

Reference:348-11/5/2019-R and D

Date: 20.08.2019

**SUBJECT: ANNUAL MAINTENANCE OF SCIENTIFIC EQUIPMENTS INSTALLED IN SSS-NIBE, KAPURTHALA, PUNJAB.**

Dear Vendors/Bidders,

Technical and Financial bids are invited for providing ANNUAL MAINTENANCE SCIENTIFIC EQUIPMENTS IN SSS-NIBE, KAPURTHALA, PUNJAB in separate sealed covers, which should reach the undersigned latest by **1500h, on 11.09.2019**, at the following address:

Head of Office, SSS-NIBE, 12 KM STONE, JALANDHAR-KAPURTHALA ROAD, KAPURTHALA, PUNJAB – 144601

The detailed tender document for above is given at Annex-1

The technical bids shall be opened in the Conference Hall, of the Administrative Block, at the address mentioned above at **16:30h on 11.09.2019** in presence of bidders or their duly authorized representatives as may be present.

Please note that the envelope containing Technical and Financial Bids shall be sealed properly i.e. either wax sealed or with adhesive cello tape on both ends. Unsigned & Unstamped bids in unsealed/stapled envelopes and bids without EMD shall be summarily rejected. No exemption what-so-ever for payment of EMD shall be accorded.

The tender document can also be downloaded with effect from **20.08.2019, 16.00 AM** onwards from **[www.etenders.gov.in](http://www.etenders.gov.in)** and **[www.mnre.gov.in](http://www.mnre.gov.in)**

Yours faithfully

Head of Office

SSS-NIBE

Encl. : As above

Office Copy: Letters sent to firms as per attached list

**Tender Document (Annex-I)**

**ANNUAL MAINTENANCE CONTRACT OF SCIENTIFIC EQUIPMENTS IN R&D I, II  
& III**

SARDAR SWARAN SINGH NATIONAL INSTITUTE OF BIO-ENERGY

12 KM STONE, JALANDHAR-KAPURTHALA ROAD,

KAPURTHALA, PUNJAB – 144601

List of Documents:

1. Tender Document
2. Technical Bid
3. List of Equipment and Financial Bid

**TENDER DOCUMENT**  
**FOR**  
**ANNUAL MAINTENANCE CONTRACT OF SCIENTIFIC EQUIPMENTS**  
**IN SSS-NIBE, KAPURTHALA**

**1. INVITATION TO BID**

- Quotations are invited under two-bid system for the Annual Maintenance service contract for SCIENTIFIC EQUIPMENTS INCLUDING CALIBRATION SERVICES.
- The details of the EQUIPMENTS are as given in DOCUMENT.
- The maintenance agency (referred to as agency in this document) is required to submit the technical and financial Bid separately. The quotations in Sealed Cover-I containing "Technical Bid" and Sealed Cover-II containing "Financial Bid" should be placed in another sealed cover superscribed "Quotation for Annual Maintenance Service Contract for SCIENTIFIC EQUIPMENT. The quotations should reach the Head of Office, SSS-NIBE latest by **15:00h, on 11.09.2019**.
- Quotations will be opened on the same day i.e. **16:30h on 11.09.2019** in the presence of such bidders or their duly authorized representatives as may be present. Financial Bid will be opened on **17.09.2019 at 15:00h**. As a token of acceptance of all the terms and condition mentioned in this document, the bidder is required to sign all pages of this document and return the same along with their bid. Tenders of unsigned document will be rejected. The price bid of those bidders will be opened who fulfill all the requirements of the technical bid.
- Bidders or service providers can visit SSS-NIBE campus to inspect instruments on **20.08.2019 and 28.08.2019**.

**2. DESCRIPTION OF THE WORK**

The maintenance services will consist of:

- On-site preventive and breakdown maintenance of SCIENTIFIC EQUIPMENTS where the above equipment is installed.
- AMC also includes change/refilling of oils, cleaning, servicing and greasing of the important parts.
- The maintenance will include necessary repairs to the installed systems and replacement of defective/damaged parts, components and other accessories.

