

**CCS Haryana Agricultural University, Hisar**  
**(Established by Parliament Act 16 of 1970)**

**Tender Notice**

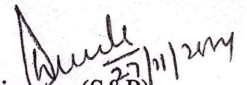
CCS Haryana Agricultural University, Hisar is inviting Tenders for the purchase of following equipments/items:-

1. Purchase of Incubator Shaker (2 Units) for College of Biotechnology
2. Purchase of Digital Droplet PCR for College of Biotechnology
3. Purchase of Nanodrop Spectrophotometer (2 Units) for College of Biotechnology
4. Purchase of Ultrapure Water Purification System (2 Units) for College of Biotechnology
5. Purchase of Accessory Part-100X Magnification (Objective Lens) for Department of Zoology
6. Purchase of Double Beam UV-Vis Spectrophotometer for Department of Microbiology
7. Procurement of Pneumatic Planter for Cotton Section, Department of G&PB
8. Purchase of Gel Documentation System for Department of Horticulture
9. Purchase of PCR for Department of Horticulture
10. Purchase of Upright Microscope for Department of Horticulture
11. Purchase of One Gel Documentation System for College of Fisheries Science
12. Purchase of One Real time PCR for College of Fisheries Science
13. Purchase of One Trinocular Compound Phase Contrast Microscope (with Camera, Imaging System) for College of Fisheries Science
14. Purchase of One Microtome for College of Fisheries Science
15. Purchase of One Orbital Shaker Incubator for College of Fisheries Science
16. Purchase of One Refrigerated Centrifuge for College of Fisheries Science

For detail information and e-tendering schedule, please visit the website <http://etenders.hry.nic.in> and University website <http://hau.ac.in>

Date of start of bid preparation and submission on 29.11.2024 (09:00 hours) and Closing on 19.12.2024 upto 17:00 hours. Opening of Technical Bid on 20.12.2024 at 11.00 A.M. Opening of Financial Bid on 24.12.2024 at 11.00 AM.

- Note:**
1. All updates, amendments, Corrigenda etc. (if any) will be posted only on the CCS HAU Website/Tender website. There will not be any publication of the same through Newspapers or any other media.
  2. Interested bidders are advised to deposit bid security/EMD on or before 48:00 hrs of expiring date and time of bid online so as to get the payment verified.

  
Director (S&P)



## **CCS HAU, Hisar**

**Director (Store & Purchase)**

**CCSHAU, Hisar**

**Ph. No.01662-255419**

**Email: [directorspo@gmail.com](mailto:directorspo@gmail.com), [spo@hau.ernet.in](mailto:spo@hau.ernet.in)**

**STANDARD BIDDING DOCUMENT  
PROCUREMENT OF INCUBATOR SHAKER  
FOR COLLEGE OF BIOTECHNOLOGY, CCS  
HAU, HISAR (2 Units)**

**PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - Purchase of Incubator Shaker for College of  
Biotechnology, CCS HAU, Hisar**

**DNIT Amount: Rs. 30 Lakhs (Approx)**



**PART 1: COMPLETE BIDDING DOCUMENT****TABLE OF CONTENTS**

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**Director(Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
 (Established by Parliament Act No. 16 of 1970)

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase of Incubator shaker (2 Units) for College of Biotechnology, CCSHAU, Hisar	30,00,000	150,000	e-Service Fee Rs. 1000/- Document Fee Rs. 3000/- 1180 + 2000/-	29/11/24 --/2024 (09:00 hours)	29/11/2024 upto 17:00 hours	29/11/2024 upto 17:00 hours	Tech. Bid 29/11/2024 at 10:00 A.M Financial Bid 29/11/2024 at 10:00 A.M

- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://haryanaeprocurement.gov.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1000/- required to be filled/provided at the time of online bid preparation stage.

*[Signature]*  
 29/11/2024  
**Director (Store & Purchase)**  
**CCSHAU, Hisar**



### Technical specifications of Incubator Shaker

Sr. No.	Parameter	Required Specifications
1.	System	Heavy duty stackable environmental refrigerated shaker with a possibility of stacking up to 3 shakers (all to be operated and controlled separately), front open glide up door Shaker of 30 liters capacity along with option for static incubation shelf.
2.	User interface	The system should have a single Integrated digital display for all parameters like Speed, Temperature, UV lamp etc. for easy programming, run monitoring and data analysis.
3.	Temperature range	Ambient 10-80 °C, temperature accuracy $\pm 0.1^{\circ}\text{C}$ , Temperature field uniformity $\pm 0.5^{\circ}\text{C}$ @ 37°C
4.	Capacity	Should have capacity to hold at least 238 no.'s of 10 mL or 25 mL flasks/ 49 no.'s of 250ml flasks/ 36 no.'s of 500ml flasks/ 20 no.'s of 1 L/ 15 no.'s of 2L/ 8 no.'s of 4L/ 6 no.'s of 5L, fitted with clamps/holders
5.	Door or cover	Front opening, transparent double layer glass door/cover for clear visibility of samples.
6.	Platform type	Slide out
7.	Stackable	Incubator shaker should be stackable by design to be stacked up to 3 instruments without external fixture.
8.	UV sterilization	Should be equipped with UV lamp
9.	Speed range	The system should have silent drive; Speed range must be from 20 to 400 rpm with $\pm 1$ rpm increments with stringent accuracy controls of $\pm 0.5$ rpm: Orbit of 2.5 cm (1 in). Must allow user to set temperature 20°C below ambient to 80°C with increments of $\pm 0.1^{\circ}\text{C}$ . Temperature accuracy of $\pm 0.1^{\circ}\text{C}$ and uniformity of $\pm 0.25^{\circ}\text{C}$ at 37°C
10.	Balancing and stability	New generation brushless motor with balancing shaking mechanism for smooth run at higher speed.
11.	Alarm and safety system	Safety systems and alarms like open lid door protection, overheat of hardware and others.
12.	Temperature and speed controller	Microprocessor control to ensure precise control of temperature, speed etc. Single Integrated digital display for all parameters like Speed, Temperature, UV lamp etc.
13.	Internal chamber and platform	Internal chamber should be made of stainless steel for neat and easy to clean. Must have future usage possibility to directly install sticky pad on the platform without any special adapter kit. System must have refrigeration and reservoir drain ports for ease of maintenance. System must have large viewing window with chamber light and option for using removable 'darkening window shade' for light sensitive samples.
14.	Timing function	Up to 999 hours
15.	Drive mechanism	Direct Magnetic drive or Five-eccentric counter balanced shafts for smooth shaking without vibration even with high capacity 5-liter flasks on the platform. With solid state brushless DC motor.
16.	Counterbalance technology	System must have latest counterbalance technology for vibration free shaking which senses imbalance and reduce the speed to protect the samples. System must have in-built step-by-step guidance for the user to resolve imbalance issues and resume optimal agitation.
17.	Training, demo and workshops	Vendor should provide extensive on-site training, demo or workshops for system and software at least twice a year or as and when required (for 3 years or more) free of cost.
18.	Warranty	Minimum 5 year or more on-site warranty from date of installation.
19.	Annual maintenance charge	Supplier should provide at least 3 years of AMC with the equipment.
20.	Mode of payment	As per the University purchase procedure.

*[Handwritten signature]*  
*[Handwritten text: "Prof. Dr. ..."]*

*[Handwritten signature]*



**DETAIL NOTICE INVITING TENDER**

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase of Incubator shaker (2 Units) for College of Biotechnology, CCSHAU, Hisar	30,00,000	150,000	e-Service Fee Rs. <del>1000/-</del> Document Fee Rs. <del>3000/-</del> 1180 + 2000/-	29/11/24 --/--/2024 (09:00 hours)	19/12/24 --/--/2024 upto 17:00 hours	19/12/24 --/--/2024 upto 17:00 hours	Tech. Bid 20/12/24 at 10:00 A.M Financial Bid 21/12/24 at 10:00 A.M

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her bids for the respective event / Tenders.**
- The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before 19/12/2024 upto 17:00 hrs); and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://haryanaeprocurement.gov.in>.**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Nonrefundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The



secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	29/11/2024 (09:00 hours)	19/12/2024 upto 17:00 hours
2	Technical Bid Opening		20/12/2024 at 10:00 A.M	
3	Financial Bid Opening		24/12/2024 at 10:00 A.M	

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.

#### Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase

  
Prof. & Head  
of Molecular Biology





Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.

4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).



14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.

15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.

16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given along with the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.

17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.

18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.

19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).

20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.

21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

#### **Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage Incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.



5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 60 months after the date of delivery and acceptance at final destination or 60 months after the date of shipment from the port or place of loading whichever is earlier.

6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.

7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.

**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**

8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.

9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids

10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.

11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.

12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.

13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.

14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.

15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.

16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply

*[Handwritten signature]*



order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

**17. Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- iii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

### **Instructions to bidder on Electronic Tendering System**

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

#### **1. Registration of bidders on e-Procurement Portal:-**

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://haryanaeprocurement.gov.in>. Please visit the website for more details.

#### **2. Obtaining a Digital Certificate:**

**2.1** The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

**2.2** A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details, please visit the website – <https://haryanaeprocurement.gov.in>.



- 2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
- 2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

### 3 **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://haryanaeprocurement.gov.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

### 4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

### 5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.in>



**6Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

**7Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation &****Submission (POO/ Technical & Commercial/Price Bid):****i) Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

**ii) PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**8. ASSISTANCE TO THE BIDDERS:-**

Technical Support Assistance will be available between 09:00 am To 5:30 pm

From Monday to Friday -0172-2582008, 2582009.

Office will remain closed on Saturday, Sunday and National Holidays.

**Important Note:-**

All queries would require to be registered at our official email- [chandigarh@nextenders.com](mailto:chandigarh@nextenders.com) for on-time support. (Only those queries which are sent through email along with appropriate screenshots or error description will be considered as registered with the Help-desk). Contact our helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-Auction/ Tender event. For queries pertaining to ePayment of EMD, please contact the helpdesk at least 2 business days prior to the closing date & time of eAuction/Tender event. Help-desk support will remain closed during lunch break i.e. from 1:30 PM up to 2:15 PM on each working day.

Office Address for Training workshop on 1<sup>st</sup>, 2<sup>nd</sup> Wednesday (from 3:30 pm up to 5:00 pm) of each month



Nextenders India Pvt. Ltd Municipal Corporation Faridabad Near B.K.Chowk, Opp. B.K.Hospital NIT, Faridabad Contact for Training +91- 9310335475	Nextenders India Pvt.Ltd Public Health Division No 2 Hisar, Model Town, Opp. N.D Gupta Hospital, Contact for Training +91- 9034357793	Nextenders (India) Pvt. Ltd. NirmanSadon (PWD B&R) Plot No.- 01, Basement, Dakshin Marg, Sec- 33 A, Chandigarh - 160020 Contact for Training -0172- 2582008,2009
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Help Desk contact details for Saturday and Sunday are as under for escalation Level-1

1.Mr.Lalit Saini – 9034357793

Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Timings- 9:00 am to 5:30 pm

2.Mr. Tinku Singh-9310335475

Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Timings-9:00 am to 5:30 pm

NOTE:- Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://haryanaeprocurement.gov.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.gov.in>, and click on the available link 'How to...?' to download the file.

#### Guideline for Online Payments in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

Operative Procedures for Bidder Payments

#### **A) Debit Card**

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,



- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

#### B) Net Banking

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

#### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.



- vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr no.	Scenario	Do's / Don't's
	In the event of making Payment through NEFT/RTGS	<p><b>Do's</b></p> <ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:               <ol style="list-style-type: none"> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> </ol> </li> <li>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD</li> <li>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> <li>• Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</li> <li>• Bidder must do the payment before tender validity gets expired</li> </ul> <p><b>Don't's</b></p> <ul style="list-style-type: none"> <li>• Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:               <ol style="list-style-type: none"> <li>1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account</li> <li>2) Incorrect Beneficiary account number mentioned(&lt;client code&gt; + &lt;random number&gt;):-                   <ol style="list-style-type: none"> <li>a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.</li> </ol> </li> <li>3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.</li> </ol> </li> <li>In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</li> <li>• Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.</li> <li>• Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.</li> <li>• Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder</li> </ul>

Director(S&P)

CCS Haryana Agri. University, Hisar

Prof. & Head  
Deptt. of Molecular Biology  
& Biotechnology  
CCS HAU, Hisar





## **CCS HAU, Hisar**

**Director (Store & Purchase)**

**CCSHAU, Hisar**

**Ph. No.01662-255419**

**Email: directorspo@gmail.com, spo@hau.ernet.in**

### **STANDARD BIDDING DOCUMENT PROCUREMENT OF DIGITAL DROPLET PCR FOR COLLEGE OF BIOTECHNOLOGY, CCS HAU, HISAR**

#### **PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - Purchase of Digital Droplet PCR for College  
of Biotechnology, CCS HAU, Hisar**

**DNIT Amount: Rs. 140 Lakhs (Approx)**



**PART 1: COMPLETE BIDDING DOCUMENT****TABLE OF CONTENTS**

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**Director(Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
 (Established by Parliament Act No. 16 of 1970)

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs.	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase of Digital Droplet PCR for College of Biotechnology, CCSHAU, Hisar	140,00,000	250,000	e-Service Fee Rs. 1000/- + Document Fee Rs. 3000/- 1180 + 5000/-	--/--/2024 (09:00 hours)	19/12/2024 upto 17:00 hours	19/12/2024 upto 17:00 hours	Tech. Bid --20/12/2024 at 10:00 A.M Financial Bid 24/12/2024 at 10:00 A.M

- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through **Debit Cards & Internet Banking Accounts**.
- (ii) The further details and e-tendering schedule visit <https://haryanaeprocurement.gov.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1000/- required to be filled/provided at the time of online bid preparation stage.\

*Amul*  
 26/11/2024  
**Director (Store & Purchase)**  
**CCSHAU, Hisar**



### Technical specifications of Digital Droplet PCR

Sr. No.	Parameter	Required Specifications
1.	System	A high-throughput digital PCR with integration of complete workflow in a single unit for droplets/portioning, thermal cycling, and partition reading for detection of rare DNA copies/mutations, SNP, absolute quantification of gene expression, genome editing, and copy number variations.
2.	User interface	The system should be supplied with on board high resolution 24 inch touch screen panel for easy programming, run monitoring and data analysis.
3.	Dye compability	System should be compatible for at least 4 optical channels or more to detect FAM (Eva green), HEX (Vic) dyes, VIC™, ABY™, ROX™, JUN™ dyes; Cy®5 dyes and must not require passive reference dye
4.	Reaction volume	5-40 µl.
5.	Sample partitioning	<ul style="list-style-type: none"> <li>• System should have least dead volume.</li> <li>• The number of partition per well should be 20,000-25000 with uniform distribution.</li> <li>• It should not have a separate unit and must be compact and integrated.</li> </ul>
6.	Thermal cycling	<ul style="list-style-type: none"> <li>• It should be integrated with partitioning devise to avoid transfer of partitions</li> <li>• Available with gradient or touchdown features to support optimization of thermal cycling process</li> <li>• System should allow simultaneous amplification of 4-96 samples</li> </ul>
7.	Partition reading	<ul style="list-style-type: none"> <li>• System should have automated suitable tool to read the PCR positive and PCR negative partitions and have an automated tool to separate negative partitions.</li> <li>• System should be equipped to read the single or multiple plates in a single run.</li> <li>• System must be compatible for multiplex analysis with probe base as well as dye base chemistry.</li> </ul>
8.	Excitation source	System should use one or more light emitting diodes for illumination and use CMOS camera for data acquisition of fluorescence detection.
9.	Integrated system	Droplet generator/microchamber compartmentalization should come automated & integrated in the single instrument or as integrated solution, supplied with all standard and essential accessories, attachments, etc.
10.	Throughput	The system should allow to run minimum 4 samples or 8 per run to minimize wastage and rapid turn-around time with option to upgrade it to 16 or 24 or 96 or 384 samples.
11.	Plate type	System should be compatible with droplet/nanoplate/microfluidic/microarray plate and may be flexible to reuse the unused sample wells in the plate for small or high number of samples throughput without wasting consumables.
12.	Accessories and consumable	All components, accessories, consumable and reagents should be included with the systems. Necessary consumable and reagents should be supplied for 3 years (must have scheduled delivery of 1500 reactions each year). Vendor should supply refrigerated digital water bath with a mini spin and one set of micropipette raging 0.5-1000 µl). The consumable and reagent should be provided free of cost for 1 year along with at least 2 cooling units and 2 refrigerated storage unit (-20 °C) for storage of thermos-sensitive



		chemicals and enzymes. Instrument should be supplied with a Mac studio with Apple M2 Max (12 core CPU, 30 core GPU, 16 core neural engine) or better, 32 GB unified memory, 1 TB SSD storage with branded keyboard - mouse and anti-glare screen with 4 k resolution (32 inch). Multifunctional laser jet printer with duplex printing.
13.	Essential accessories	<p>The system should be provided with quantification and assay unit for DNA/RNA/Protein, featuring absorbance, Fluorescence, Luminescence, TRF, FRET with one year of consumable. The system supports nanoplates and an inbuilt vertical cuvette port with evaporation protection, QC tools and temperature control ranges from 5°C above ambient to 42°C or better.</p> <p>Absorbance Mode:</p> <ol style="list-style-type: none"> <li>1. Wavelength selection: high speed monochromator.</li> <li>2. Wavelength range: 200-1000nm or better with 1nm increment.</li> <li>3. Light source: Xenon flash lamp.</li> <li>4. Photometric range: 0-4 OD.</li> <li>5. Maximum plate height with lid is 23 mm, PCR plates,</li> </ol> <p>Fluorescence Mode:</p> <ol style="list-style-type: none"> <li>6. Reading capabilities for top and bottom of Microplate.</li> <li>7. Range: Ex 230-840 nm or better, Em 280-850nm or better.</li> <li>8. Wavelength selection; 1.0 nm increments.</li> <li>9. Time Resolved Fluorescence through Monochromator (Primary mode) without filter cassette.</li> </ol> <p>Luminescence Mode: Primary mode  Wavelength Range: 380 to 600 nm with multi color monochromator measurements with at least 40 or more user's selectable filter  Dynamic Range: - 10<sup>8</sup> Logs or better  Detector: - Photon counting system with low dark current PMT  The system must be supplied with nano volume plate.  Same system can be upgradable in future for following:</p> <ol style="list-style-type: none"> <li>1. Dual Injector with 100 – 300 µl/s pump speed and dead volume of 100 µl including pump back</li> </ol>
14.	System power backup	A UPS system of 20KVA or better with at least 5-8 hours of power backup with good quality stabilizer.
15.	Software	The instrument must include all necessary software and updates for data analysis, free of charge, and compatible with multiple devices. The software should enable editing of sample and target assignments, thermal protocols, and PCR settings. It must allow plate layout editing and annotation before and during a run and support data pooling from multiple arrays for higher sensitivity. The software should include image subtraction to improve data accuracy by rejecting false-positive and abnormal fluorescence signals. Additionally, it must provide an online tool for designing custom digital PCR assays, supporting DNA detection, copy number determination, rare allele detection, and quantitative RNA analysis.
16.	Training, demo and workshops	The vendor must provide extensive on-site training, demos, or workshops for the system and software at least twice a year, or as needed, for a minimum of 3 years, at no additional cost.
17.	Warranty	Minimum 5 year or more on-site warranty on all equipment and accessories from date of installation.
18.	Annual maintenance charge	Supplier should provide at least 3 years of AMC with the equipment.
19.	Mode of payment	As per the University purchase procedure.



### DETAIL NOTICE INVITING TENDER

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No.	Description of Job Work	Appr. cost (Lakh)	Esti. Rs.	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase of Digital Droplet PCR for College of Biotechnology, CCSHAU, Hisar	140,00,000		250,000	e-Service Fee Rs. 1000/- Document Fee Rs. 3000/- 1180/- + 500/-	29/11/24 --/--/2024 (09:00 hours)	19/12/24 --/--/2024 upto 17:00 hours	19/12/24 upto 17:00 hours	Tech. Bid 29/11/24 at 10:00 A.M Financial Bid 19/12/24 at 10:00 A.M

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his / her bids for the respective event / Tenders.
- The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. on or before 19/12/2024 upto 17:00 hrs); and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://haryanaeprocurement.gov.in>.

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Nonrefundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The

Prof. & Head  
Deptt. of Molecular Biology



secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	24/11/24 11/11/2024 (09:00 hours)	19/12/2024 upto 17:00 hours
2	Technical Bid Opening		20/12/24	11/12/2024 at 10:00 A.M
3	Financial Bid Opening		24/12	--/2024 at 10:00 A.M

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.

#### Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to **five per cent** of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase



Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.

4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).



14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.

15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.

16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given along with the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.

17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.

18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.

19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).

20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.

21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

#### **Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage Incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.



5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 60 months after the date of delivery and acceptance at final destination or 60 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.  
**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.
15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.
16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply



order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

**17. Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- iii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

#### **Instructions to bidder on Electronic Tendering System**

**These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.**

#### **1. Registration of bidders on e-Procurement Portal: -**

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://haryanaeprocurement.gov.in>. Please visit the website for more details.

#### **2. Obtaining a Digital Certificate:**

**2.1** The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

**2.2** A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details, please visit the website – <https://haryanaeprocurement.gov.in>.



- 2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
- 2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

### 3 **Pre-requisites for online bidding:**


In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://haryanaeprocurement.gov.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

### 4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

### 5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.in>

  
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 & Biotechnology  
 CCS HAU, Hisar





**6Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

**7Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):****i) Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

**ii) PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**8. ASSISTANCE TO THE BIDDERS:-**

Technical Support Assistance will be available between 09:00 am To 5:30 pm

From Monday to Friday -0172-2582008, 2582009.

Office will remain closed on Saturday, Sunday and National Holidays.

**Important Note:-**

All queries would require to be registered at our official email- [chandigarh@nextenders.com](mailto:chandigarh@nextenders.com) for on-time support. (Only those queries which are sent through email along with appropriate screenshots or error description will be considered as registered with the Help-desk). Contact our helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-Auction/ Tender event. For queries pertaining to ePayment of EMD, please contact the helpdesk at least 2 business days prior to the closing date & time of eAuction/Tender event.

Help-desk support will remain closed during lunch break i.e. from 1:30 PM up to 2:15 PM on each working day.






**Office Address for Training workshop on 1<sup>st</sup>, 2<sup>nd</sup> Wednesday (from 3:30 pm up to 5:00 pm) of each month**

Nextenders India Pvt. Ltd Municipal Corporation Faridabad Near B.K.Chowk, Opp. B.K.Hospital NIT, Faridabad Contact for Training +91- 9310335475	Nextenders India Pvt.Ltd Public Health Division No 2 Hisar, Model Town, Opp. N.D Gupta Hospital, Contact for Training +91- 9034357793	Nextenders (India) Pvt. Ltd. NirmanSadon (PWD B&R) Plot No.- 01, Basement, Dakshin Marg, Sec- 33 A, Chandigarh - 160020 Contact for Training -0172- 2582008,2009
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Help Desk contact details for Saturday and Sunday are as under for escalation Level-1

1.Mr.Lalit Saini – 9034357793  
Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)  
Timings- 9:00 am to 5:30 pm

2.Mr. Tinku Singh-9310335475  
Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)  
Timings-9:00 am to 5:30 pm

NOTE:- Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://haryanaeprocurement.gov.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.gov.in>, and click on the available link 'How to...?' to download the file.

**Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:


- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

**Operative Procedures for Bidder Payments**

**A) Debit Card**

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal

  
Head  
Department of Molecular Biology  
& Biotechnology  
CCS HAU, Ludhiana





- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

#### B) Net Banking

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

#### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.



