

GENERAL TERMS & CONDITION (GCC)

1. Bid Price:

- (a) The contract shall be for the full quantity as described above.
- (b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- (c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- (d) The prices should be quoted in Indian Rupees only.
- (e) Each agents/firms shall submit only one quotation.

2. Validity of Quotation:

Quotation shall remain valid for a period not less than **120 days** after the deadline date specified for submission.

3. Evaluation of Quotations:

- (a) The Institute will evaluate and compare the quotations determined to be substantially responsive, i.e., which
 - (i) are properly signed; and
 - (ii) conform to the terms and conditions, and specifications.
 - (iii) will be with tender fees, and EMD required, if any.
- (b) The Quotations would be evaluated separately for each nature of works.

4. Award of Contract:

The Institute will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

- Notwithstanding the above, the Institute reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- The bidder whose bid is accepted will be notified for the award of contract by the Institute prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order as described as per GFR-2017

5. Formats and Signing of Bid:

- Each & every pages of the submitted bid must carry the page numbers.
- The bidders are not allowed to make additional and alteration in the tender document, any additions and alteration in the tender document, shall be at bidder's risk. Conditional/modified tender are liable to be rejected.
- The quotations NOT submitted in the prescribed format or Incomplete in any respect will be outrightly rejected.
- If the bid submitted without compliance sheet with details of items, the bid will be outrightly rejected.
- The bid shall be typed or written in indelible ink and shall be signed by the Bidder/Tenderer or a person or persons duly authorized to bind the Bidder/Tenderer to the Contract. All pages of the bid, except for unamended printed literature, shall be initialed by the person or persons signing the bid.
- Any interlineations, erasure or overwriting shall be valid only if they are initiated by the persons or persons signing the bid.
- The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution, if the Bidder is awarded the contract.

6. Payment condition: Payment shall be made only after completion of work & satisfactory report by competent authorities. Advance payment is not permitted.

INSTRUCTIONS/GUIDELINES TO BIDDERS (ITB)

1. Bidders who had supplied the Government departments, PSUs/NITs/IITs/IIITs and reputed Institutions and Organizations should only apply.
2. The bidder should enclose the client list with contact address along with Phone/Fax for reference, for the quoted item.
3. The Bidders are requested to submit their Quotation with EMD in the form of Bank Guarantee/FDR in favor of "The Director, MNNIT, Allahabad" payable at Allahabad. Bids without EMD will be summarily rejected. EMDs of all Bidders shall be returned back after the contract/work is awarded to the successful bidder.
4. The bidder should enclose relevant documents wherever necessary to substantiate his eligibility.
5. Motilal Nehru National Institute of Technology Allahabad, Allahabad, reserves the right to reject, accept any or whole or part of any of the tender without assigning any reason thereof and no claim will be heard. In case of dispute, the decision of The Director, MNNIT, Allahabad will be final and binding.

CHECK LIST

(ON THE LETTER HEAD OF THE BIDDER)

The Bid will be the compilation of following documents, along with required supporting documents. No document in support of minimum eligibility criteria will be accepted / entertained after opening of tender.

Sl. No	Documents
1.	Cover letter by bidder (On the Letter Head of the Bidder)
2.	Tender Fee
3.	Earnest Money Deposit (EMD), if required
4.	Annexure-A : Bid Proposal Sheet (On the Letter Head of the Bidder)
5.	Annexure-B : Compliance of bidder with reference to Service/items (On the Letter Head of the Bidder)
6.	Annexure-C : PROFORMA FOR PRICE REASONABILITY CERTIFICATE (On the Letter Head of the Bidder)
7.	Annexure-D : PRICE BID (On the Letter Head of the Bidder)
8.	Annexure-E : PROFORMA FOR DIRECT PAYMENT/TRANSFER TO BANK ACCOUNT BY MNNIT ALLAHABAD
9.	Annexure-F : AFFIDAVIT REGARDING BLACKLISTING/NON-BLACKLISTING

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ANNEXURE-A

**BID PROPOSAL SHEET
(ON THE LETTER HEAD OF THE BIDDER)**

To
Faculty In-charge (Purchase)
MNNIT Allahabad, Allahabad

Subject: Invitation for Providing of “**Transcriptome Sequencing and Methyloome Sequencing**” at MNNIT Allahabad, Allahabad.

