

**BASNARAS HINDU UNIVERSITY
INSTITUTE OF MEDICAL SCIENCE
DEPARTMENT OF NEPHROLOGY
VARANASI-221005**

Ref.No.Nephro/DST/2008-09/P-07-376/

Dated : 28.04.08

ENQUIRY

To,
All the Manufactured / Authorized Distributors

LAST DATE OF SUBMISSION 19.05.08

Dear Sir,

We intend to purchase following equipment for our DST project entitled “**Establishment of facilities for identification, chemical characterization, standardization and quality control of medicinal plants found in Tribal area of central India**”. If you are interested, please quote your lowest rates for the items given below so as to reach this office on or before the date and time noted above. The quotation for items will be on two bid system consisting of technical bid and price bid. The quotation will be submitted item wise in two separate sealed cover clearly mentioning on the envelope the details of items for which bid is submitted *Observance of Conditions of Purchase and Important Instruction/Notes is essential failing which your Quotation is liable to be rejected.* Further, if you want to quote any additional features, you are suggested to use a separate sheet. It must be ensured, before submission of the quotation that each and every submitted paper has been signed and the seal of the firm affixed.

S.N.	Name of Equipments	Specification	Qty.
1.	Automatic Hematological Analyzer	<ul style="list-style-type: none"> • 5- parts differentiation, 27 parameters, 2 histogram + 2 scatter grams • Impedance for counting RBC, PLT, SFT method for hemoglobin • Flow cytometry employing chemical dye plus leser light scattered for WBC differential analysis • PARAMETERS: WBC, (Lym %, Mon %, Neu %, Bas %, Eos %) , RBC ,HGB, HCT,MCV,MCH,MCHC,RDW,CV,RDW SD,PLT,MPV,PDW,PCT Four Research parameters introduced: ALY%, LIC% Two histogram for RBC & PLT Two scatter grams: Basophil scatter gram & four part diff.scatter gram • Sample Volume: Prediluted 40µl Manual Mode (Open sampling) 120 µl Auto loader/Marual mode 180 µl • Independent channels for Basophil measurement 	01
2.	Thermo Fisher Scientific USA, Forma Ultra Low Temp. Deep Freeze (-86°C)	<ul style="list-style-type: none"> • Capacity 13 cu.ft/368Liter • Temp. Range upto -86°C • Refrigeration: Cascade System • Display LED Display • Insulation 5” Non-CFC Foamed in place Urethane • Shelves Four adjustable with doors • Interior Stainless steel 	01
3.	Elisa Reader	<ul style="list-style-type: none"> • Wavelength range: 400 -750 • Photometric range:0.000-3.500 OD • +/- 1.0%from 0-2.0(OD) • Accuracy:+/- 1.0% from 0.0-3.0 OD • Precision: +/- 1.0% from 0.0-2.0 OD • Read Time:- 6 Secat single wavelength, 10 sec at dual wave length. • Variable speed plate shaking capacity • Automatic calibration before each reading 	01
4.	Refrigerated Centrifuge	<ul style="list-style-type: none"> • Max Speed:14,000rpm Max ref : 21,920x g • Max. capacity : 30x 2.2 ml • Time selection : 10 sec. -11hrs 59 min 	01