- v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr no.	Scenario	Do's / Don't's
	In the event of making Payment through NEFT/RTGS	<p><b>Do's</b></p> <ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:               <ol style="list-style-type: none"> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> </ol> </li> <li>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders'</li> <li>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> <li>• Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</li> <li>• Bidder must do the payment before tender validity gets expired</li> </ul> <p><b>Don't's</b></p> <ul style="list-style-type: none"> <li>• Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:               <ol style="list-style-type: none"> <li>1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account</li> <li>2) Incorrect Beneficiary account number mentioned(&lt;client code&gt; + &lt;random number&gt;):-                   <ol style="list-style-type: none"> <li>a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.</li> <li>3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.</li> </ol> </li> </ol> </li> <li>In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</li> <li>• Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.</li> <li>• Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.</li> <li>• Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder</li> </ul>

Director(S&P)  
CCS Haryana Agri. University, Hisar

Prof. & Head  
Deptt. of Molecular Biology  
& Biotechnology  
CCS HAU, Hisar





## **CCS HAU, Hisar**

**Director (Store & Purchase)**

**CCSHAU, Hisar**

**Ph. No.01662-255419**

**Email: [directorspo@gmail.com](mailto:directorspo@gmail.com), [spo@hau.ernet.in](mailto:spo@hau.ernet.in)**

**STANDARD BIDDING DOCUMENT  
PROCUREMENT OF NANODROP  
SPECTROPHOTOMETER FOR COLLEGE OF  
BIOTECHNOLOGY, CCS HAU, HISAR (2 Units)**

**PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - Purchase of Nanodrop Spectrophotometer for  
College of Biotechnology, CCS HAU, Hisar**

**DNIT Amount: Rs. 30 Lakhs (Approx)**



**PART 1: COMPLETE BIDDING DOCUMENT****TABLE OF CONTENTS**

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**Director(Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
 (Established by Parliament Act No. 16 of 1970)

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase of Nanodrop Spectrophotometer (2 Units) for College of Biotechnology, CCSHAU, Hisar	30,00,000	150,00/-	e-Service Fee Rs. 1000/- + Document Fee Rs. 3000/- 1180 + 2000	11-12/2024 (09:00 hours)	19-12/2024 upto 17:00 hours	19-12/2024 upto 17:00 hours	Tech. Bid 21-12/2024 at 10:00 A.M Financial Bid 24-12/2024 at 10:00 A.M

- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://haryanaeprocurement.gov.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1000/- required to be filled/provided at the time of online bid preparation stage.\

  
**Director (Store & Purchase)**  
**CCSHAU, Hisar**



### Technical specifications of Nanodrop Spectrophotometer

Sr. No.	Parameter	Required Specifications
1.	Modes	System should have pedestal, cuvette and fluorescence (4 channel) mode of measurement in single channel format
2.	Optical specification	<ul style="list-style-type: none"> <li>Wavelength Scan range: 190 – 840 nm or better</li> <li>Wavelength Accuracy: 0.5 nm or better</li> <li>Absorbance Accuracy: 1.5 % at 0.75 AU at 260 nm</li> <li>Absorbance Precision: 1%</li> <li>Spectral Resolution: 1.50 FWHM @ 253.65 nm</li> <li>Emission Filters: 435-485 nm, 514-567 nm, 565 – 650 nm, 665-740 nm</li> <li>Detectors: Photodiode</li> <li>Detection Range: 300 – 1000 nm</li> <li>Tube Type: 0.5 ml thin walled PCR tubes</li> </ul>
3.	Low volume performance	<ul style="list-style-type: none"> <li>Detection Range dsDNA: 0.75 ng/ <math>\mu</math>l – 37500 ng/ <math>\mu</math>l or better</li> <li>Detection Range BSA: 0.04- 1125 mg/ml</li> <li>Photometric Range: 0.015 – 750 A</li> <li>Sample volume (Minimum) – 0.5 <math>\mu</math>l</li> </ul>
4.	Reading speed	2-30 seconds
5.	Interface	<ul style="list-style-type: none"> <li>High resolution touch screen panel for easy programming, run monitoring and data analysis.</li> <li>Built-in touch screen android based operating system with internal memory of 32 GB or more.</li> <li>In-built protocols for Detection, quantification and purity ratio for nucleic acids (dsDNA, ssDNA/ RNA) and Proteins</li> <li>USB connectivity, Ethernet connectivity and Wi-Fi connectivity</li> </ul>
6.	System features	<p>The system should have software feature that gives alerts about</p> <ul style="list-style-type: none"> <li>Possible sample contamination</li> <li>Failure of sample to meet purity ratio</li> <li>Contamination on measurement surface</li> <li>The system should have inbuilt feature that is able to detect any column breakage in protein samples (especially for low path lengths) and in case of breakage, adjusts automatically to ensure accurate measurement</li> </ul>
7.	Accessories and consumable	Vendor should provide a micropipette set of capacity ranging from 0.2-1000 $\mu$ l single channel pipettes and variable multi-channel pipettes (1-10 and 10-100 $\mu$ l), mini spin for plate with the system.
8.	Computing requirements	<ul style="list-style-type: none"> <li>Instrument should be supplied with a computing device with i7 processor or better (Gen13), 32" monitor, 16 GB RAM or more, 2.0 TB SSD, 2 GB graphics, MS office with keyboard and mouse.</li> <li>Multifunctional laser jet printer with duplex printing.</li> <li>Compact UPS system with at least 1 hour or more backup.</li> </ul>
9.	Training, demo and workshops	Vendor should provide extensive on-site training, demo or workshops for system and software at least twice a year or as and when required (for 3 years or more) free of cost.
10.	Warranty	Minimum 5 year or more on-site warranty from date of installation.
11.	Annual maintenance charge	Supplier should provide at least 3 years of AMC with the equipment.
12.	Mode of payment	As per the University purchase procedure.



### DETAIL NOTICE INVITING TENDER

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase of Nanodrop Spectrophotometer (2 Units) for College of Biotechnology, CCSHAU, Hisar	30,00,000	150,000	e-Service Fee Rs. 1000/- + Document Fee Rs. 3000/-	29-12/2024 (09:00 hours)	19-12/2024 upto 17:00 hours	19-12/2024 upto 17:00 hours	Tech. Bid 20-12/2024 at 10:00 A.M Financial Bid 24/12/2024 at 10:00 A.M

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her bids for the respective event / Tenders.**
- The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before 19/12/2024 upto 17:00 hrs); and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at** <https://haryanaeprocurement.gov.in>.



The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Nonrefundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		<b>Tender Document Download and Bid Preparation/Submission</b>	29-11/2024 (09:00 hours)	19-12/2024 upto 17:00 hours
2	<b>Technical Bid Opening</b>		20/12 --/--/2024 at 10:00 A.M	
3	<b>Financial Bid Opening</b>		24/12 --/--/2024 at 10:00 A.M	

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.

#### Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar



3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.



13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).
14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given along with the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

#### **Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.



4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 60 months after the date of delivery and acceptance at final destination or 60 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.  
**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.
15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.



16. Right to cancel the execution of supply order/contract: When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- iii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

#### **Instructions to bidder on Electronic Tendering System**

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

#### **1. Registration of bidders on e-Procurement Portal:-**

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://haryanaeprocurement.gov.in>. Please visit the website for more details.

#### **2. Obtaining a Digital Certificate:**

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.



- 2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details, please visit the website – <https://haryanaeprocurement.gov.in>.
- 2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
- 2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- 3 **Pre-requisites for online bidding:**  
In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://haryanaeprocurement.gov.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.
- 4 **Online Viewing of Detailed Notice Inviting Tenders:**  
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

#### **5 Download of Tender Documents:**



The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.in>

#### **6Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

#### **7Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

##### **i) Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

##### **ii) PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

#### **8. ASSISTANCE TO THE BIDDERS:-**

Technical Support Assistance will be available between 09:00 am To 5:30 pm

From Monday to Friday -0172-2582008, 2582009.

Office will remain closed on Saturday, Sunday and National Holidays.

##### **Important Note:-**

All queries would require to be registered at our official email- [chandigarh@nextenders.com](mailto:chandigarh@nextenders.com) for on-time support. (Only those queries which are sent through email along with appropriate screenshots or error description will be considered as registered with the Help-desk). Contact our helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-Auction/ Tender event. For queries pertaining to ePayment of EMD, please contact the helpdesk at least 2 business days prior to the closing date & time of eAuction/Tender event.

Help-desk support will remain closed during lunch break i.e. from 1:30 PM up to 2:15 PM on each working day.

**Office Address for Training workshop on 1<sup>st</sup>, 2<sup>nd</sup> Wednesday (from 3:30 pm up to 5:00 pm) of each month**



Nextenders India Pvt. Ltd. Municipal Corporation Faridabad Near B.K.Chowk, Opp. B.K.Hospital NIT, Faridabad Contact for Training +91- 9310335475	Nextenders India Pvt.Ltd Public Health Division No 2 Hisar, Model Town, Opp. N.D Gupta Hospital, Contact for Training +91- 9034357793	Nextenders (India) Pvt. Ltd. NirmanSadan (PWD B&R) Plot No.- 01, Basement, Dakshin Marg, Sec- 33 A, Chandigarh - 160020 Contact for Training -0172- 2582008,2009
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Help Desk contact details for Saturday and Sunday are as under for escalation Level-1

1.Mr.Lalit Saini – 9034357793

Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Timings- 9:00 am to 5:30 pm

2.Mr. Tinku Singh-9310335475

Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Timings-9:00 am to 5:30 pm

NOTE:- Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://haryanaeprocurement.gov.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.gov.in>, and click on the available link 'How to...?' to download the file.

#### **Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,



- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

#### B) Net Banking

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

#### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.



- vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr no.	Scenario	Do's / Don't's
	In the event of making Payment through NEFT/RTGS	<p><b>Do's</b></p> <ul style="list-style-type: none"> <li>It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:               <ol style="list-style-type: none"> <li>Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>Beneficiary name: As per the challan</li> </ol> </li> <li>For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders'</li> <li>It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> <li>Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</li> <li>Bidder must do the payment before tender validity gets expired</li> </ul> <p><b>Don't's</b></p> <ul style="list-style-type: none"> <li>Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:               <ol style="list-style-type: none"> <li>Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account</li> <li>Incorrect Beneficiary account number mentioned(&lt;client code&gt; + &lt;random number&gt;):-                   <ol style="list-style-type: none"> <li>In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.</li> </ol> </li> <li>Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.</li> </ol> </li> <li>In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</li> <li>Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.</li> <li>Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.</li> <li>Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder</li> </ul>

Director(S&P) 26/11/2014  
CCS Haryana Agri. University, Hisar

Prof. & Head  
Deptt. of Molecular Biology  
& Biotechnology  
CCS HAU, Hisar





## **CCS HAU, Hisar**

**Director (Store & Purchase)**

**CCSHAU, Hisar**

**Ph. No.01662-255419**

**Email: [directorspo@gmail.com](mailto:directorspo@gmail.com), [spo@hau.ernet.in](mailto:spo@hau.ernet.in)**

### **STANDARD BIDDING DOCUMENT PROCUREMENT OF ULTRAPURE WATER PURIFICATION SYSTEM FOR COLLEGE OF BIOTECHNOLOGY, CCS HAU, HISAR (2 Units)**

#### **PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - Purchase of Ultrapure Water Purification  
System for College of Biotechnology, CCS HAU, Hisar**

**DNIT Amount: Rs. 30 Lakhs (Approx)**



**PART 1: COMPLETE BIDDING DOCUMENT****TABLE OF CONTENTS**

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**Director(Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
 (Established by Parliament Act No. 16 of 1970)

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs.	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase of Ultrapure Water Purification System (2 Units) for College of Biotechnology, CCSHAU, Hisar	30,00,000	150,000	e-Service Fee Rs. <del>1000/-</del> Document Fee Rs. <del>3000/-</del> 1180 + 2000	--/--/2024 (09:00 hours)	19/12/2024 upto 17:00 hours	19/12/2024 upto 17:00 hours	Tech. Bid 20/12/24 at 10:00 A.M Financial Bid 24-12/2024 at 10:00 A.M

- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://haryanaeprocurement.gov.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1000/- required to be filled/provided at the time of online bid preparation stage.\

*Amul*  
 26/11/2024  
**Director (Store & Purchase)**  
**CCSHAU, Hisar**



### Technical specifications of Ultrapure Water Purification System

Sr. No.	Parameter	Required Specifications
1.	System	An ultrapure water purification system must be capable of providing Type-I, Type-II and Type-III water for performing all molecular biology and laboratory analysis through one system.
2.	Sensors	The system must be equipped with multiple quality sensors to regularly monitor both ultrapure and pure water. It should have periodic circulation to minimize the production of biofilm.
3.	Cartridge	The Pre-filtration unit should have triple cartridge with 10, 5 and 1 micron filters to remove suspended particles, free chlorine and hardness of water in feed water and a booster pump for enhancing the feed water pressure minimum 2 bar.
4.	Integrated filtration system	System should have an integrated filtration system having Reverse Osmosis, De-ionized filtration with ultra violet disinfection with final point of use filtration of 0.22 micron and option to attach biofilter.
5.	UV lamp	The system should have UV lamp with emission at 185 nm to produce Ozone and 254 nm wavelength to target viral DNA.
6.	Internal reservoir capacity	System should have internal reservoir with minimum 6 litre capacity
7.	Dispensing function	System should have auto-volume dispensing function capable of dispensing desired volume of ultrapure water between 1.0 Ltr to 6.0 Ltr or more.
8.	Dispensing accuracy and flow rate	Volumetric dispensing accuracy should be $\pm 10$ ml or $\pm 3\%$ . Dispensing flow rate of Type-I Water should be 1.2 Ltr/Minute or better.
9.	User interface	The system should have data capture facility to capture water parameters via a USB port. System should have graphic color LCD display with Information specifying system and performance status, on routine maintenance requirements and alarm for trouble shooting in the event of malfunctioning of system.
10.	Parameters	The system will be able to re-circulate water through purification components to maintain high water quality whenever dispersed. System should have Type 1 water resistivity of $18.2 \text{ M}\Omega \cdot \text{cm}$ @ $25^\circ\text{C}$ , TOC <5 ppb, Bacterial TVC <0.1 cfu/ml. Endotoxin: < 0.001 Eu/ml, Particulates: $0.2 \mu\text{m}$ filtration, RNase <1pg/ml, DNase <5pg/ml and effectively neutral pH. System should have Type 2 water resistivity > $1 \text{ M}\Omega \cdot \text{cm}$ @ $25^\circ\text{C}$ , TOC <50 ppb and Bacterial TVC <100 cfu/ml. System should have Type 3 water conductivity <20 $\mu\text{S}/\text{cm}$ . TOC <20 ppb, Bacterial TVC <1000 cfu/ml, Ionic rejection >96%, Particulates and Bacteria rejection >99% and Organic rejection (MW > 200 Da): >990a.
11.	Accessories and consumables	System should be US FDA certified and should be supplied with RO having capacity 201PH with 100 litre tank, including all consumables including purification pack and POU filters, UV lamp and RO cartridges etc.
12.	Training, demo and workshops	The vendor must provide extensive on-site training, demos, or workshops for the system and software at least twice a year, or as needed, for a minimum of 3 years, at no additional cost.
13.	Warranty	Minimum 7 years of on-site warranty on all equipment and accessories from date of installation.
14.	Annual maintenance charge	Supplier should provide at least 3 years of AMC with the equipment.
15.	Mode of payment	As per the University purchase procedure.



**DETAIL NOTICE INVITING TENDER**

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase of Ultrapure Water Purification System (2 Units) for College of Biotechnology, CCSHAU, Hisar	30,00,000	150,000	e-Service Fee Rs. <del>1000/-</del> Document Fee Rs. <del>3000/-</del> 1180 + 2000/-	29/11/24 --/2024 (09:00 hours)	19/12/24 --/2024 upto 17:00 hours	19/12/24 --/2024 upto 17:00 hours	Tech. Bid 20/12/2024 at 10:00 A.M Financial Bid 24/12/2024 at 10:00 A.M

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her bids for the respective event / Tenders.**
- The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before 19/12/2024 upto 17:00 hrs); and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://haryanaeprocurement.gov.in>.**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Nonrefundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The



secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	29/11/24 --/2024 (09:00 hours)	12/12/2024 upto 17:00 hours
2	Technical Bid Opening		20/12/2024 at 10:00 A.M	
3	Financial Bid Opening		24/12/2024 at 10:00 A.M	

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.

#### Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase



Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.

4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC

5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.

6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.

7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.

8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.

9. The quantity can be increased/decreased by the University.

10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.

11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.

12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.

13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).



14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.

15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.

16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given along with the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.

17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.

18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.

19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).

20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.

21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

#### **Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage Incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.



5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 60 months after the date of delivery and acceptance at final destination or 60 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.  
**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.
15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.
16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply



order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

**17. Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- iii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

#### **Instructions to bidder on Electronic Tendering System**

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

#### **1. Registration of bidders on e-Procurement Portal:-**

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://haryanaeprocurement.gov.in>. Please visit the website for more details.

#### **2. Obtaining a Digital Certificate:**

**2.1** The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

**2.2** A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details, please visit the website – <https://haryanaeprocurement.gov.in>.



- 2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
- 2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

### 3 **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://haryanaeprocurement.gov.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

### 4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

### 5**Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.in>

### 6**Key Dates:**



The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

**7 Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

**i) Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

**ii) PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**8. ASSISTANCE TO THE BIDDERS:-**

Technical Support Assistance will be available between 09:00 am To 5:30 pm

From Monday to Friday -0172-2582008, 2582009.

Office will remain closed on Saturday, Sunday and National Holidays.

**Important Note:-**

All queries would require to be registered at our official email- [chandigarh@nextenders.com](mailto:chandigarh@nextenders.com) for on-time support. (Only those queries which are sent through email along with appropriate screenshots or error description will be considered as registered with the Help-desk). Contact our helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-Auction/ Tender event. For queries pertaining to ePayment of EMD, please contact the helpdesk at least 2 business days prior to the closing date & time of eAuction/Tender event.

Help-desk support will remain closed during lunch break i.e. from 1:30 PM up to 2:15 PM on each working day.

**Office Address for Training workshop on 1<sup>st</sup>, 2<sup>nd</sup> Wednesday (from 3:30 pm up to 5:00 pm) of each month**

Prof. & Head  
Dept. of Molecular Biology  
& Biotechnology  
CCS HAU, Meerut



Nextenders India Pvt. Ltd Municipal Corporation Faridabad Near B.K.Chowk, Opp. B.K.Hospital NIT, Faridabad Contact for Training +91- 9310335475	Nextenders India Pvt.Ltd Public Health Division No 2 Hisar, Model Town, Opp. N.D Gupta Hospital, Contact for Training +91- 9034357793	Nextenders (India) Pvt. Ltd. NirmanSadon (PWD B&R) Plot No.- 01, Basement, Dakshin Marg, Sec- 33 A, Chandigarh - 160020 Contact for Training -0172- 2582008,2009
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Help Desk contact details for Saturday and Sunday are as under for escalation Level-1

1.Mr.Lalit Saini – 9034357793

Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Timings- 9:00 am to 5:30 pm

2.Mr. Tinku Singh-9310335475

Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Timings-9:00 am to 5:30 pm

NOTE:- Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://haryanaeprocurement.gov.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.gov.in>, and click on the available link 'How to...?' to download the file.

#### Guideline for Online Payments in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

Operative Procedures for Bidder Payments

#### **A) Debit Card**

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,



- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

### B) Net Banking

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

I. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.



vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr no.	Scenario	Do's / Don't's
	In the event of making Payment through NEFT/RTGS	<p><b>Do's</b></p> <ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:               <ol style="list-style-type: none"> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> </ol> </li> <li>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders'</li> <li>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parities are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> <li>• Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</li> <li>• Bidder must do the payment before tender validity gets expired</li> </ul> <p><b>Don't's</b></p> <ul style="list-style-type: none"> <li>• Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:               <ol style="list-style-type: none"> <li>1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account</li> <li>2) Incorrect Beneficiary account number mentioned(&lt;client code&gt; + &lt;random number&gt;):-                   <ol style="list-style-type: none"> <li>a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.</li> </ol> </li> <li>3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.</li> </ol> </li> <li>• In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</li> <li>• Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.</li> <li>• Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.</li> <li>• Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder</li> </ul>

Director(S&P)

CCS Haryana Agri. University, Hisar





## CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419


Email: [directorspo@gmail.com](mailto:directorspo@gmail.com), [spo@hau.ernet.in](mailto:spo@hau.ernet.in)

**STANDARD BIDDING DOCUMENT PROCUREMENT OF  
Accessory Part -100X Magnification (Objective Lens) for  
Dept. of Zoology, CCSHAU, Hisar**

**PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - Purchase of Accessory Part -100X  
Magnification (Objective Lens) for Dept. of Zoology,  
CCSHAU, Hisar**

DNIT Amount: Rs. 2.0 Lakhs (Approx)

  
HOD, Zoology



**PART 1: COMPLETE BIDDING DOCUMENT****TABLE OF CONTENTS**

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**Director (Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
 (Established by Parliament Act No. 16 of 1970)

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. cost (Lakh)	Esti. Rs.	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase of Accessory Part - 100X Magnification (Objective Lens) for Dept. of Zoology, CCSHAU, Hisar	2.0		10 thousand	e-Service Fee Rs. <del>1000/-</del> + Document Fee Rs. <del>1000/-</del> 1180/-	29/11/24 --/--/2024 (09:00 hours)	19/12/24 --/--/2024 upto 17:00 hours	19/12/24 --/--/2024 upto 17:00 hours	Tech. Bid 20/12/24 at 10:00 A.M Financial Bid 24/12/24 at 10:00 A.M

- (i) Cost of Bid document (to be paid Online) is above mentioned (non-refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://haryanaeprocurement.gov.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1000/- required to be filled/provided at the time of online bid preparation stage.

*Amul*  
 26/11/24  
 Director (Store & Purchase)  
 CCSHAU, Hisar

*[Signature]*  
 HOD, Zoology



**Technical Specifications of Accessory Part -100X Magnification (Objective Lens)**

- Achromat 100X Oil  
Objective for Existing Microscope Nikon Ts2






### DETAIL NOTICE INVITING TENDER

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Purchase of Microwave Digestion System for Dept. of Horticulture, CCSHAU, Hisar	40.0	2 Lakhs	e-Service Fee Rs. 1000/- Document Fee Rs. 2000/- 1180/-	29/11/24 --/--/2024 (09:00 hours)	19/12/24 --/--/2024 upto 17:00 hours	19/12/24 --/--/2024 upto 17:00 hours	Tech. Bid 20/12/2024 at 11:00 A.M Financial Bid 24/12/2024 at 11:00 A.M

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his / her bids for the respective event / Tenders.**
- The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before 19/12/2024 upto 17:00 hrs**; and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. **The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://haryanaeprocurement.gov.in>.**

  
MOD, Zambhary



The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Nonrefundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates: -

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	29/11/24 --/--/2024 (09:00 hours)	19/12/24 --/--/2024 upto 17:00 hours
2	Technical Bid Opening		20/12/24 --/--/2024 at 10:00 A.M	
3	Financial Bid Opening		24/12/24 --/--/2024 at 10:00 A.M	

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.



## Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.



12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).
14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

**Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.



2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination or 18 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.  
**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents,



certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.

15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.

16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- iii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.



### **Instructions to bidder on Electronic Tendering System**

**These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.**

#### **1. Registration of bidders on e-Procurement Portal: -**

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://haryanaeprocurement.gov.in>. Please visit the website for more details.

#### **2. Obtaining a Digital Certificate:**

- 2.1** The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
- 2.2** A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details, please visit the website – <https://haryanaeprocurement.gov.in>.
- 2.3** The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
- 2.4** The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- 2.5** Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per



Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

3 **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://haryanaeprocurement.gov.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.in>

6 **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 **Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be



prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**8. ASSISTANCE TO THE BIDDERS:-**

Technical Support Assistance will be available between 09:00 am To 5:30 pm

From Monday to Friday -0172-2582008, 2582009.

Office will remain closed on Saturday, Sunday and National Holidays.

**Important Note:-**

All queries would require to be registered at our official email- [chandigarh@nextenders.com](mailto:chandigarh@nextenders.com) for on-time support. (Only those queries which are sent through email along with appropriate screenshots or error description will be considered as registered with the Help-desk). Contact our helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-Auction/ Tender event. For queries pertaining to ePayment of EMD, please contact the helpdesk at least 2 business days prior to the closing date & time of eAuction/Tender event. Help-desk support will remain closed during lunch break i.e. from 1:30 PM up to 2:15 PM on each working day.

**Office Address for Training workshop on 1<sup>st</sup>, 2<sup>nd</sup> Wednesday (from 3:30 pm up to 5:00 pm) of each month**

Nextenders India Pvt. Ltd	Nextenders India Pvt.Ltd	Nextenders (India) Pvt. Ltd.
Municipal Corporation	Public Health Division No 2 Hisar,	NirmanSadon (PWD B&R)
Faridabad	Near B.K.Chowk, Model Town, Opp. N.D Gupta	Plot No.- 01, Basement, Dakshin
Opp. B.K.Hospital	NIT, Hospital,	Marg, Sec- 33 A, Chandigarh -
Faridabad		160020
<b>Contact for Training</b>	<b>+91-Contact for Training</b>	<b>+91-Contact for Training</b>
<b>9310335475</b>	<b>9034357793</b>	<b>-0172-2582008,2009</b>

**Help Desk contact details for Saturday and Sunday are as under for escalation Level-1**

**1.Mr.Lalit Saini – 9034357793**

Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Timings- 9:00 am to 5:30 pm

**2.Mr. Tinku Singh-9310335475**

Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Timings-9:00 am to 5:30 pm

**NOTE:-** Bidders participating in online tenders shall check the validity of his/her Digital Signature

Certificate before participating in the online Tenders at the portal <https://haryanaeprocurement.gov.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.gov.in>, and click on the available link 'How to...?' to download the file.



