

**North-Eastern Hill University**  
**NEHU Campus**  
**Shillong 793 022, Meghalaya (India)**



**e-Tendring of Fluorescence spectrophotometer for the  
DST SERB project entitled “*Development of single  
phase phosphor to produce white light emission for  
applications in phosphor converted white LED*”**

NIT No. F. No. 200/LRS/DST-SERB/2021-4

Dt. \_\_9<sup>th</sup> May,2022

## SECTION I

### INVITATION FOR BIDS

1. North-Eastern Hill University invites e-tender from eligible Firms for Rate contract for a period of 2 (two) year for supply and Printing Work for various items listed in Section V, in the Shillong Permanent campus.
2. The Tender document can be obtained and uploaded in the University's official e-tender portal <https://nehu.euniwizarde.com/>.
3. The e-tender standard procedures will be adopted for uploading, opening and shortlisting of tenders.

The offers, in the prescribed format, shall be submitted online at <https://nehu.euniwizarde.com> as per the tender document. No tender will be accepted in hard copy, fax, e-mail or any other such means. The intending bidders must be registered with e-tender website <https://nehu.euniwizarde.com>. The tender document is also available on North Eastern Hill University website: <https://www.nehu.ac.in/> for reference only but not for submission. **However, for the purpose of submission, the website <https://nehu.euniwizarde.com> should be referred to. NIT can also be seen on CPP Portal <https://eprocure.gov.in/cppp/>**

#### **Instructions for Online Bid Submission:**

The bidders are required to submit soft copies of their bids electronically on the e-tender Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-tender Portal, prepare their bids in accordance with the requirements and submitting their bids online on the e-tender Portal.

More information useful for submitting online bids on the e-tender Portal may be obtained at: <https://nehu.euniwizarde.com>.

## REGISTRATION

1. Bidders are required to enroll on the e-Procurement Portal (URL: <https://nehu.euniwizarde.com>) with clicking on the link “**Online bidder Registration**” on the e-tender Portal by paying the **Registration fee of Rs. 2360/- one time through online banking. Those who have registered need not register again.**
2. As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidder.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (**Only Class III Certificates with signing + encryption key usage**) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.
7. **The scanned copies of all original documents should be uploaded on portal.**

## SEARCHING FOR TENDER DOCUMENTS

There are various search options built in the e-tender Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Item/work id, Title, Date, etc.

1. Once the bidders have selected the tenders they are interested in, they can pay the processing fee Rs. 500.00 + GST (18%) (NOT REFUNDABLE) by net-banking / Debit / Credit card and there after they may download the required documents / tender schedules, Bid documents etc. Once both registration fee (one time fee in a year) and processing fee is paid, tenderers will be moved to the respective “requested” Tab. This would enable the e-tender Portal to intimate the bidders through e-mail in case there is any corrigendum issued to the tender document.

The details of the Tender are as under:

Sl. No.	Items	Description
<p><b>To</b>  <b>All Vendors.</b>  <b>Online Quotations of the following equipment and accessories are invited, the specifications are given herewith. The terms and conditions are given below.</b></p>		
<p>1.</p>	<p><b>Fluorescence Spectrophotometer</b></p>	<p>Research spectrofluorometer with dual lamp sources- ozone free Xenon lamp and Xenon pulsed lamp. Capable of measuring Phosphorescence lifetime and automatic acquisition of corrected emission and excitation spectra, polarization spectra, synchronous luminescence spectra, and kinetic studies.</p> <p><b>Excitation Sources</b></p> <ul style="list-style-type: none"> <li>• 150W or higher ozone free Xenon Arc lamp (continuous source)</li> <li>• Xenon pulsed lamp for phosphorescence lifetime</li> </ul> <p><b>Spectrometer</b>  <i>Excitation</i>            Czerny-Turner monochromator, resolution 0.3 nm or better, accuracy <math>\pm 0.5</math> nm or better, range 200-900 nm (preferred), with software controlled continuously variable spectral band pass 0 to 20 nm or better.</p> <p><i>Emission</i>            Czerny-Turner monochromator with provision of software controlled double grating turret, resolution 0.3 nm or better, accuracy <math>\pm 0.5</math> nm or better, range 200-950 nm (preferred) / 900-1600 nm (future upgrade provision), with software controlled continuously variable spectral band pass 0 to 20 nm or better</p> <p><b>Detector</b>            Photon counting detection technique            Emission detector: Red sensitive PMT, 200 - 850 nm or better.            Silicon photodiode reference detector (to monitor excitation source fluctuations)</p> <p><b>Sample Compartment</b>            Liquid Sample Holder</p> <p><b>Sensitivity</b>            Signal-to-Noise ratio for Raman band of water: 10,000:1 or better FSD            Water Raman signal: Minimum 500,000 cps</p>

