: NIL / Rs...../- extra					
Guarantee/Warantee:.....Years from the date of successful installation .					
Validity :Up to.....(minimum up to 31.03.2016)					

+ : It may please be noted that this Institute is exempted for paying of Customs Duty/Excise Duty(as per custom rule, only concessional custom duty will be charged) by DSIR, Govt. of India.

* No price benefit will be given for those items supplied free of cost. However, preference will be given at the time of selection if the prices of two firms are equal.

** Insurance should be calculated up to ILS, Bhubaneswar.

Payment Conditions (IMPORTED ITEMS) - Agree for [a / b / c / d / e]

- Immediately (approx. within 30 working days) after successful installation of the Instrument/ Equipment at ILS, Bhubaneswar.
 - Immediately (approx. within 30 working days) on receipt of the consignment at ILS, Bhubaneswar.
 - On "sight draft" basis through Bankers of ILS, Bhubaneswar immediately after receipt of the item
 - Normally, advance payment cannot be made to any organization. But in unavoidable circumstances ILS can make advance payment through A/C payee Cheque/ Draft against deposit of bank guarantee for the equal amount of advance (i.e. for full 100% value) of the item with 10% extra i.e. for 110% from a Nationalized Bank. The bank guarantee will be valid up to the successful installation of the Instrument/ Equipment at ILS, Bhubaneswar. ILS will not bear any bank charges for this.
 - By letter of credit. (Without confirmation. Confirmed if charges will be borne by you. The confirmation charges of L/C will be approx. Rs. _____). Other than the cost of the instrument/equipment, priority for selection will be given to the Firms in order of above preference a / b / c / d / e as 1st/2nd/3rd... (approx. price preference up to 3% will be given to those firms opted the payment condition mentioned at 'a', 2.5% for 'b', 2% for 'c', 1% for 'd' in comparison with 'e'. Also the differential percentage of price preference will be counted among a, b, c and d).
ILS will not bear any bank charges outside India. No other payment condition will be considered than the above.
Valid price proof of the company should be enclosed along with the price bid. The exchange rates for imported items quoted by the firms in foreign currencies will be taken into account as per the exchange rates applicable on the closing date of the tender.
- Payment will be made within thirty working days after successful fixing/installation and satisfactory performance. No advance payment can be made for supply of the above items. However advance payment can be made only against bank guarantee as mentioned in the price/financial bid in exceptional cases.
 - The consignment has to be delivered at this Institute and properly installed.
 - Whether you are rate contact with the Director of Export Promotion and Marketing, Orissa or the Director General of Supplies and Disposals, Govt. of India? If you are quoting the price at EPM or DGS&D rate, please send a copy of that rate contract.
 - Please enclose your Valid up-to-date ITCC, STCC, PAN Card and Tax Index No. (TIN) allotment copy.** Enclose your **Sales tax/ Service tax/ VAT returns/ ITR for last 3 years** In case you are charging excise duty, please submit a copy of the excise license issued in your favour. It may please be noted that this Institute is exempted for paying of Customs Duty/Excise Duty(as per custom rule, only concessional custom duty will be charged) by DSIR, Govt. of India. So please send your quote without adding extra Customs Duty/Excise Duty. If selected, then the supplier has to submit every document needed by the Accounts Department of this Institute as per Govt. rule for payment.
 - Any difference or variations in the brand name or specification from our specification should be clearly mentioned. Brochure/ Technical literature containing the detailed specification of the models quoted should be enclosed. Give detail specification of all parts and accessories to be supplied.
 - Any freebies to be supplied with the article should be clearly mentioned.
 - Service facility beyond guarantee/warranty period i.e. after sales service condition/ Annual Maintenance Contract may be indicated clearly including the cost of such service and name of the firm, their financial position and past performance who will give the same service. Whether any training needed or it is included in package deal. For any extra charge, please indicate separately. To make the equipment operational, does it need any additional accessories? If so, then please submit the list of accessories to be given by including the cost of those essential accessories in the main unit.
 - Inspection methods and quality control standards.
 - Guarantee/warranty for each instrument/equipment/article should have at least three years/ one year as mentioned in the specification attached or as per the warrantee card whichever is later from the date of successful installation. Preference in selection other than cost of the equipment (to be assessed by ILS) will be given for those firms opted for guarantee/more years guarantee/warranty. Software warranty as asked or 60 days media warranty as per Principals offer whichever higher.
 - For imported items, the price may be quoted with CIF, Bhubaneswar/Kolkata value with fixing/labour charges, as this Institute has its own authorized custom clearing agent only at Bhubaneswar airport and Kolkata Airport/seaport. So total CIF value may be given for CIF Bhubaneswar (Insurance upto ILS, Bhubaneswar) or CIF Kolkata (Insurance up to ILS, Bhubaneswar). Priority (@ 1.5% upto value Rs.25.00 lakhs) will be given for CIF Bhubaneswar value as per ILS rule. CIF value for any other city will be rejected. It may please be noted that this Institute is exempted from custom duty by DSIR, Govt. of India (as per custom rule, only concessional custom duty will be charged). If one bidder/vendor is selected for more than one item of a particular manufacturer/supplier, then CIF charges will be negotiated for freight, insurance etc.