### **Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank



- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr no.	Scenario	Do's / Don't's
	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:</li> </ul> <p>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</p> <p>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</p> <p>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</p> <p>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</p>



5) Beneficiary name: As per the challan

• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders'

EMD

• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender

• Bidder has to make only single payment against a challan as per the amount mentioned on the

• Bidder must do the payment before tender validity gets expired

**Don't** • Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:

1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account

2) Incorrect Beneficiary account number mentioned(<client code> + <random number>):-

a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.

3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.

In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.

• Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.

• Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.

• Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder

*Handwritten signature*  
26/11/2017  
Director(S&P)  
CCS Haryana Agri. University, Hisar





# **CCSHAU, Hisar**

**Director (Store & Purchase)**

**CCSHAU, Hisar**

**Ph. No.01662-255419**

**Email: directorspo@gmail.com, spo@hau.ac.in**

**STANDARD BIDDING DOCUMENT PROCUREMENT OF  
DOUBLE BEAM UV-Vis SPECTROPHOTOMETER for the  
Microbiology Department, CCSHAU Hisar.**

**PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - DOUBLE BEAM UV-Vis  
SPECTROPHOTOMETER for the Microbiology  
Department, CCSHAU Hisar.**

**DNIT Amount: Rs.6.0 Lac (APPROX)**



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**Director(Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
(Established by Parliament Act No. 16 of 1970)

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Lakh)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	<b>DOUBLE BEAM UV-Vis SPECTROPHOTOMETER for the Microbiology Department, CCSHAU Hisar.</b>	6.0	0.3	e-Service Fee, Processing fee Rs. 1180/-	29/12/24 (09:00 hours)	19-12-24 upto 17:00 hours	19-12-24 upto 17:00 hours	Tech. Bid at 20-12-24 10:00 A.M Financial Bid 24-12-24 at 10:00 A.M.

- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website <https://hau.ac.in>
- (iii) E-Service fee, Processing fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.

  
**Director (Store & Purchase)**  
**CCSHAU, Hisar**





**Particulars of the material to be purchased**

Sr. No.	Items to be purchased
1	<b>DOUBLE BEAM UV-Vis SPECTROPHOTOMETER for the Microbiology Department, CCSHAU Hisar.</b>





## SPECIFICATIONS – DOUBLE BEAM UV-Vis SPECTROPHOTOMETER

1.	Wavelength range	190 - 1100 nm or better
2.	Selectable wavelength	0.1 nm increments
3.	Type of Spectrophotometer	Double Beam UV-Vis Spectrophotometer
4.	Photometric Modes	absorbance, % transmittance & conc
5.	Grating lines	1200 lines / mm or better
6.	Light source change	Auto change from 300 to 360 nm wavelength range, light source can be set (at 0.1 nm adjustments) to auto shift light source from UV to Visible lamp or vice-versa.
7.	Measurement method	Double beam
8.	Light source	Tungsten & D2 Lamp
9.	Spectral bandwidth	1 nm (190 to 1100 nm) or variable 0.5,1,2,4 nm or better
10.	Wavelength accuracy	$\pm$ - 0.1 nm or better
11.	Wavelength repeatability	$\pm$ 0.1 nm or better
12.	Wavelength setting	0.1 nm or better
13.	Stray light	Less than 0.02% @ 340nm or better
14.	Photometric range	Absorbance: -4 to 4 Abs or better
15.	Photometric accuracy	$\pm$ 0.002Abs at 0.5 Abs, $\pm$ 0.004Abs at 0.1 Abs or better
16.	Photometric reproducibility	0.001A at 0.5 Abs, 0.001A at 1.0 Abs or better

17.	Working mode	Stand alone and PC Controlled with window based software
18.	Baseline flatness	Less than 0.0005ABS or better
19.	Noise	Less than +0.000016 A or better
20.	Software	PC Software to be provided along with the instrument
21.	Cuvettes	Automatic 8 Cell Changer, Quartz Cuvette – Five pair of 3.5ml capacity & 10mm Path length to be provided along with the instrument.
22.	Compatibility	The system can be upgradable to Micro Cell Holder, Test Tube Holder, Solid Sample Holder, Constant Temperature Sipper system in future if required
23.	Warranty	Two year Onsite Warranty.



## DETAIL NOTICE INVITING TENDER

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No	Description of work / Items	EMD to be deposited by Bidder	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	DOUBLE BEAM UV-Vis SPECTROPHOTOMETER for the Microbiology Department, CCSHAU Hisar.	Rs. 0.3 Lakh	e-Service Fee, Processing fee Rs. 1180/	29.12.24 (09:00 hours)	19.12.29 upto 17:00 hours	19.12.29 upto 17:00 hours

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **She/he will be required to make online payment towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his/her bids for the respective event/Tenders.**
- The interested bidders must remit the funds at least T+1 working day (Transaction day + one working Day) in advance i.e. on or before 19.12.24 and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. **The intended bidder/Agency thereafter will be able to successfully verify their payment**



**online, and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in>.**

The interested bidders shall have to pay mandatorily e-Service fee, processing fee (under document fee – Non refundable) of Rs.1180/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.





The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	(09:00 hours) 29.11.24	upto 17:00 hours 29.11.24
2	Technical Bid Opening		20.12.24	at 11 AM
3	Financial Bid Opening		24.12.24	at 11 AM

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.



## Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to **five per cent** of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery



charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.

13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent.(make/specification will be given by the HAU).
14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> and 4<sup>th</sup> Saturday) during office hours (9.00 A.M. to 5.00 P.M. during August to April and 7.00 A.M. to 2.00 P. M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will out rightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.
22. On receiving the complaint regarding the instrument, the firm should resolve the complaint within 24 hours.
23. The firm provides the list of the Government offices where they have supplied the instrument in the past.
24. The firm provide the full address of service center of their firm at the Hisar.



### Terms and conditions for the material to be imported

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage Incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 5 years of the UPS and two years for the batteries after the date of delivery and acceptance at final destination or 5 years and 6 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.
8. **Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
9. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
10. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids.
11. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
12. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.



13. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
14. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
15. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.
16. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.
17. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.
18. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:
- i. 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
  - ii. Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
  - iii. copies of packing list identifying contents of each package.
  - iv. Insurance Certificate.
  - v. Manufacturer's/Supplier's Certificate.
  - vi. Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
  - vii. Certificate of Origin.
  - viii. Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
  - ix. Any of the documents evidencing payments of Statutory Taxes.



The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

**Instructions to bidder on Electronic Tendering System**

**These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.**

**1. Registration of bidders on e-Procurement Portal:-**

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal. Please visit the website for more details.

**2. Obtaining a Digital Certificate:**

- 2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
- 2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>.
- 2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
- 2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the



department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

3 **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal.

6 **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 **Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**



**NOTE:-** Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>. For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...?' to download the file.





## **Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

### **Operative Procedures for Bidder Payments**

#### **A) Debit Card**

The procedure for paying through Debit Card will be as follows.

- i. Bidder selects Debit Card option in e-Procurement portal.
- ii. The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- iii. Bidder clicks on "Continue" button
- iv. The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- v. Bidder enters card credentials and confirms payment
- vi. The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- vii. The page is automatically routed back to e-Procurement portal
- viii. The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- ix. The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

#### **B) Net Banking**

The procedure for paying through Net Banking will be as follows.

- i. Bidder selects Net Banking option in e-Procurement portal.
  - ii. The e-Procurement portal displays the amount to be paid by bidder.
  - iii. Bidder clicks on "Continue" button
  - iv. The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
  - v. Bidder chooses his / her Bank
  - vi. The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
  - vii. Bidder enters his account credentials and confirms payment
  - viii. The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
  - ix. The page is automatically routed back to e-Procurement portal
  - x. The status of the payment is displayed as "successful" in e-Procurement portal.
- The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.



### **C) RTGS/ NEFT**

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

I. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.





Sr. no.	Scenario	Do's / Don't's
1	In the event of making Payment through NEFT/RTGS	<p><b>Do's</b></p> <ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:               <ol style="list-style-type: none"> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> </ol> </li> <li>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD</li> <li>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> <li>• Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</li> <li>• Bidder must do the payment before tender validity gets expired</li> </ul> <p><b>Don't's</b></p> <ul style="list-style-type: none"> <li>• Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:               <ol style="list-style-type: none"> <li>1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account</li> <li>2) Incorrect Beneficiary account number mentioned(&lt;client code&gt; + &lt;random number&gt;):-                   <ol style="list-style-type: none"> <li>a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.</li> </ol> </li> <li>3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.</li> </ol> </li> <li>In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</li> <li>• Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.</li> <li>• Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.</li> <li>• Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder.</li> </ul>



**DEPARTMENT OF MICROBIOLOGY, COBS&H, CCS HAU, HISAR**

The specifications as provided are meeting the basic need of the department/office without including superfluous and non-essential features which may result in unwanted expenditures. Also the specifications are generic in nature and do not favour any particular Brand/Manufacturers/Co.

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.





# CCSHAU, Hisar

**Director (Store & Purchase)**

**CCSHAU, Hisar**

**Ph. No.01662-255419**

**Email: directorspo@gmail.com, spo@hau.ernet.in**

**STANDARD BIDDING DOCUMENT PROCUREMENT OF  
Pneumatic Planter for Cotton Section, Department of G&PB CCS HAU  
Hisar.**

**PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - Pneumatic Planter for Cotton Section,  
Department of G&PB CCSHAU Hisar.**

**DNIT Amount: Rs. 6.0 Lakh (APPROX)**

**Head, Cotton Section,  
Deptt. of Genetics & Plant Breeding  
CCS HAU, HISAR**



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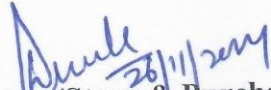
**Director(Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
(Established by Parliament Act No. 16 of 1970)

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<https://etenders.hry.nic.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Lakh)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	<b>Pneumatic Planter</b> for Cotton Section, Department of G&PB CCSHAU Hisar.	6.0	0.3 (thirty thousand)	e-Service Fee, Processing fee Rs. 1180/-	29/11/24	19.12.24	19.12.24	T.B 20.12.24 11 AM F.B 24.12.24

- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website <https://:hau.ac.in>
- (iii) E-Service fee, Processing fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.

  
**Director (Store & Purchase)**  
**CCSHAU, Hisar**

  
**Head, Cotton Section,**  
**Deptt. of Genetics & Plant Breeding**  
**CCS HAU, HISAR**



**Particulars of the material to be purchased**

Sr. No.	Items to be purchased
1	<b>Purchase of Pneumatic Planter</b> for Cotton Section, Department of G&PB CCSHAU Hisar.



## DETAIL SPECIFICATIONS

**Purchase of Pneumatic Planter for Cotton Section, Department of G&PB CCSHAU Hisar.**

Purchase of Pneumatic Planter for Cotton Section, Department of G&PB CCSHAU Hisar.			
S.No	Description		Qty
1	<b>Purchase of Pneumatic Planter for Cotton Section, Department of G&amp;PB CCSHAU Hisar.</b>		1
	The instrument must have following specifications		
	Sr. No.	Parameters	Values /details
	1.	Type of Hitch attachment /linkage	3 point linkage /CAT-I/CAT-II
	2.	Power requirement	50 to 60 hp
	3.	No. of furrow openers	4 (Nos.)
	4.	Type of seed metering mechanism	Pneumatic seed metering mechanism (provided with a perforated hole type rotating disc driver by ground wheel)
	5.	Method of vacuum creation	High speed aspirator blower
	6.	Seed box capacity	22 litre or above for each seed box
	7.	Type of fertiliser metering mechanism	Fluted roller type of Corrosion resistive material
	8.	Fertiliser box capacity	80 litre or above (at least 40 litre each if two boxes are provided)
	9.	Seed /fertilizer box Material	MS (Mild Steel) or PVC
	10.	Type of furrow opener	Runner type/Disc type
	11.	Row Spacing	60 to 75 cm (with ease of adjustment)
	12.	Seed to seed spacing/suitability of crop	Suitable for planting of cotton, pigeon pea crop (provision should be given for adjusting seed to seed spacing through gearbox or by changing seed metering disc)
	13.	Test report	The machine should be tested from any state or central government authorised testing centre/institute.
	14.	Standard tool kit should be provided, hands on training to the operator alongwith demonstration of sowing in 10ha area.	
	15.	Guarantee/Warranty - One year against manufacturing defect.	
	16.	Should be complete in all respects	

Note:

- All warranty and support must be serviced directly by the OEM or should be from an Authorized System Integrator Partner who is authorized to support the product quoted. CCS HAU, Hisar requires that there be a Single Point of Contact (SPOC) from OEM/Vendor who is responsible for all issues between CCS HAU, Hisar and the OEM.



## DETAIL NOTICE INVITING TENDER

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No	Description of work / Items	EMD to be deposited by Bidder	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid of EMD Submission	Expiry Date & Time of Bid Preparation & Submission
1.	Purchase of Pneumatic Planter for Cotton Section, Department of G&PB CCSHAU Hisar.	Rs. 0.3 (thirty thousand)	e-Service Fee, Processing fee Rs. 1180/-	29.11.24	19.12.24	19.12.24

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-Tender. **He/She will be required to make online payment towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her bids for the respective event / Tenders.**
- The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before 19.12.24 and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their**



**payment online, and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in>.**

The interested bidders shall have to pay mandatorily e-Service fee, processing fee (under document fee – Non refundable) of Rs.1180/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

  
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The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	29.11.24	19.12.24
2	Technical Bid Opening		20.12.24	11 AM
3	Financial Bid Opening		24.12.24	11 AM

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.




## Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery



- charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent.(make/specification will be given by the HAU).
14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> and 4<sup>th</sup> Saturday) during office hours (9.00 A.M. to 5.00 P.M. during August to April and 7.00 A.M. to 2.00 P. M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

  
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### Terms and conditions for the material to be imported

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination or 18 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.  
**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security :** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity :** The tender should be valid at least 45 days from the date of opening of tenders.
11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.



13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.

14. **Custom Duty :** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.


15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.

16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- iii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

  
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### **Instructions to bidder on Electronic Tendering System**

**These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.**

#### **1. Registration of bidders on e-Procurement Portal:-**

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. **<https://etenders.hry.nic.in>** Please visit the website for more details.

#### **2. Obtaining a Digital Certificate:**

**2.1** The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

**2.2** A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – **<https://etenders.hry.nic.in>**

**2.3** The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

**2.4** The bidder must ensure that he/she comply by the online available important guidelines at the portal **<https://etenders.hry.nic.in>** in for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

**2.5** Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

**2.6** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to



authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

**2.7** In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

**2.8** The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

**3 Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

**4 Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://etenders.hry.nic.in>.

**5 Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://etenders.hry.nic.in>.

**6 Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

**7 Online Payment of Tender Document Fee, eService fee, EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

**i) Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.



ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://etenders.hry.nic.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**NOTE:-** Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>. For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...?' to download the file.



Head, Cotton Section,  
Deptt. of Genetics & Plant Breeding  
CCS HAU, HISAR



### Guideline for Online Payments in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

#### Operative Procedures for Bidder Payments

##### **A) Debit Card**

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **C) RTGS/ NEFT**

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.



I. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:


- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr no.	Scenario	Do's / Don't's
1	<b>In the event of making Payment through NEFT/RTGS</b>	<p>Do's</p> <ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:               <ol style="list-style-type: none"> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> </ol> </li> <li>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD</li> <li>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> <li>• Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</li> <li>• Bidder must do the payment before tender validity gets expired</li> </ul>

  
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### Don't's

- Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:

- 1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account

- 2) Incorrect Beneficiary account number mentioned(<client code> + <random number>):-

- a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.

- 3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.

In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.

- Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.

- Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.

- Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder



Head, Cotton Section,  
Deptt. of Genetics & Plant Breeding  
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## CCSHAU, Hisar

**Director (Store & Purchase)**

**CCSHAU, Hisar**

**Ph. No.01662-255419**



**Email: directorspo@gmail.com, spo@hau.ac.in**

### **STANDARD BIDDING DOCUMENT PROCUREMENT OF Gel Documentation System for Department of Horticulture, CCSHAU, Hisar**

#### **PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - Purchase of Gel Documentation System for Dept. of Horticulture, CCSHAU, Hisar**

**DNIT Amount: Rs. 10.0 Lakhs (Approx)**


  
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Dept. of Horticulture  
CCSHAU, Hisar  




# **PART 1: COMPLETE BIDDING DOCUMENT**

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 Dept. of Horticulture  
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**Director (Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
 (Established by Parliament Act No. 16 of 1970)

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	<b>Gel Documentation System for Dept. of Horticulture, CCSHAU, Hisar</b>	10.00	50,000	e-Service Fee Rs. <del>1000/-</del> Document Fee Rs. <del>2000/-</del> 1180 + 1000/-	--/--/2024 (09:00 hours)	--/--/2024 upto 17:00 hours	--/--/2024 upto 17:00 hours	Tech. Bid <del>20/12</del> -2024 at 10:00 A.M Financial Bid <del>24/12</del> -24/12 /2024 at 10:00 A.M

- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://haryanaeprocurement.gov.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1000/- required to be filled/provided at the time of online bid preparation stage.

*Amul*  
 Director (Store & Purchase)  
 CCSHAU, Hisar

*[Signature]*  
 Prof. & Head  
 Dept. of Horticulture  
 CCSHAU, Hisar



### Technical specifications: Gel Documentation System along with accessories

1. System should have in-built touchscreen with 12.6" display or better for image acquisition, Protein visualization and further quantification, documentation and publication.
2. System should have 16-bit scientific grade camera.
3. System should have camera with 5-megapixel or better true native resolution, extendable up to 20 megapixels.
4. System should have built-in computer-controlled camera, lens, lighting, darkroom and interchangeable UV and Blue light table options.
5. System should have USB3.0 technology or better.
6. System should have passive cooling (camera air circulation) for significant background noise reduction.
7. System should have dark room and EPI White LED along with UV light.
8. System should have UV cut-off filter and 4 positions filter wheel or better.
9. System should be made of Stainless Steel, Rust Free, covered with chemical-resistant Epoxy paint or better.
10. System should have UV transilluminator of dimension 26 x 21 cm FOV image area or better and Slide out Super Bright transilluminator to get background noise free images.
11. System should have Image - powerful tool to control sample image quality.
12. System should have Auto-exposure, manual-exposure and serial modes - 3D and 3D-live image acquisition view mode.
13. System should have option for Image enhancement, annotation, illustration and comparison, Molecular weight, Dendrogram.
14. Accessories: Gloves dispenser two, Nitrile gloves (Quantity 5 pack) or more.
15. System should have option for UV to white light and UV to blue light conversion screen.
16. System should have UV pad for DNA/ RNA gels and option for fluorescence stain imaging: *Ethidium Bromide, Sybr-Safe, Sybr-Green, Gel-Red, Gel-Green, Sybr-Gold, Gel-Pror* better.
17. System should have option for Colorimetric stained protein gels, X-Ray film, autorads, SSCP gels, colony dish and flask imaging and other EPI white light applications.
18. Tender participants must have the valid authorization / distributorship and dealership letter from the OEM/Principal Company indicating the tender ref. as per publication.
19. All the tender equipment specifications should match/tally with the catalogues/TDS/OEM/Principal company official website.
20. Installation at site should be free of cost by factory/trained engineer.
21. The equipment should be provided with all necessary accessories and spare parts for a fully functional unit from same brand/make.
22. List of consumables and spare parts along with operation and service manuals should be provided along with the instrument.
23. Warranty: minimum 3 years.

  
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**DETAIL NOTICE INVITING TENDER**

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	<b>Gel Documentation System for Dept. of Horticulture, CCSHAU, Hisar</b>	10.00	50,000	e-Service Fee Rs. 1000/- Document Fee Rs. 2000/- 1180/- + 1000/-	19/11/24 --/--/2024 (09:00 hours)	19/12 --/--/2024 upto 17:00 hours	19/12/2024 upto 17:00 hours	Tech. Bid 20/12/2024 at 10:00 A.M Financial Bid 20/12/2024 at 10:00 A.M

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his / her bids for the respective event / Tenders.**
- The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before 19/12/24 upto 17:00 hrs; and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at https://haryanaeprocurement.gov.in.**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Nonrefundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure

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electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		<b>Tender Document Download and Bid Preparation/Submission</b>	29/12/24 --/2024 (09:00 hours)	29/12/2024 upto 17:00 hours
2	<b>Technical Bid Opening</b>		20/12/24 --/2024 at 10:00 A.M	
3	<b>Financial Bid Opening</b>		24/12/24 --/2024 at 10:00 A.M	

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.


The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.

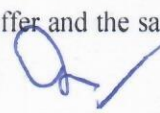
  
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### Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to **five percent** of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.

  
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12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).
14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday and 4<sup>th</sup> Saturday) during office hours (9.00 A.M. to 4.30 P.M. during August to April and 7.00 A.M. to 1.30 P.M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

**Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.

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2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination or 18 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.  
**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents,

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certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.

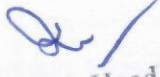

15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.

16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- iii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

  
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Dept. of Horticulture  
CCSHAU, Hisar  




**Instructions to bidder on Electronic Tendering System**


**These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.**

**1. Registration of bidders on e-Procurement Portal:-**

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://haryanaeprocurement.gov.in>. Please visit the website for more details.

**2. Obtaining a Digital Certificate:**

- 2.1** The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
- 2.2** A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details, please visit the website – <https://haryanaeprocurement.gov.in>.
- 2.3** The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
- 2.4** The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- 2.5** Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7** In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

  
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- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

3 **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://haryanaeprocurement.gov.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.in>

6 **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 **Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation &**

**Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.



ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

8. **ASSISTANCE TO THE BIDDERS:-**

  
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Technical Support Assistance will be available between 09:00 am To 5:30 pm

From Monday to Friday -0172-2582008, 2582009.

Office will remain closed on Saturday, Sunday and National Holidays.

**Important Note:-**

All queries would require to be registered at our official email- [chandigarh@nextenders.com](mailto:chandigarh@nextenders.com) for on-time support. (Only those queries which are sent through email along with appropriate screenshots or error description will be considered as registered with the Help-desk). Contact our helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-Auction/ Tender event. For queries pertaining to ePayment of EMD, please contact the helpdesk at least 2 business days prior to the closing date & time of eAuction/Tender event.

Help-desk support will remain closed during lunch break i.e. from 1:30 PM up to 2:15 PM on each working day.

Office Address for Training workshop on 1<sup>st</sup>, 2<sup>nd</sup> Wednesday (from 3:30 pm up to 5:00 pm) of each month

Nextenders Pvt.LtdMunicipal Corporation FaridabadNearB.K.Chowk, Opp. B.K.HospitalNIT, Faridabad	India	Nextenders India Pvt.Ltd Public Health Division No 2 Hisar, Model Town, Opp. N.D Gupta Hospital,	Nextenders (India) Pvt. Ltd. NirmanSadon (PWD B&R) Plot No.- 01, Basement, Dakshin Marg,Sec- 33 A, Chandigarh - 160020
Contact for Training +91- 9310335475		Contact for Training +91- 9034357793	Contact for Training -0172- 2582008,2009

Help Desk contact details for Saturday and Sunday are as under for escalation Level-1

1. Lalit Saini – 9034357793

Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Timings- 9:00 am to 5:30 pm


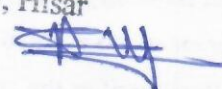
2. Mr. Tinku Singh-9310335475

Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Timings-9:00 am to 5:30 pm

NOTE:-Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://haryanaeprocurement.gov.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.gov.in>, and click on the available link 'How to...?' to download the file.

  
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**Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

**Operative Procedures for Bidder Payments**

**A) Debit Card**


The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

**B) Net Banking**

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

  
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The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

I. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr no.	Scenario	Do's / Don't's
	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:               <ol style="list-style-type: none"> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> </ol> </li> <li>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders'</li> <li>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> </ul>

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- Bidder has to make only single payment against a challan as per the amount mentioned on the challan.
- Bidder must do the payment before tender validity gets expired

**Don't** • Bidder should not enter erroneous details while filling the NEFT RTGS form at their bank. The following possibilities may arise:

- 1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account
- 2) Incorrect Beneficiary account number mentioned(<client code> + <random number>):-
  - a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.
- 3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.

