

# BID DOCUMENT



Tender for

SUPPLY AND INSTALLATION OF LABORATORY  
FURNITURE AT QUALITY CONTROL LABORATORY,  
TEA PARK, SILIGURI

Tender NO. DR/33(142)/ QCL Instruments /2014

## 1. DEFINITIONS:

- a) "TEA BOARD" means Tea Board Of India, a Commodity Board under the Government of India, Ministry of Commerce and Industry and having its Head Office at 14 B.T.M Sarani, Kolkata 700001
- b) "The purchaser" means the Chairman Tea Board, KOLKATA acting through the Secretary, TEA BOARD, Kolkata.
- c) "The Bidder" means company, individual or firm who participates in this tender and submits its bid.
- d) "The Supplier" means the successful bidder supplying the goods and services under the contract.
- e) "The Goods" means all the laboratory furniture, more fully described in this document which the supplier is required to supply to the purchaser under the contract.
- f) "Provisional acceptance letter/letter of intent" means the intention of the purchaser to place the purchase order on the bidder.
- g) "The Purchase Order" means the order placed by the purchaser on the Supplier signed by the purchaser including all attachments and appendices thereto and all documents incorporated by reference therein.
- h) The purchase order shall be deemed as "Contract" appearing in the document.
- i) "The Contract Price" means the price payable to the Supplier under the purchase order for the full and proper performance of its contractual obligations.
- j) "Validation" is a process of testing laboratory furniture as per the Generic Requirements in the specification for use by the Quality Control Laboratory, Tea Park, Siliguri.



TEA BOARD OF INDIA  
(MINISTRY OF COMMERCE & INDUSTRY  
GOVT. OF INDIA

TEA BOARD  
14, B.T.M. Sarani, Kolkata -700 001

**Notice Inviting Tender**

- i) Name of Work: SUPPLY AND INSTALLATION OF  
LABORATORY FURNITURE AT QUALITY  
CONTROL LABORATORY, SILIGURI
- ii) Office of issue: Secretary, Tea Board
- iii) Ref. no. DR/33(142)/ QCL Instruments/ 2014  
Dtd. 18.04.2015
- iv) Due date/ time of receipt **07.05.2015 up to 4.00 P.M**
- v) Opening date and time **07.05.2015 at 5.00 P.M.**
- vi) Bid Security (Earnest Money) Rs.20,000/- only payable by Demand Draft in  
favour of **Tea Board, Kolkata**

Tenders in sealed cover superscribing the Tender no. and due date are invited on behalf of Chairman, Tea Board from reputed, experienced manufacturers/suppliers for "Supply and installation of laboratory furniture at Quality Control Laboratory building Siliguri, West Bengal". The Demand Draft towards the Bid Security (E.M. D) should be enclosed in the tender along with self attested photocopies of documents related to Registration Number, PAN Number, VAT Number, Income tax return particulars, Trade License etc.

In absence of above documents the tender is liable for rejection.

Secretary ( I/C)

Nature of Work: Supply and Installation of Laboratory Furniture at Quality Control Laboratory, Siliguri as per the specification given in Annexure 1.

## TERMS AND CONDITIONS

1. Bids with technical literature, instruction, and certificate, diagrams etc. should be in English language and in original.
2. Each page of the bid must be serially No. and dully signed by the tenderer indicating unconditional acceptance of terms and conditions of the tender.
3. Corresponding Price of each item should indicate complete breakup of price in Rs. terms in the following format:
  - I. Net ex-factory go down price of the laboratory furniture including standard accessories and mechanical spare parts (inclusive of all items for which cost is to be borne by the suppliers as mentioned in the terms of tender agreement).
  - II. Transportation charges.
  - III. Insurance
  - IV. Any other charges.
  - V. Excise & Custom duty as applicable.
  - VI. Central sales tax if any.
  - VII. Any other taxes if applicable.
4. In the Techno Commercial Bids, besides usual stipulation, the following should be clearly mentioned.
  - a) Each copy of tender should be a complete document and should preferably be bound as a volume. Different copies must be bound separately and should include technical hand out etc.
  - b) **Bidders are mandatorily required to fill up the “Technical compliance statement” for each equipment they bided for as mentioned in annexure “H”, failing to which their bid will be liable for rejection.**
  - c) **Profile of the bidder must be submitted as mentioned in Annexure 'I'.** Tenders shall enumerate the operational experience in similar environment of the laboratory furniture offer along with name and addresses of user organization and dates when the laboratory furniture were installed.
  - d) In case the laboratory furniture as offered deviates from requirements let down in the tender document, the tenderers should describe in what respect and to what extent the equipment offered by them differs/deviates from the

specifications even though the deviations may not be very material. Tenderers must state categorically whether his offer is exact to tenders specifications and indicate deviations if any, failing which his offer is liable to be rejected. Tenderers shall make available full information and technical documents in original on the laboratory furniture being offer along with each copy of the quotation. Deviation(s) whether material or not may be decided by Chairman Tea Board in consultation with Advisory Committee consisting of Director Research and F.A. & C.A.O and such decision shall be final and binding.

