

No. NARI/04/20/2017-18/EQ-1  
NATIONAL AIDS RESEARCH INSTITUTE,  
(INDIAN COUNCIL OF MEDICAL RESEARCH)  
Department of Health Research,  
Ministry of Health & Family Welfare,  
Government of India  
G -73 BLOCK, M.I.D.C. Bhosari,  
Pune – 411026

**Invitation for Expression of Interest (EoI) for  
LC-MS/MS system**

ICMR -National AIDS Research Institute, Pune is functioning under the aegis of the Indian Council of Medical Research, Department of Health Research, Ministry of Health & Family Welfare, Government of India, New Delhi.

The Institute invites Expression of Interest for “Supply, erection, installation, commissioning and maintenance of LC-MS/MS system” for conducting extensive research.

**IMPORTANT INSTRUCTION**

Interested Bidders / Vendors who meet the pre-qualification criteria may furnish their Expression of Interest with all the necessary documents in a sealed cover along with the covering letter duly signed by an authorized signatory on or before 29 NOV 2017 by 3:00 PM hours at the following address:

The Director  
ICMR - National AIDS Research Institute,  
73 G Block, M.I.D.C, Bhosari, Pune  
Ph. No. 020-27331200  
E-mail: ao.nari@nariindia.org

*(The Institute reserves the right to cancel the request of EOI and / or invite afresh with or without amendments to this request for EOI, without liability or any obligation for such request for EOI and without assigning any reason. Information provided at this stage is indicative and ICMR-NARI reserves the right to amend/add further details in the RFP document.)*

## ICMR-National AIDS Research Institute (NARI)

(Indian Council of Medical Research – Ministry of Health & Family Welfare, Dept. of Health Research,  
Government of India)



Plot No.73, 'G' Block, M.I.D.C., Bhosari, PUNE – 411 026

Tel: +91-20-27331200, 27331301, Fax: +91-20-27121071

E-mail : [nariadmin1@nariindia.org](mailto:nariadmin1@nariindia.org)

Web Site: <http://www.nari-icmr.res.in>

**Supply, Erection, installation, commissioning and maintenance etc. complete of Liquid Chromatography & Mass Spectrometry with all essential accessories required, if any.**

**Tender Enquiry No. : NARI/4/020/17-18/EQ-1**  
**Date of Publication : 27.10.2017**  
**Pre-Bid meeting : 07.11.2017 @ 11.00 a.m. Conference Hall**  
**NARI, Pune**  
**Due Date for submission : 29.11.2017 before 03.00 pm.**  
**Opening of Technical Bids : 30.11.2017 at 11.00 am.**

Prospective Bidders may download the EOI Documents from NARI website, ICMR website and e-procurement portal and submit the EOI along with document fee of Rs.1,500/- (nonrefundable) by Demand Draft favoring to Director, National AIDS Research Institute, Pune payable at Pune.

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**: SECTION I:**

**1. INVITATION FOR EoI TENDERS**

- 1.1 ICMR -NARI, Pune invites EOI proposals from reputed Company / Consortium competent and professional for designing LC/MS/MS system for the Institute.
- 1.2 The complete bid document has been published on the websites <http://www.nari-icmr.res.in>/<http://www.eprocure.gov.in> and <http://www.icmr.nic.in/> for the purpose of downloading. The downloaded final bid document has to be submitted along with requisite documents as provided in the section “Instructions to Bidder”. The Bidders should note that the documents related to the EOI bids may be changed till one week before the final date of submission.
- 1.3 ICMR -NARI reserves the right to share the information provided in the Bid document during the course of evaluation of bids.
- 1.4 **Pre-Bid meeting / Clarifications:** A pre-bid meeting of prospective Bidders will be held as per the details provided in the Expression of Interest (EoI) documents.
  - 1.4.1 Any prospective bidder may in writing seek clarifications from ICMR-NARI in respect of the bidding documents.
  - 1.4.2 Prospective Bidders those have the instruments are invited to make presentation by Technical expert only followed by discussion on Technology, Features, Design, Utility, Parameters (Technical) clientele etc. This meeting would also address the queries of the prospective Bidders related to the EOI. The Pre-bid meeting will be held at ICMR-NARI, Pune.
  - 1.4.3 ICMR-NARI will endeavor to provide a full, complete, accurate and timely response to all questions. However, ICMR-NARI makes no representation or warranty as to the completeness or accuracy neither response, nor does undertake to answer all the queries that have been posed by the bidders.
  - 1.4.4 ICMR-NARI will hold pre-bid meeting to clarify doubts of potential bidders in respect of this EoI.
- 1.5 **The revised technical specifications will be displayed on ICMR-NARI website after Pre bid meeting as approved by the technical specification committee. The bidders have to submit technical as well as commercial bid as per the revised specifications published after the Pre bid meeting.**

## **EoI for Supply, Erection, Installation, Commissioning & Maintenance of LC-MS/MS system for ICMR-NARI, Pune**

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- 1.6 The Bidders are expected to ensure that their bid documents reach NARI, Pune on or before the due date. In the event of due date being declared a holiday for NARI, Pune, the due date for submission of the bids will automatically stand extended till the following working day at the appointed time and venue.
- 1.7 The Bids will be opened as per the details provided in EoI.
- 1.8 No contractual obligation whatsoever shall arise from the EOI/Bidding process.
- 1.9 The successful Bidder(s) in stage two shall have to sign a contract with ICMR-NARI within the specified period failing which the EMD shall be forfeited and party shall be deemed to have abandoned / relinquished / surrendered its claims / rights / selection. The EMD will be returned to the parties that are not selected in stage two bidding.
- 1.10 Any information provided herein is intended only to help the Bidders to prepare a logical bid proposal. ICMR-NARI, Pune is not responsible for any errors in the EOI / Bid documents.
- 1.11 ICMR-NARI, Pune reserves the complete right to cancel the bid process / reject any or all of the bids / enter into agreement with successful Bidder(s) / at its sole discretion.