- Calibration: Service provider shall arrange for calibration of the equipment at his own cost from NABL accredited laboratory and provide certificates at a frequency of one year. No extra payment shall be made for calibration services.
- The contract will be initially for one year. The contract may be renewed at the discretion of SSS-NIBE and based on satisfactory services provided by the agency.
- The maintenance services will be provided on call basis. However, for preventive maintenance the service engineer of the firm shall visit once in every three months.
- The parts/component /sub-assemblies used for repair/replacement by the firm will be of the same/equivalent or higher make and functional capability as original available in the equipments. The cost of the spare parts shall be borne by SSS-NIBE.
- The Equipments/machines that are not serviceable by the agency due to obsolescence of technology or non-availability of parts/components/assemblies will be withdrawn from the maintenance contract. The decision of SSS-NIBE regarding non-availability and obsolescence of technology will be final.
- The agency shall also carryout periodic preventive maintenance including external cleaning of equipments in days and time convenient to the users.

### **3. GENERAL CONDITIONS**

- The SSS-NIBE reserves the right to accept or reject summarily any or all quotations, in whole or in part without any assigning any reasons whatsoever
- The SSS-NIBE takes no responsibility for any delay, loss or non-receipt of a quotation after dispatch. Financial bids of only those firms shall be opened which qualify in technical bids for which date shall be intimated.
- No transportation charges, what so ever shall be paid by SSS-NIBE for any type of services.
- The Agency must he registered with the Registrar of Companies or shall be a proprietary firm with valid service tax registration or registered with other relevant government departments. Necessary supporting documents must be attached.
- The agency must be currently maintaining such Scientific Equipments in any testing laboratory. Copies of two such work order or any other documentary evidence clearly showing that the agency is carrying out such contract should he attached.
- The agency must have satisfactorily executed in last 5 years minimum 2 AMC of similar nature. Necessary supporting documents as required must he attached.

#### **4. TECHNICAL SPECIFICATION**

The technical details and no. of equipments shall be as per the details given in Document.

#### **5. PAYMENT TERMS AND CONDITION**

- The payment to the agency will be made on half yearly basis at the end of six months, against invoice with PAN number, raised by the agency and based on past performance. Statutory deductions as applicable as per prevailing rates will be deducted before making the payment.
- The maintenance charges quoted by the agency per item are on yearly basis inclusive of all taxes and levies applicable. No escalation of prices shall be permitted on any ground.

#### **6. PERFORMANCE SECURITY DEPOSIT**

- Performance Security — The agency shall be required to deposit a sum equivalent to 10% of the total work order at the time of signing the contract as performance security in form of demand draft/term deposit or provide a Bank Guarantee for the said amount from a Scheduled bank, pledged in favor of Director General, SSS-NIBE, Kapurthala. No interest shall accrue on this amount. The security amount shall be **repayable after two month or 60 days** of the expiry/termination of contract after deduction of penalty/other dues, if any.

#### **7. TERMINATION OF CONTRACT AND PENALTY**

- If the services provided by the agency under this maintenance contract are not to the full satisfaction of SSS-NIBE, the maintenance contract may be terminated by SSS-NIBE and the charges shall be payable only up to the period, till which the agency has rendered satisfactory services. The decision of SSS-NIBE in this regard shall be final and binding on the agency.
- In case of non-compliance with the contract, SSS-NIBE shall reserve the right to cancel/rescind/ revoke the contract and impose suitable penalty in proportion to damages.
- The max. response time for repairing the system shall not be more 10 working days and penalty for failure of the agency to repair the system/providing, equivalent standby equipment within the response time will be Rs 100/- per equipment per day.

#### **8. ARBITRATION**

- In the event of any dispute or difference relating to maintenance service of the provisions of the contract (whether during the service period or upon its completion), the same shall be settled amicably through mutual discussions or

shall be referred to the sole arbitrator of a person appointed by the Director General of SSS-NIBE.

## 9. JURISDICTION

- The court at Kapurthala alone shall have the jurisdiction in any matter arising out of relating to this agreement.