- e) The tenderers shall clearly indicate the time for supply of laboratory furniture after receipt of supply order and the penalty clause for delay in supply beyond the agreed time schedule.
- g) **EARNEST MONEY:-** Earnest money will be Rs.20,000/- only (Rupees twenty thousand only) in favour of Tea Board, Kolkata in shape of D/D of any schedule Bank must be submitted with techno commercial bid of the tender. The tender without full earnest money will not be accepted in any case. The earnest money of unsuccessful tenderers shall be returned as promptly as possible but not later than thirty days after expiry of deed validity. The successful tenderer's earnest money shall be converted as part of deed security.
- h) Certificate as per Annexure-C of the tender documents to the effect that the laboratory furniture at brand new and fully tropicalised and fit for use in condition particularly those prevalent at Siliguri shall be enclosed.
- i) Any price preference/discount should be clearly mentioned and be reflected in the quoted price.
- j) Future updating of the accessories and details thereof should be indicated.
- k) Mandatory warranty of one year for the laboratory furniture and details thereof should be specified for each item.
- l) **The price quoted should be strictly in accordance with the terms of tender document and should include installation, acceptance test, loading and unloading, etc.**
- m) Detailed technical literature pertaining to the specifications for all laboratory furniture and accessories in original should be enclosed with each book volume of techno commercial bid.
- n) Details of foundations flow work, flow diagram of laboratory furniture to be mentioned.

- p) Designated life of the laboratory furniture in terms of calendar years and availability of spares for that period in India against Rupee Payment must be mentioned.
- r) Certificate to the effect that the price quoted is internationally competitive and has been/being charged by the vendor worldwide. A list of purchasers to whom the same laboratory furniture has been sold in India may also be submitted.
- s) The tenderers should furnish the name and other details of after-sale service/repair facilities available in India.
- t) The tenderers will be required to arrange free demonstration of the laboratory furniture at a place mutually agreed for facilitating technical evaluation of their technical bids.
- u) Latest Income Tax/Sales Tax Clearance Certificate/Vat No. or similar document as prevalent must accompany the tender set along with documentary evidence to prove their financial status. Permanent Income Tax Account Number, Vat Number of supplier may be mentioned.
- v) The tender document is non-transferable.
- w) **Bidders have to download tender documents from website: [www.teaboard.gov.in](http://www.teaboard.gov.in) .**

5. Essential Spares

- i. The firm must certify that the spares for specified life (which should be mentioned) of the laboratory furniture would be available in India. Firm is also provide their details setup in India and certify that it has requisite infrastructure for carrying out maintenance and repairing in India.

6. Period of Supply:

- b. Items are to be delivered and installed at QCL, Tea Park, Siliguri, West Bengal within 3 (Three) weeks from the issuance of the purchase order.

7. Period of validity of tender:

- c. The Bid shall remain valid for 45 days after the date of bid opening prescribed by Tea Board. A bid valid for a shorter period shall be rejected by the purchaser as non-responsive.

8. CONSIGNEE

- i. The laboratory furniture as per specification given above shall be delivered to Quality Control Laboratory at Tea Park. The

designation of the consignee along with the complete address is given in Annexure D **(Correct address may be given)**

9. Cost of preparation of tender and arrangement for demonstration/presentation shall be borne by the tenderer.
10. Incomplete tenders/defective tenders/ambiguous tenders are liable to be rejected.
11. Late tenders are liable to be rejected for whatsoever is the reason.

#### **INSTALLATION, ERECTION AND COMMISSIONING:**

The Tenderers shall be responsible for erection, installation and commissioning of the machines/equipments at the destination site, free of cost and also for making it fully operational.

The material required for installation such as:-

- |                 |                           |
|-----------------|---------------------------|
| (a) Labour      | (d) Necessary literature  |
| (b) Consumables | (e) Instructions material |
| (c) Drawing     | (f) other tools           |

shall be the responsibility of the tenderers.

#### **PERIOD OF SUPPLY:**

Items are to be delivered and installed at QCL, Tea Park, Siliguri, West Bengal within 3 (Three) weeks from the issuance of the purchase order.

#### **INSURANCE:**

All goods supplied under the contract/supply order shall be fully insured for all risk with Tea Board of India as the beneficiary. All consignments are required to be dispatched to the consignee's installation-site/final destination and the insurance cover shall remain valid till the erection, installation of the main equipment has been completed by the supplier and accepted by the consignees. The insurance charges along with particulars of insurance agents shall be given in the break up details of cost.