### **2. GENERAL INSTRUCTIONS**

- 2.1 **Institute Information:**  
The Director,  
ICMR-National AIDS Research Institute,  
Plot No.73, 'G' Block, M. I. D. C., Bhosari,  
PUNE – 411 026.  
Maharashtra, India.  
Tel: +91-20-27331200, 27331301, Fax: +91-20-27121071  
E-mail: [ao.nari@nariindia.org](mailto:ao.nari@nariindia.org)
- 2.2 The tender document can be downloaded from the websites <http://www.nari-icmr.res.in>/<http://www.eprocure.gov.in> and <http://www.icmr.nic.in/>. Bidders will have to pay the tender fees of Rs.1,500/- (Rupees One Thousand Only) which is non-refundable while submitting the tender document.
- 2.3 **Description of the work:** Supply, Erection, commissioning, installation and maintenance of **Liquid Chromatography - Mass Spectrometry** with all essential accessories required, if any as per eligibility criteria and technical specifications given in this document, at ICMR-NARI, Pune.
- 2.4 **Venue for Submission of Tender:**  
The DIRECTOR,  
ICMR- National AIDS Research Institute,  
Plot No.73, 'G' Block, M. I. D. C., Bhosari,  
PUNE – 411 026.  
Maharashtra, India.

**2.5 Two bid System:**

The two bid system will be followed for this tender. In this system bidder must submit the offer in **two separate sealed envelopes**. Both the technical bid and commercial bid envelopes should be securely sealed and stamped separately with a clear marking as **“Envelope No.1- Technical Bid” and Envelope No.2- Commercial Bid** respectively. Both the sealed envelopes should be placed in third larger envelope clearly mentioning **“Technical Bid & Commercial bid for “Liquid Chromatography - Mass Spectrometry”** and should be submitted to the above mentioned address so as to reach ICMR-NARI, Pune on or before **29.11.2017, 3.00 pm**.

**2.6 The envelopes must be super-scribed with the following information:**

- a. Tender Reference Number.**
- b. Due Date**
- c. Name of the Vendor**
- d. Envelope No.1 : “Technical Bid”**
- e. Envelope No.2 : “Commercial Bid” (To be submitted with technical bid)**

**2.7 The Technical offer should not contain any price Information.**

- 2.7.1 The Technical Bid must be submitted in an organized and structured manner. No Brochures / leaflets etc. should be submitted loosely.
- 2.7.2 The Technical offer should be complete in all respects and contain all information asked for, except the cost, as per the minimum specifications. The Technical offer should be complete to indicate that all products and services asked for are quoted. Each page of the bid and cutting / corrections shall be duly signed and stamped by the bidder. Failure to comply with this requirement may result in the bid being rejected.
- 2.7.3 The Technical Offer should comprise of the following: Technical specification & other details to be submitted in the format enclosed herewith duly filled in, signed and stamped, failing which the tender will be rejected.
- 2.7.4 Demand Draft for **Rs.1,500/-** (Rupees One Thousand Only) towards tender document fees.
- 2.7.5 Demand Draft for **Rs. 3,00,000/-** (Rupees Three Lakhs Only) towards Earnest Money Deposit. (EMD)
- 2.7.6 Undertaking that the successful bidder agrees to give a Security Deposit amounting to 10% of the purchase order value by way of Demand Draft or Bank Guarantee in favour of Director, National AIDS Research Institute, Pune.
- 2.7.7 Duly filled in Technical Bid with proper seal and signature of authorized person on each page of the bid submitted.

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- 2.7.8 If the bidder is other than the manufacturer of the quoted item authorization letter from Principals clearly indicating that the vendor is a competent authority to sell & provide services towards the items mentioned in the Scope of Supply and Services thereto, given in this tender document.
- 2.7.9 A certified copy of Partnership deed / Memorandum and Articles of Association as applicable.
- 2.7.10 Agreements / Purchase Orders / Completion Certificates, from the clients for which similar supply has been made by the bidder in the last two years and also the list of customers with their Name, Address, Phone number, Fax number and e-mails etc.
- 2.7.11 Document showing an annual sales / turnover for last three financial years and IT clearance certificate from the concerned authorities.
- 2.7.12 Copy of GST No, PAN No and TIN No. allotted by the concerned authorities.
- 2.7.13 A copy of the Un-priced Commercial bid, including services considered for the total solution.
- 2.7.14 List of deliverables and services provided / considered as final solution and supply.
- 2.7.15 Bid documents should be submitted as per the above sequence with Index page and page numbers (including technical literature). Each page of the bid should be signed & stamped in original.

### **2.8 Date of opening the Technical Bids.**

- 2.8.1 Technical bid will be opened on **30.11.2017 at 11.00 am** at Conference Hall at New Administrative Building, National AIDS Research Institute, Plot No.73, 'G' Block, M. I. D. C., Bhosari, PUNE – 411 026.Maharashtra, India.
- 2.8.2 The representatives of bidders may choose to attend the opening of the technical bids. In case bidder requires any clarifications / information they may contact ICMR-NARI at the address given above.
- 2.8.3 Note: Please do not insert “Commercial Bid” (Price quoted) in the technical bid envelope. If found, the prices quoted is submitted with technical bid, the tender will be rejected.

### **2.9 Opening of commercial bids.**

- 2.9.1 The tender opening committee of ICMR-NARI, Pune will open commercial bids in the presence of the bidders or their authorized representative on the time and date to be informed later.
- 2.9.2 The bidder's representative who is present shall sign the attendance register as a proof of having attended commercial bid opening.
- 2.9.3 The bidder's name, bid price, discounts, EMD and such other details considered as appropriate by ICMR-NARI, Pune will be announced at the time of opening.

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- 2.9.4 ONLY, technically accepted competitive bids will be considered for award of contract.
- 2.10 The bid can be submitted in person or through post / courier (ICMR-NARI shall not be responsible for any postal delays resulting in disqualification / rejection of any bid) so as to reach The Director, ICMR-NARI, Pune on or before the due date and time. The bidder's authorized representative (only one) can attend the bid opening.
- 2.11 Director NARI, Pune reserves the right to accept the offer in full or in parts or reject Summarily or partly.
- 2.12 The time allocation for supply, erection, commissioning and complete installation is 6-8 weeks from the date of issue of purchase order.