In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.

- Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.
- Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.
- Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder

Director(S&P)

CCS Haryana Agri. University, Hisar

Prof. & Head  
Dept. of Horticulture  
CCSHAU, Hisar





## CCSHAU, Hisar

**Director (Store & Purchase)**

**CCSHAU, Hisar**

**Ph. No.01662-255419**

**Email: directorspo@gmail.com, spo@hau.ac.in**

### **STANDARD BIDDING DOCUMENT PROCUREMENT OF PCR for Department of Horticulture, CCSHAU, Hisar**

#### **PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - Purchase of PCR for Department of  
Horticulture, CCSHAU, Hisar**

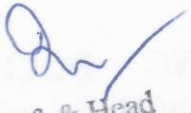

**DNIT Amount: Rs. 6.50 Lakhs (Approx)**

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Dept. of Horticulture  
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**PART 1: COMPLETE BIDDING DOCUMENT****TABLE OF CONTENTS**

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**Director (Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
 (Established by Parliament Act No. 16 of 1970)

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. cost Rs. (Lakh)	Esti. Rs.	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	PCR for Dept. of Horticulture, CCSHAU, Hisar	6.50		32,500	e-Service Fee Rs. 1000/- + Document Fee Rs. <del>2000/-</del>	29/10/24 --/2024 (09:00 hours)	19/12/24 --/2024 upto 17:00 hours	19/12/24 --/2024 upto 17:00 hours	Tech. Bid 20/12/24 at 19:00 A.M Financial Bid 24/12/24 at 10:00 A.M

- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://haryanaeprocurement.gov.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1000/- required to be filled/provided at the time of online bid preparation stage.


*[Signature]*  
 26/11/24  
 Director (Store & Purchase)  
 CCSHAU, Hisar

*[Signature]*  
 Prof. & Head  
 Dept. of Horticulture  
 CCSHAU, Hisar



## Technical specifications: PCR along with accessories

1. The system to have 3 x 32 block or better with independent control and with interchangeable 2 x 96 well (0.2 ml) block, 2 x 384 well Block (Mandatory: Upgradable into the same system).
2. The system should support volumes ranging from 10–80  $\mu$ L/tube or better.
3. Minimum of three different experiments to be run at same time and have the ability to set up PCR with a specific temperature differential of up to 2 temperature zones per block (minimum 5°C zone-to-zone) in 3x32 block and has 6 temperature zones in 96-well, 0.2 ml.
4. Programmable Heat Lid between 50°C to 105°C or better to perform oil free PCR.
5. The system should provide for both Standard and Fast run modes in a single instrument with run times of < 1Hr. 40 Mins on Standard mode and < 35Mins in fast mode.
6. The system should support block temperature range starting from 0°C to 100.0°C.
7. The system should have a
  - Temperature Accuracy  $\pm 0.25^\circ\text{C}$  (35–99.9°C) or better
  - Temperature Uniformity <0.5°C (20 sec after reaching 95°C) or better
8. Block ramp rate: 6.0°C/sec (for 3x32 Block and 0.2ml 96 Well Block) or better
9. Sample Ramp Rate: 4.40°C /sec or better
10. The system should have graphical user interface (8.4" color TFT LCD) or better for easy programming and quickly checking the run status at the bench.
11. Simulation mode to make the transition from previous thermal cyclers to the PCR System for simple, accurate, and efficient operation.
12. The system should be Wi-Fi enabled. The thermal cycler should be cloud-enabled instrument, allowing one secure private access with an account.
13. The system to have provision to save up to 800 protocols in the instrument. The system should allow easy product/ software updates via USB port.
14. The system to have provision to create separate user profiles protected by passwords.
15. The system should have a USB port to transfer methods from one machine to another.
16. Accessories: Micro Tip Box – quantity 3
  - Micro Tip Capacity volume: 0.2-10  $\mu$ l (packing 3), 2-200  $\mu$ l (packing 3), 200-1000  $\mu$ l (packing 3)
  - Micro Tips: Capacity volume 10  $\mu$ l, 200  $\mu$ l, 300  $\mu$ l, 1000  $\mu$ l (Packing 3 each quantity)
  - Micro centrifuge tips capacity: 0.5ml, 1.5ml, 2.0ml (3 Packing of each capacity)
  - Cryo box for micro centrifuge tube (3 Packing of each capacity)
  - Racks for PCR tubes (10) and Ice bucket with lid
17. Tender participants must have the valid authorization / distributorship and dealership letter from the OEM/Principal Company indicating the tender ref. as per publication.
18. All the tender equipment specifications should match/tally with the catalogues/TDS online on OEM/Principal company official website.
19. Installation at site should be free of cost by factory/trained engineer.
20. The equipment should be provided with all necessary accessories and spare parts for a fully functional unit from same brand/make.
21. List of consumables and spare parts along with operation and service manuals should be provided along with the instrument.
22. The system should have 3-year warranty

  
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### DETAIL NOTICE INVITING TENDER

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	PCR for Dept. of Horticulture, CCSHAU, Hisar	6.50	32,500	e-Service Fee Rs. <del>1000/-</del> Document Fee Rs. <del>2000/-</del> 1000/-	20/12/24 --/12/24 (09:00 hours)	19/12/24 upto 17:00 hours	19/12/24 upto 17:00 hours	Tech. Bid 20/12/24 at 10:00 A.M Financial Bid 24/12/24 at 10:00 A.M

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his / her bids for the respective event / Tenders.**
- The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before 19/12/24 upto 17:00 hrs**; and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://haryanaeprocurement.gov.in>.

The interested bidders shall have to pay mandatorily e-Service fee (under document fee - Nonrefundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure

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electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		<b>Tender Document Download and Bid Preparation/Submission</b>	29/11/24 --/--/2024 (09:00 hours)	19/12/24 --/--/2024 upto 17:00 hours
2	<b>Technical Bid Opening</b>		20/12 --/--/2024 at 10:00 A.M	
3	<b>Financial Bid Opening</b>		24/12 --/--/2024 at 10:00 A.M	

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

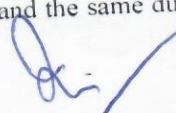
The bidders shall quote the prices in price bid format under Commercial Bid.

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**Terms & conditions :**

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.

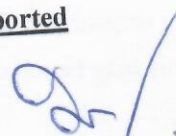

  
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12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).
14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday and 4<sup>th</sup> Saturday) during office hours (9.00 A.M. to 4.30 P.M. during August to April and 7.00 A.M. to 1.30 P.M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.


**Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.

  
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2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination or 18 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.  
**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents,

  
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certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.


15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.

16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- iii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

  
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### Instructions to bidder on Electronic Tendering System



These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

#### 1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://haryanaeprocurement.gov.in>. Please visit the website for more details.

#### 2. Obtaining a Digital Certificate:

- 2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
- 2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details, please visit the website – <https://haryanaeprocurement.gov.in>.
- 2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
- 2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

  
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- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

3 **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://haryanaeprocurement.gov.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.in>

6 **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 **Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

8. **ASSISTANCE TO THE BIDDERS:-**

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CCSHAU Hissar



Technical Support Assistance will be available between 09:00 am To 5:30 pm

From Monday to Friday -0172-2582008, 2582009.

Office will remain closed on Saturday, Sunday and National Holidays.

**Important Note:-**

All queries would require to be registered at our official email- [chandigarh@nextenders.com](mailto:chandigarh@nextenders.com) for on-time support. (Only those queries which are sent through email along with appropriate screenshots or error description will be considered as registered with the Help-desk). Contact our helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-Auction/ Tender event. For queries pertaining to ePayment of EMD, please contact the helpdesk at least 2 business days prior to the closing date & time of eAuction/Tender event.

Help-desk support will remain closed during lunch break i.e. from 1:30 PM up to 2:15 PM on each working day.

**Office Address for Training workshop on 1<sup>st</sup>, 2<sup>nd</sup> Wednesday (from 3:30 pm up to 5:00 pm) of each month**

Nextenders Pvt.LtdMunicipal Corporation FaridabadNearB.K.Chowk, Opp. B.K.HospitalNIT, Faridabad	India Nextenders India Pvt.Ltd Public Health Division No 2 Hisar, Model Town, Opp. N.D Gupta Hospital,	Nextenders (India) Pvt. Ltd. NirmanSadon (PWD B&R) Plot No.- 01, Basement, Dakshin Marg,Sec- 33 A, Chandigarh - 160020
<b>Contact for Training +91-9310335475</b>	<b>Contact for Training +91-9034357793</b>	<b>Contact for Training -0172-2582008,2009</b>

**Help Desk contact details for Saturday and Sunday are as under for escalation Level-1**

1. **Lalit Saini – 9034357793**

Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Timings- 9:00 am to 5:30 pm

2. **Mr. Tinku Singh-9310335475**

Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)

Timings-9:00 am to 5:30 pm

**NOTE:-**Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://haryanaeprocurement.gov.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.gov.in>, and click on the available link 'How to...?' to download the file.

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**Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

**Operative Procedures for Bidder Payments**

**A) Debit Card**


The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same.
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

**B) Net Banking**

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

  
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The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr no.	Scenario	Do's / Don't's
	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:               <ol style="list-style-type: none"> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> </ol> </li> <li>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders'</li> <li>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> </ul>



- Bidder has to make only single payment against a challan as per the amount mentioned on the challan.
- Bidder must do the payment before tender validity gets expired

**Don't** • Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:

- 1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account
- 2) Incorrect Beneficiary account number mentioned(<client code> + <random number>):-

a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.

3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.

In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/participate.

- Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.

- Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.

- Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder

*Devi*  
26/11/2017  
Director(S&P)

CCS Haryana Agri. University, Hisar

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Dept. of Horticulture  
CCSHAU, Hisar

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## CCSHAU, Hisar

**Director (Store & Purchase)**

**CCSHAU, Hisar**

**Ph. No.01662-255419**

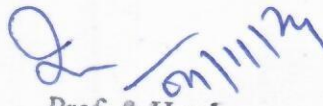
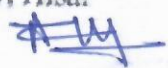
**Email: directorspo@gmail.com, spo@hau.ac.in**

**STANDARD BIDDING DOCUMENT PROCUREMENT OF  
Upright Microscope for Department of Horticulture,  
CCSHAU, Hisar**

**PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - Purchase of Upright Microscope for  
Department of Horticulture, CCSHAU, Hisar**

**DNIT Amount: Rs. 6.50 Lakhs (Approx)**

  
Prof. & Head  
Dept. of Horticulture  
CCSHAU, Hisar  




## PART 1: COMPLETE BIDDING DOCUMENT

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Dept. of Horticulture  
CCSHAU, Hisar





**Director (Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
 (Established by Parliament Act No. 16 of 1970)

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<http://haryanaeprocurement.gov.in> for the work detailed in the table.

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	<b>Upright Microscope for Dept. of Horticulture, CCSHAU, Hisar</b>	6.50	32,500	e-Service Fee Rs. 1000/- Document Fee Rs. 2000/- <u>1000/-</u>	<u>29/11/24</u> 29/11/2024 (09:00 hours)	<u>29/11/24</u> 29/11/2024 upto 17:00 hours	<u>29/11/24</u> 29/11/2024 upto 17:00 hours	Tech. Bid <u>29/11/24</u> 2024 at 10:00 A.M Financial Bid <u>29/11/24</u> 2024 at 10:00 A.M

- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://haryanaeprocurement.gov.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1000/- required to be filled/provided at the time of online bid preparation stage.


*[Signature]*  
 Director (Store & Purchase)  
 CCSHAU, Hisar

*[Signature]*  
 Prof. & Head  
 Dept. of Horticulture  
 CCSHAU, Hisar



## Technical specifications: Upright microscope along with accessories

<b>Body</b>	Epoxy powder coated durable metal, heat treated and resistant to standard reagents Sturdy, stable, base body with focus adjustment devices positioned for a prolonged comfortable use and easy, precise movement.
<b>Optical system</b>	All optical parts should have anti-reflective and anti-fungal coating.
<b>Trinocular eyepiece</b>	Trinocular eyepiece, viewing angle of 25° or better a tube rotatable through 360° at interpupillary distance ranging from at least 48–75 mm, maintaining parfocality
<b>Eyepieces</b>	Paired, high-quality, achromatic, wide field, 10 x magnifications. Minimum FOV 22 or better, an eyepiece diopter adjustment on at least one eyepiece and no pointer.
<b>Objectives</b>	Five position nosepieces to accommodate 5 or more objectives. All objectives should be plan achromat, infinity corrected and usable without cover glass. Objectives <ul style="list-style-type: none"> <li>- 4x NA: 0.10</li> <li>- 10x NA: 0.25</li> <li>- 40x dry: PH1 / PH2</li> <li>- 100x NA: 1.25, for oil immersion PH3</li> <li>- All objectives should be parfocal</li> </ul>
<b>Marking and identification</b>	All objectives should be engraved with the following information: <ul style="list-style-type: none"> <li>• Name and code of manufacturer.</li> <li>• Magnification and numerical aperture (NA).</li> </ul>
<b>Nose piece</b>	Backward/outward tilted revolving nose piece to accommodate at least 5 objectives. The object in the center of the field should not appear displaced by more than 0.04mm in the object plane in any direction.
<b>Stage</b>	Rectangular built in, uniformly horizontal, mechanical stage 75 x 40 mm (w x d) with Vernier's scale, fatigue-proof position of knobs for movement, right or left-hand operation, with a spring-loaded slide holder for safe and exact positioning of the slide.
<b>Condenser</b>	Abbe condenser 0.9/1.25 with turret disk BF, DF, Ph1, Ph2, Ph3
<b>Sub stage illuminator</b>	Sub stage illuminator for bright field microscopy • built in white LED source (3 W, 6 V ) with light source lifetime >30,000 hours. Also option for Hal light source as well with 6V 30W halogen lamp. With a light intensity adjustment device, and an easily accessible on/off switch. The lamp should be provided with a lamp socket for easy replacement of the bulb.
<b>Focusing knobs</b>	Co-axial coarse and fine focusing knobs capable of smooth fine focusing movement over the full range of coarse travel. The fine focusing movement should have a sensitivity of two microns or less (finer) with 200-500 µm per rotation over the entire course focusing range. Focusing knobs should be at both sides.
<b>Camera</b>	8 or More Megapixel CMOS color camera with Pixel Size of 1.85µm x 1.85µm or better. Basic resolution: 3840 (H) x 2160 (V) = 8.3 MP, Ultra HD (4K) or better 30 FPS or better @ max resolution C- Mount Adaptor. USB 3.0 or better

  
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 Dept. of Horticulture  
 CCSHAU, Hisar



**Manufacturer's  
certificate  
Installation**

The manufacturer must have a CE certification for quality management system and a type-test certificate of relevant optical and mechanical tests.

The successful bidders must arrange for the equipment to be installed by certified or qualified personnel; any prerequisites for installation to be communicated to the purchaser in advance, in detail. The bidders to also provide on-site user training on how to use and maintain the microscope.

**Computer & UPS**

The instrument must be provided with Compatible Computer System (i7 RAM 16 GB with 512 GB SSD)& Offline UPS 1 KVA. Work station (Table and adjustable chair)


**Terms &  
conditions**

- Tender participants must have the valid authorization / distributorship and dealership letter from the OEM/Principal Company indicating the tender ref. as per publication.
- All the tender equipment specifications should match/tally with the catalogues/TDS online on OEM/Principal company official website.
- Installation at site should be free of cost by factory trained engineer.
- The equipment should be provided with all necessary accessories and spare parts for a fully functional unit from same brand/make.
- List of consumables and spare parts along with operation and service manuals should be provided along with the instrument.

**Warranty  
After Sale Service**

Minimum 5 years comprehensive warranty

OEM service center should be in India. The supplier to provide an after-sale service that covers the whole country.

  
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CCSHAO, Kharar





**DETAIL NOTICE INVITING TENDER**

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No.	Description of Job Work	Appr. Esti. cost Rs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
1.	Upright microscope for Dept. of Horticulture, CCSHAU, Hisar	6.50	32,500	e-Service Fee Rs. <del>1000/-</del> Document Fee Rs. <del>2000/-</del> <u>1000/-</u>	<u>29/11/24</u> --/--/2024 (09:00 hours)	<u>19/12/24</u> --/12/2024 upto 17:00 hours	<u>19/12</u> --/12/2024 upto 17:00 hours	Tech. Bid <u>29/12</u> /2024 at 10:00 A.M Financial Bid <u>29/12</u> /2024 at 10:00 A.M

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his / her bids for the respective event / Tenders.**
- The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before** ~~29/11/24~~ 19/12/24 upto 17:00 hrs; and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. **The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at** <https://haryanaeprocurement.gov.in>.

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Nonrefundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure

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electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	29/11/2024 (09:00 hours)	19/12/2024 upto 17:00 hours
2	Technical Bid Opening		20/12	--/--/2024 at 10:00 A.M
3	Financial Bid Opening		24/12	--/--/2024 at 10:00 A.M

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

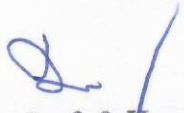
The bidders shall quote the prices in price bid format under Commercial Bid.

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CCSHAU, Hisar



**Terms & conditions :**

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five percent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.

  
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 CCSHAU, Hisar



12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.

13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).

14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.

15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.

16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.

17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.

18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.



19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday and 4<sup>th</sup> Saturday) during office hours (9.00 A.M. to 4.30 P.M. during August to April and 7.00 A.M. to 1.30 P.M. during May to July).

20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.

21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.


**Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.

  
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2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 12 months after the date of delivery and acceptance at final destination or 18 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.  
**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security:** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents,

  
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certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.



15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.

16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- iii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

  
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 CCSHAU, Hisar  




### **Instructions to bidder on Electronic Tendering System**

**These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.**

**1. Registration of bidders on e-Procurement Portal:-**

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://haryanaeprocurement.gov.in>. Please visit the website for more details.

**2. Obtaining a Digital Certificate:**

**2.1** The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

**2.2** A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details, please visit the website – <https://haryanaeprocurement.gov.in>.


**2.3** The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

**2.4** The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

**2.5** Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

**2.6** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

**2.7** In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

  
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- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

3 **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://haryanaeprocurement.gov.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.in>

6 **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 **Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation &**

**Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

8. **ASSISTANCE TO THE BIDDERS:-**

  
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Technical Support Assistance will be available between 09:00 am To 5:30 pm  
From Monday to Friday -0172-2582008, 2582009.

Office will remain closed on Saturday, Sunday and National Holidays.

**Important Note:-**

All queries would require to be registered at our official email- [chandigarh@nextenders.com](mailto:chandigarh@nextenders.com) for on-time support. (Only those queries which are sent through email along with appropriate screenshots or error description will be considered as registered with the Help-desk). Contact our helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-Auction/ Tender event. For queries pertaining to ePayment of EMD, please contact the helpdesk at least 2 business days prior to the closing date & time of eAuction/Tender event.

Help-desk support will remain closed during lunch break i.e. from 1:30 PM up to 2:15 PM on each working day.

Office Address for Training workshop on 1<sup>st</sup>, 2<sup>nd</sup> Wednesday (from 3:30 pm up to 5:00 pm) of each month


Nextenders Pvt.LtdMunicipal Corporation FaridabadNearB.K.Chowk, Opp. B.K.HospitalNIT, Faridabad Contact for Training +91- 9310335475	India Nextenders India Pvt.Ltd Public Health Division No 2 Hisar, Model Town, Opp. N.D Gupta Hospital, Contact for Training 9034357793	Nextenders (India) Pvt. Ltd. NirmanSadon (PWD B&R) Plot No.- 01, Basement, Dakshin Marg,Sec- 33 A, Chandigarh - 160020 Contact for Training -0172- 2582008,2009
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Help Desk contact details for Saturday and Sunday are as under for escalation Level-I

1. **Lalit Saini – 9034357793**  
Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)  
Timings- 9:00 am to 5:30 pm
2. **Mr. Tinku Singh-9310335475**  
Email – [Chandigarh@nextenders.com](mailto:Chandigarh@nextenders.com)  
Timings-9:00 am to 5:30 pm

NOTE:-Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://haryanaeprocurement.gov.in>.

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.gov.in>, and click on the available link 'How to...?' to download the file.

  
Prof. & Head  
Dept. of Horticulture  
CCSHAU, Hisar





**Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

**Operative Procedures for Bidder Payments**

**A) Debit Card**


The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

**B) Net Banking**

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

  
 Prof. & Head  
 Dept. of Horticulture  
 CCSHAU, Hisar



The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

Sr no.	Scenario	Do's / Don't's
	In the event of making Payment through NEFT/RTGS	<p>Do's</p> <ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:</li> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> <li>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders'</li> <li>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parites are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> </ul>

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CCSHAU, Hissar



- Bidder has to make only single payment against a challan as per the amount mentioned on the challan.
- Bidder must do the payment before tender validity gets expired

**Don't** • Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:

1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account

2) Incorrect Beneficiary account number mentioned(<client code> + <random number>):-

a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.

3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.

In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.

- Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.

- Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.

- Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder

*Amul*  
26/11/2024  
Director(S&P)

CCS Haryana Agri. University, Hisar

*[Signature]*  
Prof. & Head  
Dept. of Horticulture  
CCSHAU, Hisar

*[Signature]*





## CCSHAU, Hisar

**Director (Store & Purchase)**

**CCSHAU, Hisar**

**Ph. No.01662-255419**

**Email: [directorspo@gmail.com](mailto:directorspo@gmail.com), [spo@hau.ernet.in](mailto:spo@hau.ernet.in)**

### **STANDARD BIDDING DOCUMENT PROCUREMENT OF One Gel Documentation System for the College of Fisheries Science, CCSHAU, Hisar**

#### **PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - Purchase of One Gel Documentation System for  
the College of Fisheries Science, CCSHAU, Hisar**

**Officer Incharge**  
**College of Fisheries Science**  
**CCSHAU, Hisar**


**DNIT Amount: Rs. 8.00 Lakh**



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24/11/20  
Officer Incharge  
College of Fisheries Science,  
COASTAL DISTRICT



**Director(Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
**(Established by Parliament Act No. 16 of 1970)**

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<https://etenders.hry.nic.in> for the work detailed in the table.

S r. N o.	Description of Job Work	Appr. Esti. costRs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time opening T/Fin. bids
1.	<b>Purchase of one Gel documentation system</b> of below mentioned specifications <ul style="list-style-type: none"> <li>Gel documentation system for imaging DNA, RNA, colony dish and colorimetric blots with scientific grade CX4 camera is must with minimum 2 megapixels resolution extendable up to 7.6 megapixels or more.</li> <li>Should have motorized zoom lens with feedback.</li> <li>Dark room with white light EPI.</li> <li>Transilluminator of 20 x 20 cm or better to produce publication quality gel image</li> <li>Image of 16-bit - 65,536 grey levels or higher.</li> <li>Should have USB 3.0 port.</li> <li>System should have one fixed position filter wheel with F-590 emission filter for ethidium bromide, Gel Red, Gel Green, Lumitein, SYPRO Ruby, etc.</li> <li>System should have future upgrade option for colorimetric gel imaging.</li> <li>Image capturing should be with auto-lighting, auto-focus and auto-exposure.</li> <li>System should have appropriate software compatible with window11 for image enhancement; image analysis includes molecular weight calculation, band quantification, distance calculation.</li> <li>Software should be multi-user licensed software.</li> <li>Should include desktop computer having i5 or above processor, 1TB storage, 16GB RAM, duplex printer to operate and analyze data</li> </ul> Warranty should be two years.	8 lakh	<del>20,000/-</del> 40,000	e-Service Fee Rs. 1180/- + Documen t Fee Rs.	29/11/2024 (09:00 hours)	19/12/2024 4 upto 17:00 hours	19/12/2024 upto 17:00 hours	Tech. Bid 20/12/2024 at 4.11 A.M Financial Bid 24/12/2024 at 11 A.M

- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through **Debit Cards & Internet Banking Accounts.**
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.

