



**University Institute of Chemical Engineering and Technology, Punjab  
University, Chandigarh, Dr. S. S. Bhatnagar University Institute of  
Chemical Engineering & Technology, Panjab University,  
Chandigarh-160014**

**INVITATION LETTER**

**Ref. No. Dr.SSBUI CET/TEQIP-III/2019/542**

**Package Code: TEQIP-III/2019/CD/uict/427**

**Current Date: 02-Dec-2019**

**Package Name: Rota Evaporator**

**Method: Shopping Goods**

**SUB: INVITATION LETTER FOR ROTA EVAPORATOR**

Dear Sir/Madam,

You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given at **Annexure 1**,

Brief Description	Quantity	Delivery Period (In Days)	Place of Delivery	Installation Requirement (If Any)
Rotary Evaporator	01	30	Dr. SSBUI CET, Panjab University, Chandigarh	Will be done at site.

1. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Program (TEQIP)- Phase III** Project and intends to apply part of the proceeds of this credit to eligible payments under the purchase for which this invitation for quotations is issued.
2. **Quotation: -Should be submitted under two bid system (Technical and Financial Bid).**

The Technical bid envelop will contain following documents.

- i. Make and Model offered, its features and complete specifications.
- ii. Universities/Institutes to whom this equipment has been supplied in last two years ending March 31, 2019 and name of the contact persons along with their phone no.
- iii. The turnover of the company /firms for the last three years ending March 31, 2019
- iv. Name of your Principal supplier/ Manufacturer.

**Note: Price should not be indicated in the Technical bid otherwise the bid will be rejected.**

3. **Financial bid envelop will contain financial bid on one prescribed Performa Annexure-2.**

i. **Both sealed envelopes of Technical and Financial bid** may be sealed in one bigger Envelop and sent to **Project Head TEQIP-III, Dr. SSBUI CET, Panjab University, Chandigarh** on or before due date and time.

ii. The **Technical bid will be opened first** and after evaluating the same according to our requirements and desired documents, price bid will be opened for those who qualify technically.

#### 4. **Terms and Conditions**

- a. The contract shall be for the full quantity as described above.
- b. Corrections, if any, in specifications for matter offered and rates & terms and conditions shall be made by crossing out, initialing, dating and re-writing.
- c. All duties and other levies payable by the supplier under the contract shall be included in the unit price.
- d. Applicable taxes shall be quoted separately for all items.
- e. The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- f. **The Prices should be quoted in Indian Rupees only.**
- g. Each bidder shall submit only one quotation.
- h. Quotation shall remain valid for a **period not less than 3 months** after the last date of quotation submission.
- i. Conditional and unsigned quotation will not be accepted.
- j. CMC (Comprehensive Maintenance Contract) for the equipment should be provided or should be valid between 4-5 years.
- k. The Tenderer must ensure that the equipment being offered is a new one and not refurbished or repaired one.
- l. If any of the equipment supplied by the Tenderer is found to be substandard/ refurbished or not in accordance with the description /specification or otherwise faulty, the institute has the right to reject the equipment or its part(s). The prices of such equipment shall be refunded by the vendor with 18% interest if such payments for such equipment have already been made to him.
- m. All damaged or unapproved goods shall be returned at suppliers cost and risk and the incidental expenses incurred thereon shall be recovered from the supplier. Defective part in equipment, if found before installation and/or during warranty period, shall be replaced within 45 days on receipt of the intimation from the TEQIP office at the cost and risk of supplier including all other charges.
- n. In case of any loss/damage to equipment and supplies during the transportation from the origin of equipment to the installation site, the supplier has to replace it with new equipment/supplies immediately at his own risk. Supplier will settle his claim with the insurance company as per his convenience. Dr. SSBUI CET will not be liable to any type of losses in any form.

- o. The offering firm should clearly mention whether they are the manufacturer or authorized agent/dealer of the manufacturer.
- p. The Tenderer should mention in the *Technical bid* the response time for attending to a complaint about the equipment by TEQIP office.

#### **5. Evaluation of Quotations**

**The Purchase Committee, TEQIP-III** will evaluate and compare whether the quotations determined to be substantially responsive and technically acceptable:

- a. are properly signed ; and
  - b. confirm to the terms and conditions, and specifications.
6. The Quotations would be evaluated for all items together.