**Administrative Officer,  
For Director in Charge**



Section II

EXPRESSION OF INTEREST (EOI)

**ICMR- NATIONAL AIDS RESEARCH INSTITUTE  
(INDIAN COUNCIL OF MEDICAL RESEARCH)  
(An Autonomous Unit under Govt. of India),  
Department of Health Research,  
Ministry of Health and Family Welfare  
Plot No. 73, 'G' block, MIDC, Bhosari, Pune – 411 026.  
Telephone: 27331200, 27331323. Fax: 27121071**

The sealed tenders (two Bid - Technical & Commercial) are invited for the “Supply, Erection, Commissioning & Installation of **Liquid Chromatography-Mass Spectrometry (LC-MS/MS) system**

The tender documents can be downloaded from ICMR-NARI Website <http://www.nari-icmr.res.in/>, ICMR

website <http://www.icmr.nic.in/> and e-procurement portal

<http://www.eprocure.gov.in> The tender applications fee of Rs.1500/- (Non-Refundable) along with Earnest Money Deposit (EMD) to be submitted to the Director, National AIDS Research Institute, payable at Pune (by Demand Draft from Nationalized Bank Only) while submission. The Pre Bid meeting would be held on **07/11/2017 at 11.00 a.m. at Conference Hall, NARI, Pune**. Tender completed in all respects and sealed in an envelope should reach the above mentioned address on or before **29/11/2017 by 3.00 p.m.**, and will be opened on **30/11/2017 at 11.00 AM**.

**DIRECTOR-IN-CHARGE**

### **SECTION III: BACKGROUND**

#### **OBJECTIVES**

National AIDS Research Institute is the premier research & development Institute functioning under the aegis of the Indian Council of Medical Research, Department of Health Research, Ministry of Health & Family Welfare, Government of India, New Delhi. In the interest of public health research and also to expand the research activities, the Institute has framed to Purchase and install of Liquid Chromatography Mass Spectrometry system. (LC-MS/MS)

The Director in Charge, Dr. R.R. Gangakhedkar has played a key role in defining the standard of LC-MS/MS system. This equipment would not only help us in Therapeutic drug monitoring but also aid us understanding the effect of other factors on drug levels in different body fluids/compartments.

### **SECTION IV:**

#### **4.1 SCOPE OF WORK:**

Vide the above said notice ICMR-NARI intends to procure the instrument - A high end sensitive LC-MS/MS system' the scope of work would include:

- 4.1. Provision of equipment as per the specifications given
- 4.2. Installation of the equipment
- 4.3. Training to the staff.
- 4.4. Maintenance of the instrument and Trouble shooting.

**4.2 Description of instruments to be procured General specification for LC-MS/MS system**

A high end sensitive LC-MS/MS system for drug and metabolite identification and quantitation, bioanalysis and pharmacokinetic (ADME) studies, peptide analysis, and natural product analysis.

The general tentative specifications of LC-MS/MS system is given below:

**Tentative Specifications for Liquid Chromatography Mass Spectrometry (LC-MS/MS ) Triple Quadrupole**

<b>Specification for Ultra-Fast Liquid Chromatography system</b>	
<b>Solvent Delivery System</b>	1) Binary Pump with integrated Degasser 2) Two Dual Piston in series with active dampening 3) Flow Rate Range: - 0.001 to 5 ml/min, with 0.001 ml/min increments. 4) Flow Rate precision: - 0.07% RSD 5) Operating Pressure: - The LC Should handle Maximum Operating Pressure of upto 15,000 psi up to 1 mL/min., upto 9,000 psi up to 2 mL/min per pump (higher operating pressure are desired) 6) Flow rate accuracy: - $\pm 1\%$ 7) Composition accuracy: < 0.4% Absolute 8) Solvent selection valve should be quoted 10) Delay Volume :- 400 $\mu$ L 11) UHPLC capable to support 5 $\mu$ to STM column 12) Minimum of four solvents where a user can choose up to four solvents in combination
<b>Auto Sampler</b>	1) Should have overlapped injections. 2) Should have facility to hold multiple vials. 3) Capacity to hold more than 100 vials of 2 ml in the same auto sampler. 4) Carryover should be < 0.004 %

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	<p>5) 0.1–20 µl standard injection range up to 1300 bar pressure.</p> <p>6) Precision typically &lt; 0.30%</p> <p>7) Design must ensure isolation of electrical components from liquid flow path.</p> <p>8) Needle should be stainless steel or peak needle; Quote for Two Stainless steel and four Peak needles</p>
<b>Column Compartment</b>	<p>1) Thermostatted Column Compartment</p> <p>2) Column identification accessory should be included</p> <p>3) Preferably have capacity to hold 8 columns simultaneously or other possible combination</p> <p>4) Temperature stability ±0.03 °C</p> <p>5) Temperature range from 4 – 110 °C</p> <p>6) A-Line Quick Connect UHPLC column fittings for dead-volume-free fluidic connections</p>
<b>Column &amp; Vials</b>	<p>C18 3.0 x 100 mm, STM</p> <p>C8 4.6 x 75 mm, 3.5 µm</p> <p>C18 4.6 x 150 mm, 5 µm</p>
<b>PDA detector</b>	<p>Dry noise specification of 6µAU wet noise</p> <p>Wavelength range: 190-800 nm, settable in 1nm increments.</p> <p>Linearity of 5% at 2.0AU</p> <p>High brightness lamp with a guaranteed life of 2000 Hours</p> <p>Only one lamp source and Lamp Optimization software</p> <p>Acquire data up to 80Hz</p> <p>The detector must provide comprehensive and interactive diagnostic information on the unit</p> <p>Low volume long path length flow cells for optimum performance as well as the highest sensitivity &amp; should be optimized for use with latest sub 2 micron particle size technology. Flow cell should have 10mm path length with no more than 500nL volume.</p>