		<p><b>Phosphorescence Lifetime</b> 10 microseconds to several milliseconds lifetime measurement Repetition rate software controlled</p> <p><b>Integrating Sphere</b> Minimum 4.5" diameter, wavelength range 250-2500 nm. To be installed in sample compartment without any fiber optics cable. For measuring luminescence quantum yields of various solids, liquids, powders, thin films. Software provision for calculation of quantum efficiency and chromaticity is needed.</p> <ul style="list-style-type: none"> <li>• <b>Warranty:</b> 5 Years on-site Warranty</li> </ul> <p><b>The spectrofluorometer must be upgraded for TCSPC (Time Correlated Single Photon Counting) technique for lifetime measurement as short as 25 ps</b></p> <p>Vendors must have at least 10 similar equipments (supported by documents) at different research institutes like IITs, NITs, Central Universities, in North-East India in previous 5 years</p>
2.	<b>Delivery</b>	<b>Door Delivery to the Department Nanotechnology, while quoting the price should be included door delivery and installation charges.</b>
3.	<b>Issuing SO</b>	<b>L1 is not the only criteria for selection SO.</b>
4.	<b>The Department purchase committee reserves the right to modify/cancel the requirements.</b>	
5.	<b>TENDER NOTICE NO.&amp; Date</b>	<b>F. No. F. No. 200/LRS/DST-SERB/2021-4 Dated 9<sup>th</sup> May, 2022.</b>
6.	Cost of –Tender Registration (One Time)	<b>Rs.2000/- plus Tax</b>
7.	Cost of e-Tender Processing	<b>As applicable</b>
8.	Tender Fee (Non-Refundable)	<b>Rs 500/-SBI-N.D.F-SBICollect</b>
9.	EMD (Refundable)	<b>Rs 15,000/-</b>
10.	Last date & time of submission of bid	<b>31<sup>st</sup> May, 2022 at 6:00 pm.</b>
11.	Date & time of Technical Bid opening	<b>6<sup>rd</sup> Jun, 2022 at 11:00 am.</b>
12.	Date & time of Financial Bid opening	<b>10<sup>th</sup> Jun, 2022 at 11 am</b>

13.	Address for communication	<a href="mailto:pnssection@nehu.ac.in">pnssection@nehu.ac.in</a> Assistant Registrar (P&S) NEHU, Shillong 793022, Meghalaya
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## SECTION II

### INSTRUCTIONS TO BIDDERS

1. Bids shall be valid for a minimum period of 2(two) years.
2. The rates quoted should indicate clearly all applicable taxes.
3. The Quotation is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the terms and conditions are not mentioned.
4. Bidders shall strictly respond to **specifications** in **Section V** in the prescribed format only of the Tender Document.
5. Bidders shall strictly quote in the prescribed **Price format** only as in **Section VI of** the Tender Document.
6. Samples should be provided for all the items quoted.
7. Bidders/Vendors/Suppliers/Contractors must get themselves registered on the portal for participating in the e-tenders published by the department. Detailed registration help manual is available in bidder help manual kit.
8. Bidders must provide the details of PAN number, registration details etc as applicable and submit the related documents. The user id will be activated only after submission of complete details. The activation process will take minimum 24 working hours (9:00-6:00 excluding holidays) after receiving mail on [HELPDESKEUNIWIZARDE@GMAIL.COM](mailto:HELPDESKEUNIWIZARDE@GMAIL.COM)
9. Bidders must have a valid email id and mobile number.
10. Bidders are required to obtain Class 3 Digital Certificates (Signing & Encryption) as per their company details.
11. Once bidder DSC is mapped with the user id, the same DSC must not be used for another user id on the same portal. However bidder can update the digital certificate to another user id after unmapping it from the exiting user id.
12. Bidders now can login with the activated user Id & DSC for online tender submission process in this portal.
13. Bidders can upload required documents for the tender well in advance under My Documents and these documents can be attached to the tender during tender participation as per the tender requirements. This will save the bid submission duration/time period and reduce upload time of bid documents.
14. Bidders must go through the downloaded tender documents and prepare and upload bid documents as per the requirements of the department.
15. Bidders are advised to read complete BoQ/SoQ/Price Bid/Financial Bid and Terms & Conditions before quoting rates in the bid document.

