

PONDICHERY UNIVERSITY
Department of Chemistry
R. Venkataraman Nagar, Kalapet
PONDICHERY 605014, INDIA

SCHEDULE OF TERMS & CONDITIONS

Ref. No.: PU/CH/HOD/TENDER/Fume Hoods/2017-18/

5th March, 2018

Subject: Supply, installation and commissioning of “**Fume Hoods**” (with specifications given in Annexure I).

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1. Tenders are invited in a sealed cover for supply of “**Fume Hoods**” having specifications as given in Annexure I.
2. Tender document/quotation must be submitted in sealed cover super-scribing thereon bidder’s name, Tender No., and name of the Item. This is to be dropped in the Tender Box placed at the Reception Counter, Pondicherry University, or sent by the Registered post/ courier service addressed to **Professor & Head, Department of Chemistry, Pondicherry University** or to **The Registrar, Pondicherry University, R. V. Nagar, Kalapet, Pondicherry 605 014, India** positively before the tender bid closing time.
3. The Tender document must accompany an **EMD of Rs. 15,000/-** by means of a Demand Draft, drawn in favor of the **Finance Officer, Pondicherry University, Pondicherry**, payable at Pondicherry. This amount is refundable.
4. **Last date and time for submission of Tender : Wednesday, 28-03-2018, 3.00 PM**
5. **Tenders opening Date & Time : Wednesday, 28-03-2018, 4.00 PM**
6. Only original manufacturers are permitted to quote against the requirement. Original manufactures may, if they so desire, route their tenders/quotations through an authorized Indian agent. In the latter case, the tender must be on the Manufacturer’s letter head and duly signed by authorized personnel (with name and designation) of the original company (Not by the agent).
7. The firm must have the requisite domain expertise with regard to supply, installation and post-sale service of the items they are quoting.
8. The firm should have been in existence for at least six years as on the date of this document and must have executed at least three orders for this kind of equipment during the last five years.

9. The offer must be in English. The rates should be indicated both in figures and words against item specified in the given Annexure. It is preferable that the price be quoted in Rupees or in US Dollars.
10. The taxes / duties / discounts, if applicable, are to be explicitly and separately shown in the bid and under no circumstances these components shall be added to the basic price and shown as single price. All the components of taxes, if applicable, should be shown explicitly and separately.
11. **The total cost should be quoted for FOB as well as CIF-Pondicherry, India.**
12. The prices quoted shall remain firm until equipment is supplied to the Pondicherry University.
13. **The validity of each quotation should be at least 120 days from closing date of the bid.**
14. The offers will not be considered if received after the bid closing date and time.
15. The offers received through telex / telefax / e-mail will not be accepted by the university under any circumstances.
16. The university shall not be responsible for delay / loss or non-receipt of tenders by post / courier service.
17. No unsolicited correspondence shall be entertained after the submission of the offer.
18. **If an order is placed with the firm, the purchase shall be governed by the terms and conditions of the University in force at that time.**
19. Infra-structural, power and any other requirement for satisfactory installation and commissioning of the whole system, including room preparation, must be provided, at least 30 days in advance of the installation to be commenced. All drawing for electrical connections, electrical safety items piping work etc. must be provided in detail.
20. Complete technical specifications and literature, including process flow, to be included with the quotation. Manufacturers of various major parts/equipment must be mentioned explicitly.
21. A clear statement regarding availability of after-sales service and availability of spare-parts for next 10 years should be included.
22. Please give a recent customer list (within last five years) with contact details including email address.
23. If you have an authorized representative in India, you are requested to inform his technical ability to take care of the problems in the system, if developed later within the

warranty and outside the warranty period. The responsibility of the Indian agent must be clearly specified.

24. The bidder from abroad shall obtain, if required, export permission from the appropriate authorities in his country or the country of origin for items to be shipped to India in case of items to be imported. The University shall provide necessary information if required for this purpose.
25. The bidder from within India shall obtain the requisite approval for Imports etc., if required.
26. Additional terms and conditions **will be incorporated in the purchase order, if needed, to safe guard the interests of the University.**
27. Tender is not transferable.
28. Any offer containing incorrect and incomplete information shall be liable for rejection. Pondicherry University reserves the right to accept / reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof. However, deficiencies on any one or more of the following crucial criteria will be a material factor, for consideration other than the Lowest Quotation:-
 - i. Total Number of installations of the similar Equipment in the premier Research Institutes in India.
 - ii. Availability of Service Network in India, especially in Chennai or Bengalooru.
 - iii. Valuable feedback from the present users about the performance, service support, accuracy or result, etc.,
 - iv. Any other techno commercial information which is deemed fit to be important in the opinion of the University.
29.
 - i) Either the Indian agent on behalf of the Principal/OEM or Principal/OEM itself bid for this tender advertisement but both cannot bid simultaneously for the same item/product in the same tender.
 - ii) If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same tender for the same item/product.
30. **Warranty:** The material covered under the purchase order, when installed, shall be warranted for the quality, workmanship, trouble free operation and performance for a period of **at least 36 months from the date of putting the system into operation** at the Pondicherry University, or at least 30 months from the date of receipt of the last lot of the consignment in India.