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<b>5.6 Specifications for a Triple (tandem) Quadrupole MS system</b>	
<b>Mass Analyzer</b>	The MS system should be a Tandem Quadrupole MS system, capable of carrying out MS and MS/MS experiments. The instrument should have the following minimum specifications
<b>Mass Range</b>	The instrument should have a mass range from 5 to 3000 m/z or better
<b>Interface</b>	Interface should have a unique technology to enable increase ion sampling and transmission from Electrospray into the ion focusing optics. Interface should maintain cleanliness of ion optics and capable of handling large batches of complex samples. It should be capable of ambient temperature operation and without complex apertures to maintain structural integrity of thermally labile and fragile molecules.
<b>Scan rate</b>	12000 Da/sec or better
<b>Dynamic range</b>	It should have linear dynamic range of at least 6 orders of magnitude or better
<b>Mass Stability</b>	< 0.1 Da in 24 hrs
<b>Sensitivity</b>	signal to noise ratio of minimum
<b>Polarity Switching Time</b>	Switch from positive to negative polarity in 50 msec or better
<b>Collision cell</b>	Confined collision cell capable of high energy fragmentation, producing reproducible MS/MS spectra should have a minimum dwell time of 1 ms
<b>Ionization source</b>	Electrospray ion source should maximize ion generation while minimizing the amount of chemical noise generated and transmitted into the vacuum system. Should come with an orthogonally oriented, advanced ESI source with improving sensitivity. It should have a low maintenance interface which should not require frequent cleaning. The ion source should be designed for maximum ionization efficiency.  Standalone APCI Source should also be quoted.
<b>Detector</b>	High-energy conversion dynode or PMT or CEM etc.
<b>Modes of operation</b>	SIM, Precursor ion scan, Product Ion Scan, MRM, neutral loss and neutral gain experiments, and triggered MRM Etc
<b>Operating Software</b>	The system should have all the necessary software to perform following functions:  Automated calibration and quantitative optimization

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	<p>Automated MS to MS/MS switching during a single run with user selectable criteria.</p> <p>Perform alternating Positive/Negative scans in one run</p> <p>Automated quantitation and reporting of acquired samples.</p> <p>Automated Method Development software</p> <p>Simultaneous Quantitation and Confirmation</p> <p>The software also provides tools for work in 21CFRPart11 compliant environments, including user login, session lock, configurable user roles, electronic signatures and a comprehensive audit trail.</p> <p>Password protected for multilevel users</p> <p>Logging of LC-MS acquisition parameters.</p> <p>The Mass detector should have options of changing the source from standard ESI to Dedicated APCI sources.</p>
<b>Auto tune</b>	Automated optimization of ion optics and mass axis calibration.
<b>Single point of control</b>	HPLC and MS instrument should have a single point of control for both the system and preferably from same manufacture
<b>Solid phase extraction system</b>	<p>Positive pressure loading and elution of sample and solvents with parallel evaporation.</p> <p>Well equipped with gas regulator and Gas gauge.</p> <p>The extractor should automatically rinse the sample with the extracting solvents and wash all retained analytes on to disk.</p> <p>Extraction for liquid samples sizes of 10 ml to 20 L with extractable of active ingredients from Plasma, plant and microbial extracts.</p> <p>Accommodates various sizes of cartridges (normal/reverse phase) with transport adaptor.</p> <p>Should also have provision for high throughput. Interchangeable racks for providing maximum flexibility.</p> <p>Each sample must have its own stop cock to control the flow</p> <p>No cross contamination</p> <p>All waste must transfer to waste vessels</p>
<b>Gas Generator</b>	<p>A suitable gas generator capable of providing all the gases at the required purity, pressure and flow rate for the Mass Spectrometer must be quoted.</p> <p>The Nitrogen Generator should have a self-contained Nitrogen Generator with a</p>

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	<p>built-in Air Compressor must utilize membrane technology to selectively remove oxygen, moisture and other gases to leave clean, dry, phthalate-free nitrogen. Nitrogen Generator should be compatible for external TLC-MS Interface (at least 30 l/min max flow rate)The Nitrogen Generator should fully comply with the UPLC and MS system.</p> <p>All the required accessories such as arrangement for required gas supply through gas generator/Cylinder, compressor, and essential for operation of the instrument should be supplied along with the instrument. If required additional gas cylinder with the regulator must also be quoted.</p>
<b>Computer Hardware</b>	High power latest processor CPU, USB Optical Scroll Mouse, USB Internet Keyboard System Documentation Kit, 24 inch LED Monitor
<b>Analytical balance</b>	<p>Capacity x Readability (g) :220 g x 0.0001, Repeatability (std deviation) ± 0.1 to 0.2 mg and Linearity: ± 0.2 -0.5 mg.</p> <p>The Response Time (average) varying from 2.5 -5 seconds.</p> <p>The Selectable Weight Units should be g, mg.</p> <p>Display should be LCD with backlit with an Update in 0.1 - 0.4 seconds.</p> <p>Operating Temperature Range 50° F to 86° F (+10° C to +30° C).</p> <p>Allowable Ambient Operating Temperature 41° F to 104° F</p> <p>Sensitivity Drift ±2 ppm / °C.</p> <p>Fully-automatic calibration.</p> <p>Touch-key calibration.</p> <p>GLP/GMP/ISO calibration report.</p> <p>Direct connection to the Computer.</p> <p>Sealed Overlay for Protection from Spills.</p> <p>Door Opening Access keys at both sides of display.</p>
<b>In line degassing unit</b>	In line degasser having capacity to remove 95% of the air from solvent
<b>Sonicator</b>	Degassing Sonicator of Indirect type with capacity to sonicate 0.5l liquid.
<b>Warranty/CMC</b>	Instruments should be covered under comprehensive warranty (spares & servicing) for 5 year from the date of installation.
<b>UPS</b>	10 KVA online UPS should also be quoted.

**SECTION V:**

**ELIGIBILITY CRITERIA**

- 5.1 This invitation for bids is open to all bidders who are in the business of supply, Installation & maintenance services for more than five years.
- 5.2 The bidder should have executed at least More than **TWO orders** of similar type and size, of the items / solutions required.
- 5.3 Company / Consortium should be able to demonstrate expertise in the area and submit a minimum of two letters of execution / recommendation from a government agencies / “Fortune 500 companies” in the period of its establishment.
- 5.4 The Company / Consortium should submit proof of rapid deployment and execution of less than six months for similar projects.
- 5.5 For branded items, only the authorized distributors / dealers / resellers are eligible to bid. In this case, the authorization certificate to this effect, issued by principals should be submitted along with the Technical Bids.
- 5.6 All bidders should attach a copy of their audited annual financial reports of the preceding three years.
- 5.7 The Director, ICMR-NARI, Pune reserves the right to award / reject the orders to any particular bidder without assigning any reason thereof.
- 5.8 Bidders should not be under a declaration of ineligibility for corrupt and fraudulent practices.
- 5.9 Bidder should quote strictly in accordance to the requirements.
- 5.10 Bidders shall adhere to the procedure and processes laid down in this document and shall follow fair and ethical practices of trade.