## 10. DOCUMENT/INFORMATION REQUIRED

- Tender document duly signed in each pages.
- Technical bid as per Document filled and duly signed along with all required documents
- Financial bid as per Document filled and duly signed.
- The details of the clients to whom such service is being provided and feedback letters from such clients regarding satisfactory service provided.
- **NOTE: Vendors/Service Providers have to submit separate quotation with separate EMD for each instrument in separate envelopes. For example: Suppose a vendor wishes to provide service for 10 number of instruments than in such case vendor needs to submit 10 number of quotations having separate EMD for each instrument in 10 different envelopes clearly highlighting the name of instrument on envelope for which that quotation is submitted for. The quotations in Sealed Cover-I containing "Technical Bid" and Sealed Cover-II containing "Financial Bid" along with EMD should be placed in another sealed cover super scribed "Quotation for Annual Maintenance Service Contract for SCIENTIFIC EQUIPMENT.**

## 11. TECHNICAL BID

The technical bid shall contain following information in a sealed cover super scribed "Technical Bid":

- Name, Address, Set up and status of the Agency including the details of the contact person with telephone number.
- The bidder shall be a company registered with the Registrar of Companies or shall be a proprietary firm registered with valid service tax registration. Supporting documents shall be attached.
- PAN No. & Service tax registration no. of the agency.
- Any other registration with respective Govt. if applicable.

SL No.	Equipment	Make/Model/Range	Number	Acceptance to be indicated by the firm (Yes/No)	Remarks

(Signature of Authorized Signatory with Company Seal)

## 12. OTHER DOCUMENTS TO BE ENCLOSED WITH TECHNICAL BID

List or maintenance contracts satisfactorily executed by the agency in last 5 years. A Performance Certificate to this effect from at least two clients shall be furnished

SI. No	Name of the Organization	Details of contract type	Number of equipments covered	Period of contract	Contract value

(Signature of Authorized Signatory with Company Seal)

## 13. FINANCIAL BID

The financial/price bid should contain the quotation for complete maintenance charges per equipment/item in terms of yearly basis only, in the format as given below. Separate sealed quotation for each instrument needs to be submitted clearly highlighting the name of instrument for which it is meant. Price quoted by the agency shall be inclusive of all taxes and levies applicable. No escalation of prices would be permitted on any ground at any stage of the process. The financial bid should be enclosed in a separate sealed cover super scribed "Financial Bid". The rates quoted by the firm shall include Calibration charges also.

SI. No.	Equipment	Make/Model/Range	Number	Rate per year per equipment (Including Calibration)	Total

				<b>Charges)</b>	

(Signature of Authorized Signatory with Company Seal)



## List of instruments to be covered under AMC

**Total Instruments: 50**

### **Instruments costing less than 2 lakhs**

**(EMD AMOUNT RS. 4,000.00)**

<b>Sr. No.</b>	<b>Instrument Name</b>	<b>Model</b>	<b>Make</b>
1.	Infra Red Thermometer		
2.	Weighing Balance (100 KG)		
3.	Weighing Balance (30 KG)		
4.	Muffle Furnace (1200 <sup>0</sup> C)	03/03/2011	WISWO M/s Medilab Enterprises
5.	Horizontal Flow Laminar Air	26/05/2011	M/s Bharat Instruments & Chemicals
6.	Microscope	28/05/2012	DMB I M/s Inkarp Instrument Pvt. Ltd.
7.	Analytical Balance (220 gm)		ML 204 M/s Bharat Instruments & Chemicals
8.	Autoclave	14/05/2011	AVS 98 M/s Macro Scientific Works Pvt. Ltd.
9.	Incubator	29/03/2011	Deluxe WISWO M/s Medilab Enterprises
10.	Incubator (A)	25/04/2015	M/s Ocean Life Science
11.	CO2 Incubator Shaker	19/06/2014	S41i M/s Eppendorf India Ltd.
12.	Water Bath	25.04.2016	

### **Instruments costing between 2 lakhs – 5 lakhs**

**(EMD AMOUNT RS. 8,000.00)**

<b>Sr. No.</b>	<b>Instrument Name</b>	<b>Model</b>	<b>Make</b>
1.	Muffle Furnace	11/08/2016	KV-180-1400 M/s Namco National Medicine
2.	Moisture Analyzer	01/06/2016	HX204 M/s The Bharat Instruments & Chemicals