#### **WARRANTIES AGAINST QUALITY:**

1. Tenderers shall be fully responsible for the manufacturer's warranty in respect of proper design, quality and workmanship of the laboratory furniture, accessories, etc. for a period of at least one Year mandatory warranty and two years additional extended warranty from the date of successful completion of site acceptance test (SAT) of the laboratory furniture. The supplier will furnish a warranty certificate regarding quality as per Annexure 'C'

along with Techno Commercial Bid. The supplier will replace free of cost all the defective material/parts and any other accessory supplied by them under the contract/supply order which is found/noticed defective within the period of mandatory warranty.

2. The Warranty period shall be counted for the up time of the laboratory furniture which should not be less than 95%. Any shortfall in the up time below 95% shall result in extension of Warranty period to that extent.

#### TESTING PROCEDURES:

- I. In addition to manufacturer/tenderer defined tests, pre-manufacturing and pre-delivery inspection of site, Site Acceptance Tests at Siliguri shall be carried out.
- II. In addition to checking of deliverables and manufacturer's defined test, the acceptance tests shall also involve the successful installation of the complete laboratory furniture will be conducted by the tenderer in the presence of a team or agency nominated by the purchaser.

#### SITE SPECIFICATIONS:

1. Each successful Tenderer shall visit our laboratory site before fabrication/manufacturing and supply of laboratory furniture to know the desired requirements in details.
2. Each page of the tender should be initialed by the tenderer.
3. The earnest money will be liable to be forfeited if the Tenderer withdraws or amends impairs or derogates from the tender in any respect within the period of validity of his tender.
4. The sealed envelopes containing the tender must be super scribed "Tender for **laboratory furniture** due on **07.05.2015**" (Techno Commercial Bid/Prices Bid as the case may be). Both bids must be in separate sealed covers & super scribed in bold letters.
5. The quantity of laboratory furniture may increase/decrease at the time of placing of firm supply order.
6. Only the authorized representative of the tenderer with proper authority letter may attend the opening of the Bids in the Office of TEA BOARD,14 B.T.M. SARANI, KOLKATA-700001
  - a) The laboratory furniture mentioned in the tender meet all the technical specifications.



- b) The tenders meet the entire requirement contained in this tender document.
- c) Earnest money in terms of tender document is enclosed.

#### **SECURITY DEPOSIT FROM SUPPLIERS:**

For successful tenderer 10 % of the ordered value of the work is required to be deposited as Performance Security in the form of Demand Draft .The security deposit will be valid till the warranty period and will be refunded after satisfactory execution of contract period.

- 7. Tender currency: Price shall be quoted only in Indian currency. Price quoted in currency other than INR will be liable for rejection.**
- 8. Any price variation due to decrease in import duty or other taxes as imposed by Central/State Govt. must be passed on to the purchaser.
- 9. The Board reserves the right at the time of award of the contract to increase or decrease the quantity of goods specified in the schedule.
- 10. Notification of offer: The Board will notify the successful tenderer by fax, confirming in writing by registered letter that its tender has been accepted. This notification of offer will constitute the formation of contract.
- 11. Signing of Contract Agreement: At same time as the Board issued the letter of acceptance to the successful tenderer, the Board will send the tenderer the contract form as per Annexure- E incorporating the understanding between the parties.
- 12. Within fourteen days of receipt of the contract form the successful tenderer shall sign with date the contract form and return it to the Board.
- 13. Corrupt, fraudulent, coercive or collusive practices: The Board reserved the right to cancel the whole tender process even after selection of successful tenderer if it is found that any of the participating tenderer including the successful tenderer has indulge itself in Corrupt, fraudulent, coercive or collusive practices.
- 14. Tea Board reserves the rights to accept/reject the tender or cancel the whole process of tender without assigning any reason.**

#### **TERMS OF PAYMENT:**

95% payment will be made after delivery of laboratory furniture and execution of the supply order including successful installation and site acceptance test (SAT) after receiving consignee's certification for successful execution of supply order and rest 5% will be given within next three month after getting certificate from the consignee.

**FORCE MAJURE:**

“Force Majure” means an event beyond the control of the supplier and not involving the supplier’s fault or negligence and not limited to acts of the purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

If a force Majure situation arises, the supplier will promptly notify the purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the purchaser in writing the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majure

**TERMINATION FOR INSOLVENCY**

The Purchaser may at any time terminate the Contract by giving written notice to the Supplier, without compensation to the supplier, if the Supplier becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or effect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

**CLARITY OF INFORMATION**

Vendors must furnish specifically the information/clarification where sought in terms of tender document. Vague/ambiguous answering against different paras will not suffice and their tender may be treated as cancelled.

**COST OF TENDERING**

The Tenderer shall bear all costs associated with the preparation and submission of its tender and Board (Purchaser) will in no case be responsible and liable for those costs regardless of the conduct or out come of the tendering process.

