

**DEPARTMENT OF PEDIATRICS
ALL INDIA INSTITUTE OF MEDICAL SCIENCES**

Dated 12/11/15

Institute Reference: S.R.E. No. 30/Pead/Electronic Pipette/Nephro/15-16/Plan

Subject: Short Rate Enquiry for purchasing Electronic pipette.

Dear M/s

A short rate enquiry is hereby floated/ invited for purchasing the Electronic pipette required by Department of Pediatrics, AIIMS, New Delhi.

Item Name	Electronic pipette
Quantity	01 (One)
Warranty/ Guarantee	3 years comprehensive warranty

Technical specifications

1. Eight channel electronic pipette range from 20 µl to 300 µl, with option of custom programs
2. Tip spacing adjustment should be electronic and allow the user to use the pipette in 48, 96 as well as 384 wells plate
3. The pipette should be equipped with auto storage option of calibration
4. It can be operated by one hand and should be equipped with battery backup system to avoid the pipetting cycles to stop
5. The pipette should be chargeable in short period of time
6. It should be equipped with such a feature to allow the residual liquid in the tip to be dispensed completely
7. Pipette should be available with the tip locking system to avoid the fall off during experiment
8. Features in the quotations should be substantiated with proper company catalogue
9. **Consumables required:**
 - 1000ul tip boxes – 5 nos.
 - 200ul tip boxes- 5 nos.
 - 10ul tip boxes -5 nos.

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Dr. Arvind Bagga
Professor



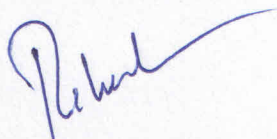
Dr. Rakesh Lodha
Additional Professor &
O/I Deptt. Stores



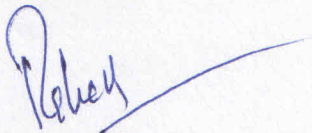
Dr. Pankaj Hari
Professor

TERMS & CONDITIONS:

1. The quotations should be addressed to Professor & Head, Department of Pediatrics, Room No. 3058, AIIMS, New Delhi-29" and sent by post/ courier by 27 November 2015, up to 5:00 P.M. Quotations should be sealed in an envelope and the reference no. and item name clearly written on top of the envelop. (i.e. quotation for the item.....).
2. The firm must be registered and having TIN no./ registration no. (Please mentioned TIN/ registration no. on the technical bid) or else the quotation will be treated as cancelled.
3. **The firm should submit two bids in a separate envelope and both bids packed in a single envelope mentioning name of the quoted item with reference no.**
First bid 'Technical Bid': Should contain information of quoted equipment including all supporting documents
Second bid 'Price Bid' Should contain cost of the offered equipment. A separate list of the consumables accessories/reagent/spare part ect. required to operate the equipment should also be enclosed
Please ensure that the cost should not be disclosed in the Technical Bid, or else the quotation will be treated as cancelled.
4. The make and model of the article offered should invariably be quoted. Quotation should be typed/ written in ink. No overwriting or erased entries should be not in the quotation. **The rates should be valid for at least FOUR MONTHS.**
5. VAT/Sales tax or any other kind of tax(s) must be mentioned separately. In case no sales tax is chargeable, prices must be quoted as NET PRICE.
6. **WARRANTY/GUARANTEE:** The item will be covered under 3 years comprehensive warranty. The charges for next 2 years (i.e. 4th and 5th year) post warranty Annual Comprehensive Maintenance charges (including spares and labour) should be mentioned.
7. **Post warranty CMC charges of next two years would be added into basic price, and the order will be awarded to the technical qualified lowest bidder firm on the basis of total expenditure.**
8. **Demonstration:** The Department may be required to demonstrate the quoted model of the equipment during the technical evaluation. The firms are intimated that they should get ready the equipment for demonstration. Only one-week time will be provided for arrangement of demonstration. No request for extending the time for demonstration will be entertained. Failure to demonstrate, the offer will be summarily rejected.



9. **Installation/Demonstration:** The selected firm will installed the equipment at the provide site and arrange the demonstration to users at no cost charge.
10. **Bank Guarantee:** The successful bidder firm have to submit a 10% Performance Bank Guarantee equivalent to total basic price of the item. **The PBG shall be valid for the 38 months from the date of Installation of equipment.**
11. **Payment** will be made electronically viz RTGS/NEFT after delivery, satisfactory installation of the item and depositing 10% Performance Bank Guarantee
12. The Professor & Head of the Department reserves the right to cancel/reject full or any part of the rate enquiry which generally do not fulfil the conditions stipulated in the rate enquiry.
13. The submitted **quotations will be opened on 28 November 2015 at 11:00 a.m.** in the Department office room no. 3058. All the participants are requested to be present in the meeting.


Dr. Rakesh Lodha
Additional Professor &
Faculty in-charge Deptt. Stores

Dr. V K Paul
Professor & Head