



**Himachal Pradesh University**  
**Shimla-171005 (INDIA)**  
**Department of Physics**  
**SHORT TERM TENDER**

**Short Term Tender Document for the purchase of Langmuir Blodgett trough with water purifier (ultrapure) under Science and Engineering Research Board (SERB) sponsored project in the Department of Physics, Himachal Pradesh University, Shimla-5.**

**Tender No: ..../2016-HPU/PHY/SERB**

**Through**  
**Principal Investigator (SERB Project)**  
**Department of Physics**  
**Himachal Pradesh University**  
**Shimla-171005 (INDIA)**  
**(E-mail: amarjeet.sirohi@gmail.com)**  
**(Web site: [www.hpuniv.nic.in](http://www.hpuniv.nic.in))**

**Tender No : : ..../2016-HPU/PHY/SERB**

Serial No. : \_\_\_\_\_

Issued to : \_\_\_\_\_

Request No. : \_\_\_\_\_ Dated : / / 2016

Cost of Tender Document : Rs 1000/- (One Thousand only) received vide

DD No. \_\_\_\_\_ Dated : / / 2016

drawn on Bank \_\_\_\_\_

Tender Document issued on Dated : / / 2016

Authorized Signatory

## **TENDER SUMMARY**

|   |  |
|---|--|
| Tender No.  | ...../2016-HPU/PHY/SERB  |
| Description   | Short term tender document for the purchase of Langmuir Blodgett Trough under SERB sponsored project in the Department of Physics, Himachal Pradesh University, Shimla-5 |
| Earnest Money   | Rs. 10, 000  |
| Cost of Tender Document   | Rs. 1000/- (Rupees One Thousand only)  |
| Date of Advertisement   | 10-03-2016 (tentative)   |
| Last Date & Time of receipt of Bids in the C/O Chairman, Department of Physics, Himachal Pradesh University | 11-04-2016 & 5 P.M.  |
| Date of Evaluation of Technical Bids  | Will be decided after receiving bids   |
| Date & Time of opening of commercial bids   | Will be communicated to the bidders who qualify the Technical Bid after the meeting of the “Technical Committee”   |
| Validity of the Tender  | Six months from the date of opening “Commercial Bids”.   |
| Time period for the supply order  | 45 Days (forty five days) from the date of supply order.   |

**Note: The Department shall not be responsible for any postal delay about non-receipt/ non-delivery of the document**

## SECTION – I

### INVITATION FOR BIDS

This invitation of bids is for the supply of **Langmuir Blodgett Trough** with water purifier system under SERB funded project in the Department of Physics, Himachal Pradesh University, Shimla-171005 (INDIA)

- 1.1 Bidders are advised to study the Tender Document carefully. Submission of Tender shall be deemed to have done after careful study and examination of the Tender Document with full understanding of its implications.
- 1.2 Sealed offers prepared in accordance with the procedures enumerated here in should be submitted to the Chairman, Department of Physics, Himachal Pradesh University, Shimla-171005 not later than the last date and time of submission.
- 1.3 All technical bids must be accompanied by an Earnest Money as mentioned in Tender Summary in the form of Bank Draft in favour of Chairman, Department of Physics, Himachal Pradesh University, Shimla-5, payable at Shimla. The cost of Tender Document is Rs. 1000/- (Rupees One Thousand only). In case the Tender Document is downloaded from the university website [www.hpuniv.nic.in](http://www.hpuniv.nic.in) , the cost of tender document in the shape of a Demand Draft for Rs. 1000/- in favour of Chairman, Department of Physics, H.P. University, Shimla-5 is to be attached with the Technical Bid. The demand draft of the earnest money shall be returned to the firm concerned if their tenders are not approved.
- 1.4 This Tender Document is not transferable.

