



भारतीय  
प्रौद्योगिकी  
संस्थान  
काशी हिन्दू विश्वविद्यालय



INDIAN  
INSTITUTE OF  
TECHNOLOGY  
BANARAS HINDU UNIVERSITY

Ref: IIT(BHU)/BME/20-21/875/O

Date: 1<sup>st</sup> March, 2021

**SCHOOL OF BIOMEDICAL ENGINEERING**

**QUOTATION ENQUIRY: “CO<sub>2</sub> Incubator for Animal Cell Culture”**

**Due Date:** 12/03/2021, 05:00 PM

**Bid Opening** Date: xx/03/2021

**To,  
The Representative/ Suppliers/Vendors,**

Please submit your GROSS lowest price for supplying the under mentioned items. Quotations in **sealed envelope** must reach us before the date marked above and should contain the following information:

1. Full specification and make of the item offered and its rate **F.O.R. School of Biomedical Engineering, IIT (BHU), Varanasi.**
2. Sales tax at concessional rate as applicable to educational institution.
3. Your VAT / CST registration number, PAN& TIN numbers.
4. Conditions of supply and terms of payment.
5. If you are a manufacture of the item or if you have proprietary right over it, please mention it in the quotation and provide a certificate.
6. Please mention your agency commission in Indian Rupees, if applicable (in case of imported items).
7. Please give undertaking as per annexure-I  
Quotation must be sent in a **sealed envelope** with word “**QUOTATION**”, our reference number, instrument name and due date as given above, clearly marked over it. **SL. NO.**  
Send the **Technical Bid** and **Financial Bid (in INR)** separately. **Price should be quoted as GROSS of all expenditure.**
8. **No vendor can claim for the Customs Duty Exemption certificate. There should not be any hidden charges for Customs Duty and Exemption certificate. IIT (BHU) will not take any liability related to any Customs Documents and charges. All the liability regarding Customs payments and documentation should be taken by the Vendor.**
9. IIT(BHU) may provide any one of the DSIR/GST exemption certificate. But same should be mentioned clearly.

SR.No.	Name of Items	Description / Technical Specification for “CO <sub>2</sub> Incubator for Animal Cell Culture”	Quantity
1	<b>CO<sub>2</sub> Incubator for Animal Cell Culture</b> <b>(Quantity: 1)</b> <b>(With all necessary accessories)</b>	<ol style="list-style-type: none"><li>i. Capacity: 160-170 liter</li><li>ii. Temperature management system: 4°C to 50°C with control increment of 0.1°C</li><li>iii. Temperature accuracy: <math>\pm(0.1-0.2)^\circ\text{C}</math> at 37°C with temperature uniformity of <math>\pm(0.1-0.2)^\circ\text{C}</math></li><li>iv. CO<sub>2</sub> gas supply range: 0.1 – 20%</li><li>v. Control increment of CO<sub>2</sub> gas: :0.1%</li><li>vi. Relative Humidity (RH): <math>\geq 90\%</math>,</li><li>vii. CO<sub>2</sub> gas accuracy of <math>\pm 0.1\%</math> at 37 °C and ambient 22°</li><li>viii. Gas uniformity: <math>\pm 0.1\%</math> at 37 °C</li><li>ix. HEPA filtration of gas supply system</li><li>x. Decontamination Protocol: High-Temperature Disinfection [HTD]: of at least <math>\geq 180^\circ\text{C}</math></li></ol>	<b>1</b>

		<ul style="list-style-type: none"> <li>xi. Should have a large backlit display for control of temperature and alarms</li> <li>xii. Should have separate single inner glass door for monitoring of samples without disturbing conditions of the chamber.</li> <li>xiii. Should have pressure regulator to ensure less gas consumption</li> <li>xiv. The Inner chamber should be formed from single stainless-steel sheet.</li> <li>xv. Should have six-sided direct heating elements to ensure even distribution of heat.</li> <li>xvi. Should have removable humidity tray for easy cleaning and refilling of distilled water.</li> <li>xvii. <b>Dual Channel Infra-Red (IR)</b>; CO<sub>2</sub> sensor with auto-calibration feature</li> <li>xviii. incubator should come with standard 3 perforated stainless-steel shelves;</li> <li>xix. System should meet the CE/NSF certification standards.</li> </ul>	
	<b>Accessories:</b> (at least one of each)	<ul style="list-style-type: none"> <li>i. Any other accessories required during installation</li> <li>ii. CO<sub>2</sub> cylinder</li> <li>iii. Regulator</li> <li>iv. Suitable Stabilizer</li> <li>v. Other important accessories</li> </ul>	
	<b>Other terms and conditions</b>	<ol style="list-style-type: none"> <li>1. <b>Comprehensive warranty:</b> 3 years from the date of installation</li> <li>2. Will be followed as per the purchase policy of IITBHU</li> <li>3. <b>FOR to the School of Biomedical Engineering, IIT (BHU), Varanasi.</b></li> </ol>	

N.B. :

- Due Date For Submission of quotation latest by 12/03/2021
- Other terms & conditions pertaining to item mentioned above, shall be mentioned below:

The Sealed quotations will be opened by: xx<sup>th</sup> March, 2021 at.....-..... in the office of .....  
 ..... (This is mandatory in case of e-publishing).

**Dr. Pradip Paik, Ph.D.**  
 Associate Professor  
 School of Biomedical Engineering  
 Indian Institute of Technology (BHU)  
 Varanasi 221 005, U.P., India



**Dr. Pradip Paik, Ph.D.**  
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Ph. No.: +91-8500109932 (m)

**Note: Accessories required to install the instruments must be provided by the vendors**

### **IMPORTANT TERMS**

- 1- Installation: The same quoted system or equivalent category systems should have at least 5 numbers of installations in India by the vendor. List of such 5 users and copy of their installation report should be enclosed.
- 2- Payment will be made 90% by Bill Basis i.e. 90% payment against shipment and rest 10% on successful installation and submission of PBG after satisfactory installation and submission of PBG@10% of order value valid for period of 60 days beyond all warranty obligations.
- 3- If the equipment is proprietary you have to provide proprietary & sole supplier certificate.
- 4- Other terms & conditions pertaining to item mentioned above, shall be mentioned below/ attached.

**\*\*Additional optional accessories should be indicated separately along with their price. The above specs are desirable and the actual numbers achievable for your system should be indicated.**

**Safety devices:** Safety devices against power/vacuum/water/air/gas failures.

### **OTHER TERMS and Conditions:**

4. **Quotation for the AMC:** vendor should provide the quota for 3 years AMC after completion of 3 years comprehensive warranty
5. **Spares:** Spares should be available for 10 years.
6. **Indian agency commission:** Should be clearly stated in the financial bid in Indian currency
7. **In case of foreign suppliers/import:** FOR to the School of Biomedical Engineering, IIT (BHU), Varanasi.
8. **Consumable and spares:** List of the detailed consumables and spares to be supplied with the system
9. **User's List:** Provide users for last 5 years with contact person name, address, phone, fax and email IDs.
10. **Manuals/Documents (at the time of installation):** 1 set of hard copy and 1 set of soft copy in English (preferred as following).
  - a. Operating manual
  - b. Maintenance manual
  - c. Servicing manual
  - d. Programming manual
  - e. Spare parts list with source of supply and prices
  - f. Description of control interface
  - g. Circuit diagrams of PLC, drive controls etc
  - h. Manuals of bought out items incorporated in the system
  - i. Details of any custom made ICs & components & their sources
  - j. Flow charts of all resident software
  - k. Test Chart
  - l. Pre-installation requirements of foundation plan details, electromagnetic interference and vibration.
11. Details of the standard samples to be provided by the company for testing the instruments at the time

of installation at site for the demonstration of the performance of equipment.

- (7) Please provide the segmented quotation for each optional measurement capability.
- (8) The document should also indicate what kind of service/maintenance is required for the system. Whether this service has to be carried out by a company engineer or it can be carried by trained service personnel within India. The frequency of visit and the charges should be mentioned.
- (9) Complete computer control of operation and measurement on Windows based platform. Give the details of software for measurement and analysis.
- (10) Pre-installation site preparation/inspection requirements to be indicated and specified along with the quotation
- (11) **Installation and training should be provided free of cost.**
- (12) **Warranty period to be clearly mentioned and should begin from the date of installation.**
- (13) Guaranteed specifications to be demonstrated at the time of installation. Any necessary standard samples for that purpose should be brought by the Service Engineers.
- (14) Service manuals with complete circuit diagram and PCB layout for all equipment to be provided with the instrument.
- (15) The vendor to provide compliance statement with respect to each technical specification in the tender document duly supported by the manufacturer's literature. Any other claim will not be accepted and may lead to rejection of the bid.
- (16) Printed literature in support of compliance to the prescribed specifications is to be submitted.
- (17) Compliance report needs to be submitted as a part of the technical bid.
- (18) In case during shipment period newer versions of software/hardware is available with vendor in lieu of the existing one for which Letter of Credit was opened, then improved version should be made available without any extra cost.
- (19) Institute reserves the right to visit installation in India of same capabilities the details with to regard to such installation should be given as a part of technical bid.
- (20) Technical evaluation by the Institute may include demonstration to verify functionalities and capabilities of the system quoted.
- (21) All the other terms and condition will be followed as per the IIT-BHU/Government of India /MHRD norms.

**Services:** Vendor must submit Factory Acceptance Test procedure supported with relevant printed literature and certificates.

**Dr. Pradip Paik**  
**Associate Professor**  
**School of Biomedical Engineering**  
**Indian Institute of Technology (BHU)**  
**Varanasi 221 005, UP, Ind**

Dr. Pradip Paik, Ph.D.  
Associate Professor  
School of Biomedical Engineering  
Indian Institute of Technology (BHU)  
Varanasi 221 005, U.P., India

**DECLARATION**

*(To be uploaded on the letter head of the firm submitting the bid)*

1. I, ----- Son /Daughter of Shri-----  
----- Proprietor/ Partner/ CEO /MD/ Director/ Authorized Signatory of  
M/s. ----- am competent to sign this declaration and execute this tender  
document.
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
4. I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
5. Each page of the tender document and papers submitted by my Company is authenticated, and I take full responsibility for the entire documents uploaded.
6. This is certified that our organization has been authorized (Copy uploaded) by the OEM to participate in Tender. We further certify that our organization meets all the conditions of essential eligibility criteria and technical specifications laid down in this tender document. Moreover, OEM has agreed to support on regular basis with technology / product updates and extend support for the warranty.
7. The prices quoted in the price bids are subsidized due to academic discount given to IIT (BHU), Varanasi.
8. We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/Govt. Department/Public Sector Undertaking in the last three years.

-----  
Signature of the Authorized Person

Date: -----

Full Name -----

Place: -----

Company Address with Seal

INDIAN INSTITUTE OF TECHNOLOGY (BHU), VARANASI

**TO BE RETURNED**

Following proforma should be filled in and duly signed by the firm and sent along with the quotation. (Please refer to the detailed instructions/notes before filling this Proforma).

1. Validity of the offer : .....
2. Approximate Delivery Period : .....
3. (a) Whether rates have been quoted F.O.R. site and covers packing forwarding and insurance charges. : YES / NO  
(b) If not, please mention the same : .....
4. (a) Whether the prices are inclusive of Sales Tax and other taxes. : YES / NO  
(b) If not, kindly specify the amount / rate :  
.....
5. If the Sales Tax is charged extra, declaration for charging Sales Tax correctly attached. : YES / NO
6. (a) Whether supply will be made directly or through any Local / Regional / Authorized Dealer / Stockist : Directly/Stockist/Authorized Dealer  
(b) If through a Stockist / Dealer: -  
(i) Name and full address of the Party :  
.....  
.....  
(ii) Whether the order to be placed with the : Principal / Stockist / Dealer  
(iii) Who will raise the bill : Principal / Stockist / Dealer  
(iv) Cheques will be drawn in favour of : Principal / Stockist / Dealer  
(v) Whether any Delivery, Packing and Forwarding Charges will be payable to local Stockist/Dealer : YES / NO  
(Please specify the amount/percentage etc, if any)
7. Our terms of payment (Please indicate your preference by a (✓) mark). Please note that no other payment terms are likely to be accepted.  
**(a) For Local Firms or if the bills are raised by the Local Dealers.**  
(i) 100% Payment on bill basis : .....  
**OR**  
(ii) 100% payment against Proforma Invoice after receipt of materials in good condition, installation and satisfactory report.  
**(Only under exceptional cases)**  
**(b) If the bills are raised by outstation Firms**  
(i) 100% Payment on bill basis :  
.....  
**OR**  
(ii) 100% payment against Proforma Invoice after receipt of materials in good condition, installation

and satisfactory report : .....

**OR**

(iii) D.G.S. & D. Terms of Payment for D.G.S. & D

Rate Contract items : .....

**OR**

(iv) 75% against Proforma Invoice (at site) or documents through Bank and 25% after receipt of materials in good condition, installation and satisfactory report. : .....

**OR**

(v) 90% payment against Proforma Invoice (at site) or documents through bank and 10% after receipt of materials in good condition, installation and satisfactory report (Only under special Circumstances). : .....

8. Whether any Excise Duty is payable on the items. : YES / NO  
If yes, indicate the amount / percentage. : .....%
9. Whether any installation charges are payable extra. : YES / NO  
If yes, amount to be specified. :  
.....
10. Whether any discount for educational institution :  
offered on the printed price list of the manufacturer. : YES / NO  
Please mention the amount / percentage. :  
.....
11. Whether the product is on DGS &D/D.I. Rate contract.  
If yes, please enclose a photocopy of the same. : YES / NO
12. Whether the product bears I.S.I. Mark. YES / NO  
If yes, please mention the I.S.I. License no. :  
.....
13. (a) Whether the firm is Sales Tax payer. : YES / NO  
If yes, please mention the Sales Tax Numbers. :  
.....
- (b) Whether the Local Dealer(s) is / are Sales Tax  
payer(s) : YES / NO  
If yes, please mention the Sales Tax numbers of each :  
.....
14. Whether printed / authenticated price list of the Firm's  
Products and Catalogue etc. enclosed. : YES / NO

Signature of the Authorised Official with Seal

TO BE RETURNED WITH QUOTATION

**UNDERTAKING**

***WE HEREBY UNDERTAKE THE FOLLOWING:***

1. We will not sell the product (s) to other institutions, bodies and also in the market on the rates less than those quoted by us to the Institute.
2. The goods on which Sales Tax has been charged are not exempted for payment of Sales Tax under C.S.T. Act or U.P.S.T. Act or the rules made there under and the amount mentioned on account of Sales Tax on goods is not more than what is payable under the provisions of the relevant Act or Rules made there under.
3. The rate of Excise Duty mentioned in the quotation is in accordance with the provisions of the rules and the same is payable to the Excise Authorities in respect of the stores.
4. The goods / Stores / articles offered shall be of the best quality and workmanship and their supply will be strictly in accordance with the technical specifications and particulars as detailed in the quotation.
5. The information furnished by us in the quotation is true and correct to the best of our knowledge and belief.
6. We have read and understood the rules, regulations, terms and conditions and agree to abide by them.

*Authorised Signatory*  
**(Seal)**



### TECHNICAL COMPLIANCE STATEMENT

**Name of the instruments: CO<sub>2</sub> incubator for Animal Cell Culture**

(To be submitted by supplier duly filled all the points)

Sr. No.	Technical Requirement- CO <sub>2</sub> incubator for Cell Culture	COMPLIANCE STATEMENT (YES/NO)/Remark
<b>i.</b>	Capacity: 160-170 liter	
<b>ii.</b>	Temperature management system: 4°C to 50°C with control increment of 0.1°C	
<b>iii.</b>	Temperature accuracy: $\pm 0.1^\circ\text{C}$ at 37°C with temperature uniformity of $\pm 0.1^\circ\text{C}$	
<b>iv.</b>	CO <sub>2</sub> gas supply range: 0.1 – 20%	
<b>v.</b>	Control increment of CO <sub>2</sub> gas: :0.1%	
<b>vi.</b>	Relative Humidity (RH): $\geq 90\%$ ,	
<b>vii.</b>	CO <sub>2</sub> gas accuracy of $\pm 0.1\%$ at 37 °C and ambient 22°	
<b>viii.</b>	Gas uniformity: $\pm 0.1\%$ at 37 °C	
<b>ix.</b>	Decontamination Protocol: High-Temperature Disinfection [HTD]: of at least $\geq 180^\circ\text{C}$	
<b>x.</b>	Should have a large backlit display for control of temperature and alarms	
<b>xi.</b>	Should have separate single inner glass door for monitoring of samples without disturbing conditions of the chamber.	
<b>xii.</b>	Should have pressure regulator to ensure less gas consumption	
<b>xiii.</b>	The Inner chamber should be formed from single stainless-steel sheet.	
<b>xiv.</b>	Should have six-sided direct heating elements to ensure even distribution of heat.	
<b>xv.</b>	Should have removable humidity tray for easy cleaning and refilling of distilled water.	
<b>xvi.</b>	Should have <b>Dual Channel Infra-Red (IR)</b> ; CO <sub>2</sub> sensor with auto-calibration feature	
<b>xvii.</b>	incubator should come with standard 3 perforated stainless-steel shelves;	
<b>xviii.</b>	<b>Accessories:</b> <ol style="list-style-type: none"> <li>i. Any other accessories required during installation</li> <li>ii. CO<sub>2</sub> cylinder</li> <li>iii. Regulator</li> <li>iv. Suitable Stabilizer</li> <li>v. Others (mention the name)</li> </ol>	
<b>xix.</b>	<b>Other terms and conditions</b> <ol style="list-style-type: none"> <li>1. Comprehensive warranty: 3 years from the date of installation</li> <li>2. Will be followed as per the purchase policy of IITBHU</li> </ol>	
<b>xx.</b>	CDEC will not be provided.	
<b>xxi.</b>	<b>FOR:</b> School of Biomedical Engineering, IIT BHU, Varanasi, UP, 221 005	

`Signature of the Authorized  
Official with Seal

**PREVIOUS SAME ORDER EXECUTED**

Please quote best minimum prices applicable for a premier Educational and Research Institution. The party must give details of purchase orders identical or same equipment supplied to any IITs/NITs/University/CFTIs as per below Format in last Three years (to be uploaded in Cover 1) along with the final price paid, these details are mandatory.

Name of the Firm \_\_\_\_\_

Order placed by (Full address of Purchaser)	Order No. and Date	Description and quantity of ordered Equipment	Value of Order	Date of completion as per contract	Has the Equipment being installed satisfactorily (Attach a Certificate from the Purchaser/ Consigner)	Contact Person along with Telephone No., Fax No. and e-mail address.

*(Kindly enclose the scan copy of aforementioned purchase orders)*

**Details of Technical Expert**

<b>Name of application specialist/Service Engineer who have the technical competency to handle and support the quoted product during the warranty period.</b>		
<b>Name of the organization</b>	<b>Name of Contact Person</b>	<b>Contact No.</b>

Signature and Seal of the Manufacturer / Bidder \_\_\_\_\_

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

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