Full signature of the Vendor/ Bidder:

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SEALED LIMITED TENDER CALL NOTICE (IV-230-S&P/2015-16/ 165/SLT/Computer/ILS, Dated. 21.01.2016)

19. **EARNEST MONEY DEPOSIT (EMD)/ BID SECURITY:** The EMD/ Bid Security are required to protect the Purchaser against the risk of Bidder's conduct, which would warrant the security's forfeiture. An earnest money of **Rs. 90,700/-** in shape of A/C payee Demand Draft/ Banker's Cheque of a commercial bank in favor of "Institute of Life Sciences, Bhubaneswar" payable at Bhubaneswar must be deposited along with the tender. The EMD should normally to remain valid for a period of 45 days beyond the final bid validity period i.e. up to **15.05.2016**. Please mention your company name and address in the back side of the EMD draft for our reference. The EMD to the unsuccessful Bidder(s)/Vendor(s) will be returned to them at the earliest (within 30 days) after expiry of the final bid validity (**31.03.2016**) or latest on or before the 30th day of the award of the contract or order whichever is earlier without any interest. The earnest money of the successful Bidder/Vendor may be adjusted on request of the Bidder/Vendor with the following security deposit/ performance security. Bidder(s)/Vendor(s) exempted from paying EMD shall have to furnish the related valid documents for such exemption. Tender(s) without appropriate EMD will be rejected at the spot of opening of the tender and no reconsideration will be made. **The EMD/ Bid Security may be forfeited:**
- If a Bidder withdraws, modifies, revises, deviates from its bid or any of the terms and conditions of this tender enquiry document during the period of bid validity specified by the Bidder on the Bid Form; or
 - In case of a successful Bidder, if the Bidder fails to furnish order acceptance within **15** days and/or fails to furnish Performance Security.
20. **SECURITY DEPOSIT (SD)/ Performance Security:** The successful Bidder/Vendor should deposit a security money @ **10% of the total order value of the order within 15 days of issuance of the order, otherwise, the EMD/ Bid Security deposited with the tender will be forfeited and the order placed will stand as automatically cancelled.**
- After receipt of the full Security Deposit/- in shape of A/C payee Demand Draft/ Banker's Cheque of a commercial bank in favor of "Institute of Life Sciences, Bhubaneswar" payable at Bhubaneswar the same EMD draft or Bank Guarantee submitted by the Vendor/ Bidder with the tender will be returned through speed post/ regd. post. The EMD of the successful Bidder/Vendor can also be adjusted without any interest on request of the Bidder/ Vendor with the security deposit. Generally, the security deposit will not be refunded without satisfactory supply of all item(s) in all respect as per quality, quantity, and specification and moreover after 60 days, beyond the date of completion of all contractual obligation of the supplier including **warranty/guarantee obligation** which will be calculated from the date of successful installation of the instrument/equipment/article. The security deposit/ performance security furnished by the Bidder/Vendor will be refunded without any interest as per rule. However, security deposit/performance security is not required from Govt. Agencies/Govt. Co-Operative Stores/Govt. Super Bazars/ Firms registered with NSIC and Central Public Sector Enterprises (PSE) who are exempted from payment of EMD. The bidder will furnish Performance Bank Guarantee in favour of Institute of Life Sciences issued by any Commercial bank (other than co-operative banks) for 10% of the total value of the material supplied and valid up to a period of 2 months beyond the expiry of defects liability period or warranty/guarantee period. In absence of submission of PBG, 10% of the total PO value will be deducted and kept as retention money.
- Exemption from EMD/ SECURITY DEPOSIT (SD)/ Performance Security:**
Firms registered with NSIC and Central Public Sector Enterprises (PSE) who are exempted from payment of EMD/SD are allowed exemption from payment of EMD/SD if the product being quoted is actually manufactured by them and the product is registered with these agencies. Firms registered with these agencies selling products of other companies and not manufacturing the products being quoted by them are not allowed exemption from. To avail EMD/SD exemption, the firms should submit a legible photocopy of valid Registration Certificate. Registration certificate should be valid as on date of quotation. Photocopy of application for registration as NSIC or for renewal of NSIC will not be acceptable. Such offers will be treated as offers received without EMD. EMD exemption document (as specified above) should be deposited by tender due date and time with the tender. Registration with DGS&D will not entitle the Tenderer to claim exemption from payment of EMD/SD