If any item covered under warranty fails, the same shall be replaced free of cost including all the applicable charges including shipping cost both ways.

31. Payment Terms: 100% Payment would be made only after delivery and installation of the equipment/s in good working condition at the specified site on submission of Performance Bank Guarantee towards 10% of the cost of equipment for the duration of the warranty period from the date of installation of equipment in good working condition otherwise 90% payment only be released on delivery and installation and the balance 10% amount will be released on completion of warranty period or submission of performance bank guarantee of 10% of the total contract/purchase value (obtained from any Nationalized Bank in India) for the duration of the warranty period (Refer Annexure – II for Bank Guarantee Format).

Normally, as per the present policy, advance payment and payment by LoC is not accepted by the University. Payment would be made only by way of Foreign Demand Draft/Multicity Cheque/Wire transfer, after the successful delivery and installation of the equipment. If required, payment would be arranged to be made immediately on delivery and installation of the equipment with due certification and recommendation by the end user.

However, in exceptional circumstances, payment would be considered through Letter of Credit depending upon the merit of the case.

In such cases, an undertaking would have to be given by the supplier or his duly authorized agent guaranteeing the timely supply and installation of the equipment in good condition, including receipt of required documents well within period of Letter of Credit to effect payment and to bear the expenses /additional financial burden that may have to be incurred by the University in case of default by the supplier or his agent for any transaction in connection with the timely supply of the equipment

Bank charges in India shall be borne by the purchaser and outside India shall be borne by the contractor / supplier. However, Bank charges on account of delay on the part of contractor/supplier should be borne by the contractor/supplier.

32. In case of any dispute in respect of the tender, all legal matters shall be instituted within the jurisdiction of Puducherry.
33. No Agency commission will be paid to any authorized agent in India.
34. The successful bidder should deliver and install the equipment at the end user department in good working condition, at the supplier's risk within the stipulated time as specified in the supply order.

The Cargo arrival notice and other connected documents/details required for clearing should be sent well in advance to the Purchase Section of Pondicherry University with a copy to the end user department, for facilitating clearing. Any charges incurred due to non-receipt of the cargo arrival notice and other related documents/details for clearing the cargo would have to be borne by the supplier.

If the equipment is supplied after the stipulated time, the additional financial burden and other consequences, if any, has to be borne by the supplier.

The payment would be made only after receipt of the item/s in good working conditions as per specification. The University would not be making payment in case of receipt of items found defective in any manner whatsoever. In such an event, all the related charges, if any, incurred by the University, would have to be paid/borne by the supplier.

Liquidated damages: Timely supply of the ordered items, installation, commissioning (wherever is applicable) and training etc. is essence of the contract. In case failure to supply within the time specified in the Purchase order, a penalty/LD of 0.5% of the total value per week or a part thereof shall be levied subject to a maximum of 7.5% in respect of items which are not supplied. The decision of Pondicherry University shall be final in this regard.

35. For any clarification with respect to technical specifications, please contact the following faculties at Department of Chemistry, Pondicherry University.

Dr. M. Bakthadoss, Associate Professor	0413-2654830
Dr. C. Sivasankar, Associate Professor	0413-2654709
Dr. S. Sabiah, Asst. Professor	0413-2654710
Dr. Tokaswu, Asst. Professor	0413-2654711

Annexure I
PONDICHERRY UNIVERSITY
PURCHASE & STORES
(R.V.NAGAR, KALAPET, PUDHUCHERRY – 605 014)

Sub: Supply of **Research Laboratory Fume Hoods – 05 nos.** (appr.) for the Department of Chemistry. The quantity may be increased to 10 nos. based on the fund allocation.

Schedule of Requirements

Sealed tenders are invited under **two bid systems** for Fume Hoods as per the technical details and specifications given below: -

Technical Specifications – Fume Hood

S. No	Fume hood specifications
1	Fume hood dimensions :(approximately) i) 1500 mm (W) x 900 - 1000 mm (D) x 1600 mm (H)
2	Base Cabinet dimensions :(approximately) i) 1500 mm (W) x 600 - 700 mm (D) x 700 mm (H)
3	Working volume inside fume hood:(approximately) i) 1220 mm (W) x 650 - 750 mm (D) x 1150 mm (H)
4	Design basis American design standard / European design standard.
5	Design structure floor mounted
6	Airflow type: Low constant volume type (LCV)
7	Construction (Exterior) Acid and Alkali resistant epoxy / polyurethane/powder coated durable, heavy duty GI sheets with rigid structure
8	Construction (Interior) Chemical & heat resistant , fire retardant, smooth finish, easily cleanable panels made out of durable material integral work walls (6 mm thick)
9	Baffle arrangement Interstitial 7 point suction system with baffle to ensure smooth and immediate exhaust of fumes.
10	Airfoil Aerodynamic, airfoil mounted on worktop. M.O.C- SS316L with Teflon coated.
11	Worktop chemical resistant splash & spillage proof dished, Jet black granite worktop (18-20 mm thick)
12	Remotely operated Color coded Far 'Italy' make Valves for fine control over utilities (as per DIN 12920 norms) total 12 nos. service valves with Stainless Steel tubing with 6 mm internal dia, withstands up to 5kgf pressure CO ₂ - 2nos,Hydrogen - 2 nos. Vacuum- 2 nos. N ₂ - 2 nos. CA-2 nos. water- 2 nos. and plus 2 nos. provision required for future use.

13	Sink, Water tap with drain arrangement work top with oval shaped 100mm X 200 mm sink for drainage with water tap.
14	Shutter vertical rising counter - balanced combinational(vertical+ horizontal) sash .Explosive proof sash (Toughened glass).Smooth and light sash operation Sash should have automatic fail proof arrangement -.Clear open able height must be 700-750 mm.
15	Lighting fluorescent light (40 watt,2 nos.) with vapour - proof fitting for proper illumination.
16	Electrical utilities Eight nos. electrical sockets (three pin 5A and 15 A,230 V),Eight MCBs plus 2 nos. of industrial sockets(three pin 20 Amps,230 V ,Two MCBs equally distributed on LHS & RHS with blower NO/NC switch on front fascia .Cables and wires should be of fire retardant grade Preferably with built in starter for blower
17	Chemical Storage Base Cabinet (Ventilated & on castors) Base cabinet will be ready to receive the fume hood at its top. It will have following features: <ul style="list-style-type: none"> • Internal special chemical resistant material lining to the cabinet walls • Two exhaust ports connected to the fume hood exhaust system Internally. • Complete chemical resistant, fire proof pre-lam/chipboard Cabinet construction. • One removable horizontal partition to store chemicals. • PP Trays for chemical storage. • Cabinets on castors. • Locking System for the Base Cabinet doors are “HAFELE” – Germany” Make. Overall Dimensions: 1100 mm (W) X 540 mm (D) X 700 mm (H) – 1no.
18	Apparatus holding grid; A grid made up of powder coated Epoxy rod (12 mm dia) to hold the apparatus .installed at the distance of 150 mm from backside and cover the entire length of fume hood.
19	Level adjusting screws to adjust fume hood level by +/- 100 mm.
20	Flow control valve to regulate the airflow.
21	Noise level < 60-70> db at 1 meter from the fume hood.
22	Centrifugal blower: <u>Construction</u> : SISW type, chemical and heat resistant PP +FRP blower with aerodynamically balanced impeller, with drain plug- preferably moulded blower. <u>Air suction capacity:</u> 800 CFM confirming to international face velocity norms and as per safe fume hood airflow pattern. <u>Motor:</u> 1.0 HP motor (3 phase), direct drive, continuous rating .As per IS325 Ducting: As per the actuals to be quoted by the suppliers as per the unit cost .Chemical resistant suitable M.O.C or PP+FRP , rigid and flexible duct work from fume hood to exhaust stack point with weather proof canopy .Total ducting with horizontal , vertical members, flanges, bents, bracketed supports and goose neck exhaust stack.

	Installation, commission and demonstration to be carried out by your skilled team. Installation includes duct work design ,fitting, fixing of blower , commissioning and testing at your cost.
	Warranty: Three years warranty against all manufacturing defects from the date of installation.
	After sales service: Annual maintenance contracts after completion of warranty period.
	Delivery: Should be delivered within 6 weeks from the receipt of supply order.
	After sales service: Annual maintenance contracts after completion of warranty period.
	Testing: All fume hoods should be factory tested as per ASHRAE 110: 1995, certificate should be submitted along with the fume hoods. Onsite validation also should be carried out at ensure working of fume hoods as per international norms.

You are also requested to quote the Fume Hood price for the standard size also.

Tender committee reserves its right to select or reject any or all of the items mentioned above without assigning any reasons. Price must be quoted separately for each individual item listed above, as far as possible.