

**NATIONAL INSTITUTE OF CANCER PREVENTION AND RESEARCH (ICMR)  
NATIONAL TOBACCO TESTING LABORATORY  
Plot No. I-7 SECTOR-39 NOIDA – 201301**

NTTL/NICPR/PURCHASE/LABITEM/2017-18/41

Dated: 13<sup>TH</sup> Nov. 2018

**INVITATION TO TENDER**

**SUPPLY, INSTALLATION & COMMISSIONING OF DEEP FREEZER**

Dear Sir,

1. The Director National Institute of Cancer Prevention & Research (ICMR) - (NTTL), I-7, Sec-39, Noida-201301, invites Sealed Tenders for the Purchase of Deep Freezer (**as per detail is "Schedule of Requirement" enclosed at Annexure-I**). The bidders may go through the Terms and Conditions carefully. In case any bidder fails to follow any or more of these conditions, the offer shall be summarily rejected. **The Specifications of the Items are attached at Annexure-II.**
2. The quantity of items is probable and subject to change without any further notice/reason. Notwithstanding the estimate of probable numbers, The Director National Institute of Cancer Prevention And Research, reserves the right to reject any or all the tenders without assigning any reason.

**Two Bids System**

3. Tender for either of the items as per Annexure-I may be submitted. Technical Bids and Price Bids (as per Schedule of Requirement at Annexure-I) should be made/sealed separately and put together in an Envelope which should be clearly marked as "**Tender for (items)**" & "**Date of Opening**". Technical Bid should accompany cost of Tender Documents, EMD and Line-wise confirmation of the proposed Specifications on Vendor's Letter Head.
4. A copy of Specification, description and available illustrated literature should accompany the Technical Bid.
5. In case of imported Equipment(s) where prices are quoted in foreign currency, F.O.B. and C.I.F. both costs are to be mentioned. However, F.O.B. cost will only be considered for calculation of L-1 vendor.
6. **Last Date of Submission**—Last date of Receipt of Sealed Tender Documents at NICPR, Noida is **03/12/2018** by **4:00 P.M.** by Post or by Hand (at NICPR Reception). Tenders by E-mail/Fax will not be accepted. "Late Tenders", for any reason whatsoever, will not be entertained/ taken into account, without assigning any reason thereof.
7. **Date & Time of Opening**— Technical Bids will be opened by the Purchase Committee on **05/12/2018** at **2.00 P.M.**, at 2<sup>nd</sup> Floor, Board Room. The Tenderers or their authorized representatives are requested to be present during opening of Technical Bids. Price Bids of only those Tenderers whose Technical Bids are found suitable subsequently by the Technical Screening Committee of NICPR, Noida, will be opened later on. Date and Time of the same will be intimated to the applicable Tenderers in advance by E-mail/or Post, so as to enable them to be present at the Time of opening of their Price Bids.

8. **Acceptance of Offer/Tender** – Price Bids of only technically suitable Offers/Vendors, as mentioned above, will only be opened. For calculation of Lowest (L-1) responsive vendor, the total value quoted for **Free of Cost Delivery at NICPR, Noida** will be taken into consideration, In case of Tie at L – 1 rates, further negotiations may be made, at the discretion of the Director, NICPR, Noida, or Shortest Delivery period may be used to decided the L – 1. Decision of the Director, NICPR, Noida in this regard will be final.
9. Total order value for each items will be calculated separately/individually. Hence Purchase Order on a vendor may be for any one items only or for more. The vendor will not have any right to decline acceptance of such Purchase Order, else EMD will be forfeited.
10. The Vendor may Quote for any one or both the items mentioned at Annexure - 1 and submit EMD accordingly.
11. Each tender must contain the Total value not only in figures but also in words. In case of any Clerical/Typing error, value written in “words” will only be considered for assessing the L-1 Bidder and subsequent process, though the Director NICPR reserves the right not to accept any Tender only on the L-1 (lowest) criteria.
12. Fax/E-mail/Conditional tender will not be accepted.
13. Other Terms & Condition of Supply are attached at Annexure-III.

**Stores-In-Charge  
for Director**

- Encl:**
- (a) Schedule of Requirement at Annexure-I.
  - (b) Specifications at Annexure-II.
  - (c) Other Terms and Conditions of Supply at Annexure-III.

**ANNEXURE-I**

**SCHEDULE OF REQUIREMENT**

**1. Name of Purchaser:** NICPR- (NTTL), Noida

**2.Funds:**NTTL

**3. The Vendor:** Whether Manufacturer/Auth. Dealer/Distributor/ Retailer etc.  
(Attach Authorization Copy duly authenticated by self)

<b>S. No.</b>	<b>Name of Equipment</b>	<b>Qty.</b>	<b>EMD Amount</b>	<b>Rate</b>	<b>Total Value</b>	<b>Any Other Taxes/Charges (Please Specify)</b>	<b>Total F.O.R NICPR Cost</b>
<b>1.</b>	-20°C deep freezer (310-350 L) with Stabilizer	1	Rs. 10,000/-				

**Date:**

**Place:**

**Name & Signature of Authorized Signatory**

**NOTE: -**

1. Proposed minimum required Specifications of the above mentioned Equipment is attached at Annexure – II.
2. The Total Payable Cost is to be quoted for **Free of Cost Delivery at NICPR, Noida.**
3. Validity of Quotationis to be at least 120 Days from the Date of Tender opening.
4. EMD for Equipment quoted is to be attached with the Technical Bid, as per Para 8 of Annexure-III enclosed.
5. Price Bid is to be made on the Vendor’s Letter Head, duly stamped and signed, as per above format.
6. In case of imported equipments, **Port of Loading** is to be clearly mentioned for F.O.B. dispatches.