21. The EMD/ Bids Security and Security Deposit/ Performance Security should be submitted in Indian Rupees only in shape of A/C Payee Demand Draft of any commercial bank in favour of "Institute of Life Sciences, Bhubaneswar" payable at Bhubaneswar. Security deposit/ Performance Security can also be deposited in the form of fixed deposit receipt from a commercial bank or through bank guarantee of a commercial bank in an acceptable manner. However, the bank guarantee should be valid till satisfactory supply of all item(s) in all respect as per quality, quantity, and specification and moreover after 60 days, beyond the date of completion of all contractual obligation of the supplier including warranty/guarantee obligation which will be calculated from the date of successful installation of the instrument/equipment/article.
22. **Amendment of Bidding Documents:** At any time prior to the deadline for submission of bids, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by amendment. Such amendment will be hosted on the website of the Institute of Life Sciences prior to the deadline for submission of the bids. All prospective bidders are expected to keep themselves updated with any possible amendments by regularly visiting the said website and such amendments will be binding on the bidders. In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bids, the Purchaser, at its discretion, may extend the deadline for the submission of bids. Any queries/clarifications regarding the contents of the Bidding Documents should be addressed to the Stores & Purchase Officer well in advance and should be received in this office before the scheduled pre bid meeting. Queries/clarifications should be sent in advance by Post/FAX/e-mail (spdilsce@gmail.com). The Purchaser, however, will not be liable for non-receipt of such queries, etc.
- Language of Bid:** The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid and exchanged by the Bidder and the Purchaser, shall be written in Hindi or English language.
- Modification and Withdrawal of Bids (Prior to deadline only):** The Bidder may modify or withdraw its bid after the bid's submission; provided that written notice of the modification or withdrawal is received by the Purchaser prior to the deadline prescribed for submission of bids. The Bidder's modification or withdrawal notice shall be prepared, sealed, marked and dispatched. A withdrawal notice may also be sent by telex or cable or fax or e mail but followed by a signed confirmation copy, post marked not later than the deadline for submission of bids. No bid may be modified subsequent to the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the bid form. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security,
23. **Opening and Evaluation of Bids:**
- The Purchaser will open all Bids, in the presence of Bidders' representatives who choose to attend, as per the schedule given in bid details. The Bidders' representatives who are present shall sign the quotation opening sheet evidencing their attendance. In the event of the specified date of Bid opening being declared a holiday for the Purchaser, the Bids shall be opened at the appointed time and location on the next working day.
 - During evaluation of bids, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted. However, no negotiation shall be held except with the lowest qualified bidder.
 - Preliminary Examination: The Purchaser will examine the bids to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order. Bids from suppliers, without proper Authorization from the manufacturers and from Indian agents without DGS&D Registration Certificate in case the items fall under the restricted list of the current EXIM policy shall be treated as non-responsive and rejected.
 - Arithmetical errors in the financial bids will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the supplier does not accept the correction of errors, its bid will be rejected. If there is a discrepancy between the price quoted in words and figures, the rate quoted in words will be taken as final and shall be binding on the agency.
 - The Purchaser may waive any minor informality, non-conformity, or irregularity in a bid, which does not constitute a material deviation, provided such a waiver, does not prejudice or affect the relative ranking of any Bidder.
 - Prior to the detailed evaluation, the Purchaser will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one, which conforms to all the terms and conditions of the bidding documents without material deviations. Deviations from or objections or reservations to critical provisions such as those concerning Bid Security/ Performance Security, Warranty, Force Majeure, Applicable law and Taxes & Duties, etc., will be deemed to be a material deviation.