16. Any modification/replacement in BoQ/SoQ/Price Bid/Financial bid template is not allowed. Bidders must quote only in predefined fields in the bid sheet and save the bidsheet. After saving, the same bid sheet must be uploaded in the portal.
17. Bidders must pay required payments (Tenderfee, EMD, Tender Processing Fee etc) as mentioned in the tender document, before submitting the bid.
18. Tender Fee (Non-Refundable) has to be paid by SBI Collect under NEHU Development Account and EMD by Demand Draft.
19. Bidders are recommended to use PDF and Excel files for uploading the documents as required and file size must not cross 5MB. Only price bid sheet will be in Excel format.
20. The bidders must ensure to get themselves registered on the portal at least 1 week before the tender submission date and get trained on the online tender submission process. For tender submission and registration process bidders are advised to refer respective manuals on website. Tender inviting Authority/Department will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues like internet connectivity/PC speed/etc...
21. Offline Submission of bids/documents/rates by the bidders will not be accepted by the department, under any circumstance.
22. After final submission of the bid, a confirmation message and bid submission acknowledgement will be generated by the portal. The bid submission acknowledgement contains details of all documents submitted along with bid summary, token number, date & time of submission of the bid and other relevant details. Bidder can keep print of the bid submission acknowledgement.
23. If bidder is resubmitting the bid, bidder must confirm existence of all the required documents, financial bid and again submit the bid. Once submitted, the bid will be updated.
24. Submission of the bid means that the bid is saved online; but system does not confirm correctness of the bid. Correctness of the bid will be decided by tender inviting authority only.
25. The time displayed in the server is IST(GMT 5:30) and same will be considered for all the tendering activities. Bidders must consider the server time for submission of bids.
26. Bid documents being entered by the Bidders/Vendors/Contractors will be encrypted at the client end and the software uses PKI encryption techniques to ensure security/secretcy of the data. The submitted bid documents/data become readable only after tender opening by the authorized individual.
27. Rates quoted should have detailed breakup of applicable taxes and duties and the grand total should be inclusive of all taxes and duties. All rates quoted should be F.O.R destination (Administrative Building of the University).
28. Bidders have the option to see physically the sample listed for in the tender which are kept in the office of the undersigned for inspection on all working days.

29. No unsolicited corresponding shall be entertained after the submission of the offer. The bidders shall make no enquiry during the course of evaluation of the tender until a final decision is conveyed to the successful bidder. However, the Purchase Committee or its authorized representative can make any enquiry /seek clarification from the bidders. In such a situation the agency shall extend full cooperation.

### SECTION III

## Fill in the Excel Sheet

### DETAILS OF BIDDER

Sl. No.	Required Details	
1.	Name of the Bidder	
2.	Address of the Bidder	
3.	Contact No.	
4.	Fax No.	
5.	Mobile No.	
6.	Email	
7.	Name of Authorized Signatory	
8.	GST No.	
9.	PAN No.	
10.	Year of Establishment	
11.	Name and address of Banker	

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Name, Designation & Signature of Bidder



**SECTION IV  
TERMS AND CONDITIONS**

**Fill in the Excel Sheet**

<b>1.</b>	The firm should submit Trading License from KHADC (as applicable).Non-Tribal supplier should submit the Trading License issued by District Council	<b>Yes/No</b>
<b>2.</b>	The firm should submit valid Income Tax clearance certificate	<b>Yes/No</b>
<b>3.</b>	The firm should submit the Copies of PAN and GSTN Numbers.	<b>Yes/No</b>
<b>4.</b>	The rate offer should be valid for a period of 2 (two) years. The supplier will replace the defective material free of cost, if noticed within the period of 10 (ten) days from the date of receiving the complaint	<b>Yes/No</b>
<b>5.</b>	Only one rate should be quoted against a particular item/brand.	<b>Yes/No</b>
<b>6.</b>	Sample of item shall be called as and when needed	<b>Yes/No</b>
<b>7.</b>	The quotation should be accompanied with an Earnest money of Rs. 15,000/- (Rupees Fifteen Thousand) only in the form of Demand Draft/Bankers Cheque issued by any Nationalised Bank. in favour of Finance Officer, NEHU, payable at Shillong. Tenders not accompanied by the prescribed earnest money specified above will be rejected.	<b>Yes/No</b>
<b>8.</b>	The earnest money of the selected firms will be retained by the University as security deposit and this will be released after 2 (two) years of the expiry of the contract and Earnest Money of the Unsuccessful tender (s) shall be refunded on or before the 30 <sup>th</sup> day after the award of the contract. If the approved firms/tenderers fail to supply the items within 20(twenty) days from the date of order, his/her tender will be cancelled and the earnest money will stand forfeited to the University and the firm shall be blacklisted by the University.	<b>Yes/No</b>
<b>9.</b>	Selected firms will supply as per sample or specification only	<b>Yes/No</b>
<b>10.</b>	The University reserves the right to reject any or all quotations without assigning any reasons thereof and does not bind itself to accept the lowest quotations.	<b>Yes/No</b>
<b>11.</b>	The payment will be released only on supply of goods.	<b>Yes/No</b>
<b>12.</b>	Defects/Wrong print if any detected have to be rectified free of cost by the supplier/firm.	<b>Yes/No</b>
<b>13.</b>	Detailed terms and conditions of supply after selection will be binding on the part of the Supplier. Additional terms and conditions will be incorporated in the purchase order if needed to safeguard the interest of the University	<b>Yes/No</b>

<b>14.</b>	The Vice-Chancellor, NEHU shall be the final Authority for settlement of any dispute and his interpretation of any clause/term/condition(s) of this document shall be final and binding and the jurisdiction for court of Law shall be Shillong, Meghalaya	<b>Yes/No</b>
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### **Section V**

### **Documents to be Submitted**

1. The firm should submit Trading License from KHADC (as applicable). Non-Tribal supplier should submit the Trading License issued by District Council.
2. The firm should submit valid Income Tax clearance certificate.
3. The firm should submit the Copies of PAN and GSTN Numbers.
4. Tender fee (Non-Refundable) of Rs 500/- only.
5. EMD (refundable) of Rs 15000/- only.