Date: 09.06.14

To

Dear Sir/ Madam,

**Sub:** Supply of **Micropipettes:** limited tender invited – regarding.

Please quote your lowest rates for the supply of micropipettes as given overleaf, subject to the following terms and conditions:

1. Rates should be quoted only for the items which are available in stock and can be supplied immediately on receipt of order.
2. Only 5% C.S.T is applicable to other states.
3. No insurance charges are payable as per the rules in the Government. As such, the firms before quoting should take into consideration all the risks in the transit and then furnish limited tender which should cover insurance charges also. If any point is raised as regards insurance charges after orders are issued, the same will not be entertained and the firms thereafter should affect the supply at their own cost.
4. Rates should be quoted F.O.R Pondicherry/ CIF Chennai airport. Extra packing, forwarding charges etc. should not be quoted.
5. Delivery is required urgently. Tenders should state the guaranteed delivery period they can offer. As the delivery date is the essence of the contract, this should be strictly adhered to by the successful tender.
6. No supply, which is not according to the specifications and not meeting our requirement, will be accepted.
7. The director shall have the right of rejecting the limited tender in whole or part without assigning any reason thereof.
8. In case of high precision instruments the firms should give a guarantee certificate for their satisfactory performance.
9. Limited tender should be sent in sealed cover only by post. Hand quotations are not accepted.

Please furnish your limited tender in a sealed cover superscribed as:

**Limited tender for Supply of Micropipettes**

Enq.No. JIP/Immuno/CEFIPRA/ Micropipettes - 1/2014 dated 09.06.2014

The Principal Investigator, CEFIPRA Research Project, Department of Clinical Immunology, JIPMER, Pondicherry - 605 006

Due date: 25.06.2014

*Limited tender should reach this office on or before 25.06.2014. Tender received after the due date will summarily be rejected.*

Yours truly,

(Dr.V.S.Negi)
Operational Requirement:

Set of high precision micropipettes in the following volume ranges, with reliable performance for Molecular Biology applications.

1. 0.1 - 2.5 µl
2. 2 - 20 µl
3. 20 – 200 µl
4. 100 – 1000 µl

Technical Specifications:

- The micropipettes should be ergonomically designed for ease of pipetting action, volume adjustment and tip ejection
- Should have high accuracy, precision and durability
- Should have a self supporting modular volume adjustment mechanism and lockable volume setting
- Should have a light weight (preferably non-metallic) construction of durable material
- Should have personalization options like colour coding and space for ID tag
- Display should be large and easy to read/ to set volume
- The entire pipette should be resistant to UV light, reagents and moisture
- Should have minimal to no requirement for surface decontamination and should prevent contamination of samples via the pipette
- Should have antimicrobial surface
- Should incorporate features to ensure delivery of micro sized drops

Accessories to be supplied at no extra cost:

- Microtips from the same manufacturer, volume range:
  1. 0.1 - 2.5 µl 1000 Nos
  2. 2 - 20 µl 1000 Nos
  3. 20 - 200 µl 1000 Nos
  4. 100 - 1000 µl 1000 Nos
- Space saving tip refill kits – 1 No. each
- ID tags
Ambient conditions for operation:

1. The unit should be capable of withstanding continuous storage and operation at ambient temperatures of 0°-50°C and relative humidity of 15-90%

Power Requirements: NONE

Warranty:

1. The supplied equipment and all accessories should be under warranty for a period of 5 years after successful commissioning.
2. All spare parts, and service manuals should be available with the local service centre during the warranty period and steps should be taken immediately for servicing when required to minimise down-time.

Annual Maintenance Contract:

1. Annual maintenance contract rates for a period of 5 years after the end of warranty period should be quoted separately and this would be taken into consideration during price comparisons.
2. Annual maintenance contract should include preventive maintenance as well as breakdown calls. A copy of the service manual should be available with the local service centre.

Installation, Commissioning, Testing, Maintenance and After-Sales Service:

1. The equipment and all accessories should be installed, tested and commissioned at the Clinical Immunology Laboratory, Department of Clinical Immunology, JIPMER, free of cost.
2. All spare parts and consumables should be available with the supplier or principals for a period of five years after commissioning.

Tender condition:

1. Rates should be quoted both in INR and foreign currency
2. Quotation should be valid for 9 months
3. All details pertaining to the item quoted (pamphlets, technical details etc.) should be enclosed along with the quotation
4. A user list of the quoted equipment from reputed government institutions must be provided