Full signature of the Vendor/ Bidder:

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- (vii) If a bid is not substantially responsive, it will be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the non-conformity.
24. **Conversion to Single Currency:** In cases where bids for a particular item are quoted in different currencies, to facilitate evaluation and comparison, the Purchaser will convert all bid prices expressed in the amounts in various currencies in which the bid prices are payable to Indian Rupees at the selling exchange rate established by any bank in India on the closing date of the tender.
25. **Evaluation & comparison of bids:** For the bids surviving the technical evaluation which have been found to be responsive the evaluation & comparison shall be made as under
- For indigenous offers: The final landing cost (cost F.O.R. Destination) of purchase after all discounts, freight, forwarding, insurance, taxes etc. shall be the basis of evaluation.
 - For imported offers: The final landing cost (F.O.R. Destination) of purchase after all discounts, freight, forwarding, insurance, concessional customs duty, taxes etc. shall be the basis of evaluation.
- Note: Rates quoted should indicate break-up of all items like packing, forwarding, freight, insurance charges, taxes etc. failing which the rates quoted shall be considered as all final all-inclusive rate.
26. **Contacting the Purchaser:** No Bidder shall contact the Purchaser on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded. If the bidder wishes to bring additional information to the notice of the purchaser, it should do so in writing. Any effort by a Bidder to influence the Purchaser in its decisions on bid evaluation, bid comparison or contract award may result in rejection of the **Bidder's bid and forfeiture of the EMD** without prejudice to any other action against such bidder as deemed fit by the Purchaser.
27. **Liquidated damages/Penalty:** The date of delivery mentioned in any ILS order should be strictly adhered to otherwise, the Director, ILS reserves the right not to accept the delivery in part or full and to claim the liquidated damages/Penalty at 1% per week or part thereof subject to a maximum of 10% of the total value of the supply order which may be deducted from the final bill.
28. **Shipment advice and shipping documents for imported instrument/equipment/article:**
Shipment Advice: The shipment details and a set of copy of all shipping documents may please be sent to us as well as to our custom clearing agent sufficiently ahead in order to avoid delay in custom clearance and any damage to the consignment. Please ensure that all shipping document in original mentioned below reaches us/our banker prior to the arrival of the consignment at Bhubaneswar airport/ Kolkata airport/seaport in order to clear the consignment from the Custom Authority without paying any demurrage charges. The demurrage and other related charges, if any; due to negligence on the part of the Vendor/Bidder would be borne by them or their principal.
Shipping Documents: At least 5 copies with original of all shipping documents including bill/invoice, airway bill(s)/ bill of lading, delivery chalan/packing list, weight list (both gross & net) country of origin certificate (to be issued by a Chamber of Commerce), insurance documents, pre-shipment inspection certificate [to be issued by the Manufacturer or Beneficiary certifying that "the goods conform to the specifications and quality in order No. (by putting the Purchase Order No. & Date) of Institute of Life Sciences, Bhubaneswar"] etc. should be sent along with the consignment. Only direct documents through Airlines or Steamer are accepted. Only direct documents through Airlines are accepted. For any third party transport documents/console agent documents the delivery order/other related charges are to be borne by you/ your following Indian agent. The destination charges applied on issuance of the Cargo Arrival Notice by the freight agents may be settled by the Indian Agents of the respective Shippers/ Suppliers. However, ILS will bear only the normal charges which are approx. ₹ 1500/-. Transport documents must not date prior to the order and short form/blank back transport documents are not acceptable. All the above documents should be properly signed and stamped by the authorized signatory of the firm. Insurance policy for this consignment must cover Institute Cargo Clauses (Air), Institute War Clauses (Air cargo) and Institute Strike Clauses (Air cargo) covering in the case of dispatch by AIR and Institute Cargo Clauses (Air), Institute War Clauses (cargo) covering in the case of carriage by Sea. Also insurance policy may be done for 100% of invoice value plus 10% in the currency of this order with claims payable in India. No consignment will be accepted without proper documents as mentioned above.
Partial shipment: Not permitted. **Transshipment :** Not permitted/ permitted on request with a condition to bear all expenses for this.
29. Handling freight and insurance charges will be negotiated for the Optional Accessories to be purchased if required for imported items.
30. If supply is not completed within the stipulated period and no extension at the period of supply is applied for and granted, this Institute reserves the right to make purchase from any other sources without sending any intimation of cancellation of the order placed with the vendors. If the tender(s) fail to execute the order(s) within the time period, as indicated in the tender/order for supplies or as mutually agreed to, the order will be cancelled. They will also be liable for all damages sustained by the Institute for non supply including the liability to pay any difference between the prices accepted by him and those ultimately paid by the Institute for the articles otherwise the firm will be black-listed from ILS purchases. The Director, Institute of Life Sciences, Nalco Square, Bhubaneswar-751 023 will assess such damages and his decision in the matter will be final.
31. No separate information shall be given to individual bidders. In incomparable situation, the committee may negotiate price with the qualified bidder quoting the lowest price before awarding the offer.
32. The contract for supply cannot be sublet without the permission of the Director of Institute of Life Sciences. The article supplied and installed should strictly conform to the specification, grades etc. quoted by the firm or to the samples supplied by the firm and accepted by ILS. If any of the articles supplied by the tendered are found to be bad or unsound, unmerchantable, inferior in quality, or not in accordance with the description or otherwise faulty for unfit for use or unwholesome, the price or prices, of such article has already been made to the tender, shall be refundable. If the payment has not been made, the tender will not be entitled to any payment whatsoever for such article incomplete tenders/ tenders without required documents will be rejected. Tenders submitted after the closing date and time will not be entertained.
33. Any cheating or forgery found at any moment, the Director, Institute of Life Sciences resource the right to forfeit the EMD or Security money and empowered to take legal action as deemed fit.
34. Please note that the items should be supplied and installed within 45 days from the date of order, failing which the order will be automatically stand as cancelled and the security deposit will be forfeited.
35. The Director, Institute of Life Sciences reserves the right to accept/reject any/all the tenders in part or in full without assigning any reason thereof.
36. **In the event of any dispute or difference(s) between the vendee ILS Bhubaneswar and the vendor(s) arising out of non-supply of material or supplies not found according to the specifications or any other cause whatsoever relating to the supply or purchase order before or after the supply has been executed, shall be referred to the Director, ILS who may decide the matter himself or may appoint arbitrator(s) under the arbitration and conciliation Act 1996. The decision of the arbitrator shall be final and binding on both the parties. The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator. All disputes shall be subject to Bhubaneswar Jurisdiction only.**
37. The court situated at Bhubaneswar shall have jurisdiction to decide any dispute or litigation if arises in future beyond the above mentioned rules and regulations. The resultant contract will be interpreted under Indian Laws.