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**MINIMUM PROPOSED SPECIFICATIONS OF EQUIPMENTS**

**Detailed Specification/Configuration of the Equipment**

**-20°C Deep Freezer (One) : -**

1. A CFC free vertical type with double door - 20°C Deep Freezer of capacity 310 -350 litres.
2. Should have four shelves in upper compartment and lower compartment with 3 – 4 pull out drawers.
3. Temperature indicator should be in built with alarm system.
4. It should be supplied with appropriate voltage stabilizer.
5. Should have a polymethene foam insulator.
6. Comprehensive Warranty should be five years.

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**OTHER TERMS AND CONDITIONS OF SUPPLY**

1. Tender should be preferably, typewritten and every correction in the tender should invariably be signed by the Tenderer, failing which, the tender is liable to be rejected.
2. The Tenderer should ensure that the equipment(s) offered fully meet(s) the Specifications laid down by the Institute. If at any stage (even after placement of order/shipment/installation, etc.) it is noted that the equipment offered does not meet the specifications, The Director, NICPR reserves the right to take any decision including cancellation of the Tender/offer/Purchase Order etc. with forfeiture of EMD/SD/PBG as the case may be. Any dispute in this regard concerning any Terms and Conditions of the Tender and/or the supply of equipment, will be subject to Noida Jurisdiction only.
3. Tender for only one model as per our specifications should be quoted. No optional model should be included in the tender.
4. No Tenderer shall be allowed at any time on any ground whatsoever, to revise or modify the rates quoted by him. The Tenderer will not be allowed to withdraw the offer quoted. In the event of withdrawal, the EMD tendered shall be forfeited.
5. Increased statutory levies and duties, over and above the rates quoted in the Tender, will be borne by the Tenderer for supplies after the originally permitted Date of Supply in the Purchase Order. The Institute shall not extend validity period for this reason and it will not bind the Institute for supplies beyond the date specified in the Purchase Order.
6. For imported goods the Tenderer should clearly mention the agency commission separately, failing which tender will be rejected. The agency commission will be paid in Indian Rupees in India after satisfactory Installation and Commissioning of the equipment.
7. **Inspection and Acceptance of Equipment** – Acceptance process of the Equipment supplied will be considered complete only after successful Installation and Commissioning of the items at NICPR (NTTL), Noida, duly Certified as such by the User and Countersigned by the Director NICPR, Noida.
8. **EMD:** EMD, as indicated in the Schedule of Requirement at Annexure – I, in the form of Account Payee in favor of “**The Director, NICPR, payable at Noida**” Are to accompany Technical Bid. The Tender without the EMD will be rejected summarily. No interest is payable on EMD which should be valid for at least 90 Days. EMD of un-successful Bidders will be released on finalization of Purchase Order.
9. **Payment** – 100% Payment for the Equipment(s) will be made after Acceptance of the Equipments as per Para 7 above, on submission of the Invoice, Acceptance Certificate (Para-7 above) and PBG as per para 16 below. No other payment term is to be quoted.
10. **The firms should clearly indicate the pre-installation requirements for the equipment in their tender/quotation.** If the firm ignores this clause, the items required at the time of installation for the equipment and associated delay will be borne by the vendor at its own cost.

11. Supplier should give an undertaking that spare parts will be supplied as and when ordered for a period of ten years from the date of Installation.
12. If the tenderer fails to execute the Purchase Order within the specified delivery date or, as mutually agreed to in writing, the Order will be cancelled and EMD/SD will be forfeited.
13. **Warranty** - All the items of equipment should be warranted for as mentioned in the specifications at Annexure-II. The warranty period will start from the date of successful Installation & Commissioning and Acceptance of the equipment.
14. All damaged or unapproved goods shall be removed by the vendor at its own cost and risk. Any incidental expenses incurred by the Institute thereon shall be recovered from the vendor. Defective parts in the equipment, if found, before installation and during the warranty period, shall be replaced within 30 days of date of intimation from the ICPO, at the cost and risk of supplier, including customs duty, etc.
15. **Liquidated Damages(LD)** – LD @ 0.5% of the Total Purchase order Value, per week will be levied on the vendor for delay in Supplies, Installation & Commissioning of Equipment at Noida, subject to maximum LD of 2.5%, beyond which the Purchase Order may be cancelled in Toto without any financial liability on the Part of NICPR, Noida. The LD so levied will be recovered from the Final Bill/Proforma Invoice of the vendor. For calculation of the LD, any fraction of the week (i.e. less than Seven Days) will be considered as a week. However, Director, NICPR, Noida reserves the right to waive-off full or a part of the LD so levied, on application by the vendor giving full reasons for delay, and acceptance of such reasons for delay by the Director, NICPR, Noida.
16. **All the pages of theses Terms & Conditions are to be duly signed by the Vendor and returned/attached** with the Technical Bid, failing which the Tender will be summarily rejected.

**Stores-In-Charge  
for Director**