**Section-II**  
**ITEMS WITH TENTATIVE COSTS**

| S. No. | Name of the Item                          | Tentative Cost |
|--------|---|----------------|
| 1.     | Langmuir Blodgett Trough with accessories |                |

### Section-III

#### BROAD TECHNICAL SPECIFICATIONS

| Sr. No. | Item                                    | Specifications  |
|---------|---|---|
| 1.      | <b>Langmuir<br/>Blodgett<br/>Trough</b> | Fully automatic & computer controlled with appropriate software with PC, Working Area: anywhere between 130 cm <sup>2</sup> to 1200 cm <sup>2</sup> , Trough material : Teflon/PTFE, Pressure Range : 0 to 300 mN/m (approx), Sensitivity: around 1-2%, Film Balance Resolution: 1μN/m - 0.005 mN/m (approx), Speed Adjustment: 0.1 mm/min Increments, Dipping & Lifting Speed: 0.5-90 mm/min, Barrier speed within range: 0.005-300 mm/min, Multiple deposition cycles, Depth of Dipping area: 40- 60mm (approx), Barrier Material: Teflon/PTFE, Operating Voltage 200-230 V; AC (50-60Hz), Compression Isotherm Recording, Pressure Area Isotherm measurement, Surface Pressure vs Time measurement at constant, Aspirator Pump, External water circulation bath incorporated in Trough, pH and temperature sensors, syringes and De-ionized water plant. |

## **SECTION-IV INSTRUCTIONS TO BIDDERS**

- 4.1. This Tender is proposed to have a Two Cover System.
  - (a) Technical Bid in one cover.
  - (b) Commercial Bid in another separate cover.
- 4.2.
  - (a) Technical Bid should be filled in original and should be sealed in separate cover. The cover containing Technical Bid should be super-scribed as “Technical Bid” and put in a cover along with earnest money and the cost of the Tender Document in case the Tender Document is downloaded from the website. The bidder should sign all pages of the Technical Bid.
  - (b) The Commercial Bid as prescribed should be filled in original in a separate cover. The cover containing Commercial Bid should be super-scribed as “Commercial Bid”. The bidder should sign all pages of the Commercial Bid.
  - (c) The covers containing Technical & Commercial Bids must be put in a single cover. The final cover thus prepared should indicate clearly the name and address of the bidder so as to enable the Bid to be returned unopened in case it is received “late” as the bid received after the due date & time will be rejected and returned unopened to the bidder.
- 4.3. Commercial Bids of only those bidders shall be opened who qualify in the Technical Bid.
- 4.4. Technical bids will be opened on the prescribed date and time and checked for submission of earnest money and cost of the Tender Document (if applicable) and other applicable documents.
- 4.5. The Technical Bid will be opened and checked for technical specifications and working of the equipment as per the requirement.

- 4.6 In case of a tie in fee quoted, the decision of the Tender Evaluation Committee will be final.
- 4.7 The successful bidder will be issued supply order by the Principal Investigator (SERB Project)/Chairman, Department of Physics, Himachal Pradesh University, Shimla-5. The successful bidder shall have to supply the ordered equipment within 45 days (forty five days) from the date of supply order. In case the successful bidder fails to do so within the given time, then the earnest money deposited by him shall be forfeited and the supply order shall be given to the next party which Technical Committee finds fit.
- 4.8 The bidder shall bear all costs associated with the preparation and submission of its Bids including the cost of presentation for the purposes of technical clarification of the equipment if so desired by the Technical Committee.
- 4.9 The bidder is expected to examine all the instructions, technical specifications, terms and conditions carefully laid down in the Tender Document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the requirement as per the Tender Document in every respect will be at the bidder's risk and may result in the rejection of the bid.
- 4.10 A prospective bidder may seek any clarification regarding the Tender Document in person from the Principal Investigator (SERB Project), Department of Physics, Himachal Pradesh University, Shimla-5 or through e-mail: [nainjeet12@gmail.com](mailto:nainjeet12@gmail.com)
- 4.11 At any time up to the last date for receipt of bids, the Principal Investigator may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the Tender Document by an amendment. Such amendments will be notified in the website and by Fax or via email to the prospective bidders who have received the Tender Document from the Department of Physics, HPU by hand and shall be binding on them.