**SECTION VI:**



**INSTRUCTIONS TO THE BIDDERS**

**6.1 Submission of EoI**

The submission of Bid document shall be commenced from the date of publication of EoI. The complete Bid / Tender document is available on (i) The Central Procurement Portal – [www.eprocure.gov.in](http://www.eprocure.gov.in); (ii) ICMR-NARI website – [www.nari-icmr.res.in](http://www.nari-icmr.res.in) and ICMR website - <http://www.icmr.nic.in/>

**6.2 Pre-Bid meeting / Clarifications**

- 6.2.1 Any prospective bidder may in writing seek clarifications from ICMR-NARI in respect of the bidding documents.
- 6.2.2 Prospective Bidders those have the instruments are invited to make presentation by Technical expert followed by discussion on Technology, Features, Design, Utility, Parameters (Technical) clientele etc. This meeting would also address the queries of the prospective Bidders related to the EOI. The Pre-bid meeting will be held at ICMR-NARI, Pune.
- 6.2.3 ICMR-NARI will endeavor to provide a full, complete, accurate and timely response to all questions. However, ICMR-NARI makes no representation or warranty as to the completeness or accuracy neither response, nor does undertake to answer all the queries that have been posed by the bidders.
- 6.2.4 ICMR-NARI will hold pre-bid meeting to clarify doubts of potential bidders in respect of this EoI.

**6.3 Changes/ Amendment in the Bidding document**

- 6.3.1 In case of modification to be made in Bid / Tender document, the procuring entity i.e. ICMR-NARI shall publish such modification or clarification in the form of Addendum / Corrigendum. In such case, the procuring entity i.e. ICMR-NARI will extend valid time limit in order to allow all the bidders sufficient time to take into account of the clarification or modification, as the case may be.
- 6.3.2 Any bidder, who has submitted the bid in response to the original invitation of EoI, shall have the opportunity to modify or re-submit the Bid / Tender within the extended time limit, provided that the bid / tender last submitted shall be considered for evaluation.

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### **6.4 Period of Validity of Bid / Tender**

- 6.4.1 Bids shall be valid for a period of **90 days**. A bid valid for a shorter period shall stand rejected.
- 6.4.2 The Director, ICMR-NARI, Pune may ask for the bidders consent to extend the period of validity. Such request and the response shall be made in writing only. The bidder is free, not to accept such request without forfeiting the EMD. A bidder agreeing to the request for extension will not be permitted to modify the bid.
- 6.4.3 Bid evaluation will be based on the bid cost without taking into consideration the above corrections.
- 6.4.4 ICMR-NARI would be free to collaborate with other Organizations / Companies for the EoI.

### **6.5 Delivery period / Timelines**

The deliveries, installation must be completed within 6-8 weeks, after the placement of purchase order. The time is the essence of the contract. It is mandatory for the bidders who respond to this bid to meet these expectations, as are tightly linked to ICMR-NARI's plans of completing the project within the time frame.

### **6.6 Locations for the Supply / Services**

The “**Liquid Chromatography & Mass Spectrometry**” shall be supplied and installed at ICMR-National AIDS Research Institute, Plot No.73, ‘G’ Block, M. I. D. C., Bhosari, PUNE – 411 026, Maharashtra, India.

### **6.7 Order placement and Release of Payment**

The Purchase Order and payment shall be processed by – Administration, ICMR-National AIDS Research Institute, Plot No.73, ‘G’ Block, M. I. D. C., Bhosari, PUNE – 411 026. Maharashtra, India.

### **6.8. PREPARATION OF BIDS**

#### **6.8.1: Earnest Money Deposit (EMD)**

- a) The tender documents must be accompanied by a Earnest Money Deposit of **Rs.3 LAKHS/-** (Rupees Twenty Five Thousand Only) in the form of a Demand Draft drawn only on any Nationalized Bank payable to The Director, NARI, Pune. Bids submitted without EMD will stand rejected. EMD will not be accepted in the form of cash / cheque or any other form other than DD. No interest is payable on EMD.

## **EoI for Supply, Erection, Installation, Commissioning & Maintenance of LC-MS/MS system for ICMR-NARI, Pune**

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- b) The EMD will be returned to the bidder(s) whose offer is not accepted by The Director, NARI, Pune within one month from the date of the placing of the final order(s) on the selected bidder(s). In case of the bidder(s) whose offer is accepted the EMD will be returned on submission of Security Deposit (SD). (Refer Para7.) However if the return of EMD is delayed for any reason, no interest / penalty shall be payable to the bidder.
- c) The successful bidder, on award of contract / order, must send the contract / order acceptance in writing, within 7 days of award of contract / order, failing which the EMD will be forfeited.
- d) The EMD shall be forfeited:
  - If the bidder withdraws the bid during the period of bid validity specified in the tender.
  - In case a successful bidder, fails to furnish the Security Deposit.

### **6.8.2 Security Deposit**

- a) Within ten (10) days of the award of contract, the vendor shall furnish a Security Deposit amounting to 10 % of the purchase order value in the form of Demand Draft favouring the Director, NARI, Pune. The Security Deposit will be forfeited, in case the vendor fails to execute the order to the satisfaction of ICMR-NARI.
- b) In case of bids In Foreign Currency, the Indian Representatives / dealers can submit the EMD / SD in INR to the Director, NARI, Pune without any relaxation.

### **6.9 SUBMISSION OF BIDS:Deadline for Submission of Bids**

- 6.9.1 Bids must reach The Director, NARI, Pune before the time, date and to the address specified in the tender. In the event of the specified date for the submission of bids being declared as a holiday for ICMR-NARI, the bid-closing deadline will stand extended to the next working day.
- 6.9.2 Director, ICMR-NARI may, extend this deadline for submission of bids by amending the bid documents. This will be informed accordingly to the bidders through ICMR-NARI website.

### **6.10. Late Bids**

Any bid inadvertently received by ICMR-NARI after the deadline for submission of bids, will not be accepted and would be returned unopened to the bidder.

### **6.11. Opening of Bids by ICMR-NARI.**

- 6.11.1 ICMR-NARI will open commercial bids of only the short listed bidders, in the presence of the bidder or their representative who choose to attend the bid opening, and the time and date will be informed later.
- 6.11.2 The bidder's representative who attends the bid opening shall sign an attendance register as a proof of having attended the bid opening.