		<ul style="list-style-type: none"> Temp range : -10 to 40°C 50 programme storage memory 	
5.	Ultrasound	<ul style="list-style-type: none"> Frequency: 1.0 MHz, +/- 5%; 3.3Mhz, +/- 5% Duty Cycles: 10%, 20%, 50%, Continuous Pulse Frequency: 100Hz Pulse Duration: 1mSec, +/-20%; 2mSec, +/-20%; 5mSec, +/-20% Amplitude: 0 to 2.5 W/cm² in continuous mode, 0-3 w/cm² in pulsed modes Output accuracy: ± 20% above 10% of maximum Temporal Peak to Average Ratios: 2:1, ± 20%, at 50% Duty Cycle; 5:1, ± 20%, at 20% Duty Cycle; 9:1, ± 20%, at 10% Duty Cycle 	01
6.	Osmometer	<ul style="list-style-type: none"> Should be microprocessor controlled machine Test time should be less than 5 minutes Should have a range of 20-2000 mOsm/Kg H₂O Sample Volume 100 µl, measuring time 90 sec Measuring range 0 to 2000mOsm/kg H₂O Sample is collected to below its freezing point 	01
7.	Fully Automated Clinical Electrophoresis	<ul style="list-style-type: none"> Mylar Acetate Cellulose Strip. Inbuilt applicator with 8 independent probes. Sample plate with 8 and 4 wells. Electromagnetic arm guided processes. Monobloc migration chamber with carbonium electrodes. Inbuilt multi reagent independent tanks. Inbuilt strip dryer No fluidic system Inbuilt densitometer Data Management Software 	01
8	Fully Automatic Clinical Chemistry Analyzer	<ul style="list-style-type: none"> Fully Automatic, discrete & random access, open system. Throughput: 200 photometric test/hours Methodology: end point, Initial rate, Kinetic Single/ Dual Reagent. 40 Refrigerated position for samples & reagent respectively. High Precision optical System Absorption Range:0.1 to 5.0 Abs Windows XP operating System to provide real time monitoring and advance programming solution 	01
9	Blood Gas Analyzer	<ul style="list-style-type: none"> Parameters: PO₂,PCO₂, pH, barometric pressure, actual bicarbonate (HCO₃),standard Bicarbonate (HCO₃-S) base excess (BE), standard base excess (SBE), Total CO₂ (TCO₂), buffer base,O₂ saturation, O₂ content, alveolar to arterial oxygen –tension grade (AaDO₂) partial O₂-press. At 50% O₂at 50% O₂-sat (P50), acid base status, Expandable to Hb. Input Parameters: Patient's temperature, patient ID, tHb, fraction of inspired oxygen (FIO₂) and respiratory quotient (RQ) for calculation of AaDO₂ Comfortable, Comprehensive internal service-diagnosis programs Data recall facility. Optical via display or printout by printer with well over 100 different status messages. 	01
10	Fully Automated Urine Chemistry Analyzer	<ul style="list-style-type: none"> Sample Volume – Normal Urine Analysis time – 75sec Sample Thoroughput-600 test stripe/hour Fully automatic calibration of all parameters Data display on built in LCD display screen Interfaces-1 x RS 232 Operational Manual 	01
11	Hot Air Oven	<ul style="list-style-type: none"> Max. Temp. 390°C with Stainless Steel 	01

		<ul style="list-style-type: none"> Chamber Size <ol style="list-style-type: none"> 455 x 455 x 605 mm 125 liter capacity 605 x 605 x 605 mm 224 liter capacity 605 x 605 x 910 mm 336 liter capacity 	
12	Auto Clave (Vertical)	<ul style="list-style-type: none"> Stainless Steel Chamber Chamber Size <ol style="list-style-type: none"> 300 x 550 mm 40 liter capacity 355 x 550 mm 50 liter capacity 400 x 600 mm 78 liter capacity 	01
13	Laminar Air Flow (Horizontal/Vertical)	<ul style="list-style-type: none"> Working Size 4 x 2 x 2 Feet Stainless Steel table top Manometer and UV tube Crooks for Gas with complete unit0 	01
14	Spectrophotometer	<ul style="list-style-type: none"> Display : 2-line, 16 character LCD Spectral slit width (nm): 5nm Optical System (nm): Littow type, single beam Wave length range (nm): 190-1100nm Wave length accuracy: ± 2nm Wave length repeatability: ± 1 nm Photometric range 0-125. 0% T, 0-2.5 A, 1-999C Photometric accuracy: 0.004 <u>A@0.5</u> A Stray light : <0.3% T @ 220nm, 340nm Drift <0.002 A/h (warm up) Kight source : Tungsten and deuterium Detector : Silicon photodiode Data output : Analog output, RS-232 Standard Sample holder: 4- POSITION. 10* 10mm cell Power requirement : 115/230 volt. 50/60 Hz Dimensions 16.9° * 14.8° * 6.7° Weight: 10.5Kg 	01
15	POLYSOMNOGRAPH MACHINE:	<p>Should be 32-Channel Computerised Sleep Study Video Monitoring of following parameters:</p> <ul style="list-style-type: none"> ❖ EEG 21 Channels. ❖ EOG 02 Channels ❖ EMG 01 Channel ❖ EKG 01 Channel ❖ PLM 01 Channel ❖ SPO2 01 Channel ❖ Pulse 01 Channel ❖ Chest Respiration 01 Channel ❖ Air Flow 01 Channel ❖ Snoring 01 Channel <p>Nocturnal Penile Tumescence 01 No.</p> <p>Along with Video monitoring having following features:-</p> <p><u>FEATURES:</u></p> <ul style="list-style-type: none"> ❖ Complete Patient data along with Video can be stored on CD, which can be viewed on any other computer ❖ On live audio recording ❖ Facility to smooth scrolling of EEG data with Patient movement at same speed as in acquisition. ❖ Complete patient questionnaire before and after sleep study. ❖ In built word processor for Patient reporting. ❖ On line display of heart rate, RDI and sleep stages. ❖ On line printing of complete analysis of user selectable time. ❖ On line split screen to view data at different sweep speed. 	