I/ We hereby undertake to abide by all the rules and regulations formulated by ILS and mentioned in the Tender Notice No. **IV-230-S&P/2015-16/165/SLT/Computer/ILS, Dated. 21.01.2016** of Institute of Life Sciences, Bhubaneswar. I/ we also undertake to follow the final decision taken by the Director, ILS in case of any dispute in future.

Name of the Vendor/Bidder:

Name of the Manufacturer/Foreign Principal

Address:

Tel. No(s):

Fax No(s):

Mobile:

E-mail:

Full Signature (authorized signatory):

Seal of the Firm

In case the supplier requires any elucidation regarding the tender documents, they are requested to contact to the Stores & Purchase Officer through e-mail, spdilsc@gmail.com on or before 16:00 hrs, 01.02.2016.

Sd/-

Stores & Purchase Officer

N.B: The Bidders must send offers only in the price format attached with this tender notice in their letter head duly accepting the term & conditions mentioned and should enclose this tender notice duly signed in each page along with their quotation as a token of their acceptance of the terms & conditions of ILS failing which the offer will be summarily rejected.

Copy to: 1) Mr. S.S.Mohanty, ILS, Bhubaneswar with a request to publish this Sealed Limited Tender Call Notice in ILS website www.ils.res.in, NIC website: www.tenders.gov.in, Central Public Procurement Portal: www.eprocure.gov.in and cppp-nic@nic.in and cppp-doe@nic.in on or before 22.01.2016 positively.
2) Notice board of ILS.

Specifications and Quantity of "SEALED LIMITED QUOTATION CALL NOTICE NO. **IV-230-S&P/2015-16/ 165 /SLT/Computer/ILS, Dated. 21.01.2016**"

Sl.	Description of the Item	Qty.	Price (each) in Rs.	Taxes/ Installation/ Transportation etc.	Total Price (in Rs.)
CATEGORY-A : Purchase of ALL IN ONE DESKTOPS ,DESKTOP PCs, LAPTOPS, LASER PRINTERS, UPS, WORK STATION & SOFTWARE					
1	All in one Desktop: Processor- Intel Core i7 4785T or higher @2.2Ghz or higher, Turbo Boost up to 3.2Ghz,Chipset- H81, RAM:- 8GB DDR3 ,HDD- 1TB 7200RPM, Graphics -Nvidia GF 820A, 2GB,ODD-DVD RW, HDMI - HDMI IN & Out, Camera - 1080P Quad Mic, Display- 23.8" IPS Display, OS- Win 8.1 SL 64 Bit, Key board Mouse- Wireless , BT, Wi fi, MS Office 2013 Academic License without Media, Quick heal Total security license 3 year, Warranty -3 Years Onsite	2			
2	Laptop: Intel Core I-7 processor 5th generation 5500U @ 2.4 GHZ or higher , Memory- 8 GB DDR3 RAM, Hard disk- SSHD 1TB SATA+8GB SSD,OS-Windows-8.1, appx.14" FHD LED 10 point touch screen(3600 flip/convertible), Graphic Processor- 2GB Nvidia N16V-GM DDR3L 2G,Weight- appx.2kg. or lower, Webcam- integrated 0.3M MP HD (720P) webcam, ports/slots- Card reader, 1 DC-in with USB 2.0 2xUSB 3.0, Mic in, mini HDMI port, 2 in 1 (headphone and mic), BT 4.0, 3160 1x1 AC wifi, battery backup- up to 6 hour, Ms OFFICE 10 Academic License, Quick heal total security for 3 years. Carry bag, 3 years warranty(battery- 1 year)	5			