**EoI for Supply, Erection, Installation, Commissioning & Maintenance of LC-MS/MS system for ICMR-NARI, Pune**

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6. 11.3 The bidders name, bid prices, discounts, EMD and such other details considered as appropriate by ICMR-NARI, will be announced at the time of opening of the commercial bids.

**6.12. Comparison of Bids**

6. 12.1 ICMR-NARI will compare the bids of the short listed bidders.

6.12.2 The comparative statement shall also indicate the delivery schedule offered in the bid.

**6.13 AWARD OF CONTRACT: Award Criteria**

6.13.1 ICMR-NARI shall award the contract to the eligible bidder whose bid has been determined as the lowest evaluated commercial bid.

6. 13.2 If more than one bidder happens to quote the same lowest price, The Director, ICMR-NARI reserves the right to award the contract to more than one bidder.

6.13.3 The Director, ICMR-NARI reserves the right to accept / reject any particular bid without assigning any reason thereof,

**6.14 Purchaser's Right to vary Quantities at the time of Award**

The Director, ICMR-NARI reserves the right at the time of award of Contract to increase or decrease the quantity of items specified in the Schedule of Requirements without any change in price or other terms and conditions.

**6.15. Corruption of Fraudulent Practices.**

ICMR-NARI requires that the bidders who wish to bid for this project have highest standards of ethics.

6.15.1 ICMR-NARI will reject a bid if it determines that the Bidder recommended for award has engaged in corruption or fraudulent practices while competing for this contract.

6.15.2 ICMR-NARI may declare a vendor ineligible, either indefinitely or for a stated duration, to be awarded a contract if it at any time determines that the vendor has engaged in corrupt and fraudulent practices during the execution of contract.

**6. 16. Interpretation of the clauses in the Tender Document / Contract Document.**

In case of any ambiguity / dispute in the interpretation of any of the clauses in this Tender Document, The Director, NARI interpretation of the clauses shall be final and binding on all parties.

**Administrative Officer  
For Director in charge**

**SECTION VII:  
SPECIAL CONDITIONS FOR CONTRACT (SCC)**

**EoI for Supply, Erection, Installation, Commissioning & Maintenance of LC-MS/MS system for  
ICMR-NARI, Pune**

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**7.1 Price.**

- 7.1.1 The price quoted shall be considered firm and no price escalation will be permitted.
- 7.1.2 Bidders must quote the price in details with manufacturers' code nos. / part nos. rate per item, total quantity required and the amounts.
- 7.1.3 Bidder may bid in Foreign Currencies or in INR or both.
- 7.1.4 In case of Foreign Currency bids, the price criteria should be on F.O.B. basis.
- 7.1.5 In case of INR bids the price criteria should be on F.O.R. NARI, Bhosari, Pune, Govt. Levies like sales Tax, entry tax / permit, octroi, WCT etc., if any, must be mentioned specifically. Rates should be quoted accordingly giving the basic price, Sales Tax etc., if any. (For example: Do not mention rates, levies as applicable at the time of supply - it should be specific i.e. 4% VAT / 12.32% WCT etc.)
- 7.1.6 Bidders may also bid for Airfreight sales on F.O.B. Basis with port of landing Mumbai.
- 7.1.7 NARI is registered with DSIR, Govt. of India and is, therefore, exempted from Customs as well as Excise Duty. Exemption Letter for Customs Duty, Excise Duty and Octroi, if required, shall be issued by NARI, as and when required / asked for.
- 7.1.8 Please provide TIN number of the firm along with the CST/VAT/WCT number allotted by the concerned authorities in your quotation.

**7.2. Security Deposit**

Successful bidder is required to submit a Security Deposit amounting to 10% of the purchase order value in the form of D.D. within 10 days of placing the Purchase Order from NARI. This security Deposit will be refunded to the vendor on successful Installation at NARI, Bhosari, Pune.

**7.3. Warranty / Support**

- 7.3.1 The Items covered by the Schedule of Requirements shall carry minimum five years of comprehensive warranty from the date of acceptance of the equipment by NARI. Warranty shall include free maintenance of the whole equipment supplied including free replacement of parts. The defects, if any shall be attended to on immediate basis but in no case any defect should prolong for more than 24 hours. The comprehensive warranty includes onsite warranty with parts.
- 7.3.2 The bidder shall assure to supply the spare parts after warranty is over for maintenance of the equipment supplied if and when required for a period of 5 years from the date of supply of equipment on payment on approved price list basis.

- 7.3.3 The bidder must have a local service and repairs center with necessary support from the principal manufacturer.
- 7.3.4 An undertaking from the manufacturer is required in this regard stating that they would facilitate the bidder on regular basis extend support for the warranty as well.
- 7.3.5 The vendor will have to arrange for all the testing equipment & tools required for installation, testing & maintenance etc.
- 7.3.6 The vendor shall give his support for trouble shooting as and when required during a period of warranty/ extended warranty as the case may be.
- 7.3.7 A trained technician should be appointed and paid by the vendor who will be fulltime operator of the equipment in NARI for a minimum period of at least 6 months from date of installation.

**7.4 Training:** Wherever needed, Our Scientist/Technical persons should be trained by the supplier at the project site free of cost. In case the person is to be trained at supplier's site abroad or in India it should be mentioned in the quotation clearly. The supplier should bear all the expenses for such training including 'to & fro' fares and lodging & boarding charges

#### **7.5 Indemnity**

The vendor shall indemnify, protect and save NARI against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc. or such other statutory infringements in respect of all the equipment supplied by him.

#### **7.6. Insurance**

In case of purchase (Imported – airfreight) on FOB basis, NARI shall arrange for transit insurance.

#### **7.7. Payment**

100% of the payment will be made against delivery, installation and commissioning of the complete system as covered by the Schedule of Requirements.

In case of Import purchase, an Irrevocable Letter of Credit will be established for total value against sight draft on successful installation of the entire system but on submitting performance bank guarantee from a nationalized bank valid over warranty period.

#### **NOTE:**

The performance bank guarantee In INR from the representatives in India is acceptable for this purpose on behalf of the foreign Principal vendor.

**7.8 Annual Maintenance Contract:**

7.8.1 The party must mention in the quotation, the rate/amount of annual maintenance charges, if we opt for maintenance contract after expiry of the warranty period. This is mandatory to mention, wherever applicable.

7.8.2 No sub-contracting will be allowed for installation or maintaining system/ equipment / instrument during or after warranty period.