#### **Award of contract:**

The Project Head TEQIP-III will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

- a. Notwithstanding the above, the Project Head, TEQIP-III, Dr. SSBUCET, Panjab University reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- b. The bidder whose bid is accepted will be notified of the award of contract by the Head TEQIP-III, Dr. SSBUCET, Panjab University, prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

#### **7. Payment shall be made in Indian Rupees as follows:**

**Delivery and Installation - 90% of total cost**

**Satisfactory Acceptance - 10% of total cost**

8. All supplied items are under warranty of 3 Years from the date of successful acceptance of items.
9. You are requested to provide your offer latest **on or before 26 December, 2019 by 04:00 PM.**
10. Detailed specifications of the items are at **Annexure 1.**

#### **11. Training Clause (if any)**

Two weeks training should be provided free of charge at the premises of Dr. SSBUCET out of which one week should be on equipment usage & software and one week in maintenance

#### **12. Testing/Installation Clause (if any)**

The equipment and software should be installed and tested to the specifications *free of cost.*

13. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for in Technical Bid. A set of User's manuals and Service manuals of the main instrument, attachments and related equipment should be supplied with the equipment.

14. Sealed quotation to be submitted/ delivered at the address mentioned below,

**TEQIP CELL,**

**2<sup>nd</sup> Floor, Dr. S. S. Bhatnagar University Institute of Chemical Engineering & Technology,  
Panjab University, Chandigarh-160014**

15. Tenders received after the due date will not be accepted. If the last date for submission of Tender falls on any declared holiday in the University, the next working day will be considered as the last date for the same.

16. Telegraphic/electronic/conditional offers will not be accepted.

17. We look forward to receiving your quotation and thank you for your interest in this project.

(Authorized Signatory)

Name & Designation

## Annexure I

### Technical Specifications of Rota Evaporator

Item	Specifications
<b>Rotary Evaporator with Vacuum Pump and Chiller</b>	<b>Rotary Evaporator</b> <ul style="list-style-type: none"><li>• DC brushless motor drive with speed range of 20-300 rpm</li><li>• Manual control of heating bath, vacuum pump, chiller and drive rotation speed</li><li>• 1500 cm<sup>2</sup> or larger cooling surface area for better recovery rate</li><li>• CW &amp; CCW Rotation with interval option for faster powder drying</li><li>• Motorised lift with safety stop function</li><li>• Timer function and RS 232 interface for software connectivity</li><li>• IR communication with heating bath which auto power off and avoids wired communications</li><li>• Provision to connect vertical, diagonal, reflux and dry ice condenser on same drive</li><li>• Heating temperature range of RT to 180•C for water and oil bath application</li><li>• Bath capacity of 4 litres or more; Bath with lower volume heat faster, saves time and energy</li><li>• Heating bath can accommodate up to 3 litres of evaporation and receiving flask</li><li>• Heating bath should have heat control accuracy of ±1 K or less</li><li>• Safety temperature circuit and Dry Run protection of heating bath</li><li>• Locking function of heating bath for avoiding accidental changes of settings</li><li>• Heating bath can be used as standalone unit for different applications</li></ul>
	<b>Vacuum Pump</b> <ul style="list-style-type: none"><li>• Four-chamber membrane vacuum pump convinces with its high suction capacity made of PTFE for protection against aggressive solvents &amp; digital display showing current rpm</li><li>• Pump rate or flow rate of 1.0 m<sup>3</sup>/h or more</li><li>• Ultimate vacuum level should be equal or less than 2 mBar</li><li>• Analog or digital regulator for manual control of vacuum level</li><li>• Should have provision to connect a solvent trap ahead of vacuum pump which can be provided as optional accessories.</li></ul>
	<b>Chiller</b> <ul style="list-style-type: none"><li>• Operational temperature range of -10°C to RT</li><li>• 5 litres bath volume with level indicator</li><li>• 400 W cooling capacity</li><li>• Flow rate should be 10 litres per minute or more with pump pressure control</li></ul>

**INSTALLATION IN INDIA**

The quoted system or equivalent category system should have at least 50 numbers of installations in India in last three years by the vendor. List of such 5 users with contact numbers of faculty in-charge and copy of their installation report should be enclosed. At least three most recent PO copy must be submitted.

**MINIMUM ESSENTIAL SPARES**

Supplier should confirm the availability of minimum essential spares in the next 10 years after installation.

**MANUFACTURING FIRM SHOULD HAVE ISO OR CE CERTIFICATION**

**Annexure 2**

**FORMAT FOR QUOTATION SUBMISSION**

(In letterhead of the supplier with seal)

Date: \_\_\_\_\_

To: \_\_\_\_\_  
\_\_\_\_\_

Sl. No.	Description of goods \ (with full Specifications)	Qty.	Unit	Quoted Unit rate in Rs. (Including Ex-Factory price, excise duty, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)	Total Price (A)	Sales tax and other taxes payable	
						In %	In figures (B)
<b>Total Cost</b>							

Gross Total Cost (A+B): Rs. \_\_\_\_\_

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs.  $\hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ}$  (Amount in figures) (Rupees  $\hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ}$  amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of  $\hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ} \hat{\circ}$  months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No. \_\_\_\_\_