

**NATIONAL INSTITUTE OF CANCER PREVENTION AND RESEARCH (ICMR)
PLOT I-7 SECTOR-39 NOIDA – 201301**

NICPR/Store/Minor Equip./Board Room/2016-17

Dated: 12. Sep. 2016

INVITATION TO TENDER

SUPPLY, INSTALLATION & COMMISSIONING OF MINOR EQUIPMENTS

Dear Sir,

1. The Director National Institute Of Cancer Prevention And Research, I-7, Sec-39, Noida-201301, invites Sealed Tenders for the Purchase of Minor Equipments **(as per 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.
2. The quantity of Minor Equipment 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.

Single Bid : Price Bid

3. Price Bids (as per Schedule of Requirement at Annexure-I) should be made/sealed and to be submitted in an Envelope which should be clearly marked as **“Tender for (items)” & “Date of Opening”**. The Price Bid is to **give Linewise confirmation of compliance of the specifications** as per S.O.R at Annexure-1.
4. A copy of Specification, description and available illustrated literature should accompany the Bid.
5. **Last Date of Submission** – Last date of Receipt of Sealed Tender Documents at NICPR, Noida is **30-09-2016** by **4.00P.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.
6. **Date & Time of Opening** – Price Bids will be opened by the Purchase Committee on **04-10-2016** at **2:30 P.M.**, at 2nd Floor, Board Room. The Tenderers or their authorized representatives are requested to be present during opening of the Bids.
7. **Acceptance of Offer/Tender** – Price Bid/offer for items Listed at Annexure-1 will be considered of only those offers who have submitted line wise compliance of the “Specifications”. Based on the same, Lowest (L-1) offer will be worked out for each item in the S.O.R individually for the total value of the same quoted F.O.R NICPR, Noida. Purchase Order will be placed accordingly.
8. 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.

9. Fax/E-mail/Conditional tender will not be accepted.
10. Other Terms & Condition of Supply are attached at Annexure-II.

Stores-In-Charge

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

ANNEXURE-I

SCHEDULE OF REQUIREMENT

1. Name of Purchaser: NICPR, Noida

2. Funds: Institute

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

S.No.	Name of Equipment	Qty.	Rate	Total Value	VAT/ST if any	Any Other Taxes/Charges (Please Specify)	Total F.O.R NICPR Cost
1.	Projector : Multimedia Projector with Wireless connectivity between PC and Projector Resolution :1920 x 1080, Lumen : 5000.	01					
2.	TV : Full HD, LED, 42inch	01					
3.	Camera : Digital SLR Camera with 18-55 mm and 55-250 mm IS II Lens, 8 GB Card with Carry Bag.	01					
4.	Audio Conferencing equipment : Full Duplex operation Conference phone, 64 Bit Voice Encryption for added security, cell phone Dialing Via Headset, Cable Connection DNR.	01 Set					
5.	UPS : UPS 1.5 KVA.	02					

Date:

Place:

Name & Signature of Authorized Signatory

NOTE: -

1. The Total Payable Cost of each item is to be quoted for **Free of Cost Delivery at NICPR,Noida.**
2. Validity of Quotation is to be at least 120 Days from the Date of Tender opening.

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ANNEXURE-II

NATIONAL INSTITUTE OF CANCER PREVENTION AND RESEARCH (ICMR) PLOT NO. I-7, SECTOR-39, NOIDA – 201301

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 offered fully meets 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 Equipment at NICPR, Noida, duly Certified as such by the User and Countersigned by the Director NICPR, Noida.
8. **EMD : Rs. 2,000/- for Projector, Rs. 1000/- for TV, Rs. 2,000/- for Camera, and Rs. 5,000/- for Audio Conferencing equipment** in the form of a Crossed Bank Draft in favor of “**The Director, NICPR, payable at Noida**” to accompany 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. The **Tenderer may quote either for all the Equipments or for either** One/Two etc of them and submit EMD accordingly.
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.

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. 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 will be forfeited.
12. The Instrument and Software should be installed and tested as per the specifications free of charge, including Training of two operators of the Institute staff at NICPR and subsequent up-gradation of software for the equipment.
13. Manufacture's test Certificate along with conditions and results is to be supplied along with the equipment.
14. **Warranty** - All the items of equipment should be warranted for atleast **One Year**. The warranty period will start from the date of successful Installation & Commissioning and Acceptance of the equipment.
15. 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 NICPR, at the cost and risk of supplier, including customs duty, etc.
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.
17. **Jurisdiction** : Disputes, if any, shall be under the jurisdiction of Noida only.

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