**7. 8. Penalty for delayed delivery:**

NARI reserves the right to levy a penalty @ 1% of order value per week of delay in deliveries / execution of the order successfully subject to maximum of 5% of the order value. The Director, NARI reserves the right to cancel the order in case the delay is more than 5 weeks. Penalties, if any, will be deducted from, the Security Deposit.

**7.9. Jurisdiction:**

The disputes, legal matters, court mailers, if any shall be subject to Pune jurisdiction only.

**7.10 Force Majeure:**

The Director NARI may consider relaxing the penalty and delivery requirements, as specified In this document, if and to the extent that the delay, in performance or other failure to perform its obligations under the Contract, is the result of an Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of God (like earthquakes, floods, storms etc.) acts of states, the direct and indirect consequences of wars (declared or undeclared), hostilities, national emergencies, civil commotion and strikes at successful Bidder's premises.

**7. 11 Arbitration:**

All disputes of any kind arising out of supply, commissioning, acceptance, warranty maintenance etc., shall be referred by either party (NARI or the bidder) after issuance of 30 days' notice in writing to the other party clearly mentioning the nature of dispute to a single arbitrator acceptable to both the parties. The venue for arbitration shall be specified in the purchase agreement. The jurisdiction of the courts shall be specified in the purchase agreement.

**Administrative Officer,  
For Director.**

**: SECTION VIII:**

**Schedule of Events**

**EoI for Supply, Erection, Installation, Commissioning & Maintenance of LC-MS/MS system for  
ICMR-NARI, Pune**

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Date of Pre-Bid Meeting: **07.11.2017 at 11.00 a.m.**

Date of Submission Bid: **29.11.2017 up to 3.00 p.m.**

Date of Opening of Tender: **30.11.2017 at 11.00 a.m.**

**SECTION IX:**

**ANNEXURES**

**Annexure 1: EOI Form  
(On Company Letter Head)**

To  
The Director  
ICMR-National AIDS Research Institute,  
Plot No.73, 'G' Block, M. I. D. C., Bhosari,  
PUNE - 411 026.



**EoI for Supply, Erection, Installation, Commissioning & Maintenance of LC-MS/MS system for ICMR-NARI, Pune**

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Maharashtra, India.

Dear Sir,

- 1) Having examined the EOI document for “**EoI for purchase, installation and maintenance of LC-MS/MS system for ICMR-NARI, Pune**”, the receipt of which is hereby acknowledged, we, the undersigned, offer to provide our services under the above-named Contract in full conformity with the said EOI document.
- 2) The information, documents, data of financial status and credibility, details of operational experience etc. furnished along with the EOI are true and authentic to the best of my knowledge and belief. I, am well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my EOI at any stage besides liabilities towards prosecution under appropriate law.
- 3) I have appraised myself fully about the job to be done during the period of agreement and also acknowledge to bear consequences of non-performance or deficiencies in the services on my part.

Signature .....

Name:

Designation:.....

**Stamp of tenderer**

Date:

(In the capacity of duly authorized to sign this bid)

**Note:**

**This form must be signed & stamped in original to be submitted to this office along with Fee in the form of DD.**

**Annexure: 2**

**EoI FORM FOR SUPPLYING, INSTALLING AND COMMISSIONING OF  
Liquid Chromatography & Mass Spectrometry  
GENERAL INFORMATION TO BE FILLED IN BY THE FIRM**

**Tender No. NARI/4/020/17-18/EQ-1**

**EoI for Supply, Erection, Installation, Commissioning & Maintenance of LC-MS/MS system for  
ICMR-NARI, Pune**

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**Name of the Equipment: Liquid Chromatography & Mass Spectrometry.**

**EARNEST MONEY DEPOSIT: Rs.3,00,000 (Rupees Three lakhs Only) by Demand Draft in favour of “The Director, National AIDS Research Institute, payable at Pune should be enclosed with EoI form only.**

01.	Name of the Bank: Demand Draft No.                      Date :	Branch : Amount :
02.	Name & Address of the firm :	
03.	Telephone Nos. Mobile No.                                      E-mail :	Fax No.
04.	Registered Postal Address :	
05.	Firm is manufacturer or Authorized distributor, If authorized dealer the copy of dealership letter to be attached :	
06.	Name & address of the Director / Proprietor / partners :	
07.	Permanent Income Tax A/C No. & a copy of last year I. T. clearance certificate :	
08.	G.S.T. No.:	
09.	Any other information:	

**I/We, am/are agreeable to and abide by all the terms & conditions prescribed by the Director, National AIDS Research Institute, Pune in respect of this Tender without any reservations.**

**Place:**

**Date:**

**Signature of the Tenderer with Seal.**

**EoI for Supply, Erection, Installation, Commissioning & Maintenance of LC-MS/MS system for  
ICMR-NARI, Pune**

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**Annexure 3: Financial information for last 3 years:**

Document showing annual sales turnover and audited statement of accounts for last three financial years and current year if available **to be attached.**

**Annexure 4:  
Details of Past Experience:**

Order placed by { <i>Full address of Purchaser</i> }	Order No. and Date	Description and quantity of ordered equipment	Value of order	Date of completion of delivery as per contract	Date of actual completion of delivery	Remarks indicating reasons for late delivery, if any and justification for price difference of their supply order & those quoted to us.	Has the equipment been installed satisfactorily? ( <i>Attach a certificate from the Purchaser/ Consigner</i> )	Contact Person along with Telephone no., Fax no. and e-mail address.

## NATIONAL AIDS RESEARCH INSTITUTE, PUNE

Annexure 5:

**TECHNICAL BID**

Tender No.NARI/4/020/17-18/EQ/

Name of the Equipment: **Liquid Chromatography & Mass Spectrometry**

**CHECK LIST MUST BE ATTACHED WITH TECHNICAL BID WHICH IS SUPPLIED WITH TENDER FORM.**

01.	Detailed Technical specification of equipment with brand. Additional facilities provided etc. (literature/Leaflet/Catalogue/Annexure etc.) may be enclosed.	
02.	Warranty / Guarantee	
03.	Validity of this tender	
04.	After sales service AMC If any – Address of the agency.	
05.	Delivery schedule	
06.	Accessories / Spares needed	
07.	Post / Pre supply Training	
08.	Latest List of clients to whom this equipment was supplied	
09.	Any other information	

I / We, am / are agreeable to and abide by all the terms and conditions prescribed by the Director, National AIDS Research Institute, Pune in respect of this Tender without any reservation.