3.	Data Acquisition System		
4.	Kinematic Viscosity Meter	20/04/2011	86 – 18D M/s Labcon Scientific Instruments Pvt. Ltd.
5.	Fibertech Foss	20/04/2012	M/s Foss India Pvt. Ltd.
6.	Gas Chromatograph	03/09/2011	Nucon 5765 M/s Centurian Scientific
7.	Hot Air Oven	25/05/2016	
8.	Gel Doc System	28/09/2012	
9.	BOD Incubator	17/02/2012	MSW-121 M/s Macro Scientific Works Pvt. Ltd.
10.	Analytical Balance (20 gm)	30/05/2014	MS-204 M/s Bharat Instruments & Chemicals

**Instruments costing between 5 lakhs – 10 lakhs**

**(EMD AMOUNT RS. 15,000.00)**

<b>Sr. No.</b>	<b>Instrument Name</b>	<b>Model</b>	<b>Make</b>
1.	Multiple Gas Analyzer	04/03/2014	VS – 3000 M/s Enrol System Corporation
2.	Flash Point Apparatus	20/04/2011	Tanaka AC0 -7 M/s Labcon Scientific Instruments Pvt. Ltd.
3.	Biodiesel Preparation Unit	04/07/2011	M/s Inkarp Instruments Pvt. Ltd.
4.	Bomb Calorimeter	08/03/2011	M/s Toshniwal Technologies Pvt. Ltd.
5.	Rotary Vacuum Evaporator	09/03/2011	Heidolph- Heivap M/s Inkarp Instruments Pvt. Ltd.
6.	Phase Contrast Microscope	04/05/2016	M/s Nikon
7.	Shaking Water Bath	22/03/2016	
8.	Refrigerated Centrifuge	17/06/2011	5430 R M/s Eppendorf India Ltd.
9.	UV Visible Spectrometer	02/12/2011	L6020064 Lambda 35 M/s Perkin Elmer
10.	Lyophilizer	04/10/2012	
11.	Cryofreezer	17/06/2011	M/s Eppendorf India Ltd.
12.	Real Time PCR		

**Instruments costing between 10 lakhs – 20 lakhs****(EMD AMOUNT RS. 25,000.00)**

<b>Sr. No.</b>	<b>Instrument Name</b>	<b>Model</b>	<b>Make</b>
1.	Micro Balance	12/07/2016	XPE26 M/s Mettler Toledo
2.	Petroleum Density Meter	03/03/2011	5000 M M/s Anton Paar India Pvt. Ltd.
3.	Diesel Engine With Gas Analyzer	27/02/2013	
4.	Thermo Gravimetric Analyzer	12/08/2011	STA 6000 M/s Perkin Elmer
5.	Oxidation Stability Apparatus	12/09/2012	M/s Advance Scientific Instruments Pvt. Ltd.
6.	Carbon Residue	12/09/2012	
7.	FTIR	27/08/2014	Carry 660 series M/s Agilent Technologies Pvt. Ltd.
8.	Irox Diesel	28/04/2016	Eraspec
9.	Fluorescence Microscope	20/06/2016	
10.	High Pressure Liquid Chromatography	06/01/2012	HPLC 1260 M/s Agilent Technologies India Pvt. Ltd.
11.	Stacked Environment Shaker	13/06/2016	Innova 44R

**Instruments costing more than 20 lakhs****(EMD AMOUNT RS. 40,000.00)**

<b>Sr. No.</b>	<b>Instrument Name</b>	<b>Model</b>	<b>Make</b>
1.	TBP Distillation Unit	08/10/2012	M/s B.R instruments (Mumbai)
2.	Differential Scanning Calorimeter	06/08/2013	DSC 8000 M/s Perkin Elmer
3.	CHNS-O Analyzer	26/08/2011	Varion– 5000 M/s Elemantar Instruments
4.	Gas Chromatograph for Liquids	12/05/2012	G 3440 A M/s Agilent Technolgies India Pvt. Ltd.
5.	Bioreactor (Fermentor)	15/03/2013	M/s Eppendorf India Ltd.