**PATENT RIGHTS:**

The successful Tenderer shall indemnify the Board against all third party claims of infringement of patent, trademark or Industrial design rights arising from use of goods so supplied to the Board.

**RESOLUTION OF DISPUTE**

Any dispute arising out of this tender, during the contract period or completion and whether before or after the termination, abandonment or breach of the contract shall be referred to the arbitrator. Chairman, Tea Board, 14, B. T. M Sarani, Kolkata-700 001 will be the arbitrator in all such cases as per the Indian Arbitration and Conciliation Act, 1996 whose decision shall be final and binding.

**INTERPRETATIONS AND JURISDICTION**

The Contract shall be interpreted in accordance with the laws of the Union of India and course at Kolkata shall have the sole jurisdiction in the event of any dispute not referred for arbitration.

**Annex :1 Technical specification of laboratory furniture for QCL, Siliguri**

| Sl. No. | Item                           | Size           | Specification   | Quantity | Unit Price | Total Price (Inclusive of all taxes/levies etc) (Delivery and installation at QCL, Siliguri, West Bengal ) |
|---------|--------------------------------|----------------|---|----------|------------|--|
| 1.      | <b>Major Instruments Table</b> | 9'6" X 3' X 3' | i) Table Top:- 18 to 20mm Thick Black Granite<br>ii) Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii) Under Bench Storage Unit:-<br>a) Three Drawer :- 2No<br>b) One shutter & One shelf Unit:-2No<br>Without Kneehole<br>Bottom cladding | 2        |            |  |
|         |                                | 9'6" X 4' X 3' | i) Table Top:- 18 to 20mm Thick Black Granite<br>ii) Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii) Under Bench Storage Unit:-<br>a) Three Drawer :- 1No<br>b) One shutter & One shelf Unit:-1No<br>Without Kneehole<br>Bottom cladding | 1        |            |  |

|    |                                |                |  |   |  |  |
|----|--------------------------------|----------------|--|---|--|--|
|    |                                | 7'6" X 3' X 3' | i) Table Top:- 18 to 20mm Thick Black Granite<br>ii) Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii) Under Bench Storage Unit:-<br>a) Three Drawer :- 2No<br>b) One shutter & One shelf Unit:-2No<br>Without Knee hole, Bottom cladding                       | 3 |  |  |
| 2. | <b>Minor Instruments Table</b> | 6' x 2'6" X 3' | i) Table Top:- 18to20mm Thick Black Granite<br>ii) Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii) Under Bench Storage Unit:-<br>a) Three Drawer :- 2No<br>b) One shutter & One shelf Unit:-2No<br>Anti vibration table<br>Without Knee hole, bottom cladding | 1 |  |  |

|  |  |               |  |   |  |  |
|--|--|---------------|--|---|--|--|
|  |  | 7'X2'6" X 3'  | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) Three Drawer :- 2No<br>b)One shutter & One shelf Unit:-2No<br>Anti vibration table<br>Without Kneehole, Bottom cladding | 2 |  |  |
|  |  | 11'X2'6" X 3' | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) Three Drawer :- 2No<br>b)One shutter & One shelf Unit:-2No<br>Without Kneehole, Bottom cladding                         | 1 |  |  |

|  |  |               |   |   |  |  |
|--|--|---------------|---|---|--|--|
|  |  | 9' X 3' X 2'  | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) Four Drawer<br>Without Knee-hole, Bottom cladding  | 1 |  |  |
|  |  | 7'6" X2' X 3' | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) Three Drawer :- 2No<br>b)One shutter & One shelf Unit:-2No<br>Without Knee-hole, Bottom cladding | 1 |  |  |

|  |              |   |   |  |  |
|--|--------------|---|---|--|--|
|  | 7'X3' X 3'   | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) Three Drawer :- 2No<br>b)One shutter & One shelf Unit:-2No<br>Anti vibration table, Without Kneehole, Bottom cladding            | 2 |  |  |
|  | 7'6"X3' X 3' | Consisting of following items<br>i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) Three Drawer :- 2No<br>b)One shutter & One shelf Unit:-2No<br>Without Kneehole, Bottom cladding | 2 |  |  |



|   |               |                 |  |   |  |  |
|---|---------------|-----------------|--|---|--|--|
| 3 | Working Table | 7'6"X 1'6" X 3' | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) One Drawer/Two Shutters & One Shelf :- 2No<br>b) Two Shutter Sink Unit:-2No<br>iv) Sink :- 2No Both side<br>v)Water Tap :- Three Way water Tap :- 2No | 2 |  |  |
|   |               | 14'6"x3' X 3'   | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) One Drawer/Two Shutters & One Shelf :- 1No<br>b) Sink Unit:-1No (Right side)<br>v)Water Tap :- Three Way water Tap :- 1No                             | 1 |  |  |

|  |  |                 |   |   |  |  |
|--|--|-----------------|---|---|--|--|
|  |  | 7'X2' X 3'      | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) One Drawer/Two Shutters & One Shelf :- 3Nos  | 1 |  |  |
|  |  | 14' X 4'6" X 3' | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) One Drawer/Two Shutters & One Shelf :- 5No<br>v)Reagent Rack<br>Fitted with 2Nos 6/16Amp Switch Socket | 1 |  |  |

|  |  |             |   |   |  |  |
|--|--|-------------|---|---|--|--|
|  |  | 10'x3' X 3' | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) Three Drawer :- 2No<br>b)One shutter & One shelf Unit:-2No<br>Without Knee hole, Bottom cladding | 1 |  |  |
|  |  | 7'X3' X 3'  | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) One Drawer/Two Shuttters & One Shelf :- 3Nos<br>Without Knee hole, Bottom cladding               | 2 |  |  |

|    |                      |                  |  |    |  |  |
|----|----------------------|------------------|--|----|--|--|
|    |                      | 5'X 2'X 3'       | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) One Drawer/Two Shutters & One Shelf :- 2No<br>b) Two Shutter Sink Unit:-2No<br>iv) Sink :- 2No Both side<br>v)Water Tap :- Three Way water Tap :- 2No | 1  |  |  |
|    |                      | 2'6" X 3'X 3'    | i) Table Top:- 18to20mm Thick Black Granite<br>ii)Frame:- Pedestal Frame, Sq.tube Powder coating<br>iii)Under Bench Storage Unit:-<br>a) Three Drawer :- 2No<br>b)One shutter & One shelf Unit:-2No<br>Without Knee-hole, bottom cladding  | 2  |  |  |
| 4. | General office table | 5' X 2'6" X 2'6" | Wooden Make, Laminate top, with space to keep computer   | 1  |  |  |
|    |                      | 3' X 2'6" X 2'6" | Wooden Make, Laminate top, with space to keep computer   | 1  |  |  |
| 5. | Computer Table       | Standard Size    | Wooden Make Computer Table   | 5  |  |  |
| 6. | Apron rack           | Standard Size    | SS Made  | 2  |  |  |
| 7. | Lab Tool             |                  | Height adjustable, revolving, SS Made & top covered with rexin   | 25 |  |  |

|    |                                     |                               |   |   |  |  |
|----|-------------------------------------|-------------------------------|---|---|--|--|
| 8. | <b>Fume Hood With Inbuilt Table</b> | <b>Size:</b> 1200 x 840 x 800 | <p><b>Construction material:</b> External GI epoxy powder coated, Internal Liners as required Exhaust systems: Constant Air Volume / Variable Air Volume / Auxiliary Air Supply Sash configuration: Standard Vertical Sliding / Combination of Vertical Rising and Horizontal Sliding / Auto Sash Vertical Rising / Horizontal Sliding Door for Walk-in Fume Hood Liner option: Fibre Glass Reinforced Plastic (FRP) / Stainless Steel (for Radioactive and Perchloric Acid use) / Polypropylene (PP) / Phenolic Resin Work surface: Dished Ceramic / Dished Jet Black Granite / Imported Black Epoxy Top / Raised Edge Drip Cup / Sink: Flanged PP Black Drip Cup with outlet coupling of sizes - Oval - 220 mm x 100 mm x 170 mm – Ceramic Lattice / Scaffolding:GI - PU Coated / SS 316 / Aluminum Alloy Rods Electrical Fittings: North - West make 6/16 A Socket &amp; 16 A MCB Switch - Qty. as per requirements / Industrial BCH Sockets &amp; Switch Valves / Faucets / Services: Remote operated Front Panel mounted - Valves - Water, Chilled Water, D.M. Water, Nitrogen, Gas, Vacuum, Compressed Air /Any other service with Spoutes / Nozzles of 90 degree / 45 degree fitted on sides of Fume Hood Temperature Indicator: Optional Range - 50 degree to + 150 degree Centigrade with RTD Sensor PT-100 Face Velocity Meter: TEL AFA 1000/1 / Equivalent Make and Model Airflow Indicator:TEL AFA 500/1 or AFA2S / Equivalent Make and ModelBFV Inbuilt - PP / GI / SS for initial manual set-up , Optional - Motorised Damper for VAV Controls Blower: Imported PP Casing &amp; Impeller / PP-FRP Casing &amp; Impeller / SS Casing &amp; Impeller / Tailor made / Customised as per customer requirement</p> | 2 |  |  |
|----|-------------------------------------|-------------------------------|---|---|--|--|

|    |                    |                |  |   |  |  |
|----|--------------------|----------------|--|---|--|--|
| 9. | <b>Lab Trolley</b> | 2'6" x 2' x 3' | Type: Tray Trolley Box Type<br>Made of steel tubing and sheet steel.<br>Two baskets, corrosion protected and covered with soft plastic,<br>Wheels can rotate in all directions.<br>Loading capacity per basket 30 kg.      | 2 |  |  |
|    |                    | 3' x 2' x 8"   | Type: Platform Trolley<br>Made of steel tubing and sheet steel with pull/push handle<br>Wheel: metal made, surrounded by rubber sole, can rotate in all directions.  | 2 |  |  |
|    |                    | 2'6" x 2' x 3' | Type: Service Trolley<br>Made of steel tubing and sheet steel. with three tray, four side open, with small convenient handles at two sides.<br>Wheel: metal made, surrounded by rubber sole, can rotate in all directions. | 3 |  |  |

**For items mentioned in table at SL No. 1, 2 & 3 the common construction material and specification would be as follows:**

- 1. Table Top:** Export quality Jet Black Granite supported by Neoprene Rubber Strip (6mm) thick
- 2. Material of Construction:** Export quality Cold Rolled Close Annealed (CRCA) sheet.
- 3. Base Cabinet Storage Modules:** Completely made in 1mm CRCA Sheets. The shutter & drawer front is with sandwich construction. Shutter Gaps is filled up with foam sheet (16 mm thick) & Noise proof Foam Tape (3mm thick). Able to take load up to 1500 pounds (680 kg) capacity per base Cabinet.
- 4. Hardware Fittings & Accessories:**
  - a. KNx Door Hing:** 120 degree openable SS 304 (Able to take load up to 150 pounds (68.04 kg) with Base Cabinet door Hinge load test certificate. (As per SEFA Guidelines).
  - b. Handle:** SS.304 (Able to take load up to 50 pounds (22.68 kg) With Base Cabinet door & drawer pull Horizontal load test certificate & with Base Cabinet door & drawer pull vertical load test certificate (As per SEFA Guidelines).
  - c. KNx Drawer Slide:** KNx Drawer Slide. (Able to take load up to 150 pounds (68.04 kg).
  - d. Screw:** SS. 304 Visible
  - e. Lock:** Multipurpose locks with a pair of keys.
  - f. Utility Taps:** Three way "Epoxy powder coated brass taps with DIN 12920 color coding.
- 5. Powder Coating:** Epoxy powder coating with 70-80 microns thickness and 1000 hours salt spray test capability.
- 6. Electrical Raceway with Fittings:** Make in 1 mm CRCA sheets with MCB 16 Amp and socket 6/16 Amp
- 7. Reagent Rack with neoprene rubber**

## Annexure-'A'

**A. PROFORMA FOR BANK GUARANTEE**

In consideration of the President of India (hereinafter called "The Government") having agreed to exempt \_\_\_\_\_ (hereinafter called "the said Contractor" from the demand, under the terms and conditions of an Agreement dated \_\_\_\_\_ made between \_\_\_\_\_ and \_\_\_\_\_

for supply of equipment (hereinafter called "the said Agreement"), of security deposit for the due fulfillment by the said Contractor of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs.

\_\_\_\_\_ (Rupees

only).

We, \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ hereinafter referred to as "The Bank") at the request of the said Contractor do hereby undertake to pay to the government an amount not exceeding Rs. \_\_\_\_\_ against any loss or damage caused to or suffered or would be caused to or suffered by the Government by reason of any breach by the said Contractor of any of the terms or conditions in the said Agreement.

2. We (indicate the name of the Bank) \_\_\_\_\_ do hereby undertake to pay the amounts due and payable under this Guarantee without any demur, merely on a demand from the Government stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Govt. by reason of breach by the said Contractor any of the terms or conditions contained in the said Agreement or by reason of the contractor's failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability, under this Guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_
3. We undertake to pay to the Government any money so demanded notwithstanding any disputes that may be pending or any raised by the Contractors in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this Guarantee being absolute and unequivocal. The payment so made us under this Guarantee shall be valid discharge of our liability for payment there under and the Contractor shall have no claim against us for making such payment.
4. We \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ further agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till \_\_\_\_\_



5. Office/Department/Ministry of \_\_\_\_\_ certifies that the terms conditions of the said Agreement have been fully and properly carried out by the said Contractor and accordingly discharge this Guarantee. Unless a demand or claim under this Guarantee is made on us in writing on or before the \_\_\_\_\_ we shall be discharged from all liability under this Guarantee thereafter.
6. We, (indicate the name of the Bank) \_\_\_\_\_ further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said Contractor and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor or for any forbearance, act or commission on the part of the Government or any indulgence by the Government to the said Contractor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
7. This Guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.
8. We, (indicate the name of the Bank) \_\_\_\_\_  
\_\_\_\_\_ lastly undertake not revoke this Guarantee during the currency except with the previous consent of the Government in writing.

**Dated the** \_\_\_\_\_ **day** \_\_\_\_\_

For \_\_\_\_\_

(Indicate the name of the Bank)

Annexure 'B'

**RESPONSIBILITY OF THE CONTRACTOR  
FOR EXECUTING THE CONTRACT**

The contract made between \_\_\_\_\_  
\_\_\_\_\_ (hereinafter called the  
'Contractor' which expression shall include their legal representative on the ..... part  
& \_\_\_\_\_ as Purchaser on behalf  
of the President of India, hereinafter called the Government.

**Risk in the Equipment**

The Contractor shall perform the contract in all respects in accordance with the terms and conditions as mentioned from clause \_\_\_\_\_ to \_\_\_\_\_ of Supply Order No. \_\_\_\_\_ dated \_\_\_\_\_. The laboratory furniture and every respect at the risk of the Contractor until actual delivery to the Consignee at the stipulated place or destination or, where so provided in the Supply Order until their delivery to the Consignee as specified in the Schedule, as Interim Consignee for the purpose of dispatch to the Consignee. The Contractor shall be responsible for all loss, destruction, damage or deterioration of or to the equipment not being supplied as per specification vide clause \_\_\_\_\_.

**Consignee's Rights of Rejection**

- (a) Notwithstanding any approval which the Purchaser may have given in respect of the equipments or any part or portion thereof or any materials or other particulars or the work or workmanship involved in the performance of the contract (whether with or without any test carried out by the Contractor of the Purchaser or under the direction of the Purchaser and notwithstanding delivery of the laboratory furniture where so provided to the Interim Consignee), it shall be lawful for the Consignee, on behalf of the Purchaser to reject the laboratory furniture or any part, portion or consignment thereof (i) within 45 days after actual delivery thereof to them at the place or destination specified in the schedule and (ii) in the case of laboratory furniture within 90 days reckoned from the date of receipt of complete equipment with spares and accessories, as ordered if such laboratory furniture or part, portion or consignment thereof is not, in all respect, in conformity with specifications and terms and conditions of the contract whether on account of any loss, deterioration or damage before despatch or delivery or during transit or otherwise howsoever.
- (b) That if the Contractor fails to observe or perform any conditions of this contract or become insolvent or he or his Agent offers any bribe

in connection with contract then, notwithstanding any previous waiver of such default or action, the Purchaser will have the power on behalf of the Government to terminate the contract forthwith and without prejudice to other rights and remedies of the Government to forfeit the said Security deposit of Rs. \_\_\_\_\_

\_\_\_\_\_ in the form of Bank Guarantee at his discretion and also recover from the Contractor any loss suffered by the Government on account of the contract being so terminated prematurely.

- (C) That in case of any dispute or difference that may arise in connection with this contract the settlement of which is not hereinbefore provided for, the same shall be referred for the Arbitration to the Chairman, Tea Board, 14, B. T. M., Sarani, Kolkata – 700 001, or if he is unable or unwilling to act as an Arbitrator, to any other person nominated by him in writing and the decision of such arbitrator shall be final and legally binding on the parties to this contract.

*Witness*

*Signed by the said Contractor  
Or his Authorised Agent*

1. \_\_\_\_\_

2. \_\_\_\_\_

*Witness*

*Signed by the Purchaser  
(for and on behalf of the President of India)*

1. \_\_\_\_\_

2. \_\_\_\_\_

**WARRANTY CERTIFICATE**

We warrant that every thing to be supplied by us hereunder shall be brand new/ fully fit for operating in Indian conditions particularly those prevalent at -----  
-----free from all defects and faults in material, workmanship and manufacture and shall be of the highest grade and quality and consistent with the established and generally accepted standards for material of the type ordered shall be in full conformity with the specification/drawings of samples if any and shall operate properly. We shall be fully responsible for its efficient operation.

In case of any latent defect or inconsistency due to poor manufacturing/repair& overhaul of the laboratory furniture, or defective supply not conforming to the specifications if observed at the time of final inspection and thereafter 1 year mandatory warranty and 2 years additional extended warranty from the date of final acceptance, we undertake the guarantee to repair/supply free of cost the defective items up to the final destination and the inland expenses borne by the indenter, will be at our cost.

This warranty shall survive inspection and payment for and acceptance of the goods but shall expire (except in respect of complaints of which the contractor has been notified prior to such date) 36 months after their successful installation and acceptance by the purchaser.

SEAL of manufacturer/supplier Enterprises

Signature.....  
Name & address of manufacturer/supplier

Dated.....

Annexure 'D'

**CONSIGNEE of the laboratory furniture**

In- Charge  
Quality Control Laboratory  
Tea Park, Tea Board  
Bhola More, Jamurivita Village  
PO: Sahu Dangi Hot, Behind NJP RLY Station  
Jalpaiguri- 735135

**CONTRACT FORM**

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ between [name of Purchaser of the one part and (name of Supplier) of (address of Supplier) (hereinafter called "the Supplier") of the other part:

WHEREAS the Purchaser invited tenders for certain goods and ancillary services VIZ (brief description of goods and services) and has accepted a tender by the Supplier for the supply of those goods and services in the sum of [ *contract price in words and figures* ] (hereinafter called "the Contract Price).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this

Agreement, viz.:

- (a) The Tender Form and the Price Schedule submitted by the Tenderer;
- (b) The Schedule of Requirements;
- (c) The Technical Specifications;
- (d) The General Conditions of Contract;
- (e) The Special Conditions of Contract; and
- (f) The Purchaser's Notification of Award.

3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

The parties agree that, in the event of a dispute between them under or in connection with the contract, the mechanisms for the resolution of disputes outlined in the Conditions of Contract shall be followed in the manner specified therein.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the said \_\_\_\_\_ (for the Purchaser)

in the presence of \_\_\_\_\_ [name of witness] \_\_\_\_\_

Signed, Sealed and Delivered by the said \_\_\_\_\_ (for the Supplier)

in the presence of \_\_\_\_\_ [name of witness] \_\_\_\_\_

Annexure 'F'

**TENDER FORM**

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

Tender/Contract No.: \_\_\_\_\_

TO: TEA BOARD OF INDIA,  
14, B.T.M SARANI, KOLKATA-700001

Dear Sirs:

Having examined the Tender Documents], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver [description of goods] in conformity with the said Tender Documents for the sum of Rs 20 lac (Rupees twenty lac only ) or such other sums as may be ascertained in accordance with the Price Schedules attached herewith and made part of this tender.

We undertake, if our tender is accepted, (1) to commence delivery within [number] days and to complete delivery of all the items specified in the contract within [.....] days calculated from the commencement date specified in the Schedule of Requirements, and (2) to complete all associated services specified in the contract within [..... ] days calculated from the commencement date specified in the Schedule of Requirements.

If our tender is accepted we will obtain the guarantee of a bank in a sum equivalent to ( \_\_\_\_\_ ) per cent of the contract price for the due performance of the Contract, in the form prescribed by the Purchaser.

We agree to abide by this tender for a period of [number] days from the date fixed for the submission of tenders under paragraph 17 of the instructions to tenderers and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this tender, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

Duly authorised to sign tender for and on behalf of [In the capacity of]

---

Annexure 'G'

**MANUFACTURER'S AUTHORISATION FORM**

[Date]

TO: TEA BOARD OF INDIA,  
14, B.T.M SARANI, KOLKATA-700001

WHEREAS [name of the Manufacturer] who are established and reputable manufacturers of [name and/or description of the goods] having factories at [address of factory] do hereby authorize [name and address of Agent] to submit a tender, and subsequently negotiate and sign the Contract with you for the above goods manufactured by us.

We hereby extend our full guarantee and warranty as per Clause 23 of the General Conditions of Contract for the goods offered for supply by the above firm against this Invitation for Tenders.

(Signature for and on behalf of the Organization)



Annexure 'H'

**“Technical compliance statement”**

| <b>Name of the laboratory furniture</b> | <b>Requirement of the purchaser (as mentioned in the technical specification of the bid document)</b> | <b>Offer by the Bidder</b> | <b>Deviations (if any)</b> |
|---|---|----------------------------|----------------------------|
|   |   |                            |                            |

Annexure 'I'

**PROFILE OF THE BIDDER  
(To be furnished with the BID)**

|           |  |  |
|-----------|--|--|
| <b>1.</b> | <b>Company Profile</b>   |  |
|           | <b>Name</b>  |  |
|           | Address of the registered office   |  |
|           | Name & Designation of CEO  |  |
|           | Contact numbers of CEO   |  |
|           | Nature of Business   |  |
|           | Years of operations in India   |  |
|           | Location of offices in India   |  |
| <b>2.</b> | <b>Experience / Credentials</b>  |  |
|           | Number of similar units installed in eastern India   |  |
|           | Number of similar units installed in Kolkata/ near Siliguri/Kurseong                               |  |
|           | List of satisfied customers in India (testimonials from three satisfied customers may be attached) |  |
| <b>3.</b> | <b>Service Support in India</b>  |  |
|           | Number of application specialists  |  |
|           | Location of service centres in eastern India   |  |
|           | Number of trained service engineers in eastern India   |  |
| <b>4.</b> | <b>Availability of spares in India</b>   |  |
|           | Whether the service set up maintains stock of essential spares in eastern India                    |  |
|           | Lead time for supply of essential spares   |  |

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

Signature \_\_\_\_\_

Place: \_\_\_\_\_

Name \_\_\_\_\_

Company seal: \_\_\_\_\_

Designation \_\_\_\_\_