3	Multi Functional Laser Printer: Preferably HP MFP M226dn or higher: Print Speeds- Black; Up to 26 PPM., Print Resolution -Up to 600x600x2 dpi, Scan Resolution - Up to 1200x1200 dpi; Scan Type -Flatbed ,ADF, Copy Resolution-Black, Up to 1200x1200 dpi; Up to 99 copies, Fax Resolution(Black):200x190 dpi, Fax speed dialing ,min. -100 numbers , Standard connectivity, 1 year on site comprehensive OEM warranty	8			
4	UPS: Capacity: 1.0 KVA off-line UPS with 15 minutes back-up, (1year on site comprehensive warranty)	7			
5	Desktop PC: Processor - Intel Core i7 4790 3.6GHz or higher, Chipset- H81, Graphics - 1 GB graphic card, RAM-8GB DDR3 1600FSB, HDD- 1 TB 7200rpm,ODD-DVD RW,21.5 inch LED monitor, USB Key Board and Mouse, On Board Sound, USB Port 6 (2 Front + 4 Back with 1 USB 3.0), 7 in1 Card Reader, PMPO & head phone, Ethernet: - 10/100/1000 Mbps, Wi-Fi (Wire Less LAN), OS-Windows-8.1 or higher , MS Office 2013 or latest Academic License without Media , Quick heal total security for 3 years , Warranty - 3 Years Onsite	5			
6	Work Station: 1 Intel Xeon Processor E3-1220 v3 (Quad Core, 3.10GHz Turbo, 8MB) 1 Raid Configuration not over 2 TB 1 T1700 MT Standard 290W TPM Chassis (Thunderbolt Ready) 1 16GB (2x8GB) 1600MHz DDR3 Non-ECC 1 No Media Card Reader 1 2TB 3.5inch Serial ATA (7,200 Rpm) Hard Drive 3 No Additional Hard Drive 1 Integrated Intel SATA Controller 1 16x DVD+/-RW Drive, 1 21.5" Wide Screen Monitor with LED Back Light 1 Nvidia Quadro K2200 4GB (2 DP, DL-DVI-I) (1 DP to SL-DVI adapter) 1 No PCIe add-in card 1 No Additional Network Card Selected (Integrated NIC included) 1 USB Optical Mouse - 1 US/European (QWERTY) QuietKey USB Keyboard Black 1 C1 SATA 3.5inch, 1 Hard Drive Software: Windows 7 professional or latest higher OS 64 bit, Ms Office 13 professional, Quick heal Anti virus 3 years Service, Warranty for 3 years On-site	1			
7	Graph pad Prism latest version	2			
8	End note X7 or latest version for win 8 onwards	5			
9	Adobe illustrator CC for win8 onwards	2			
TOTAL					
CATEGORY-B : Buy-back Items					
Sl.	Item	Qty.	Price (each) in Rs.	Total Price (in Rs.)	
1	Laptop: Sony , Model VGN-Z56GG/B Desk top PC (Intel Core2Duo p-9700) 2.8GHz, 1066 MHz, Mobile Intel GM45 Chipset, 6GB DDR3 SD Ram, 320GB HDD, DVD writer, NVIDIA GeForce 9300 MGS notebook GPU 13.1TFT Built in stereo speakers & microphone with lithium battery, Win7 Prof. with Macfey 2009, Sl. No.: S01-700-6483E	1			
2	Laptop: Sony , Model: VPCSA35GG/B ,Intel Ci72640M processor @ 2.8GHz/ 750GB SATA HDD/ 6GB DDR3 RAM/ DVD-RW /1GB Radeon Graphics card/ M.M. Keyboard/ Opt. Mouse/ 13.3" Wide TFT/ Win-7 Pro./ Carry case/ Quick Heal Total Security 3 years, Sl. No. SO17003435	1			
3	Laptop: Sony , Vaio , VGN 13GNB, Intel core2 DUO processor, T-8400 @ 2.26GHz mobile intel 965 chipset 2GB DDR RAM, 250gb HDD, ATI readon display, DVD RW, 13.3wxga graphic finger print sensor, 802.11/a/b/g blue tooth, 2USB ports, RJ-45 & RJ-11 ports, Win Vista business, MS office 2007 pro, NAV2008, , built in camera, wireless lan, Sl..70007361286	1			
		Total			
GRAND TOTAL(CATEGORY A - CATEGORY B): Rs.....(in figure)					
Rupees(in words)					