Place:

Date:

Signature of the Tenderer

with Seal.

Annexure 6: Commercial Bid

**NATIONAL AIDS RESEARCH INSTITUTE, PUNE**

PRICE BID

Tender No.NARI/4/020/17-18/EQ/

Name of the Equipment: **Liquid Chromatography & Mass Spectrometry**

Sl. No.	Code No.	Name of the Item	Qty.	Rate *	Total
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\*Inclusion, exclusion, discount, approximate cost of essential accessories etc. should be clearly mentioned. Delivery charges, installation charges and commissioning charges etc. should also be mentioned clearly if not included in the cost. Insurance charges, Freight charges, Transport charges, agency commission should be shown separately and will be paid in Indian Rupees after satisfactory installation of the equipment. No advance payment will be paid to foreign supplier but it will be paid by letter of credit through our banker.

**TOTAL AMOUNT (in figures & words)**

**Currency must also be specified.**

**Validity of Tender :**

I / We, am / are agreeable to and abide by all the terms and conditions prescribed by the Director, National AIDS Research Institute, Pune in respect of this Tender without any reservation.

Place:

Date:

Signature of the Tenderer with Seal

**EoI for Supply, Erection, Installation, Commissioning & Maintenance of LC-MS/MS system for  
ICMR-NARI, Pune**

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Annexure 7

CHECK LIST: ELIGIBILITY CRITERIA FOR BIDDERS

	<b>YES or NO</b>
1 The Demand Draft for <b>Rs.1,500/-</b> towards tender document fees.	<input type="checkbox"/>
2 The Demand draft for <b>Rs.3.00,000/-</b> towards Earnest Money Deposit.	<input type="checkbox"/>
3 Undertaking that the successful bidder agrees to give a security amounting to 10% of the purchase order value by way of Bank Guarantee / Demand Draft favouring The Director, NARI, payable at Pune.	<input type="checkbox"/>
4 Duly filled in Technical Bid with proper seal and signature of authorized person on each page of the bid submitted.	<input type="checkbox"/>
5 If the bid is for branded makes, authorization letter from Principals clearly indicating that the vendor is competent authority to sell & provide services towards the items mentioned in the Scope of Supply given in this tender document.	<input type="checkbox"/>
6 Self-Attested copy of GST Registration certificate as applicable.	<input type="checkbox"/>
7 A Certified copy of Partnership deed / Memorandum and Articles of Association as applicable.	<input type="checkbox"/>
8 Agreements / Purchase orders / Completion certificates if any, from the clients for which similar supply has been made by the bidder in last three years.	<input type="checkbox"/>
9 Document showing annual sales turnover and audited statement of accounts for last three financial years and current year if available	<input type="checkbox"/>
10 Copy of GST & the PAN / TIN No. allotted by the concerned authorities.	<input type="checkbox"/>

**Annexure 8**

**(ON STAMP PAPER OF Rs.100/-)**

**PERFORMANCE BANK GUARANTEE**

To,  
The Director,  
National AIDS Research Institute,  
Plot No.73, 'G' Block,  
M. I. D. C., Bhosari,  
PUNE – 411 026.

In consideration of National AIDS Research Institute (hereinafter called the purchaser) having agreed on the terms and conditions of Order No.:

\_\_\_\_\_ dated: \_\_\_\_\_ (hereinafter called the Contract) made between M/s, (Vendor), having the Registered Office at: \_\_\_\_\_, and corporate office at: \_\_\_\_\_,

(hereinafter called the Contractor) and the Purchaser in connection with the supply of \_\_\_\_\_ materials, the Purchaser stipulated in the contract that the balance 10% (Ten Percent Only) payment of the purchase price shall be payable to the contractor against a Bank Guarantee for 10% (Ten percent only) value of order valid till warranty period contained in the purchase order i.e. 36 months minimum from the date of commissioning or min. 40 months from the date of dispatch.



**EoI for Supply, Erection, Installation, Commissioning & Maintenance of LC-MS/MS system for  
ICMR-NARI, Pune**

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We, \_\_\_\_\_ (bank name & full address), (hereinafter referred to as the Guarantor), do hereby undertake and agree to indemnify and keep indemnified the Purchaser from time to time to the extent of Rs. \_\_\_\_\_ /- (Rs. **in words** only) against any cost, charges and expenses suffered by the Purchaser by reasons of any breach or breaches committed by the said Contractor of any of the terms and conditions contained in the contract and the improper performance of the products during the warranty period and unconditionally pay the amount claimed by the Purchaser on demand and without demur to the aforesaid.

We, (Bank name) further agree that the Purchaser shall be the sole judge of and as to whether the said Contractor has committed any breach or breaches of any of the terms and conditions of the said contract and the extent of costs, charges and expenses suffered by the Purchaser on account thereof and the decision of the Purchaser that the said contractor has committed such breach or breaches and as to the amount or amounts of costs, charges and expenses suffered by the Purchaser from time to time, shall be final and binding on us.

We, (bank name), 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 contract subject, however, that the Purchaser shall have no claim under this Guarantee after the expiry of the warranty period as mentioned in the Order No.: \_\_\_\_\_

The Purchaser shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee or indemnity from time to time to vary any of the terms and conditions of the said Contract or to the extent the time of performance by the said Contractor or to postpone for any time and from time to time any of the powers exercisable by it against the said Contractor and either to enforce or forbear from enforcing any of the terms and conditions governing the said contract or securities available to the Purchaser and the said Bank shall not be released from its responsibilities under these presents by any exercise by the Purchaser to the said contractor or of any other matter or thing whatsoever which under the Law relating to securities would, but for this provision have the effect of so releasing the Bank from its such liability.

Notwithstanding anything to the contrary contained hereinbefore our liability under this guarantee is restricted to Rs. \_\_\_\_\_ /- (Rs. in words), our liability under this Guarantee shall remain in force until (date). Unless a demand or claim is made on us in writing, within the said period, that is on or before (date). All rights of the Purchaser under the said Guarantee shall be forfeited and we shall be relieved and discharged from all liabilities.

This Guarantee should be returned to us on expiry.

Date: \_\_\_\_\_ (DD/MM/YR)

Sd/- (Bankers)

Authorized signatory

With bank seal & full address