	<ul style="list-style-type: none"> ❖ Automatic restart of test even on complete shut down. <p><u>AUTOMATIC MARKING PROVISION:</u></p> <ul style="list-style-type: none"> ❖ Apneas & Hypopneas : (obstructive central or mixed apneas) ❖ Arousals, Desturation, Pulse rate ❖ Spike detection sleep stages scoring ❖ Sleep spindles-K-Complexes-Arousale-REM. <p><u>FOLLOWING REPORTS ARE PRINTED AFTER the test is completed</u></p> <ul style="list-style-type: none"> ❖ Sleep stages : S1, S2, S3, S4, REM, Wake time. ❖ Oxygen Destruation, HR Variatin, Body Position. ❖ Limb movement, snoring, summary report. <p><u>COMPUTER HARDWARE:</u></p> <ul style="list-style-type: none"> ❖ P-IV, 2.4 GHZ, RAM 256 MB, FDD 1.44 MB 80 GB HDD ❖ CD/DVD-Writer, Monitor-15” Coloured, Keyboard, Mouse & Colour Printer <p><u>SPECIFIC REQUIREMENT:</u></p> <ul style="list-style-type: none"> ❖ 3-Dimensional response- <ul style="list-style-type: none"> ➤ Range ➤ Recording ❖ Online Facility • Software & 15 Other equipment 	
16	<p>NEUROPERFECT (EMG)</p> <ul style="list-style-type: none"> • Window based Computerized Portable EMG/NCV/EP system • 4-Channel, upgradeable to four channels USB Connectivity • No external power required, optically isolated patient box <p>With following features:-</p> <ul style="list-style-type: none"> • Channels : 4 Channels • Sensitivity : 0.1, 0.2, 0.5, 1, 2, 5, 10, 20, 50, 100, 200, 500 uv/div : 1,2,3, 5mv/div • High Cut : Selectable at 100,200,500 Hz: 1,2,3,5,10 KHz • Low Cut : Selectable at 2,20,20,100,200,500 Hz: 1KHz • CMRR : >100 db • Input Impedance : >100 M ohm (common mode) • Noise : <2uV peak to peak (1 Hz to 10 KHz) • Sweep speed : Selectable 1 to 500 ms/div • A/D converter : 14 bit analog digital conversion • Average : Number of averages as per channel 1 to 4,00,000 selectable <p>EMG:-</p> <ul style="list-style-type: none"> • Needle & Surface EMG • Recruitment, Instertional Spontaneous, Turn/Amplitude & Polyphasis analysis. • Motor unit Potential Analysis <p>NERVE CONDUCTION STUDIES:</p> <ul style="list-style-type: none"> • Motor Nerve Conduction Studies • Sensory Nerve Conduction Studies • Blink Reflex – H-Reflex - F-Waves • Repetitive Stimulation/Myasthenia/Decrement <p>EVOKED POTENTIALS:</p>	

		<ul style="list-style-type: none"> • Visual Evoked Potential • Auditory Evoked Potential • Somatosensory Evoked Potential • Sympathic Skin Resistance (SSR) • P-300, MLR, LLR. <p>FEATURES</p> <ul style="list-style-type: none"> • Automarkers for automatic measurement of latency • Amplitude, area and velocity calculations • Adjustable sensitivity parameters. • Split Screen facility for display multiple screen at the same time. • Marker & Comment facilities on print. • The built in Nerve Muscle directory on line report generation • The system is User's friendly provision of foot switches for single, Repetitive, Record and from Console Unit. • Comprehensive auto report generation. • Coloured & black Prints out. • The stimulator can operate from board as well as from foot. • Operating System Window-98/Me/Xp. • 3D response pattern – automatic cut out <p>COMPUTER HARDWARE:</p> <ul style="list-style-type: none"> • Computer: IBM Pentium IV, 256 MB RAM, 1.44 MB FDD, 40 GB HDD, SGVA card with 1MB RAM, CD Writer, Keyboard, Mouse and Mouse Pad. • Monitor 15" color supporting 1280/1024 mode, printer: Ink jet printer. • On-line attachment – using 3D facility 													
17	<p>Physiopac 4-Channel Computerized Polygraph</p>	<p>FEATURES:</p> <ul style="list-style-type: none"> • RR Analysis • Merging of waves • Integration of Waves • Patient Database information • Four Channel Modern Polygraph • Real Time data storage & review facilities • Experiments on Animal & Human facilities. • Experiments on Animal & Human subjects • Frequency, time & voltage Marketing on individual channel <p>EXPERIMENTS:</p> <ul style="list-style-type: none"> • Isometric Force • Phono Cardiogram • Volumetric Changes • Isotonic Fine Movement • Respiration & Temperature • Invasive & Non Invasive BP • ECG, EEG, EMG, ENG, GSR etc. • Plethysmograph (Pulse, heart Rate etc.). <p>SYSTEM SHOULD BE SUPPLIED WITH FOLLOWING ACCESSORIES & TRANSDUCER</p> <table border="0" style="width: 100%;"> <tr> <td>• EEG/EMG Electrode</td> <td style="text-align: right;">15 Nos.</td> </tr> <tr> <td>• ECG Limb Electrodes</td> <td style="text-align: right;">03 Nos.</td> </tr> <tr> <td>• ECG Chest Electrode</td> <td style="text-align: right;">01 No.</td> </tr> <tr> <td>• Pulse Transducer</td> <td style="text-align: right;">01 No.</td> </tr> <tr> <td>• Respiration Transducer (Thermister Type)</td> <td style="text-align: right;">01 No.</td> </tr> <tr> <td>• Respiration Belt (Stethograph type)</td> <td style="text-align: right;">01 No.</td> </tr> </table>	• EEG/EMG Electrode	15 Nos.	• ECG Limb Electrodes	03 Nos.	• ECG Chest Electrode	01 No.	• Pulse Transducer	01 No.	• Respiration Transducer (Thermister Type)	01 No.	• Respiration Belt (Stethograph type)	01 No.	
• EEG/EMG Electrode	15 Nos.														
• ECG Limb Electrodes	03 Nos.														
• ECG Chest Electrode	01 No.														
• Pulse Transducer	01 No.														
• Respiration Transducer (Thermister Type)	01 No.														
• Respiration Belt (Stethograph type)	01 No.														

		<ul style="list-style-type: none"> • Phono Cardiogramme Transducer 01 No. • EEG Paste 01 Jar of 250 gm • Electrode Jel 01 Tube of 250 gm • Skin Temperature Transducer 01 No. • Galvanic Skin Response Transducer 05 Nos. • Blood Pressure Cuff 01 No. • Hand Dynamonitor 01 No. <p>COMPUTER HARDWARE:</p> <ul style="list-style-type: none"> • CPU - Pentium IV Dual Core, 256 MB RAM, 1.44 MB FDD, 80 GB HDD, CD Writer • Monitor - 15" Coloured • Printer - Color Inkjet • Keyboard, Mouse, Mouse Pad, & UPS along with trolley. • 3D facility • DRC Software 	
18	TRANSCRANIAL DOPPLOR SYSTEM SINGLE CHANNELS	<p>Should have following features & Specifications:</p> <ul style="list-style-type: none"> • Operating System : Window 2000/XP • Channels : 1 • Depth : 2 • M-Mode : Yes • Parameters calculation : Vp, Vm, Vd, Rl, Sp, Hr. • Mains operating Voltage : 220+10% • Computer Hardware : Laptop, P-IV, 1.2 Ghz, RAM 256 MB, 80 GB HDD <p>FEATURES:</p> <ul style="list-style-type: none"> • USB interface, compact and light weight, host weight should be 2 Kg+10%, easy to carry convenient to move. • Flexible to use: can be connected with notebook PC. • Intracranial and extra cranial arterial vascular view is directly displayed. • Built in report set and print software. • 3D facility – ON LINE attached with polygraph 	
19	MULTIPARAMETER MONITOR	<p>Should simultaneously & continuously monitor ECG, RESP, SPO2, NIBP, Temp., and Pulse.</p> <p>Screen: 12.1 inch colour TFT display Trend : Minimum 72 hours trend data. Should be suitable for adult pediatric and neonatal patients. On line attached facility</p> <p>Key Features:</p> <ul style="list-style-type: none"> • 12.1 inch color TFT Display with 9 waveforms • Parameters include ECG/Resp, SpO₂, NIBP, Temp and pulse Rate • Maximum 72 hours trend data display and 2880 NIBP data storage • Direct, Reverse and quick NIBP measurement modes • Suitable for adult, pediatric and neonatal patient • Networking capability • Protection function for NIBP over-range • Built-in rechargeable Battery • Optional: EtCO₂ Printer, Two Temperature 	

20	COPUTERIZED ATTENTION SPAN APPARATUS	<ul style="list-style-type: none"> • Long Term Memory (LTM) • Sort Term Memory (STM) • Software 	
21	DIGITAL MEMEORY SCOPE	<ul style="list-style-type: none"> • Display : Backlit LCD • Size of character : 6.7 mm x 11,5 mm • Max. No. of character in a word (Alphanumeric & wild): 16 • Max. No. of words in a list of experiment: 100 • Min. No. of words in a list of experiment: 01 • Display time: 1 to 9Sec. (selectable in a step of 1 sec.) • Input interface: IBM PC-AT/XT Keyboard. • 	
22.	REAL TIME PCR	<ul style="list-style-type: none"> • 48 wells plates & .1 ml tubes/8 tubes strip • Supports both standard (40 cycle <2hours)& fast (40 cycle << 40 minutes) • There colour detection for flexible application. • Power;-230 voltes,50 Hz operation single phase • Quantitative real time PCR applications including gene expression analysis using relative standard curve & comparative CT (CT) for relative quantitation & standard curve for absolute quantitation. • Qualitative, Post –PCR detection fro automated allelic discrimination (SNP genotyping) assays & presence/absence (Plus/minus) assays that use internal positive control. • Touch screen LCD 6.5 inch for PC-free operations. 	
23.	HPTLC	<ul style="list-style-type: none"> • Five separating chambers made of glass of different sizes (preferably for developing plates of 20x20 cm, 20x10 cm, 10x10 cm, etc.) Chambers should have design to develop two or more plates simultaneously • GLP conform computer-controlled densitometer unit for quantitative measurement & scanning of TLC plates in absorbance and fluorescence in extinction and reflection modes, with adequate system manager software, and having broad wavelength (covering UV and Visible range), and photo multiplier detector with detection limit preferably upto 0.5ppm. • Photo documentation system with high-resolution CCD camera and System Manager Controlled software. Further the system should have high reproducibility features • 	

Remarks: Kindly also provide the following information

- Guarantee period
- Mode of Payment }

(R.G. Singh)
Professor of Nephrology &
Principal Investigator

Mailing Address:

Prof. R.G. Singh
Professor of Nephrology &
Principal Investigator
Dialysis and Transplantation Unit,
Institute of Medical Sciences,
Banaras Hindu University,
Varanasi-221005 (U.P.)
Ph.: 0542-2309342 (O)
0542-2104402
Fax: 0542-2367568
E-mail: rgsingh@bhu.ac.in profrgsingh@yahoo.com

CONDITIONS OF PURCHASE

1. The offers addressed to the Banaras Hindu University,
Varanasi – 221 005. **MUST be sealed and marked as :**
“*Enquiry No.* _____ *Dated* _____ *Due Date* _____”
on the face of the envelope.
2. Apart from other specifications in respect of the quality, standard, terms, etc., the offer should specifically clarify the points noted below, in the following order :
 - i. **Validity of the Offer :** Here please mention the time (From to) upto which your quotations shall be current. The quoters shall have no right to revise them within the period given here on the plea of fluctuation in the market rate. It will be appreciated that the validity of the offer may be for a specified period of 90 days normally.
 - ii. **Time of Delivery :** You have to state the minimum period during which the supplies will be effected by you in full.
 - iii. **Place of Delivery :** You should mention clearly the place of destination and mode of transit by which the supplies will be effected without any extra charges. The University prefers F.O.R. Varanasi prices in case of outstation suppliers, and Delivery at Our Site in case of Local suppliers.
 - iv. **Central Sales Tax :** Here you have to state the present rates leviable. In case the same is not applicable mention ‘Not Applicable’, and if the prices are inclusive of this sales tax please write ‘Included in the Prices’. The Sales Tax Registration No. should invariably be quoted in the offer, failing which the offer will not be considered.
 - v. **Provincial Sales Tax :** As detailed under (iv) above.
 - vi. **Excise Duty :** As detailed under (iv) above.
 - vii. **Insurance :** If the rates are inclusive of insurance, please write ‘Included in the prices, otherwise state ‘Not Included’. In case of local suppliers where insurance is not necessary, they may mention “*Not Applicable*”.
 - viii. **Packing and Forwarding Charges :** If these charges are accounted for in the prices quoted by you, please mention ‘Included in the Prices’. Otherwise please give approximate charges thereof. It may be noted that the University will pay only the actual expenses on these accounts.
 - ix. **Other Incidental Charges :** Here other charges which are not fully accounted for in the above paras, may be mentioned.
3. Specifications and quantities mentioned in the enquiries made by the University may be changed, altered or even cancelled altogether.
4. Suppliers having Rate Contract with Central or Provincial Government should quote alongwith a certified copy of the current Government Rate Contract. Old Rate Contracts shall not be considered.
5. The offers must be accompanied by the relative catalogues, leaflets, brochures and samples wherever possible. While every effort is made to return the samples to the suppliers, the University cannot accept any responsibility in this respect.
6. All quotations should be net, after showing discounts etc, duly deducted.
7. The University normally does not accept documents through bank, nor makes payments in advance. Every payment is made after satisfactory execution of the order.
8. Where an order is executed in parts and the suppliers are not so instructed, the payments will be made when all supplies are satisfactorily received.
9. If the terms of the quotation etc. are vague, incomplete, contradictory and confusing, the offer will summarily be rejected without any information.
10. The suppliers desirous of having offers acknowledged must send them ‘**Registered Acknowledgement Due**’. No quotation will be separately acknowledged.
11. The suppliers will be informed of the decision in due course in case of decision in their favour and any interim enquiries about offers will not be attended to.
12. The University may ask the suppliers to deposit the earnest money in case of our acceptance of their offer, wherever necessary.
13. Wherever substitutes are offered in place of our enquiry, the difference thereof must clearly be indicated in the quotation. If not, the quoters will be held responsible for any difference between our demand and actual supply and the defective stores supplied shall be returned at supplier’s risk and cost.
14. Once the offer is accepted by the University and the order is given on that basis, the suppliers will have to deliver the goods accordingly within the stipulated time, or meeting the compensation for loss, if any, on account of non execution of the supply order.
15. Bank commission where applicable will have to be borne by the suppliers.
16. All disputes are subject to “*Varanasi jurisdiction*” only.



BANARAS HINDU UNIVERSITY
(DEPTT.)
VARANASI - 221 005

IMPORTANT INSTRUCTIONS/NOTES

PLEASE GO THROUGH THE FOLLOWING INSTRUCTIONS/NOTES CAREFULLY OTHERWISE YOUR QUOTATION IS LIABLE TO BE REJECTED

1. LAST DATE OF SUBMISSION OF THE OFFERS

Your sealed offer should reach the office of the undersigned *latest by* _____. Any offer received after the last date shall not be entertained. Along with offer the following should also be submitted:-

- i. Printed copies of the **Catalogue/Price List** of the products.
- ii. Attested photocopy of current manufacturing license, if available, issued by competent authority.
- iii. List of organizations where the firm is on rate contract or has been supplying the items, along with their performance certificates, if available, and attested photocopies of rate contracts.
- iv. The enclosed certificates and proforma duly filled in and signed by the authorized official.

2. RATES

Please quote your lowest rate F.O.R. Destination only otherwise your offer may not be considered. Please quote for those items/specifications only which have been asked for. The rates should include insurance coverage, if necessary for safe delivery. The University shall not pay separately for transit risk insurance. The firm shall be responsible until the stores arrive in good condition at the Destination.

Further, if there is any damage or loss to the stores in transit, the firm will get the stores replaced/repaired (if possible) to the entire satisfaction of the consignee otherwise will be deducted for items found in broken/unserviceable conditions or short in quantities.

3. DISCOUNT

Kindly indicate the maximum discount allowed.

4. TAXES AND DUTIES

Please clearly specify the rates for the taxes, duties and other expenses applicable on the stores even if the rates are net. The rate as applicable should be clearly mentioned in the offer.

In case of sales made by local dealer, only UPTT can be charged. UPTT is also not payable to the second importers of the goods in the state.

The CST will be paid only when supplies are made from outside the state of U.P. and are not reimbursable to the local dealers.

Excise duty will be reimbursed only when the claim is supported by a valid gate pass.

5. VALIDITY OF THE OFFER

The rates quoted should remain firm and fixed, atleast for three months from the last date of receipt of quotations and no revision shall be entertain during this period however, in the event of deduction or increase in Govt. duties/levy during the period of execution of the order, the rates shall be suitably adjusted with effect from the date notifying said reduction or increase in the Government levy/duty upto the 31st March of the financial year and no request for rate revision shall be entertained during this period.

6. FALL CLAUSE

- i. The prices charged for the stores supplied by the firm in no event should exceed the lowest price at which the firm sells the stores or offers to sell the stores of identical description to any individual/organization/body etc. during the currency of the validity of the offer.
- ii. If at any time during the said period, the firm reduces the sales price, sells or offers to sell such stores to any person/organization/body (including dealers) etc. at a price lower than the price quoted, it shall forthwith inform such reduction or sale or offer to sale to the undersigned and the price payable for stores supplied after the date of coming into force of such reduction or sale of offer to sale shall stand correspondingly reduced. However, if it is discovered later on that the firm failed to inform the University about the reduction in the sale price and continues to charge higher rates, it is liable to be debarred from doing any business with the University in future.

7. EXECUTION OF SUPPLIES AND BILLING

It is desirable that the supplies be made by a manufacturer directly. However, if a manufacturer is not in a position to execute supplies directly and intends to make the same through authorized dealer(s) their name(s) and address(es) should be declared in advance at the time of submission of the offer.

As far as possible the rates should be quoted by the manufacturer only. However, if the rates are being quoted by the authorized dealer, a certificate of authority for quoting rates on behalf of the manufacturer, should be enclosed. Also, the manufacturer should clearly indicate whether the orders will be placed with it or its authorized dealer(s). In such cases, no extra charges by way of any local Taxes/Trade Tax in addition to Central Sales Tax by admissible in case of supplies received from local authorized dealer(s).

8. PAYMENT TERMS

As usual, payments shall be on bill basis after receipt of materials in good condition and satisfactory performance report by the user.

9. REJECTION CLAUSE

If the stores received do not confirm to the description and quality as contained in the quotation or have deteriorated (and the decision of the University in that behalf will be final and binding) the University reserves the right to reject the said items or such portion, thereof, as may be discovered not to conform to the said description and quality. On such rejection the firm at its cost will replace the goods.

10. THE UNIVERSITY RESERVES THE RIGHT TO:

- i. Reject the quotation in absence of not furnishing the documentary evidence in respect of Trade Tax Registration (C.S.T./U.P.T.T.), Income Tax and Trade Tax clearance certificates together with the performance of supplies in various branches/institutions.
- ii. Reject the supplies already made, if not found upto the mark. Random checking may be adopted to test the correctness of the supply.
- iii. To reject any addition/alteration in respect of local dealerships intimated by the Principals after consideration of the case by the University.
- iv. To reject any offer which is not supported/submitted along with the catalogue/pricelist within the scheduled time.
- v. To reject any or all the offers without assigning any reasons thereof.

The decisions of the University in all respects shall be final and binding on all.

Please ensure that your offer is complete in all respect as no further clarifications shall be sought from you and reaches us within the last date mentioned above. The University shall not be responsible for any postal delays/losses in transit etc.

Please mention our reference number and the due date on the sealed envelope; otherwise your quotation may not be entertained.

Yours faithfully,

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 University.
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)



BANARAS HINDU UNIVERSITY

VARANASI – 221 005

**TO BE RETURNED
WITH QUOTATION**

Following proforma should be filled in and duly signed by the firm and sent alongwith 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. : YES / NO
If yes, please enclose a photocopy of the same. :
- 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 Authorized Official with Seal