Warranty: As mentioned above. Software warranty as asked or 60 days media warranty as per Principals offer whichever higher.

EMD/ Bid Security: Rs.90,700/- to be submitted with the tender otherwise your tender will be cancelled

Eligibility of Bidders: This invitation for Bids is open to reputed Foreign/Indian manufacturers or their authorized registered dealers/sole selling agents/ stockiest specifically authorized by the original equipment manufacturer (OEM) (except ups & software) to quote on their behalf for this tender / DGS&D approved registered Firms. The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of its bid.

Security Deposit/ Performance Security: The successful Bidder/Vendor should deposit a security money @ 10% of the total value of the order within 15 days of issuance of the order, otherwise, the EMD/ Bid Security deposited with the tender will be forfeited and the order placed will stand as automatically cancelled. Please see clause no. 20 of the above tender notice. Bye-back items should be taken by you maximum within 10 days only after supply & Installation of items at Category A. You are requested to quote your rates for the items on buy-back offer only after proper verification of the same at ILS in any working day in between 9.30hrs. to 17 hrs. before closing date of the tender. Please contact Mr. S. S. Mohanty of this Institute for this purpose.

N.B.: Please send your quotation in the above Format only otherwise your offer will be rejected. The Purchaser will award the contract or place the order to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily. Technically qualified L1 bid will be decided on overall lowest quoted delivered cost on buy-back basis, i.e Category A-Category B. Quotation/ bids for partial items will be rejected.

Full signature of the Vendor/ Bidder: