

UNIVERSITY OF KERALA

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala Legislative Assembly.
Accredited by NAAC with A++ grade)

DEPARTMENT OF BOTANY



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14/BOT/964/25

21.03.2025

Containing General Conditions and Schedule for the Purchase of Rotary shaker

Name of Tenderer: **Professor and Head
Department of Botany**

Address: **The Professor and Head
Department of Botany
University of Kerala
Kariavattom Campus
Thiruvananthapuram
Kerala, PIN- 695581**

Signature of Tenderer

Dr. E. A. SIRIL
Professor & Head
Department of Botany
University of Kerala, Kariavattom
Thiruvananthapuram-695 581



FORM OF TENDERER

From

.....
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To

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.....
.....

Sir,

I/We hereby tender to supply, under the annexed general conditions of the contract, the whole of the articles referred to and described in the attached specification and schedule, or any portion thereof, as may be decided by the University of Kerala, Thiruvananthapuram at the rates quoted against each item. The articles will be delivered within the time and at the places specified in the schedule.

*I/We am/are remitting/have separately remitted the required amount of Rs.
.....
..... as earnest money.

Yours faithfully (Signature)

.....

(Address)
.....
.....

Date:.....

* To be scored in cases where no earnest money deposits is furnished.

Important: This tender form may be printed on A4 size paper. Editing of the pre- printed text in the tender form in any way other than as indicated (like ticking, filling in with ink/typing, scoring off in applicable material etc.) will render the tender form invalid and liable for rejection.

GENERAL CONDITIONS

Sealed tenders are invited for the supply of the materials as specified in schedule attached below.

1. The tenders should be addressed to the **Professor and Head, Department of Botany, University of Kerala, Kariavattom Campus, Thiruvananthapuram-695581, Kerala** in a sealed cover with the tender number and name – **“Tender for the Purchase of Rotary shaker (1 No)”** duly superscribed on the cover on or before **04/04/2025, 3.00 PM**.
2. Tenders that are not in the prescribed form are liable to be rejected and the cost of tender forms once paid will not be refunded. The rates quoted should be only in Indian currency. Tenders in any other currency are liable to rejection.
3. Intending tenderers should send their tenders so as to reach the officer mentioned in the tender notification, on or before the due date and time noted therein. No tender received after the specified date and time will be accepted on any account. The rates will be considered firm for acceptance till the date mentioned therein. Tenders not stipulating period of firmness and tenders with price variation clause and/or ‘subject to prior sale’ condition are liable to be rejected.
4. (a). The cost of the **tender form 590.00** (Rupees Five hundred and ninety only) and the **Earnest Money Deposit of Rs. 2500/-** (Rupees Two thousand five hundred only) should be remitted by way of Demand Draft issued from a nationalized/ scheduled bank, drawn in favour of **The Finance Officer, University of Kerala**, payable at State Bank of India, Kerala University Office Campus Branch (**SBIN0070292**). The tender documents, along with separate DD towards the cost of the tender form and the EMD should be submitted/sent to The Professor and Head, Department of Botany, University of Kerala, Kariavattom Campus, Thiruvananthapuram- 695581, Kerala. **Cheque will not be accepted**. The earnest money of unsuccessful tenderers will be returned as soon as possible after the tenders are settled.
- (b). Performance Security: If work is awarded, a Performance security equal to 5% of contract value shall be furnished by the bidder. The Performance Security will be forfeited, if the firm fails to abide the terms and conditions of the tender and subsequent execution of the work/ warranty liability. It will be released on successful completion of work and general warranty period of 03 years.
- (c). Tenderers whose names are registered with Government (Stores Purchase Department) are generally exempted from furnishing earnest money for such articles for which they have registered their names. If they tender for stores other than those for which they have registered their names, they will have to furnish earnest money as in the case of unregistered firms. Registered firms will have to quote invariably in every tender they submit, the registration number assigned to them by the Stores Purchase Department. Attested copy of registration certificate may be enclosed with the

tender for reference.

(d). Small Scale Industries and Cottage Industries within the Kerala state, which are certified as such by the Director of Industries and Commerce or by the Regional Joint Director of Industries and Commerce will be exempted from furnishing earnest money against tenders for supply of stores manufactured by them.

- 5.** If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money, if any deposited by him will be forfeited to University of Kerala or such action taken against him as the University think fit.
- 6.** The final acceptance of the tender rests entirely with the University who do not bind themselves to accept the lowest or any tender. But the tenderers on their part should be prepared to carry out such portion of the supplies included in their tender as may be allotted to them.
- 7.** In cases where a successful tenderer, after having made partial supplies, fails to fulfill the contracts in full, all or any of the materials not supplied may at the discretion of the Registrar, be purchased by means of another tender/quotation or by negotiation or from the next higher tenderer who had offered to supply already and the loss, if any, caused to the University shall thereby, together with such sums as may be fixed by the University towards damages, be recovered from the defaulting tenderer.
- 8.** Payment: The University will release the payment only after inspecting the equipment and satisfy that the supply is as per the requirements. The payment will be made after successful completion of the supply and installation and producing invoice in triplicate
- 9.** The contractor shall not assign or make over the contract or the benefits or burdens thereof to any other person or body corporate. The contractor shall not underlet or sublet to any person or body corporate the execution of the contract or any part thereof without the consent in writing of the Registrar who shall have absolute power to refuse such consent or to rescind such content (if given) at any time if he is not satisfied with the manner in which the contract is being executed and no allowance or compensation shall be made to the contractor or the sub-contractor upon such recession. Provided always that is such consent be given at anytime, the contractor shall not be relieved from any obligation, duty or responsibility under this contractor.
- 10.** The tenderer shall undertake to supply materials according to the standard sample and/ or specifications
- 11.** No representations for enhancement of rates once accepted will be considered.
- 12.** Any attempt on the part of the tenderers or their agents to influence the University in their favour by personal canvassing with the officers concerned will disqualify the tenderers.
- 13.** Installation and Commissioning: The items shall be installed and commissioned at Department of Botany, University of Kerala, Kariavattom Campus. All incidental expenses

should be borne by the supplier.

14. The item should be supplied within a period of 30 days from the date of supply order.
15. General rules relating to the purchase of materials/ equipment will also be applicable to this tender.
16. **Only one model can be quoted in a tender.** If the tenderer wants to quote for more than one model, separate tenders should be submitted. If more than one model is quoted in a single tender it will be summarily rejected.
17. **Technical bid and financial bid must be placed in individual sealed envelopes and these envelopes must be placed inside a bigger envelope. The top of cover must also contain name and address of the tenderer, telephone number and other contact details for the further correspondence.**
18. **A catalogue of the quoted instrument and images is mandatory.**
19. Warranty/Guarantee: The supplier shall guarantee to repair/replace the items or its part –if found defective within the **warranty period of 3 years**. The entire expenditure for repair/ replaces of the item in this regard shall be borne by the supplier.
20. Service facility: Supplier should mention their details of service setup and manpower in Kerala especially at Trivandrum who are responsible for after sales service. Service support undertaking should be furnished.
21. Performance Certificate: A performance certificate and installation certificate (with names of Institutes, contact person and telephone/ email) from **minimum 5 esteemed customers** where same equipment (quoted model) supplied by you in India [Preferably South India] should be submitted along with tender documents.
22. In case of the dispute arises, the decision of University authority shall be final and binding on bidders.
23. After technical bid evaluation, the selected bidders will perform offline demo of quoted model at the Department of Botany, University of Kerala, Kariavattom Campus, if requested by the technical committee.
24. The undersigned reserves the right to reject or accept any or all the tenders received fully or partially without assigning any reason thereof.
25. The Validity of the Quotation will be for 180 days.
26. Rate quoted should be inclusive of all charges such as packing, forwarding, freight, loading/ unloading/ handling or installation charges and Government duties leviable, if any.
27. **Other special conditions:** Defective items, if any, supplied should be rectified/ replaced to the satisfaction of the University by the suppliers at their own cost.

Sl. No.	Name of the item	Quantity	Technical specification
1	Rotary shaker	1	<ul style="list-style-type: none"> Equipment should have a shaking movement incorporates Triple Eccentric Pin with Counter Balance for gentle shaking. The drive should be of permanent Magnet DC Motor with toothed belt for noiseless operation. Shaking tray and clamps from the original equipment manufacturer should be supplied along with the equipment. The universal shaking tray could be able to accommodate 49 nos. of 100ml flask, 36 nos. of 250ml flask, 25 nos. of 500 ml flask, 16 nos. of 1000 ml flask, 9 Nos of 2000 ml flask, 4 nos. of 5000ml and 2 nos. of 6000ml flask. Clamps for 250 ml flask (36 nos.) should be supplied along with the equipment. Shaker material should be is Galvanized and Powder coated steel and shaking tray in Powder coated Aluminum. Shaking speed range should be 50 - 250 RPM with +/-2% rpm accuracy. The equipment should have an orbital shaking motion in 26 mm diameter. Equipment dimension should be W x D x H = 570 x 570 x 275 mm and the universal tray size should be 570 x 570 mm. Shaking control should be through Potentiometer and RPM Indication in digital LED display. The equipment should comply with universal standard safety measures of CE certified (attach documents). The manufacturer should be ISO 9001- 2015 Certified (attach documents). Bidder should quote for running models and custom-built models will not be considered. Bidder should quote for model with number of installations across India in reputed Government organizations like central Universities, IIT's, IISER's, CSIR institutions and ICAR institutions should be a minimum of 80. Complete user list of quoted model with contact details such as email & mobile numbers preferably with the name of the end

			<p>user more than 100 nos. should be enclosed with quotation.</p> <ul style="list-style-type: none"> • Related published document, web links and list of publication in support of quoted model should be attached with the tender documents. • Warranty not less than 3 years should be given from the date of successful installation at the Department of Botany, University of Kerala, Kariavattom.
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I..... (Name of Authorized Person) on behalf of.....
 ...(Company name) do hereby agree to the terms and conditions mentioned in the tender and supply of above item as per schedule and rate mentioned in the financial bid.

Signature and Seal of Bidder

Those who are interested should send their bid (The bid **technical and financial separately** complete in all respects) may be submitted in a sealed cover (hard copy only) superscribed with "Tender for

.....Ref. No.....

Equipment Name

..... and addressed to **The Professor and Head, Department of Botany, University of Kerala, Kariavattom Campus, Thiruvananthapuram-695581, Kerala.**

Kindly submit lowest quotes on or before 04.04.2025, 3.00 pm

21.03.2025
 Kariavattom

Dr. E. A. SIRIL
 Professor & Head
 Department of Botany
 University of Kerala, Kariavattom
 Thiruvananthapuram-695 581

(Handwritten signature in blue ink)

Professor and Head
 Department of Botany