*[Signature]*  
**Director (Store & Purchase)**  
**CCSHAU, Hisar**

*[Signature]*  
**Off. Director**  
**College of Fisheries Sciences,**  
**CCS HAU, Hisar**

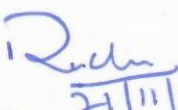


## Detailed Specifications

### Gel Documentation System specifications

- Gel documentation system for imaging DNA, RNA, colony dish and colorimetric blots with scientific grade CX4 camera is must with minimum 2 megapixels resolution extendable up to 7.6 megapixels or more.
- Should have motorized zoom lens with feedback.
- Dark room with white light EPI.
- Transilluminator of 20 x 20 cm or better to produce publication quality gel image.
- Image of 16-bit - 65,536 grey levels or higher.
- Should have USB 3.0 port.
- System should have one fixed position filter wheel with F-590 emission filter for ethidium bromide, Gel Red, Gel Green, Lumitein, SYPRO Ruby, etc.
- System should have future upgrade option for colorimetric gel imaging.
- Image capturing should be with auto-lighting, auto-focus and auto-exposure.
- System should have appropriate software compatible with window11 for image enhancement; image analysis includes molecular weight calculation, band quantification, distance calculation.
- Software should be multi-user licensed software.
- Should include desktop computer having i5 or above processor, 1TB storage, 16GB RAM, duplex printer to operate and analyze data
- Warranty should be two years.



  
24/11/2024  
Officer Incharge  
College of Fisheries Science  
COS HALL, Hissar



**DETAIL NOTICE INVITING TENDER**

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

S r. N o.	Description of Job Work	Appr. Esti. costRs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Docume nt Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Prepar ation & Submis sion	Time of opening T/Fin. bids
1.	<p>Purchase of one Gel documentation system of below mentioned specifications</p> <ul style="list-style-type: none"> <li>Gel documentation system for imaging DNA, RNA, colony dish and colorimetric blots with scientific grade CX4 camera is must with minimum 2 megapixels resolution extendable up to 7.6 megapixels or more.</li> <li>Should have motorized zoom lens with feedback.</li> <li>Dark room with white light EPI.</li> <li>Transilluminator of 20 x 20 cm or better to produce publication quality gel image.</li> <li>Image of 16-bit - 65,536 grey levels or higher.</li> <li>Should have USB 3.0 port.</li> <li>System should have one fixed position filter wheel with F-590 emission filter for ethidium bromide, Gel Red, Gel Green, Lumitein, SYPRO Ruby, etc.</li> <li>System should have future upgrade option for colorimetric gel imaging.</li> <li>Image capturing should be with auto-lighting, auto-focus and auto-exposure.</li> <li>System should have appropriate software compatible with window 11 for image enhancement; image analysis includes molecular weight calculation, band quantification, distance calculation.</li> <li>Software should be multi-user licensed software.</li> <li>Should include desktop computer having i5 or above processor, 1TB storage, 16GB RAM, duplex printer to operate and analyze data</li> </ul> <p>Warranty should be two years.</p>	8 lakh	30,000/- 40,000/-	e-Service Fee Rs. 1180/- + Docume nt Fee Rs.	29-11-2024 (09:00 hours)	19-12-2024 upto 17:00 hours	19-12-2024 upto 17:00 hours	Tech. Bid at 11 AM 29/12/2024 at 11 AM Financial Bid

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**

*Ram*  
21/11/2024  
Officer in Charge  
Dept. of Fisheries Science  
Haryana

*Abhishek*



2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-Tender. **He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her bids for the respective event / Tenders.**
3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before (19/12/24) upto 17:00 hrs; and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in>.**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	29/11/2022 (09:00 hours)	2022 (09:00 hours) 19/12/24
2	Technical Bid Opening		20/12/24	11 AM
3	Financial Bid Opening		24/12/24	11 AM

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item

Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hisar

*(Signature)*



by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

**Envelope 1: Technical Bid**

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

**Envelope 2: Commercial Bid**

The bidders shall quote the prices in price bid format under Commercial Bid.

*Rohit*  
21/11/2024

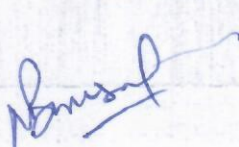
Officer Incharge  
College of Sciences  
CCS HAU, Hissar

*Abhishek*



### Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.

  
 Officer Incharge  
 College of Fisheries Science,  
 CCS HAU, Hisar



11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).
14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.

  
 Officer Incharge  
 College of Fisheries Science,  
 CCSH





21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

**Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage Incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 36 months after the date of delivery and acceptance at final destination or 24 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.  
**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security :** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity :** The tender should be valid at least 45 days from the date of opening of tenders.
11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response

  
Officer Incharge  
College of Fisheries Science  
Hisar





shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.

12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.

13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.

14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.

15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.

16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:


- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- iii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and



- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.



  
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### **Instructions to bidder on Electronic Tendering System**

**These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.**

1. **Registration of bidders on e-Procurement Portal:-**

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://etenders.hry.nic.in>. Please visit the website for more details.

2. **Obtaining a Digital Certificate:**

- 2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
- 2.2A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>
- 2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
- 2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of

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*21/11/2021*  
**Officer Incharge**  
**College of Fisheries Science**  
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the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

3 **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://etenders.hry.nic.in>

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://etenders.hry.nic.in>

6 **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 **Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://etenders.hry.nic.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

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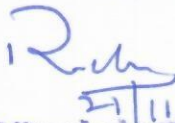
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**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**NOTE:-** Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...?' to download the file.

  
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### **Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

A. Debit Card

B. Net Banking

C. RTGS/NEFT

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal

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(x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation.

On clicking the same, system would do auto validation of the payment made.

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no.	Scenario	Do's / Don't's
	<p>event of tender Payment through NEFT/RTGS</p> <p>event of making Payment NEFT/RTGS</p>	<ul style="list-style-type: none"> <li>It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:</li> <li>Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>Beneficiary name: As per the challan</li> <li>For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD</li> <li>It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> <li>Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</li> <li>Bidder must do the payment before tender validity gets expired</li> <li>Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:               <ol style="list-style-type: none"> <li>Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account</li> <li>Incorrect Beneficiary account number mentioned(&lt;client code&gt; + &lt;random number&gt;):-                   <ol style="list-style-type: none"> <li>In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.</li> </ol> </li> <li>Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account. In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</li> </ol> </li> <li>Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.</li> <li>Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.</li> <li>Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder</li> </ul>

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Sr No	Name of the Documents	Remarks
1	For Supply of total One Automatic PC Compatible Fiber Estimation System, <b>College of Fisheries Science, CCSHAU, Hisar</b>	
2	Vendor should have local technical and service support in Haryana/Delhi/Rajasthan/NCR/Chandigarh	
3	Vendor must have minimum 2 live sites for last 2 years.	
4	Guarantee of..... for the o/o Department of ....., CCSHAU, Hisar is minimum One year	
5	Name of Tendering Company with Registration No. and Date issued by appropriate authorities (Please and enclose copy of certificate of registration)	
6	Do you possess trade license issued by Competent Authorities in India If so, please enclose a copy.	
7	Name of Proprietor / Director	
8	Furnish following particulars of the Registered Office	
a.	Complete Postal Address	
b.	Telephone No.	
c.	Fax. No.	
d.	E-Mail Address	
9	Furnish following particulars of the Local Branch Office. (if any)	
a.	Complete Postal Address	
b.	Telephone No.	
c.	Fax. No.	
d.	E-Mail Address	
10	PAN No. (Attach Attested Copy)	
11	TIN No. (Attach Attested Copy)	
12	If Manufacturer – Pl. attach the certificate of Registration	
13	If Authorised Dealer / Distributer – Pl. attach relevant certificate.	
14	Financial turnover for the three financial Years.(Please attach copy of certificate by Chartered Accountant in original ) Financial Year Amount ( ` In Lakhs ) Remarks, if any	
a.	2018 - 2019	
b.	2019 - 2020	
c.	2020 - 2021	
d.	(If the space provided is insufficient, a separate sheet may be attached)	
15	The agency should not have been black listed or banned by any Govt. Department, Government Organization, PSU, University, Autonomous Institute etc. A notarized certificate to this fact should be enclosed with techno-commercial bid as per Annex. VI	
16	Please specify and the minimum time required to supply the item / material from the and date of receipt of the Purchase Order	
17	Additional information, if any (Attach separate sheet, if required)	

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Give details of the major clients – Educational Institutes/Universities, Government Departments, Research Organisations, to whom item/material of same type have been supplied by the bidder during the last five years in the following format.	Name and address of the client with details - Name of the contact person, telephone no., Fax no., e-mail id	Name and quantity of the items sold	Purchase Order/Indent No. and Date	Amount
1				
2				
3				
4				
5				

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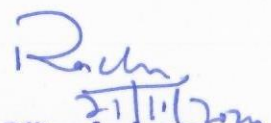
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**College of Fisheries Science.**  
**CCS HAU, Hisar**



Sl. No	Description of Material	Quantity	Rate Quoted per Unit	Discounted Price (in Rs.)	Taxes & Duties (in Rs.)
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- |   |   |     |  |  |  |
|---|---|-----|--|--|--|
| 1 | <ul style="list-style-type: none"> <li>• Gel documentation system for imaging DNA, RNA, colony dish and colorimetric blots with scientific grade CX4 camera is must with minimum 2 megapixels resolution extendable up to 7.6 megapixels or more.</li> <li>• Should have motorized zoom lens with feedback.</li> <li>• Dark room with white light EPI.</li> <li>• Transilluminator of 20 x 20 cm or better to produce publication quality gel image.</li> <li>• Image of 16-bit - 65,536 grey levels or higher.</li> <li>• Should have USB 3.0 port.</li> <li>• System should have one fixed position filter wheel with F-590 emission filter for ethidium bromide, Gel Red, Gel Green, Lumitein,</li> <li>• System should have future upgrade option for colorimetric gel imaging.</li> <li>• Image capturing should be with auto-lighting, auto-focus and auto-exposure.</li> <li>• System should have appropriate software compatible with window 11 for image enhancement; image analysis includes molecular</li> <li>• Software should be multi-user licensed software.</li> <li>• Should include desktop computer having i5 or above processor, 1TB storage, 16GB RAM, duplex printer to operate and analyze data</li> </ul> <p>Warranty should be two years.</p> | One |  |  |  |
|---|---|-----|--|--|--|

Appx. 8 lakh


  

  
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The specifications as provided are meeting the basic need of the Department/Office without including superfluous and non essential features which may result in unwanted expenditures. Also the specifications are generic in nature and do not favour any particular Brand/Manufacturers/Co.

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## CCSHAU, Hisar

**Director (Store & Purchase)**

**CCSHAU, Hisar**

**Ph. No.01662-255419**

**Email: directorspo@gmail.com, spo@hau.ernet.in**

### STANDARD BIDDING DOCUMENT PROCUREMENT OF One Real Time PCR for the College of Fisheries Science, CCSHAU, Hisar

#### PART 1: COMPLETE BIDDING DOCUMENT

**NAME OF WORK: - Purchase of One Real Time PCR for the College of  
Fisheries Science, CCSHAU, Hisar**

**DNIT Amount: Rs. 20.00 Lakh**


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CCS HAU, Hisar**



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**Director(Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
**(Established by Parliament Act No. 16 of 1970)**

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<https://etenders.hry.nic.in> for the work detailed in the table.

Description of Job Work	Appr. Esti. costRs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Document Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Preparation & Submission	Time of opening T/Fin. bids
Purchase of one Real time PCR of below mentioned specifications <ul style="list-style-type: none"> <li>The system should be an automated &amp; integrated system for both real-time PCR and post-PCR (end-point) analysis with following features:</li> <li>The excitation source should be LED/Laser and the detection system should be simultaneous and scan-free for all wells CMOS detection.</li> <li>The system should have temperature range of at least 37°C - 98°C to facilitate all qPCR applications.</li> <li>The system should have peak block ramp rate for exceeding 5.5°C/second or more.</li> <li>The system should have 96-well sample block, made up of at least 6 separate independently Peltier-controlled blocks. The maximum temperature difference that can be programmed across the block is 25°C. The maximum difference in temperature allowed between adjacent blocks is 5°C.</li> <li>System should support reaction volume minimum of 10 – 100 µL in 0.2ml tube and have more than 5 or 6 color multiplexing without passive reference dye in a single reaction tube.</li> <li>The system should have 6 excitation and emission filter sets to enable collection of up to 21 unique combinations of wavelengths during a single run for multiplexing on the 96-well block instrument. 6 x 6 filters for 21 combinations. New custom dyes can be calibrated with 10-min protocol. System should do 5 or more different samples simultaneously in a single tube</li> <li>The system should have preferably interactive Touch Screen LCD feature.</li> <li>Fast-PCR in ≤35 minutes should be an integral feature of the system.</li> <li>The instrument should have software that can analyze multiple perspectives in the Multiple Plots view, with side by side views of all data aspects including the amplification plots, standard curve, multicomponent data plots, and raw data. The system should give heat map of the amplification &amp; analyzed data. Software should have PCR efficiency factor correction for</li> </ul>	20 lakh	<del>30,000/-</del> 1,00,000	e-Service Fee Rs. 1180/- + Document Fee Rs. <u>2000/-</u>	29.11.2024 (09:00 hours)	19.12.2024 4 upto 17:00 hours	19.12.2024 upto 17:00 hours	Tech. Bid 20/12/2024 at 11 A.M Financial Bid 29/12/2024 at 11 A.M

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<p>gene quantification.</p> <ul style="list-style-type: none"> <li>The system should come along with software to support applications including absolute quantitation, Relative quantitation, multiplex-PCR, allelic discrimination (SNP), melt curve analysis as well as pathogen detection, plus/minus assay using internal positive control &amp; mutation screening. The system should have software available freely on cloud for easy access.</li> </ul> <p><b>Supporting Chemistries and Applications:</b></p> <ul style="list-style-type: none"> <li>The system should be completely open system to support all the Real Time PCR chemistry like TaqMan, SYBR Green, Simple &amp; Hydrolysis Probes, and Molecular Beacons etc.</li> <li>The system should be open system with flexibility to use micro well plates, individual tubes, and 8-tube strips.</li> <li>System should be sensitive to detect even 1 copy and differences in target quantity as small as 1.5-fold in singleplex reactions, also should have 10 logs of linear dynamic range.</li> <li>The system should allow pause function of a run in progress and during pause user can open or close the block and the system should provide cloud based secure storage of more than 50 GB, analyze, and share data.</li> <li><b>Terms &amp; Conditions:</b></li> <li>The instrument should come along with two years of warranty from date of installation. Should be supported with remote services, cloud connectivity online monitoring, and external barcode using USB, etc.</li> <li>Should be provided with 2 KVA online UPS with at least 1 hour backup.</li> <li>System should be provided PC having i5 processor, 1TB data storage and 16 GB RAM, keyboard, mouse along with windows supporting the machine.</li> <li>The system should be provided with SYBR Green and plasticware sufficient for 1000 reactions.</li> <li>Vendor must have application support lab in India and preferably in Delhi/NCR</li> <li>Software should be free/licensed.</li> <li>Machine should be calibrated from manufacturing unit</li> </ul>							
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(i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.

(ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website <https://hau.ernet.in>

(iii) E-Service fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.

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College of Fisheries Sciences  
CCSHAU, Hisar

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26/11/2024  
Director (Store & Purchase)  
CCSHAU, Hisar



## Detailed Specifications

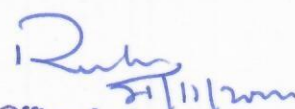
### Real Time PCR specifications

- The system should be an automated & integrated system for both real-time PCR and post-PCR (end-point) analysis with following features:
- The excitation source should be LED/Laser and the detection system should be simultaneous and scan-free for all wells CMOS detection.
- The system should have temperature range of at least 37°C - 98°C to facilitate all qPCR applications.
- The system should have peak block ramp rate for exceeding 5.5°C/second or more.
- The system should have 96-well sample block, made up of at least 6 separate independently Peltier-controlled blocks. The maximum temperature difference that can be programmed across the block is 25°C. The maximum difference in temperature allowed between adjacent blocks is 5°C.
- System should support reaction volume minimum of 10 – 100 µL in 0.2ml tube and have more than 5 or 6 color multiplexing without passive reference dye in a single reaction tube.
- The system should have 6 excitation and emission filter sets to enable collection of up to 21 unique combinations of wavelengths during a single run for multiplexing on the 96-well block instrument. 6 x 6 filters for 21 combinations. New custom dyes can be calibrated with 10-min protocol. System should do 5 or more different samples simultaneously in a single tube
- The system should have preferably interactive Touch Screen LCD feature.
- Fast-PCR in ≤35 minutes should be an integral feature of the system.
- The instrument should have software that can analyze multiple perspectives in the Multiple Plots view, with side by side views of all data aspects including the amplification plots, standard curve, multicomponent data plots, and raw data. The system should give heat map of the amplification & analyzed data. Software should have PCR efficiency factor correction for gene quantification.
- The system should come along with software to support applications including absolute quantitation, Relative quantitation, multiplex-PCR, allelic discrimination (SNP), melt curve analysis as well as pathogen detection, plus/minus assay using internal positive control & mutation screening. The system should have software available freely on cloud for easy access.

### **Supporting Chemistries and Applications:**

- The system should be completely open system to support all the Real Time PCR chemistry like TaqMan, SYBR Green, Simple & Hydrolysis Probes, and Molecular Beacons etc.
- The system should be open system with flexibility to use micro well plates, individual tubes, and 8-tube strips.
- System should be sensitive to detect even 1 copy and differences in target quantity as small as 1.5-fold in singleplex reactions, also should have 10 logs of linear dynamic range.
- The system should allow pause function of a run in progress and during pause user can open or close the block and the system should provide cloud based secure storage of more than 50 GB, analyze, and share data.
- **Terms & Conditions:**
- The instrument should come along with two years of warranty from date of installation. Should be supported with remote services, cloud connectivity online monitoring, and external barcode using USB, etc.
- Should be provided with 2 KVA online UPS with at least 1 hour backup.
- System should be provided PC having i5 processor, 1TB data storage and 16 GB RAM, keyboard, mouse along with windows supporting the machine.
- The system should be provided with SYBR Green and plasticware sufficient for 1000 reactions.
- Vendor must have application support lab in India and preferably in Delhi/NCR
- Software should be free/licensed.
- Machine should be calibrated from manufacturing unit



  
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**DETAIL NOTICE INVITING TENDER**

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

S r. N o.	Description of Job Work	Appr. Esti. costRs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Docume nt Fee & e-Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expiry date & Time of Bid Prepar ation & Submis sion	Time of opening T/Fin. bids
1.	<p>Purchase of <b>one Real time PCR</b> of below mentioned specifications</p> <ul style="list-style-type: none"> <li>The system should be an automated &amp; integrated system for both real-time PCR and post-PCR (end-point) analysis with following features:</li> <li>The excitation source should be LED/Laser and the detection system should be simultaneous and scan-free for all wells CMOS detection.</li> <li>The system should have temperature range of at least 37°C - 98°C to facilitate all qPCR applications.</li> <li>The system should have peak block ramp rate for exceeding 5.5°C/second or more.</li> <li>The system should have 96-well sample block, made up of at least 6 separate independently Peltier-controlled blocks. The maximum temperature difference that can be programmed across the block is 25°C. The maximum difference in temperature allowed between adjacent blocks is 5°C.</li> <li>System should support reaction volume minimum of 10 – 100 µL in 0.2ml tube and have more than 5 or 6 color multiplexing without passive reference dye in a single reaction tube.</li> <li>The system should have 6 excitation and emission filter sets to enable collection of up to 21 unique combinations of wavelengths during a single run for multiplexing on the 96-well block instrument. 6 x 6 filters for 21 combinations. New custom dyes can be calibrated with 10-min protocol. System should do 5 or more different samples simultaneously in a single tube.</li> <li>The system should have preferably interactive Touch Screen LCD feature.</li> <li>Fast-PCR in ≤35 minutes should be an integral feature of the system.</li> <li>The instrument should have software that can analyze multiple perspectives in the Multiple Plots view, with side by side views of all data aspects including the amplification plots, standard curve, multicomponent data plots, and raw data. The system should give heat map of the amplification</li> </ul>	20 lakh	30,000/-	<p>e-Service Fee Rs. 1180/- + Docume nt Fee Rs.</p> <p><u>2000/-</u></p>	<p><u>29.11</u> 2024 (09:00 hours)</p>	<p><u>19.12</u> 2024 upto 17:00 hours</p>	<p><u>19.12</u> 2024 upto 17:00 hours</p>	<p>Tech. Bid <u>20/12</u> 2024 at <u>11</u> A.M Financial Bid <u>24/12</u> 2024 at <u>11</u> A.M</p>

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<p>&amp; analyzed data. Software should have PCR efficiency factor correction for gene quantification.</p> <ul style="list-style-type: none"> <li>The system should come along with software to support applications including absolute quantitation, Relative quantitation, multiplex-PCR, allelic discrimination (SNP), melt curve analysis as well as pathogen detection, plus/minus assay using internal positive control &amp; mutation screening. The system should have software available freely on cloud for easy access.</li> </ul> <p><b>Supporting Chemistries and Applications:</b></p> <ul style="list-style-type: none"> <li>The system should be completely open system to support all the Real Time PCR chemistry like TaqMan, SYBR Green, Simple &amp; Hydrolysis Probes, and Molecular Beacons etc.</li> <li>The system should be open system with flexibility to use micro well plates, individual tubes, and 8-tube strips.</li> <li>System should be sensitive to detect even 1 copy and differences in target quantity as small as 1.5-fold in singleplex reactions, also should have 10 logs of linear dynamic range.</li> <li>The system should allow pause function of a run in progress and during pause user can open or close the block and the system should provide cloud based secure storage of more than 50 GB, analyze, and share data.</li> </ul> <p><b>Terms &amp; Conditions:</b></p> <ul style="list-style-type: none"> <li>The instrument should come along with two years of warranty from date of installation. Should be supported with remote services, cloud connectivity online monitoring, and external barcode using USB, etc.</li> <li>Should be provided with 2 KVA online UPS with at least 1 hour backup.</li> <li>System should be provided PC having i5 processor, 1TB data storage and 16 GB RAM, keyboard, mouse along with windows supporting the machine.</li> <li>The system should be provided with SYBR Green and plasticware sufficient for 1000 reactions.</li> <li>Vendor must have application support lab in India and preferably in Delhi/NCR</li> <li>Software should be free/licensed.</li> <li>Machine should be calibrated from manufacturing unit</li> </ul>								
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Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

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1. The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.
2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-Tender. He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her bids for the respective event / Tenders.
3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. on or before (19/12/24 upto 17:00 hrs); and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in>.

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	29.11.2022 (09:00 hours)	29.11.2022 (09:00 hours)
2	Technical Bid Opening		20.12.24	11 AM
3	Financial Bid Opening		24.12.24	11 AM

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation

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& submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.

- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

**Envelope 1: Technical Bid**

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

**Envelope 2: Commercial Bid**

The bidders shall quote the prices in price bid format under Commercial Bid.

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**Terms & conditions**

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.

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11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).
14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given alongwith the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.



  
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21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

**Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.
5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 36 months after the date of delivery and acceptance at final destination or 24 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.  
**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security :** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity :** The tender should be valid at least 45 days from the date of opening of tenders.
11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response

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shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.

12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.

13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.

14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.

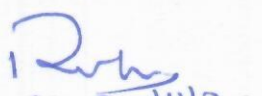
15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.

16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- iii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and



  
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- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

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## Instructions to bidder on Electronic Tendering System

**These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.**

### 1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://etenders.hry.nic.in>. Please visit the website for more details.

### 2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>

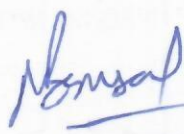
2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of

  
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the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

3 **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://etenders.hry.nic.in>

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://etenders.hry.nic.in>

6 **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 **Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://etenders.hry.nic.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

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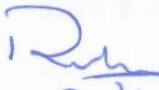


**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**NOTE:-** Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...?' to download the file.



  
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### **Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal

*Abhishek*  
*21/12/20*  
**Officer Incharge**  
**College of Fisheries Science**



(x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:


- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.



  
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 CCS HAU, Hisar



no.	Scenario	Do's / Don't's
	<p>e event of making Payment through NEFT/RTGS</p>	<ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:</li> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> <li>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD</li> <li>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> <li>• Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</li> <li>• Bidder must do the payment before tender validity gets expired</li> <li>• Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:             <ol style="list-style-type: none"> <li>1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account</li> <li>2) Incorrect Beneficiary account number mentioned(&lt;client code&gt; + &lt;random number&gt;):-                 <ol style="list-style-type: none"> <li>a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.</li> </ol> </li> <li>3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.</li> </ol> </li> <li>In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</li> <li>• Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.</li> <li>• Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.</li> <li>• Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder</li> </ul>

*Bansal*

*Ravi*  
*27/11/20*  
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 CCS HAT, Hisar



Sr No	Name of the Documents	Remarks
1	For Supply of total One Automatic PC Compatible Fiber Estimation System, <b>College of Fisheries Science, CCSHAU, Hisar</b>	
2	Vendor should have local technical and service support in Haryana/Delhi/Rajasthan/NCR/Chandigarh	
3	Vendor must have minimum 2 live sites for last 2 years.	
4	Guarantee of..... for the o/o Department of ....., CCSHAU, Hisar is minimum One year	
5	Name of Tendering Company with Registration No. and Date issued by appropriate authorities (Please and enclose copy of certificate of registration)	
6	Do you possess trade license issued by Competent Authorities in India If so, please enclose a copy.	
7	Name of Proprietor / Director	
8	Furnish following particulars of the Registered Office	
a.	Complete Postal Address	
b.	Telephone No.	
c.	Fax. No.	
d.	E-Mail Address	
9	Furnish following particulars of the Local Branch Office. (if any)	
a.	Complete Postal Address	
b.	Telephone No.	
c.	Fax. No.	
d.	E-Mail Address	
10	PAN No. (Attach Attested Copy)	
11	TIN No. (Attach Attested Copy)	
12	If Manufacturer – Pl. attach the certificate of Registration	
13	If Authorised Dealer / Distributer – Pl. attach relevant certificate.	
14	Financial turnover for the three financial Years.(Please attach copy of certificate by Chartered Accountant in original ) Financial Year Amount ( ` In Lakhs ) Remarks, if any	
a.	2018 - 2019	
b.	2019 - 2020	
c.	2020 - 2021	
d.	(If the space provided is insufficient, a separate sheet may be attached)	
15	The agency should not have been black listed or banned by any Govt. Department, Government Organization, PSU, University, Autonomous Institute etc. A notarized certificate to this fact should be enclosed with techno-commercial bid as per Annex. VI	
16	Please specify and the minimum time required to supply the item / material from the and date of receipt of the Purchase Order	
17	Additional information, if any (Attach separate sheet, if required)	

*[Signature]*

*[Signature]*  
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The specifications as provided are meeting the basic need of the Department/Office without including superfluous and non essential features which may result in unwanted expenditures. Also the specifications are generic in nature and do not favour any particular Brand/Manufacturers/Co.

HOD .....

*R. K. Singh*

21/11/2024

Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hisar

*Abhishek*

The Department/Office  
may result in unwanted  
and do not favour any



Give details of the major clients – Educational Institutes/Universities, Government Departments, Research Organisations, to whom item/material of same type have been supplied by the bidder during the last five years in the following format.	Name and address of the client with details - Name of the contact person, telephone no., Fax no., e-mail id	Name and quantity of the items sold	Purchase Order/Indent No. and Date	Amount
1				
2				
3				
4				
5				



  
 21/11/2024  
 Officer Incharge  
 College of Fisheries Science,  
 CCS HAU, Hisar





CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

Email: [directorspo@gmail.com](mailto:directorspo@gmail.com), [spo@hau.ernet.in](mailto:spo@hau.ernet.in)

**STANDARD BIDDING DOCUMENT PROCUREMENT OF One Trinocular Compound Phase Contrast Microscope(with Camera, Imaging System) for the College of Fisheries Science, CCSHAU, Hisar**

**PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - Purchase of One Trinocular Compound Phase Contrast Microscope(with Camera, Imaging System) for the College of Fisheries Science, CCSHAU, Hisar**

DNIT Amount: Rs. 12.0 lakh

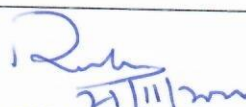
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CCS HAU, Hisar



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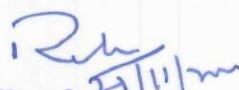


**Director(Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
**(Established by Parliament Act No. 16 of 1970)**

**TENDER NOTICE**



The Bids/tenders are invited from the eligible bidders through online bids in the website: <https://etenders.hry.nic.in> for the work detailed in the table.

S r . N o .	Description of Job Work	Appr. Esti. costRs. (Lakh)	EMD Money to be deposit ed by Bidder (Rs.)	Tender Docume nt Fee & e- Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submissi on	Expiry date & Time of Bid Preparati on & Submissio n	Time of opening T/Fin. bids
1	<b>Trinocular Compound Phase Contrast Microscope(with Imaging System)</b> <ul style="list-style-type: none"> <li><b>Microscope Body:</b> Inverted microscope with camera port having Infinity corrected optical system with light distribution between eye piece and camera port of 100:0 and vice a versa. Observation technique Bright field, Phase contrast. It should have pseudo 3D technology. Microscope body should have camera port to mount camera later.</li> <li><b>Eyepiece:</b> 10X with FOV 22mm or better and diopter adjustment facilities on both eyes, anti-fungus type.</li> <li><b>Condenser:</b> Extra-long working condenser (NA 0.3, W.D. 75mm or higher) suitable for phase contrast, Bright field.</li> <li><b>Nosepiece:</b> Quintuple (05 position) nosepiece to accommodate minimum 5 objectives at a time.</li> <li><b>Stage:</b> Attachable</li> </ul>	12.0 lakh	60,000/-	e- Service Fee Rs. 1180/- + Docume nt Fee Rs. <u>1000/-</u>	<u>29/11</u> 2024 4 (09:00 hours)	<u>19/12</u> 2024 4 upto 17:00 hours	<u>19/12</u> 2024 upto 17:00 hours	Tech. Bic 29/12/2024 at 11 A.M Financial Bid 24/12/2024 at 11 A.M

  
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**CCS HAU, Hisar**



<p>mechanical stage with universal holder to accept all types of specimen holders.</p> <ul style="list-style-type: none"> <li>• <b>Illumination:</b> High intensity uniform brightness distribution (Fly eye lens technology) scientific Grade LED (10-15W power consumption) cool white light, with life time of 50,000 hrs. or more. It should be comfortable to view live samples.</li> <li>• <b>Objectives:</b> Long working distance objectives with specialized phase contrast, Bright field and Fluorescence with following or better. <ul style="list-style-type: none"> <li>➤ Achromat 4X, NA 0.10, W.D.30.0mm.</li> <li>➤ Achromat ADL Phase 10x, NA 0.25, W.D. 6.0mm; Ph1</li> <li>➤ Achromat LWD ADL 20X, N.A. 0.40, W.D. 3.1 mm, Ph1</li> <li>➤ Achromat LWD ADL 40X, N.A. 0.55, W.D. 2.1 mm, Ph1</li> <li>➤ System should be capable to upgrade with 60X / 100X oil magnification as research required.</li> </ul> </li> <li>• <b>CAMERA:</b> High quality microscope color camera &amp; software for image acquisition and image improvement.</li> <li>• <b>Computer:</b> Latest branded PC with i5 processor, 8GB RAM,</li> </ul>							
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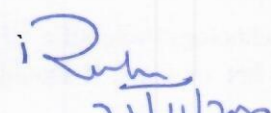

  
24/11/2020  
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500GB SSD, keyboard, mouse, 22inch or higher screen with suitable UPS. <b>NOTE:</b> 1. Quoted system should be latest model and complies international quality standard. 2. Certification- USFDA, ISO, UL, Declaration of conformity RoHS (2011/65/EU), EMC (2014/30/EU), Low Voltage directive (2014/35/EU). 3. User list, Compliance statement sheet. <b>Warranty:</b> Two years from the date of installation							
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- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.

  
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CCSHAU, Hisar

  
Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hisar





### Detailed Specifications

#### Technical Specification for the purchase of Trinocular Compound Phase Contrast Microscope (with Camera, Imaging System)

**Microscope Body:** Inverted microscope with camera port having Infinity corrected optical system with light distribution between eye piece and camera port of 100:0 and vice a versa. Observation technique Bright field, Phase contrast. It should have pseudo 3D technology. Microscope body should have camera port to mount camera later.

**Eyepiece:** 10X with FOV 22mm or better and diopter adjustment facilities on both eyes, anti-fungus type.

**Condenser:** Extra-long working condenser (NA 0.3, W.D. 75mm or higher) suitable for phase contrast, Bright field.

**Nosepiece:** Quintuple (05 position) nosepiece to accommodate minimum 5 objectives at a time.

**Stage:** Attachable mechanical stage with universal holder to accept all types of specimen holders.

**Illumination:** High intensity uniform brightness distribution (Fly eye lens technology) scientific Grade LED (10-15W power consumption) cool white light, with life time of 50,000 hrs. or more. It should be comfortable to view live samples.

**Objectives:** Long working distance objectives with specialized phase contrast, Bright field and Fluorescence with following or better.

- Achromat 4X, NA 0.10, W.D.30.0mm.
- Achromat ADL Phase 10x, NA 0.25, W.D. 6.0mm; Ph1
- Achromat LWD ADL 20X, N.A. 0.40, W.D. 3.1 mm, Ph1
- Achromat LWD ADL 40X, N.A. 0.55, W.D. 2.1 mm, Ph1
- System should be capable to upgrade with 60X / 100X oil magnification as research required.

**CAMERA:** High quality microscope color camera & software for image acquisition and image improvement.

**Computer:** Latest branded PC with i5 processor, 8GB RAM, 500GB SSD, keyboard, mouse, 22inch or higher screen with suitable UPS.

**NOTE:**

4. Quoted system should be latest model and complies international quality standard.
5. Certification- USFDA, ISO, UL, Declaration of conformity RoHS (2011/65/EU), EMC (2014/30/EU), Low Voltage directive (2014/35/EU).
6. User list, Compliance statement sheet.

Warranty: Two years from the date of installation

  
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**DETAIL NOTICE INVITING TENDER**

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

S r. N o	Description of Job Work	Appr. Esti. costRs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Docume nt Fee & e- Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expir y date & Time of Bid Prepa ration & Submi ssion	Time of opening T/Fin. bids
1	<b>Trincular Compound Phase Contrast Microscope(with Imaging System)</b> <ul style="list-style-type: none"> <li><b>Microscope Body:</b> Inverted microscope with camera port having Infinity corrected optical system with light distribution between eye piece and camera port of 100:0 and vice a versa. Observation technique Bright field, Phase contrast. It should have pseudo 3D technology. Microscope body should have camera port to mount camera later.</li> <li><b>Eyepiece:</b> 10X with FOV 22mm or better and diopter adjustment facilities on both eyes, anti-fungus type.</li> <li><b>Condenser:</b> Extra-long working condenser (NA 0.3, W.D. 75mm or higher) suitable for phase contrast, Bright field.</li> <li><b>Nosepiece:</b> Quintuple (05 position) nosepiece</li> </ul>	12.0 lakh	60,000/-	e- Service Fee Rs. 1180/- + Docume nt Fee Rs. <u>1,100/-</u>	<u>29/11</u> 2024 (09:00 hours)	<u>19/12</u> 2024 upto 17:00 hours	<u>19/12/20</u> 2024 upto 17:00 hours	Tech. Bid <u>29/12</u> 2024 4 at <u>11AM</u> A.M Financial Bid <u>29/12</u> 2024 4 at <u>11AM</u> A.M

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21/11/2024  
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<p>to accommodate minimum 5 objectives at a time.</p> <ul style="list-style-type: none"> <li>• <b>Stage:</b> Attachable mechanical stage with universal holder to accept all types of specimen holders.</li> <li>• <b>Illumination:</b> High intensity uniform brightness distribution (Fly eye lens technology) scientific Grade LED (10-15W power consumption) cool white light, with life time of 50,000 hrs. or more. It should be comfortable to view live samples.</li> <li>• <b>Objectives:</b> Long working distance objectives with specialized phase contrast, Bright field and Fluorescence with following or better. <ul style="list-style-type: none"> <li>➤ <b>Achromat 4X, NA 0.10, W.D.30.0mm.</b></li> <li>➤ <b>Achromat ADL Phase 10x, NA 0.25, W.D. 6.0mm; Ph1</b></li> <li>➤ <b>Achromat LWD ADL 20X, N.A. 0.40, W.D. 3.1 mm, Ph1</b></li> <li>➤ <b>Achromat LWD ADL 40X, N.A. 0.55, W.D. 2.1 mm, Ph1</b></li> <li>➤ <b>System should be capable to upgrade with 60X / 100X oil magnification as research required.</b></li> </ul> </li> <li>• <b>CAMERA:</b> High quality microscope color camera &amp; software for</li> </ul>							
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*[Signature]*



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Officer Incharge  
College of Fisheries Science  
CCS HAU, Hissar



<p>image acquisition and image improvement.</p> <ul style="list-style-type: none"> <li>• <b>Computer:</b> Latest branded PC with i5 processor, 8GB RAM, 500GB SSD, keyboard, mouse, 22inch or higher screen with suitable UPS.</li> </ul> <p><b>NOTE:</b></p> <p>7. Quoted system should be latest model and complies international quality standard.</p> <p>8. Certification- USFDA, ISO, UL, Declaration of conformity RoHS (2011/65/EU), EMC (2014/30/EU), Low Voltage directive (2014/35/EU).</p> <p>9. User list, Compliance statement sheet.</p> <ul style="list-style-type: none"> <li>• <b>Warranty:</b> Two years from the date of installation</li> </ul>							
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Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.
2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.into> to be eligible to participate in the e-Tender. He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her bids for the respective event / Tenders.
3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. on or before 19/12/24 upto 17:00 hrs); and make payment via RTGS /NEFT to the beneficiary

  
  
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**CCS Haryana**



account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in>.

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	19/11/2022 (09:00 hours)	19/12/24 2022 (09:00 hours)
2	Technical Bid Opening		20.12.24	11 AM
3	Financial Bid Opening		24.12.24	11 AM

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.



The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.

  
  
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### Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.



  
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 College of Fisheries Science,  
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12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.
13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).
14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given along with the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

**Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.

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4. The material supplied shall be fully insured in a freely convertible currency against loss or damage Incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.

5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 36 months after the date of delivery and acceptance at final destination or 24 months after the date of shipment from the port or place of loading whichever is earlier.

6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.

7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.

**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**

8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.

9. **Bid Security :** Bid security should be valid for 45 days beyond the validity of the bids

10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.

11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.

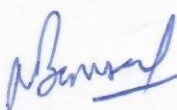
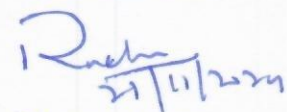
12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.

13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.

14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.

15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.

16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves

  
  
 Officer Incharge  
 College of Fisheries Science.




the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

**17. Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on band bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- ii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.



  
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**College of Fisheries Science**  
**CCS HAU, Hisar**



### Instructions to bidder on Electronic Tendering System

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

#### 1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://etenders.hry.nic.in>. Please visit the website for more details.

#### 2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>

2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.


2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

  
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3 **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://etenders.hry.nic.in>

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://etenders.hry.nic.in>

6 **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 **Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://etenders.hry.nic.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**NOTE:-** Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click



### **Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

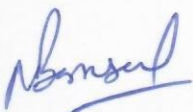
The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.



*21/11/20*  
**Officer Incharge**  
**College of Fisheries Science,**  
**CCS HAU, Hisar**



The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.



  
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no.	Scenario	Do's / Don't's
	e event of making Payment through NEFT/RTGS	<p>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:</p> <ol style="list-style-type: none"> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> </ol> <p>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD</p> <p>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parities are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</p> <p>• Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</p> <p>• Bidder must do the payment before tender validity gets expired</p> <p>Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:</p> <ol style="list-style-type: none"> <li>1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account</li> <li>2) Incorrect Beneficiary account number mentioned(&lt;client code&gt; + &lt;random number&gt;):-             <ol style="list-style-type: none"> <li>a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.</li> </ol> </li> <li>3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.</li> </ol> <p>In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</p> <p>• Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.</p> <p>• Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.</p> <p>• Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder</p>



  
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Give details of the major clients – Educational Institutes/Universities, Government Departments, Research Organisations, to whom item/material of same type have been supplied by the bidder during the last five years in the following format.	Name and address of the client with details - Name of the contact person, telephone no., Fax no., e-mail id	Name and quantity of the items sold	Purchase Order/Indent No. and Date	Amount
1				
2				
3				
4				
5				

*Abhishek*

*Rachna*  
*21/11/2020*  
**Officer Incharge**  
**College of Fisheries Science,**  
**CCS HAU, Hissar**



Description of Material	Quantity	Rate Quoted per Unit	Discounted Price	Taxes & Duties (in)	Net Price Offered
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**Microscope Body:** Inverted microscope with camera port having Infinity corrected optical system with light distribution between eye piece and camera port of 100:0 and vice a versa. Observation technique Bright field, Phase contrast. It should have pseudo 3D technology. Microscope body should have camera port to mount camera later.

**Eyepiece:** 10X with FOV 22mm or better and diopter adjustment facilities on both eyes, anti-fungus type.

Approx Cost Rs.  
12.00 Lakh

**Condenser:** Extra-long working condenser (NA 0.3, W.D. 75mm or higher) suitable for phase contrast, Bright field.

**Nosepiece:** Quintuple (05 position) nosepiece to accommodate minimum 5 objectives at a time.

**Stage:** Attachable mechanical stage with universal holder to accept all types of specimen holders.

**Illumination:** High intensity uniform brightness distribution (Fly eye lens technology) scientific Grade LED (10-15W power consumption) cool white light, with life time of 50,000 hrs. or more. It should be comfortable to view live samples.

**Objectives:** Long working distance objectives with specialized phase contrast, Bright field and Fluorescence with following or better.

- Achromat 4X, NA 0.10, W.D.30.0mm.
- Achromat ADL Phase 10x, NA 0.25, W.D. 6.0mm; Ph1
- Achromat LWD ADL 20X, N.A. 0.40, W.D. 3.1 mm, Ph1
- Achromat LWD ADL 40X, N.A. 0.55, W.D. 2.1 mm, Ph1
- System should be capable to upgrade with 60X / 100X oil magnification as research required.

**CAMERA:** High quality microscope color camera & software for image acquisition and image improvement.

**Computer:** Latest branded PC with i5 processor, 8GB RAM, 500GB SSD, keyboard, mouse, 22inch or higher screen with suitable UPS.

**NOTE:**

1. Quoted system should be latest model and complies international quality standard.
2. Certification- USFDA, ISO, UL, Declaration of conformity RoHS (2011/65/EU), EMC (2014/30/EU), Low Voltage directive (2014/35/EU).
3. User list, Compliance statement sheet.

Warranty: Two years from the date of installation

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College of Fisheries Science  
CCS HAU, HISAR

The specifications as provided are meeting the basic need of the Department/Office without including superfluous and non essential features which may result in unwanted expenditures. Also the specifications are generic in nature and do not favour any particular Brand/Manufacturers/Co.

HOD .....

*1 Ravi*  
*24/11/2024*  
Officer incharge  
College of Fisheries Science  
CCS HAU, Hisar

*Abhishek*



Sr No	Name of the Documents	Remarks
1	For Supply of total <b>OneTrinocular Compound Phase Contrast Microscope (with Camera, Imaging System)</b> , College of Fisheries Science, CCSHAU, Hisar	
2	Vendor should have local technical and service support in Haryana/Delhi/Rajasthan/NCR/Chandigarh	
3	Vendor must have minimum 2 live sites for last 2 years.	
4	Guarantee of..... for the o/o Department of ....., CCSHAU, Hisar is minimum One year	
5	Name of Tendering Company with Registration No. and Date issued by appropriate authorities (Please and enclose copy of certificate of registration)	
6	Do you possess trade license issued by Competent Authorities in India If so, please enclose a copy.	
7	Name of Proprietor / Director	
8	Furnish following particulars of the Registered Office	
a.	Complete Postal Address	
b.	Telephone No.	
c.	Fax. No.	
d.	E-Mail Address	
9	Furnish following particulars of the Local Branch Office. (if any)	
a.	Complete Postal Address	
b.	Telephone No.	
c.	Fax. No.	
d.	E-Mail Address	
10	PAN No. (Attach Attested Copy)	
11	TIN No. (Attach Attested Copy)	
12	If Manufacturer – Pl. attach the certificate of Registration	
13	If Authorised Dealer / Distributer – Pl. attach relevant certificate.	
14	Financial turnover for the three financial Years.(Please attach copy of certificate by Chartered Accountant in original ) Financial Year Amount ( ` In Lakhs ) Remarks, if any	
a.	2018 - 2019	
b.	2019 - 2020	
c.	2020 - 2021	
d.	(If the space provided is insufficient, a separate sheet may be attached)	
15	The agency should not have been black listed or banned by any Govt. Department, Government Organization, PSU, University, Autonomous Institute etc. A notarized certificate to this fact should be enclosed with techno-commercial bid as per Annex. VI	
16	Please specify and the minimum time required to supply the item / material from the and date of receipt of the Purchase Order	
17	Additional information, if any (Attach separate sheet, if required)	

*Ranjan*  
24/11/2021  
**Officer Incharge**





CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No. 01662-255419

Email: [directorspo@gmail.com](mailto:directorspo@gmail.com), [spo@hau.ernet.in](mailto:spo@hau.ernet.in)

**STANDARD BIDDING DOCUMENT PROCUREMENT OF One  
Microtome for the College of Fisheries Science, CCSHAU, Hisar**

**PART 1: COMPLETE BIDDING DOCUMENT**

**NAME OF WORK: - Purchase of One Microtome for the College of Fisheries Science, CCSHAU, Hisar**

*Signature*

*Signature*  
21/11/20  
**Officer Incharge**  
**College of Fisheries Science,**  
**CCS HAU, Hisar**

DNIT Amount: Rs. 8.0 lakh



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College of Fisheries Science,  
CCS HAU, Hisar



**Director(Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
**(Established by Parliament Act No. 16 of 1970)**

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website:  
<https://etenders.hrv.nic.in> for the work detailed in the table.

S r. N o.	Description of Job Work	Appr. Esti. costRs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Docume nt Fee & e- Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submissi on	Expiry date & Time of Bid Preparati on & Submissio n	Time opening T/Fin. bids
1	<b>Microtome</b> <ul style="list-style-type: none"> <li>Section thickness: Section thickness setting range 0.5-90 mm</li> <li>Setting value: 0.5mm and 1.0 mm increment</li> <li>Trimming section: thickness setting range 0.5-99 mm</li> <li>Specimen retraction</li> <li>Motorized operation: varying with section speed</li> <li>Horizontal specimen feed: approx. 30 mm</li> <li>Vertical specimen feed: Approx. 60 mm</li> <li>Sectioning mode: 1 manual mode</li> <li>Maximum specimen size: 50 mm (L)x 60mm (H)x 40 mm (W) or higher</li> <li>Specimen orientation: Horizontal :8°, Vertical:8°, Z: 360° or better</li> <li>Width (including handwheel): 390 mm or more</li> <li>Depth (including waste tray): 500 mm or more</li> <li>Height (with storage cover): 300 mm or more</li> <li>Accurate specimen orientation with zero point reference</li> <li>Easy shift between trimming and sectioning operation</li> <li>Two motorized forward specimen course feed speed</li> <li>Automatic specimen retraction</li> <li>Section-handed function universal cassette clamp</li> <li>Absolutely new knife holder replica for disposable blades, with finger guard in user safety incorporated into overall design</li> <li>Communication display incorporated in instrument housing enclosed micrometer</li> </ul>	8.0 lakh	40,000/-	e- Service Fee Rs. 1180/- + Docume nt Fee Rs.	29/11/2024 (09:00 hours)	19/12/2024 4 upto 17:00 hours	19/12/2024 upto 17:00 hours	Tech. Bid at 11 AM Financial Bid at 11 AM

*Signature*  
21/11/24  
**Officer Incharge**



<ul style="list-style-type: none"> <li>• overall design</li> <li>• Communication display incorporated in instrument housing enclosed micrometer mechanism</li> <li>• Spacious section waster tray</li> <li>• Wide range of accessories i.e. Automatic retraction, cassette holder, Knife holder base, object orientation unit, section waste tray, Disposable blade (pack of 50 blades)</li> <li>• Provide the user list (maximum 20 users)</li> <li>• Warranty: Two years after installation</li> </ul>								
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- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through **Debit Cards & Internet Banking Accounts.**
- (ii) The further details and e-tendering schedule visit <https://etenders.hrv.nic.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.

*[Signature]*  
26/11/2017  
Director (Store & Purchase)  
CCSHAU, Hisar

*[Signature]*  
21/11/2017  
Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hisar

*[Signature]*



### Detailed Specifications

#### Technical Specification for the purchase of Microtome

- Section thickness: Section thickness setting range 0.5-90 mm
- Setting value: 0.5mm and 1.0 mm increment
- Trimming section: thickness setting range 0.5-99 mm
- Specimen retraction
- Motorized operation: varying with section speed
- Horizontal specimen feed: approx. 30 mm
- Vertical specimen feed: Approx. 60 mm
- Sectioning mode: 1 manual mode
- Maximum specimen size: 50 mm (L)x 60mm (H)x 40 mm (W) or higher
- Specimen orientation: Horizontal :8°, Vertical:8°, Z: 360° or better
- Width (including handwheel): 390 mm or more
- Depth (including waste tray): 500 mm or more
- Height (with storage cover): 300 mm or more
- Accurate specimen orientation with zero point reference
- Easy shift between trimming and sectioning operation
- Two motorized forward specimen course feed speed
- Automatic specimen retraction
- Section-handed function universal cassette clamp
- Absolutely new knife holder replica for disposable blades, with finger guard in user safety incorporated into overall design
- Communication display incorporated in instrument housing enclosed micrometer mechanism
- Spacious section waster tray
- Wide range of accessories i.e. Automatic retraction, cassette holder, Knife holder base, object orientation unit, section waste tray, Disposable blade (pack of 50 blades)
- Provide the user list (maximum 20 users)
- Warranty: Two years after installation

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29/11/2020

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College of Fisheries Science,  
CCS HAU, Hisar



**DETAIL NOTICE INVITING TENDER**

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

S r. N o	Description of Job Work	Appr. Esti. costRs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Docume nt Fee & e- Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expir y date & Time of Bid Prepa ration & Submi ssion	Time of opening T/Fin. bids
1	<b>Microtome</b> <ul style="list-style-type: none"> <li>Section thickness: Section thickness setting range 0.5- 90 mm</li> <li>Setting value: 0.5mm and 1.0 mm increment</li> <li>Trimming section: thickness setting range 0.5-99 mm</li> <li>Specimen retraction</li> <li>Motorized operation: varying with section speed</li> <li>Horizontal specimen feed: approx. 30 mm</li> <li>Vertical specimen feed: Approx. 60 mm</li> <li>Sectioning mode: 1 manual mode</li> <li>Maximum specimen size: 50 mm (L)x 60mm (H)x 40 mm (W) or higher</li> <li>Specimen orientation: Horizontal :8°, Vertical:8°, Z: 360° or better</li> <li>Width (including handwheel): 390 mm or more</li> <li>Depth (including waste tray): 500 mm or more</li> <li>Height (with storage cover): 300 mm or more</li> <li>Accurate specimen orientation with zero point reference</li> <li>Easy shift between trimming and sectioning operation</li> <li>Two motorized forward specimen course feed speed</li> </ul>	8.0 lakh	40,000/-	e- Service Fee Rs. 1180/- + Docume nt Fee Rs.	29/11/2024 (09:00 hours)	19/12/2024 upto 17:00 hours	14/12/2024 upto 17:00 hours	Tech. Bid 29/12/2024 4 at 11AM Financial Bid 29/12/2024 4 at 11AM

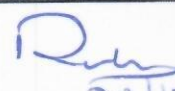
  
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 College of Fisheries Science,  
 CCS HAU, Hissar



<ul style="list-style-type: none"> <li>• Automatic specimen retraction</li> <li>• Section-handed function universal cassette clamp</li> <li>• Absolutely new knife holder replica for disposable blades, with finger guard in user safety incorporated into overall design</li> <li>• Communication display incorporated in instrument housing enclosed micrometer mechanism</li> <li>• Spacious section waster tray</li> <li>• Wide range of accessories i.e. Automatic retraction, cassette holder, Knife holder base, object orientation unit, section waste tray, Disposable blade (pack of 50 blades)</li> <li>• Provide the user list (maximum 20 users)</li> <li>• Warranty: Two years after installation</li> </ul>								
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Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. **The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-Tender. **He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her bids for the respective event / Tenders.**
3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before (19/12/24 upto 17:00 hrs); and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in>.**

  
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The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	29.12.2024 (09:00 hours)	19.12.2024 (09:00 hours)
2	Technical Bid Opening		20.12.24	11 AM
3	Financial Bid Opening		24.12.24	11 AM

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.

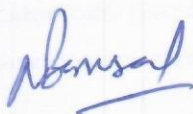
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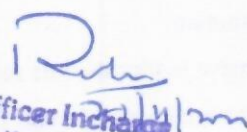
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21/11/24  
Officer Incharge  
College of Fisheries Science,  
CSHAU, Hisar



### Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to **five per cent** of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.



  
 Officer Incharge  
 College of Fisheries Science,  
 CCS HAU, Hisar



13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).
14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.
15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.
16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given along with the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.
17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.
18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.
19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).
20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.
21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

**Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.

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 Officer Incharge  
 College of Fisheries Science,  
 CCS HAU, Hisar



5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 36 months after the date of delivery and acceptance at final destination or 24 months after the date of shipment from the port or place of loading whichever is earlier.
6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.
7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.  
**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**
8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.
9. **Bid Security :** Bid security should be valid for 45 days beyond the validity of the bids
10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.
11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.
12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.
13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.
14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.
15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.
16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.
17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number,

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Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on board bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- ii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

*Ram*  
21/11/12

*Bansal*

Officer Incharge  
College of Fisheries Science  
CCS HAU, Hissar



### **Instructions to bidder on Electronic Tendering System**

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

#### **1. Registration of bidders on e-Procurement Portal:-**

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://etenders.hrv.nic.in>. Please visit the website for more details.

#### **2. Obtaining a Digital Certificate:**

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hrv.nic.in>

2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hrv.nic.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate / power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

#### **3 Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from

  
Officer Incharge



the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://etenders.hry.nic.in>

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://etenders.hry.nic.in>

6 **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 **Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://etenders.hry.nic.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**NOTE:-** Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...?' to download the file.

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### **Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.



### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.


iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.


  
**Officer Incharge**  
**College of Fisheries Science,**  
**CCS HAU, Hissar**





no.	Scenario	Do's / Don't's
	<p>e event of making Payment through NEFT/RTGS</p>	<ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:               <ol style="list-style-type: none"> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> </ol> </li> <li>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD</li> <li>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> <li>• Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</li> <li>• Bidder must do the payment before tender validity gets expired</li> </ul> <p>Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:</p> <ol style="list-style-type: none"> <li>1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account</li> <li>2) Incorrect Beneficiary account number mentioned(&lt;client code&gt; + &lt;random number&gt;):-               <ol style="list-style-type: none"> <li>a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.</li> </ol> </li> <li>3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.</li> </ol> <p>In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</p> <ul style="list-style-type: none"> <li>• Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.</li> <li>• Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.</li> <li>• Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder</li> </ul>



  
 Officer Incharge  
 College of Fisheries Science,  
 CCS HAU, Hisar



College of Fisheries Science  
CCS HAU, HISAR

The specifications as provided are meeting the basic need of the Department/Office without including superfluous and non essential features which may result in unwanted expenditures. Also the specifications are generic in nature and do not favour any particular Brand/Manufacturers/Co.

HOD

  
.....  
**Officer Incharge**  
**College of Fisheries Science.**  
**CCS HAU, Hisar**





Give details of the major clients – Educational Institutes/Universities, Government Departments, Research Organisations, to whom item/material of same type have been supplied by the bidder during the last five years in the following format.	Name and address of the client with details - Name of the contact person, telephone no., Fax no., e-mail id	Name and quantity of the items sold	Purchase Order/Indent No. and Date	Amount
1				
2				
3				
4				
5				

*Bansal*

*Raj*  
21/11/2020  
**Officer Incharge**  
**College of Fisheries Science,**  
**CCS HAU, Hisar**



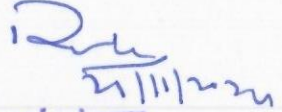
Description of Material	Quantity	Rate Quoted per Unit	Discounted Price (in Rs.)	Taxes & Duties	Net Price Offered (in Fig.)
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**One Microtome**

One

- Section thickness: Section thickness setting range 0.5-90 mm
- Setting value: 0.5mm and 1.0 mm increment
- Trimming section: thickness setting range 0.5-99 mm
- Specimen retraction
- Motorized operation: varying with section speed
- Horizontal specimen feed: approx. 30 mm
- Vertical specimen feed: Approx. 60 mm
- Sectioning mode: 1 manual mode
- Maximum specimen size: 50 mm (L)x 60mm (H)x 40 mm (W) or higher
- Specimen orientation: Horizontal :8°, Vertical:8°, Z: 360° or better
- Width (including handwheel): 390 mm or more
- Depth (including waste tray): 500 mm or more
- Height (with storage cover): 300 mm or more
- Accurate specimen orientation with zero point reference
- Easy shift between trimming and sectioning operation
- Two motorized forward specimen course feed speed
- Automatic specimen retraction
- Section-handed function universal cassette clamp
- Absolutely new knife holder replica for disposable blades, with finger guard in user safety incorporated into overall design
- Communication display incorporated in instrument housing enclosed micrometer mechanism
- Spacious section waste tray
- Wide range of accessories i.e. Automatic retraction, cassette holder, Knife holder base, object orientation unit, section waste tray, Disposable blade (pack of 50 blades)
- Provide the user list (maximum 20 users)
- Warranty: Two years after installation

Approx..cost Rs. 8.0 Lakh

  
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 College of Fisheries Science,  
 CCS HAU, Hisar



Sr No	Name of the Documents	Remarks
1	For Supply of total One Microtome, <b>College of Fisheries Science, CCSHAU, Hisar</b>	
2	Vendor should have local technical and service support in Haryana/Delhi/Rajasthan/NCR/Chandigarh	
3	Vendor must have minimum 2 live sites for last 2 years.	
4	Guarantee of..... for the o/o Department of ....., CCSHAU, Hisar is minimum One year	
5	Name of Tendering Company with Registration No. and Date issued by appropriate authorities (Please and enclose copy of certificate of registration)	
6	Do you possess trade license issued by Competent Authorities in India If so, please enclose a copy.	
7	Name of Proprietor / Director	
8	Furnish following particulars of the Registered Office	
a.	Complete Postal Address	
b.	Telephone No.	
c.	Fax. No.	
d.	E-Mail Address	
9	Furnish following particulars of the Local Branch Office. (if any)	
a.	Complete Postal Address	
b.	Telephone No.	
c.	Fax. No.	
d.	E-Mail Address	
10	PAN No. (Attach Attested Copy)	
11	TIN No. (Attach Attested Copy)	
12	If Manufacturer – Pl. attach the certificate of Registration	
13	If Authorised Dealer / Distributer – Pl. attach relevant certificate.	
14	Financial turnover for the three financial Years.(Please attach copy of certificate by Chartered Accountant in original ) Financial Year Amount ( ` In Lakhs ) Remarks, if any	
a.	2018 - 2019	
b.	2019 - 2020	
c.	2020 - 2021	
d.	(If the space provided is insufficient, a separate sheet may be attached)	
15	The agency should not have been black listed or banned by any Govt. Department, Government Organization, PSU, University, Autonomous Institute etc. A notarized certificate to this fact should be enclosed with techno-commercial bid as per Annex. VI	
16	Please specify and the minimum time required to supply the item / material from the and date of receipt of the Purchase Order	
17	Additional information, if any (Attach separate sheet, if required)	

*Handwritten signature*

*Handwritten signature*  
**Officer Incharge**  
**College of Fisheries Science**  
**CCS HAU, Hisar**





CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

Email: [directorspo@gmail.com](mailto:directorspo@gmail.com), [spo@hau.ernet.in](mailto:spo@hau.ernet.in)

STANDARD BIDDING DOCUMENT PROCUREMENT OF One orbital shaker incubator for the College of Fisheries Science, CCSHAU, Hisar

## PART 1: COMPLETE BIDDING DOCUMENT

NAME OF WORK: - Purchase of One orbital shaker incubator for the College of Fisheries Science, CCSHAU, Hisar

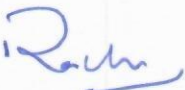
DNIT Amount: Rs. 7.0 lakh

*Rachna*  
21/11/2021  
Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hisar  
*Bansal*



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College of Fisheries Science,  
CCS HAU, Hisar



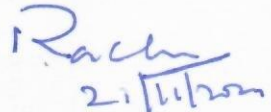


**Director(Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
**(Established by Parliament Act No. 16 of 1970)**

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website: <https://etenders.hry.nic.in> for the work detailed in the table.

S r . N o .	Description of Job Work	Appr. Esti. costRs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Docume nt Fee & e- Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submissi on	Expiry date & Time of Bid Preparati on & Submission	Time opening T/Fin. bids
1	<b>orbital shaker incubator</b> <ul style="list-style-type: none"> <li>Temperature range should be 5°C to 60°C</li> <li>It should have 200 to 300 liters capacity volume</li> <li>Platform size should be 500mm x 600mm</li> <li>Shaking capacity should be (Volume x No. of flasks): 100ml x 49, 150ml x 49, 250ml x 33, 500ml x 24, 1000ml x 15, 2000ml x 9</li> <li>Shaking speed should be 20 to 250 rpm or more</li> <li>Shaking amplitude should be 25mm or better</li> <li>Display should be LCD screen large size or better</li> <li>Temperature control having microprocessor with PT-100 sensor or better</li> <li>It should have audio visual alarm</li> <li>It should have audio alarm in case door open for over one minute</li> <li>It should have temperature variation <math>\pm 2^{\circ}\text{C}</math>, Audio Visual Alarm</li> <li>The internal body material should be stainless steel-304 grade or better</li> <li>External body material should be powder coated CRCA Steel or better</li> </ul>	7.0 lakh	35,000/-	e- Service Fee Rs. 1180/- + Docume nt Fee Rs. 	29.11.2024 4 (09:00 hours)	19.12.2024 4 upto 17:00 hours	19.12.2024 upto 17:00 hours	Tech. Bi 29.12.2024 at 11 AM Financial Bid 24.12.2024 at 11 AM

  
**Officer Incharge**  
**College of Fisheries Science**



<ul style="list-style-type: none"> <li>• It should have overload cut off relay for compressor</li> <li>• It should have CFC free polyurethane : 80 to 100mm for Door 50 to 70mm minimum for Body</li> <li>• It should have additional tray for store sample</li> <li>• Two years warranty after the installation</li> <li>• It should be supplied with clamp of 10Nos 250ml, 10Nos of 500ml and 3 Nos. of 2000ml along with suitable stabilizers</li> </ul>							
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- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hrv.nic.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.

*[Signature]*  
 Director (Store & Purchase)  
 CCSHAU, Hisar

*[Signature]*  
 Officer Incharge  
 College of Fisheries Science,  
 CCS HAU, Hisar

*[Signature]*



**Detailed Specifications****Technical specification for the purchase of orbital shaker incubator**

- Temperature range should be 5°C to 60°C
- It should have 200 to 300 liters capacity volume
- Platform size should be 500mm x 600mm
- Shaking capacity should be (Volume x No. of flasks): 100ml x 49, 150ml x 49, 250ml x 33, 500ml x 24, 1000ml x 15, 2000ml x 9
- Shaking speed should be 20 to 250 rpm or more
- Shaking amplitude should be 25mm or better
- Display should be LCD screen large size or better
- Temperature control having microprocessor with PT-100 sensor or better
- It should have audio visual alarm
- It should have audio alarm in case door open for over one minute
- It should have temperature variation  $\pm 2^{\circ}\text{C}$ , Audio Visual Alarm
- The internal body material should be stainless steel-304 grade or better
- External body material should be powder coated CRCA Steel or better
- It should have overload cut off relay for compressor
- It should have CFC free polyurethane : 80 to 100mm for Door 50 to 70mm minimum for Body
- It should have additional tray for store sample
- Two years warranty after the installation
- It should be supplied with clamp of 10Nos 250ml, 10Nos of 500ml and 3 Nos. of 2000ml along with suitable stabilizers



*Rachin*  
21/11/2024

Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hisar



**DETAIL NOTICE INVITING TENDER**

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

S r. N o	Description of Job Work	Appr. Esti. costRs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Docume nt Fee & e- Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expir y date & Time of Bid Prepa ration & Submi ssion	Time of opening T/Fin. bids
1	<b>orbital shaker incubator</b> <ul style="list-style-type: none"> <li>Temperature range should be 5°C to 60°C</li> <li>It should have 200 to 300 liters capacity volume</li> <li>Platform size should be 500mm x 600mm</li> <li>Shaking capacity should be (Volume x No. of flasks): 100ml x 49, 150ml x 49, 250ml x 33, 500ml x 24, 1000ml x 15, 2000ml x 9</li> <li>Shaking speed should be 20 to 250 rpm or more</li> <li>Shaking amplitude should be 25mm or better</li> <li>Display should be LCD screen large size or better</li> <li>Temperature control having microprocessor with PT-100 sensor or better</li> <li>It should have audio visual alarm</li> <li>It should have audio alarm in case door open for over one minute</li> <li>It should have temperature variation <math>\pm 2^{\circ}\text{C}</math>, Audio Visual Alarm</li> </ul>	7.0 lakh	35,000/-	e- Service Fee Rs. 1180/- + Docume nt Fee Rs.	29/11/2024 (09:00 hours)	19/12/2024 upto 17:00 hours	19/12/2024 upto 17:00 hours	Tech. Bid 29/12/2024 4 at 11 A.M Financial Bid 24/12/2024 4 at 11 A.M



<ul style="list-style-type: none"> <li>• The internal body material should be stainless steel-304 grade or better</li> <li>• External body material should be powder coated CRCA Steel or better</li> <li>• It should have overload cut off relay for compressor</li> <li>• It should have CFC free polyurethane : 80 to 100mm for Door 50 to 70mm minimum for Body</li> <li>• It should have additional tray for store sample</li> <li>• Two years warranty after the installation</li> <li>• It should be supplied with clamp of 10Nos 250ml, 10Nos of 500ml and 3 Nos. of 2000ml along with suitable stabilizers</li> </ul>								
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Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.
2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-Tender. He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her bids for the respective event / Tenders.
3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. on or before (19.12.24) upto 17:00 hrs; and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be

*[Signature]*

*[Signature]*  
 Officer incharge  
 College of Fisheries Science,  
 CCS HAU, Hisar



**able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hryv.nic.in>.**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

#### Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		<b>Tender Document Download and Bid Preparation/Submission</b>	29.11.2022 (09:00 hours)	19/12/22 (09:00 hours)
2	<b>Technical Bid Opening</b>		20/12/24	11 AM
3	<b>Financial Bid Opening</b>		24/12/24	11 AM

#### Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

#### Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

#### Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.

*Rachin*  
21/11/2022  
Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hissar

*Abhishek*



### Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to five per cent of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by

*Abhisal*

*21/11/2020*  
**Officer Incharge**  
**College of Fisheries Science,**  
**CCS HAU Hisar**



road, the transport companies charged delivery charges, labour charges and octroi charges. It may be mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.

13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).

14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.

15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.

16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given along with the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.

17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.

18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.

19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).


20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.

21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

#### **Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.



  
 Officer Incharge  
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 CCS HAU, Hisar



4. The material supplied shall be fully insured in a freely convertible currency against loss or damage Incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.

5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 36 months after the date of delivery and acceptance at final destination or 24 months after the date of shipment from the port or place of loading whichever is earlier.

6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.

7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.

**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**

8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.

9. **Bid Security :** Bid security should be valid for 45 days beyond the validity of the bids

10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.

11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.


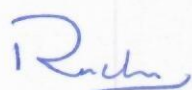
12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.

13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.

14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.

15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.

16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves

   
Officer Incharge  
College of Fisheries Sciences



the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

**17. Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on board bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- iii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

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21/11/2022  
Officer Incharge  
College of Fisheries Sciences,  
CCS HAU, Meerut



### **Instructions to bidder on Electronic Tendering System**

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

#### **1. Registration of bidders on e-Procurement Portal:-**

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://etenders.hry.nic.in>. Please visit the website for more details.

#### **2. Obtaining a Digital Certificate:**

**2.1** The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

**2.2A** Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>

**2.3** The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

**2.4** The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

**2.5** Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

**2.6** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

**2.7** In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

**2.8** The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

*[Signature]*  
21/11/2020  
**Officer Incharge**  
**College of Fisheries Science.**



3 **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://etenders.hry.nic.in>

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://etenders.hry.nic.in>

6 **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 **Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://etenders.hry.nic.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**NOTE:-** Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...?' to download the file.



*Rach*  
21/11/2024  
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College of Fisheries Science,  
CCS HAU, Hisar



**Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

**Operative Procedures for Bidder Payments****A) Debit Card**

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

**B) Net Banking**

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.



*Rach*  
 Officer Incharge  
 College of Fisheries Science,  
 CCS HAU, Hisar



The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

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21/11/2021  
Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hissar



no.	Scenario	Do's / Don't's
	e event of making Payment through NEFT/RTGS	<ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:               <ol style="list-style-type: none"> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> </ol> </li> <li>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD</li> <li>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> <li>• Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</li> <li>• Bidder must do the payment before tender validity gets expired</li> </ul> <p>Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:</p> <ol style="list-style-type: none"> <li>1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account</li> <li>2) Incorrect Beneficiary account number mentioned(&lt;client code&gt; + &lt;random number&gt;):-           <ol style="list-style-type: none"> <li>a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.</li> </ol> </li> <li>3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.</li> </ol> <p>In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</p> <ul style="list-style-type: none"> <li>• Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.</li> <li>• Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.</li> <li>• Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder</li> </ul>



*Rach*  
 21/11/2024  
**Officer Incharge**  
**College of Fisheries Science,**  
**CCS HAU, Hissar**



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CCS HAU, HISAR

The specifications as provided are meeting the basic need of the Department/Office without including superfluous and non essential features which may result in unwanted expenditures. Also the specifications are generic in nature and do not favour any particular Brand/Manufacturers/Co.

HOD .....

*Rachna*  
21/11/2020  
Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hisar

*Pranshu*



Give details of the major clients – Educational Institutes/Universities, Government Departments, Research Organisations, to whom item/material of same type have been supplied by the bidder during the last five years in the following format.	Name and address of the client with details - Name of the contact person, telephone no., Fax no., e-mail id	Name and quantity of the items sold	Purchase Order/Indent No. and Date	Amount
1				
2				
3				
4				
5				

*Abhishek*

*Ranvir*  
*20/11/2020*  
**Officer Incharge**  
**College of Fisheries Science,**  
**CCS HAU, Hisar**



Description of Material	Quantity	Rate Quoted per Unit	Discounted Price (in Rs.)
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**orbital shaker incubator**

- Temperature range should be 5°C to 60°C
- It should have 200 to 300 liters capacity volume
- Platform size should be 500mm x 600mm
- Shaking capacity should be (Volume x No. of flasks):100ml x 49,150ml x 49, 250ml x 33,500ml x 24,1000ml x 15, 2000ml x 9
- Shaking speed should be 20 to 250 rpm or more
- Shaking amplitude should be 25mm or better
- Display should be LCD screen large size or better
- Temperature control having microprocessor with PT-100 sensor or better
- It should have audio visual alarm
- It should have audio alarm in case door open for over one minute
- It should have temperature variation  $\pm 2^{\circ}\text{C}$ , Audio Visual Alarm
- The internal body material should be stainless steel-304 grade or better
- External body material should be powder coated CRCA Steel or better
- It should have overload cut off relay for compressor
- It should have CFC free polyurethane : 80 to 100mm for Door 50 to 70mm minimum for Body
- It should have additional tray for store sample
- Two years warranty after the installation
- It should be supplied with clamp of 10Nos 250ml, 10Nos of 500ml and 3 Nos. of 2000ml along with suitable stabilizers

Appro


*Abhishek*

*Rach*  
21/11/2024  
Officer Incharge  
College of Fisheries & Aquaculture  
GOB HAU, Hisar



3	Vendor must have minimum 2 live sites for last 2 years.	
4	Guarantee of..... for the o/o Department of ..... CCSHAU, Hisar is minimum One year	
5	Name of Tendering Company with Registration No. and Date issued by appropriate authorities (Please and enclose copy of certificate of registration)	
6	Do you possess trade license issued by Competent Authorities in India If so, please enclose a copy.	
7	Name of Proprietor / Director	
8	Furnish following particulars of the Registered Office	
a.	Complete Postal Address	
b.	Telephone No.	
c.	Fax. No.	
d.	E-Mail Address	
9	Furnish following particulars of the Local Branch Office. (if any)	
a.	Complete Postal Address	
b.	Telephone No.	
c.	Fax. No.	
d.	E-Mail Address	
10	PAN No. (Attach Attested Copy)	
11	TIN No. (Attach Attested Copy)	
12	If Manufacturer – Pl. attach the certificate of Registration	
13	If Authorised Dealer / Distributer – Pl. attach relevant certificate.	
14	Financial turnover for the three financial Years.(Please attach copy of certificate by Chartered Accountant in original ) Financial Year Amount ( ` In Lakhs ) Remarks, if any	
a.	2018 - 2019	
b.	2019 - 2020	
c.	2020 - 2021	
d.	(If the space provided is insufficient, a separate sheet may be attached)	
15	The agency should not have been black listed or banned by any Govt. Department, Government Organization, PSU, University, Autonomous Institute etc. A notarized certificate to this fact should be enclosed with techno-commercial bid as per Annex. VI	
16	Please specify and the minimum time required to supply the item / material from the and date of receipt of the Purchase Order	
17	Additional information, if any (Attach separate sheet, if required)	



  
 21/11/2021  
**Officer Incharge**  
**College of Fisheries Science,**  
**CCS HAU, Hisar**





CCSHAU, Hisar

Director (Store & Purchase)

CCSHAU, Hisar

Ph. No.01662-255419

Email: [directorspo@gmail.com](mailto:directorspo@gmail.com), [spo@hau.ernet.in](mailto:spo@hau.ernet.in)

STANDARD BIDDING DOCUMENT PROCUREMENT OF One  
Refrigerated centrifuge for the College of Fisheries Science, CCSHAU,  
Hisar

### PART 1: COMPLETE BIDDING DOCUMENT

NAME OF WORK: - Purchase of One Refrigerated centrifuge for the College of Fisheries Science, CCSHAU,  
Hisar

Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hisar

DNIT Amount: Rs. 8.0 lakh



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 Officer Incharge  
 College of Fisheries Sciences  
 CCS HALL, Hissar



**Director(Store & Purchase)**  
**Ch. Charan Singh Haryana Agricultural University, Hisar**  
**(Established by Parliament Act No. 16 of 1970)**

**TENDER NOTICE**

The Bids/tenders are invited from the eligible bidders through online bids in the website: <https://etenders.hry.nic.in> for the work detailed in the table.

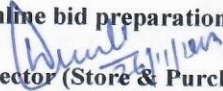
S r . N o .	Description of Job Work	Appr. Esti. costRs. (Lakh)	EMD Money to be deposit d by Bidder (Rs.)	Tender Docume nt Fee & e- Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submissi on	Expiry date & Time of Bid Preparati on & Submissio n	Time o opening T/Fin. bids
1	<b>Refrigerated centrifuge</b> <ul style="list-style-type: none"> <li>Bench top refrigerated centrifuge with fixed as well as swing out rotor capability.</li> <li>Max RCF:30000 x g or better</li> <li>Max Rpm: 17000 RPM or better</li> <li>Control System: Microprocessor</li> <li>Drive System: Direct, brushless induction low profile motor</li> <li>Rotor Locking System: Should have auto lock Rotor System &amp; should not require any tool for exchange of rotors.</li> <li>Machine Should have Imbalance Detection System:</li> <li>Machine Should have Multiple programs</li> <li>Temperature Range: -5 to 40-degree C</li> <li>Machine Should have Acceleration Deceleration Rates</li> <li>Centrifugation Chamber Stainless Steel</li> <li>Max Timer Range 9h, 99min + continuous</li> <li>Certifications: USFDA &amp;UL-61010(Please attach certificates)</li> <li>Machine should have facility of 96 well plate rotor and Swing out rotor.</li> </ul>	8.0 lakh	40,000/-	e- Service Fee Rs. 1180/- + Docume nt Fee Rs.	29/11/2024 4 (09:00 hours)	19/12/2024 4 upto 17:00 hours	19/12/2024 upto 17:00 hours	Tech. Bi 29/12/2024 at 11 A.M Financial Bid 29/12/2024 at 11 A.M

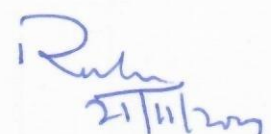
*Rachna*  
21/11/2024  
Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hisar



<ul style="list-style-type: none"> <li>Warranty: 2 years</li> <li>Stabilizer should be provided</li> <li>Machine should be supplied with following rotors: <ul style="list-style-type: none"> <li>Fixed angle rotor 24 x 2ml RPM: 17000 or more &amp; G force 30000 xg.</li> <li>Fixed angle rotor 6 x 50 ml with 6 x15ml Adapter or Rotor RPM: 9000 or more &amp; G force 12000 x g.</li> </ul> </li> </ul>								
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- (i) Cost of Bid document (to be paid Online) is above mentioned (non refundable) for bid to be deposited through Debit Cards & Internet Banking Accounts.
- (ii) The further details and e-tendering schedule visit <https://etenders.hry.nic.in> & University Website <https://hau.ernet.in>
- (iii) E-Service fee Rs. 1180/- required to be filled/provided at the time of online bid preparation stage.

  
Director (Store & Purchase)  
CCSHAU, Hisar


  
Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hisar





**Detailed Specifications****Technical Specification for the purchase of Refrigerated centrifuge**

- Bench top refrigerated centrifuge with fixed as well as swing out rotor capability.
  - Max RCF: 30000 x g or better
  - Max Rpm: 17000 RPM or better
  - Control System: Microprocessor
  - Drive System: Direct, brushless induction low profile motor
  - Rotor Locking System: Should have auto lock Rotor System & should not require any tool for exchange of rotors.
  - Machine Should have Imbalance Detection System:
  - Machine Should have Multiple programs
  - Temperature Range: -5 to 40-degree C
  - Machine Should have Acceleration Deceleration Rates
  - Centrifugation Chamber Stainless Steel
  - Max Timer Range 9h, 99min + continuous
  - Certifications: USFDA & UL-61010 (Please attach certificates)
  - Machine should have facility of 96 well plate rotor and Swing out rotor.
  - Warranty: 2 years
  - Stabilizer should be provided
- Machine should be supplied with following rotors:
- Fixed angle rotor 24 x 2ml RPM: 17000 or more & G force 30000 xg.
  - Fixed angle rotor 6 x 50 ml with 6 x 15ml Adapter or Rotor RPM: 9000 or more & G force 12000 x g.



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**DETAIL NOTICE INVITING TENDER**

**e-Tender** is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

S r. N o.	Description of Job Work	Appr. Esti. costRs. (Lakh)	EMD Money to be deposited by Bidder (Rs.)	Tender Docume nt Fee & e- Service Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & time of Earnest Money submission	Expir y date & Time of Bid Prepa ration & Submi ssion	Time of opening T/Fin. bids
1	<b>Refrigerated centrifuge</b> <ul style="list-style-type: none"> <li>Bench top refrigerated centrifuge with fixed as well as swing out rotor capability.</li> <li>Max RCF:30000 x g or better</li> <li>Max Rpm: 17000 RPM or better</li> <li>Control System: Microprocessor</li> <li>Drive System: Direct, brushless induction low profile motor</li> <li>Rotor Locking System: Should have auto lock Rotor System &amp; should not require any tool for exchange of rotors.</li> <li>Machine Should have Imbalance Detection System:</li> <li>Machine Should have Multiple programs</li> <li>Temperature Range: -5 to 40-degree C</li> <li>Machine Should have Acceleration Deceleration Rates</li> <li>Centrifugation Chamber Stainless Steel</li> <li>Max Timer Range 9h, 99min + continuous</li> <li>Certifications: USFDA &amp;UL-61010(Please attach certificates)</li> <li>Machine should have</li> </ul>	8.0 lakh	40,000/-	e- Service Fee Rs. 1180/- + Docume nt Fee Rs. _____	29/11/2024 (09:00 hours)	19/12/2024 upto 17:00 hours	19/12/2024 upto 17:00 hours	Tech. Bid 20/12/2024 4 at 11 AM Financial Bid 24/12/2024 4 at 11 AM

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	facility of 96 well plate rotor and Swing out rotor. • Warranty: 2 years • Stabilizer should be provided Machine should be supplied with following rotors: • Fixed angle rotor 24 x 2ml RPM: 17000 or more & G force 30000 xg. • Fixed angle rotor 6 x 50 ml with 6 x15ml Adapter or Rotor RPM: 9000 or more & G force 12000 x g.								
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Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. **The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-Tender. **He/She will be required to make online payment of (Mention EMD Amount) towards EMD fee in due course of time. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her bids for the respective event / Tenders.**
3. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. **on or before 21/11/24 upto 17:00 hrs; and make payment via RTGS /NEFT to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at https://etenders.hry.nic.in.**

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

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## Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	29/11/2022 (09:00 hours)	19/12/24 2022 (09:00 hours)
2	Technical Bid Opening		20/12/24	11 AM
3	Financial Bid Opening		24/12/24	11 AM

## Important Note:

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant / bidder failed to complete his / her aforesaid stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee, e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

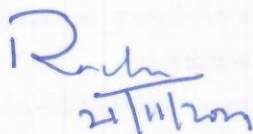
The bids shall be submitted online in two separate envelopes:

**Envelope 1: Technical Bid**

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

**Envelope 2: Commercial Bid**

The bidders shall quote the prices in price bid format under Commercial Bid.

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### Terms & conditions

1. The quotations received after due date/or time will be summarily rejected.
2. The security/earnest money equivalent to **five per cent** of the cost of material i.e. an amount of 5% of the total cost of the offered material rounded off to nearest Rs.10/- in the name of Director (Stores & Purchases), CCS HAU, Hisar
3. The material shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Central Purchase Committee/or Store Purchase Officer only in exceptional cases on written request of the supplier explaining reasons/circumstances due to which the delivery period could not be adhered to. In case the material is not supplied within the delivery period, the supplier shall be liable to pay us compensation amount equivalent to one percent each day or such amount as the CPC/ Store Purchase Officer may decide that the quantity remains incomplete including installation, provided that entire amount of compensation shall not exceed 10% of the total amount of the cost of the material supplied. An appeal against these orders shall, however, lie with the Vice-Chancellor, CCS HAU, Hisar whose decision shall be final.
4. In case the supplier/contractor fails to execute the supply order/contract on the rates, terms & conditions as contained in the supply order within the stipulated period, the security/earnest money shall be forfeited besides any other action as may be considered necessary by the CPC
5. The rates should be quoted on price list less discount, FOR University Campus or offices situated at outstations as the case may be. The rates quoted Ex-Godown may be rejected. All charges payable by the University such as Sales Tax, Packing & Forwarding and other levies like Excise duty, Custom Duty, Octroi, etc. should be mentioned in the quotation/tender. The charges not mentioned in the quotation/tender shall not be paid by the University. The University does not issue Form 'C' or 'D'.
6. The supplies should be offered from ready stock. All supplies will have to be executed within 15 days of the issue of supply order failing which the order is likely to be withdrawn.
7. The validity period of the quotation/tender and Guarantee/Warranty period of the material, if any, should be mentioned specifically. The offer must be valid for a period of atleast three months from the date of opening of quotation/tender.
8. The University/its Offices at Hisar and outstations do not make payment in advance or against documents through Bank. However, as a matter of general policy we try to make the payment within 30 days of the delivery subject to proper installation, wherever applicable and satisfaction of the Inspection Committee.
9. The quantity can be increased/decreased by the University.
10. The current price list duly authenticated by the manufacturer with date, signature and seal along with literature/pamphlets may also be supplied along with the offer.
11. If you or your principals are on rate contract with DGS&D, DS&D, Haryana, Controller of Stores, this may be mentioned specifically in your offer and the same duly attested may also be attached.
12. The University is situated outside the municipal limits and as such no octroi is payable by us if the material is sent by rail/full truck load. In case the material is received through goods transport company by road, the transport companies charged delivery charges, labour charges and octroi charges. It may be

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mentioned specifically as to whether the material will be sent by rail or by road through goods transport company.

13. The make and complete specifications of the material should be clearly mentioned and catalogue if any be sent. (make/specification will be given by the HAU).

14. The acceptance of the material is subject to approval of our Inspection Committee/Technical Committee or Experts.

15. The acceptance of the quotation/tender will rest with the CPC which does not bind himself to accept the lowest quotation and reserves the right to reject any or all items of quotation/tender without assigning any reason therefore. The CPC reserves the right to accept quotation/tender in part i.e. any item or any quantity and to reject it for the rest.

16. It is our policy to make all purchases from the manufacturers or through their authorized dealers. If you are manufacturer/authorized dealer, proof thereof may kindly be given along with the quotation/tender failing which the same is likely to be rejected without assigning any reason. A copy of the letter from the manufacturers may kindly be attached being authorized dealer/stockist/distributor or agent etc.

17. The University is registered with the Department of Science and Industrial Research, Ministry of Science and Technology, New Delhi in terms of Govt. Notification No. Notification No.10/97-Central Excise dated 1 March, 1997 and Notification No.51/96-Custom dated 23 July, 1996 vide Registration No. TU/V/RG-CDE (74)/2015 dated 5.11.2015 upto 31.08.2020. Thus the University is exempted from payment of Custom duty and Excise duty. The consignee will issue necessary certificate duly countersigned by the Registrar, CCS HAU, Hisar.

18. It may be certified that you have not been debarred/black listed for any reason by DGS&D, DS&D Haryana or any State Govt./University/PSU etc. If so particulars of the same be furnished. Concealing of facts will not only lead to cancellation of the supply order but may also warrant legal action.

19. For any enquiry, the undersigned can be contacted at Phone No.01662-284317 & or 01662-255419 on working days (Monday to Saturday except 2<sup>nd</sup> Saturday) during office hours (9.00 A.M. to 4.00 P.M. during August to April and 7.00 A.M. to 1.30 P. M. during May to July).

20. The family members of the university employees are not allowed to send their quotations/tenders. Such quotations/tenders, if received, will outrightly be rejected.

21. The disputes, if any, shall be subject to jurisdiction of Hisar Courts. Any other jurisdiction mentioned in the quotations or invoices of the manufacturers/dealers etc. shall be invalid and shall have no legal sanctity.

#### **Terms and conditions for the material to be imported**

1. Country of origin should be mentioned.
2. Goods supplied should conform to the standards mentioned in the technical specifications or as latest standards issued by the concerned institution.
3. **Performance security:** The responsive bidder shall be required to deposit Performance security equivalent to **five per cent** of the cost of material ordered valid for guarantee/warranty period plus 75 days.
4. The material supplied shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery of material. The insurance shall be in an amount equal to 110 percent of CIF or CIP value of goods.

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College of Fisheries Science



5. **Warranty/Guarantee:** the material be quoted with Warranty/Guarantee period of 36 months after the date of delivery and acceptance at final destination or 24 months after the date of shipment from the port or place of loading whichever is earlier.

6. **Payment:** On shipment 90% of the cost of material shall be paid through Letter of Credit established in a Bank of its country and upon submission of the documents as specified below. Letter of credit shall be established in a bank of its country and the standard conditions as per Reserve Bank of India Policy shall be applicable.

7. **Balance Payment:** Balance 10 percent payment shall be paid within 30 days of receipt of claim supported by the acceptance certificate issued by the Purchaser's representative.

**Payment of local currency portion including Agency commission, if any, including AMC shall be made in Indian currency within 30 days of presentation of claim supported by a Certificate from the purchaser declaring that the goods have been delivered and all other contract services have been performed.**

8. **Conversion Rates:** The conversion rates of foreign currency shall be taken into consideration as applicable on the date of opening of the tenders.

9. **Bid Security :** Bid security should be valid for 45 days beyond the validity of the bids

10. **Validity:** The tender should be valid at least 45 days from the date of opening of tenders.

11. **Clarifications on tenders:** During evaluation of the tenders, the purchaser may, at its discretion, ask the bidder for clarification of bids. The request for clarification and the response shall be in writing, and no change in prices or substance of the tender will be sought, offered or permitted.

12. **Purchaser's right to accept/or reject any or all the tenders:** The purchaser reserves the right to accept/or reject any or all the bids and to annul the bidding process and reject all the bids at any time prior of placing the supply order without assigning any reasons therefore without any obligations to inform the affected bidders.

13. **Taxes & Duties:** It will be the responsibility of the supplier for the payment of all taxes and duties to their respective Govt.

14. **Custom Duty:** Chaudhary Charan Singh Haryana Agricultural University, Hisar is exempted from payment of Custom Duty as per notification issued by the Govt. of India. Hence no custom duty shall be paid except to the extent payable. However necessary documents, certificate in this regard shall be supplied by the Purchaser well in time only on receipt of information /documents regarding shipment of material.

15. **Liquidated damages:** The applicable rate of liquidated damages is 0.5% per week or part thereof and a maximum deduction/recovery is 10% of the contract price. This will be applicable when the material is not supplied during delivery period mentioned in the supply order and/or not installed within the stipulated period.

16. **Right to cancel the execution of supply order/contract:** When the required material is not supplied by the supplier within the delivery period as per contract/supply order and the liquid damages cross the limit of 10% the purchaser reserves the right to cancel the execution of supply order/contract and reserves the right to recover the Liquid damages out of the EMD/or Performance security besides other action as deemed proper.

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17. **Delivery Documents** Within 24 hours of shipment, the supplier shall notify. The purchaser and the Insurance Company by cable or telex or Fax the full of the shipment including contract number, Description of Goods, quantity, the vessel, the bill of landing number and date, port of loading, date of shipment, port of discharge etc. The supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:

- i) 4 copies of Supplier's Invoice showing Goods description, quantity, unit price and total amount.
- ii) Original and 4 copies of the negotiable, clean, on board bill of landing marked freight prepaid and 4 copies of non-negotiable bill of landing.
- ii) 4 copies of packing list identifying contents of each package.
- iv) Insurance Certificate.
- v) Manufacturer's/Supplier's Certificate.
- vi) Inspection Certificate issued by the nominated Inspection Agency and the Supplier's Factory Inspection Report
- vii) Certificate of Origin.
- viii) Excise Gate Pass (octroi receipts wherever applicable) duly sealed indicating payment made; and
- ix) Any of the documents evidencing payments of Statutory Taxes.

The above documents shall be received by the Purchaser at least one week before arrival of Goods at the port or place of arrival and, if not received, the Supplier will be responsible for any consequent expenses.

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### Instructions to bidder on Electronic Tendering System

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

#### 1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://etenders.hry.nic.in>. Please visit the website for more details.

#### 2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>

2.3The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to **keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

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3 **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hrv.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 **Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://etenders.hrv.nic.in>

5 **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://etenders.hrv.nic.in>

6 **Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 **Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):**

i) **Online Payment of Tender Document Fee + e-Service fee:**

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT. The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

ii) **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

Detailed Tender documents may be downloaded from e-procurement website (<https://etenders.hrv.nic.in>) and tender mandatorily be submitted online.

**Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

**FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**NOTE:-** Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hrv.nic.in>

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hrv.nic.in>, and click on the available link 'How to...?' to download the file.

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**College of Fisheries Science,**  
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**Guideline for Online Payments in e-tendering**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

**Operative Procedures for Bidder Payments****A) Debit Card**

The procedure for paying through Debit Card will be as follows.

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

**B) Net Banking**

The procedure for paying through Net Banking will be as follows.

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

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The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

### C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

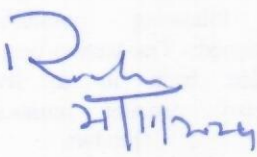
- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.



  
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no.	Scenario	Do's / Don't's
	e event of making Payment through NEFT/RTGS	<p>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:</p> <ol style="list-style-type: none"> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by ICICI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: ICICI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> </ol> <p>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD</p> <p>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</p> <p>• Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</p> <p>• Bidder must do the payment before tender validity gets expired</p> <p>Bidder should not enter erroneous details while filling the NEFT/RTGS form at their bank. The following possibilities may arise:</p> <ol style="list-style-type: none"> <li>1) Incorrect IFSC code mentioned:- Transaction would be rejected and the amount would be refunded back in to the bidders account</li> <li>2) Incorrect Beneficiary account number mentioned(&lt;client code&gt; + &lt;random number&gt;):-             <ol style="list-style-type: none"> <li>a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.</li> </ol> </li> <li>3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.</li> </ol> <p>In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</p> <p>• Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.</p> <p>• Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.</p> <p>• Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder</p>



College of Fisheries Science  
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The specifications as provided are meeting the basic need of the Department/Office without including superfluous and non essential features which may result in unwanted expenditures. Also the specifications are generic in nature and do not favour any particular Brand/Manufacturers/Co.

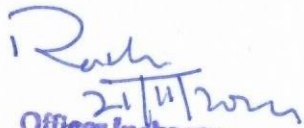
HOD .....

  
Officer Incharge  
College of Fisheries Science,  
CCS HAU, Hisar






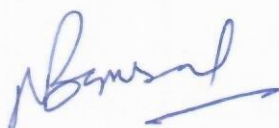
Give details of the major clients – Educational Institutes/Universities, Government Departments, Research Organisations, to whom item/material of same type have been supplied by the bidder during the last five years in the following format.	Name and address of the client with details - Name of the contact person, telephone no., Fax no., e-mail id	Name and quantity of the items sold	Purchase Order/Indent No. and Date	Amount
1				
2				
3				
4				
5				

  
 21/11/2020  
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 College of Fisheries Science,  
 CCS HAU, Hissar



Sr No	Name of the Documents	Remarks
1	For Supply of total One Refrigerated Centrifuge, <b>College of Fisheries Science, CCSHAU, Hisar</b>	
2	Vendor should have local technical and service support in Haryana/Delhi/Rajasthan/NCR/Chandigarh	
3	Vendor must have minimum 2 live sites for last 2 years.	
4	Guarantee of..... for the o/o Department of ....., CCSHAU, Hisar is minimum One year	
5	Name of Tendering Company with Registration No. and Date issued by appropriate authorities (Please and enclose copy of certificate of registration)	
6	Do you possess trade license issued by Competent Authorities in India If so, please enclose a copy.	
7	Name of Proprietor / Director	
8	Furnish following particulars of the Registered Office	
a.	Complete Postal Address	
b.	Telephone No.	
c.	Fax. No.	
d.	E-Mail Address	
9	Furnish following particulars of the Local Branch Office. (if any)	
a.	Complete Postal Address	
b.	Telephone No.	
c.	Fax. No.	
d.	E-Mail Address	
10	PAN No. (Attach Attested Copy)	
11	TIN No. (Attach Attested Copy)	
12	If Manufacturer – Pl. attach the certificate of Registration	
13	If Authorised Dealer / Distributer – Pl. attach relevant certificate.	
14	Financial turnover for the three financial Years.(Please attach copy of certificate by Chartered Accountant in original ) Financial Year Amount ( ` In Lakhs ) Remarks, if any	
a.	2018 - 2019	
b.	2019 - 2020	
c.	2020 - 2021	
d.	(If the space provided is insufficient, a separate sheet may be attached)	
15	The agency should not have been black listed or banned by any Govt. Department, Government Organization, PSU, University, Autonomous Institute etc. A notarized certificate to this fact should be enclosed with techno-commercial bid as per Annex. VI	
16	Please specify and the minimum time required to supply the item / material from the and date of receipt of the Purchase Order	
17	Additional information, if any (Attach separate sheet, if required)	

  
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Description of Material	Quantity	Rate Quoted per Unit	Discounted Price (in Rs.)	Taxes & Duties (in Rs.)	Net Price Offered (in Fig. and words)
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### Refrigerated centrifuge

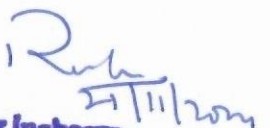
One

- Bench top refrigerated centrifuge with fixed as well as swing out rotor capability.
- Max RCF: 30000 x g or better
- Max Rpm: 17000 RPM or better
- Control System: Microprocessor
- Drive System: Direct, brushless induction low profile motor
- Rotor Locking System: Should have auto-lock Rotor System & should not require any tool for exchange of rotors.
- Machine Should have Imbalance Detection System:
- Machine Should have Multiple programs
- Temperature Range: -5 to 40-degree C
- Machine Should have Acceleration Deceleration Rates
- Centrifugation Chamber Stainless Steel
- Max Timer Range 9h, 99min + continuous
- Certifications: USFDA & UL-61010 (Please attach certificates)
- Machine should have facility of 96 well plate rotor and Swing out rotor.
- Warranty: 2 years
- Stabilizer should be provided

Approx. Cost Rs. 8.0 Lakh

Machine should be supplied with following rotors:

- Fixed angle rotor 24 x 2ml RPM: 17000 or more & G force 30000 xg.
- Fixed angle rotor 6 x 50 ml with 6 x 15ml Adapter or Rotor RPM: 9000 or more & G force 12000 x g.

  
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