- 4.12 The bids prepared by the bidders and all correspondence documents related to the bids shall be accepted in English language only.
- 4.13 The Technical Bids prepared by the bidders shall consist of Bid Proposal as per Performa attached.
- 4.14 The successful bidders has to install the equipment /s in the Department of Physics , Himachal Pradesh University in working position with at least one years onsite warranty period. Only then the supply order shall be considered fulfilled. On the completion of the supply order “Successful Completion of Supply Certificate” shall be issued by the Technical Committee for the purpose of payments of the equipment /s cost. Therefore, the bidder should quote the rate inclusive of all the taxes, software, freight and installation charges etc.



## **SECTION-V**

### **TERMS AND CONDITIONS**

- 5.1. The bidder should be a manufacturer or authorized distributor of manufacturer of the equipments for which the bid is being quoted in the Tender. Such manufacturer / authorized distributor should have sufficient experience in dealing with the equipments for which the bid is being quoted. The authorized distributors shall procure recent authorized distributorship certificate from manufacturers particularly for this Tender.
- 5.2. The individual signing the Tender or other Document, in connection with the Tender, must certify as to whether he or she has signed as a manufacturer or authorized distributor for the equipments for which the bid is being quoted. Bids with incomplete information in this regard are liable to be rejected.
- 5.3. Principal Investigator / Technical Committee reserve the right to discuss for further reduction of rates as quoted in the Tender.
- 5.4. The implementation schedule specified in the Tender should be strictly adhered to.
- 5.5. The successful bidder shall have to provide one year onsite warranty on the equipments for which the bid is being quoted and complete information on the after sale service of the equipments be supplied in the Technical Bid.
- 5.6. The earnest money of the Successful Bidder (s) will be refunded only after the completion of one year onsite warranty period. No interest shall be payable on the earnest money.
- 5.7. The quotes should be done strictly as per the specifications given in the “Broad Technical Specifications” of this Tender Document.

- 5.8 The rates quoted shall be valid up to six months or till fresh rates are approved whichever is later.
- 5.9 The insurance charges, if any should be mentioned. The original payees receipt will be required along with the bill for payment of insurance charges.
- 5.10 Where full specifications are not incorporated against any equipment in the “Broad Technical Specifications” of this Tender Document or where specifications are such that the supplier cannot quote for exactly , the suppliers should give their own specifications in detail ( illustrative literature, if any should also accompany duly stamped and signed ).
- 5.11 The supplier should also indicate whether or not they will be in a position to give a demonstration of the equipments for which the bid is being quoted, if desired.
- 5.12 The delivery of the equipment will have to be made within 45 days (forty five) from the date of supply order.
- 5.13 No bids shall be considered unless and until all the documents are properly signed and supported with a earnest money as mentioned in Tender Summary in the form of Bank Draft in favour of Chairman, Department of Physics, Himachal Pradesh University, Shimla-5 payable at Shimla and the cost of Tender Document i.e. Rs. 1000/- (Rupees One Thousand only) in case the Tender Document is downloaded from the university website [www.hpuniv.gov.in](http://www.hpuniv.gov.in) .
- 5.14 The rate and units shall not be over written. Amount shall be both in figures and words. If there is any difference in the rates quoted in words and in figures, then the amount in words will be taken as final. All corrections must be signed in full by the bidder.
- 5.15 The signatures on the quote and sample etc. (sent there with) will be deemed to be the authorized signatures of the bidder.

- 5.16 In case of any dispute, the decision of the Vice- Chancellor, H.P. University shall be final and binding.
- 5.17 The University reserves the rights to accept or reject any or all of the Tenders and increase or decrease the quantity as mentioned in the advertisement without assigning any reason and no claim will be admitted in this regard.
- 5.18 Payment will be made by Demand Draft drawn on State Bank of India after presentations of bills and on the procurement of “Successful completion of supplies certificate” from the Technical Committee.
- 5.19 In the event of Tender being accepted, the whole Tender Document shall be converted into contract.

**Section – VI**

**BID PROPOSAL PROFORMA**

**A. Forwarding Letter**

To

The Principal Investigator (SERB Project)  
Department of Physics  
Himachal Pradesh University  
Shimla-171005 (INDIA)

**Subject: Proposal for providing Langmuir Blodgett Trough under SERB Funded project in the Department of Physics, Himachal Pradesh University, Shimla (INDIA).**

Dear Sir,

We, the undersigned Bidder /s, having read and examined in detail the specifications and all bidding documents for providing **Langmuir Blodgett Trough** do hereby propose to provide these equipments as per specifications provided in the Technical Bid.

All the rates mentioned in our proposal are in accordance with the terms as specified in Tender Document.

We have enclosed the earnest money as mentioned in Tender Summary and the cost of Tender Document (if downloaded from website) in the shape of Bank Draft in favour of Chairman, Department of Physics, Himachal Pradesh University, Shimla-5 payable at Shimla.

We further declare that the rates stated in our proposal are in accordance with the terms and conditions of the Tender Documents.

We confirm having submitted in qualifying data as required by you in your Tender Document. In case you require any further information / documentary proof in this regard for the technical evaluation of our bid, we agree to furnish the same in time to your satisfaction.

We do hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of our knowledge & belief.

Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

We understand that you are not bound to accept the lowest or any bid you may receive.

Thanking you,

Yours faithfully,

(Signature)

Name:

Designation:

Business Address:

Date:

Place:

Seal:

*Tender Document for the purchase of Langmuir Blodgett Trough*

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## **B. TECHNICAL BID PROPOSAL SHEET**

(All the relevant information in support of your claim be attached herewith)

### **GENERAL INFORMATION**

1. Name of the Organization:

2. Nature of the Organization:

(Govt./Public/Private/Partnership/Proprietorship)

3. Whether manufacturer or authorized distributor of manufacturer of the equipment for which the bid is being quoted:

(Proof to be furnished in case of authorized distributors, recent authorized distributor ship certificate from manufacturers particularly for this Tender is provided):

4. Address with phone no, fax and email:

5. Detail of providing such equipment to any other institution prior to this (Proof to be furnished):

6. Number of Years of Operation in the concerned field (Proof to be furnished):

7. Technical Details in support of your offer (To be supported with documentary proofs):

8. Any other details:

As of this date the information furnished in all parts of this form is accurate and true to the best of my knowledge and belief.

Company Seal

(With signature, name, designation & address of the bidder)

**C. IMPLEMENTATION SCHEDULE**

|   |  |
|---|--|
| Issuance of supply order  | Day 1  |
| Supply of the equipments and their installation in the Department of Physics , Himachal Pradesh University Shimla-5 | 45 days ( forty five days ) from the issuance of supply order  |
| Onsite warranty period  | one years from the date of procurement of “Successful Completion of Supplies Certificate” from Technical Committee |
| Payments of the equipment’s cost  | On the production of “Successful Completion of Supplies Certificate” from Technical Committee                      |
| Refund of earnest money ( without any interest )  | On the successful completion of onsite warranty period of one year   |

The above schedule of implementation is acceptable to us.

Company Seal

(With signature, name, designation & address of the bidder)

**D. COMMERCIAL OFFER**

**Rate quoted as per “Tender Document for the Purchase of Langmuir Blodgett Trough along with accessories and water purifier system under SERB funded project in the Department of Physics, Himachal Pradesh University” are as below:**

| <b>Name of the Item</b>         | <b>*Rate in rupees ( in figures )</b> | <b>*Rate in rupees ( in words )</b> |
|---------------------------------|---------------------------------------|-------------------------------------|
| <b>Langmuir Blodgett Trough</b> |                                       |                                     |

\*Rates quoted are inclusive of all taxes, duties, Freight, software installation charges etc.

Company Seal

(With signature, name, designation & address of the bidder)