Dear Sir,

We, the undersigned Tenderers, having read and examined in detail the specifications as specified in this document in respect of Providing of “**Transcriptome Sequencing and Methyloome Sequencing**” at MNNIT Allahabad, Allahabad do hereby propose to supply the required products and services.

Tender No.				
Tender Fees submitted		YES / NO (Please strike off whatever is not applicable)		
Amount	Mode	Date of Issue	Name of Bank	Valid up to
	Demand Draft			
EMD submitted		YES / NO (Please strike off whatever is not applicable)		
Amount	Mode	Date of Issue	Name of Bank	Valid up to
	Demand Draft			

- (i) **BID PRICING:** We further declare that the prices stated in our proposal are in accordance with your Terms & Conditions in the EOI document.
- (ii) **QUALIFYING DATA:** We confirm that we satisfy the qualifying criteria and have attached the requisite documents as documentary proofs. In case you require any further information/documentary proof in this regard during evaluation of our bid, we agree to furnish the same in time to your satisfaction.
- (iii) **PAYMENT TERMS:** We hereby declare that in case the contract is awarded to us, we agree with payment terms specified in the tender documents.
- (iv) **CERTIFICATE AND DECLARATION:**
 - a) I/We certify that no addition/modification/alteration has been made in the Original Bid Document. If at any stage addition/modification/alteration is noticed in the Original Document, I/We will abide by the terms and conditions contained in the original tender document, failing which MNNIT Allahabad reserves the right to reject the tender and/or cancel the contract
 - b) It has been certified that all information provided in Bid form is true and correct to the best of my knowledge and belief. We hereby declare that our proposal is made in good faith, without collusion or fraud. No forged/tampered document(s) are produced with tender form for gaining unlawful advantage. We understand that MNNIT Allahabad is authorized to make enquiry to establish the facts claimed and obtained confidential reports from clients.
 - c) In case it is established that any information provided by us is false/misleading or in the circumstances where it is found that we have made any wrong claims. Further MNNIT Allahabad is also authorized to blacklist our firm/company/agency and debar us in participating in any tender/bid in future.
 - d) I/We assure the Institute that neither I/We, nor any of my/our workers, will do any act which is improper/illegal during the execution in case the tender is awarded to us.
 - e) I/We assure the Institute that I/We will NOT be outsourcing any work specified in the tender document, to any other firm.
 - f) Neither I/We, nor anybody on my/our behalf will indulge in any corrupt activities/practices in my /our dealing with the Institute.
 - g) Our Firm/Company/Agency is not been blacklisted or banned by any Govt. Department, PSU, University, Autonomous Institute or any other Govt. Organization.
 - h) I/We certify that, I have understood all the terms & conditions (GCC and ITB etc.), as indicated in enquiry of the tender document, and hereby accept all the same completely.
 - i) I/We, further certify that I/We, possess all the statutory /non-statutory registrations, permissions, approvals, etc., from the Competent Authority for providing the requisite services,
 - j) We understand that you are not bound to accept the lowest or any bid you may receive.
 - k) I/We hereby declare that this tender on acceptance communicated by you shall constitute a valid and binding contract between us.
 - l) I/We certify that the submitted quotation is duly paginated and contains from page no. 1 to

Date:

Signature and Seal of the Manufacturer/Bidder

**TECHNICAL SPECIFICATIONS & COMPLIANCE
(ON THE LETTER HEAD OF THE BIDDER)**

S.N.	Specification	Qty.	Whether meet the requirement(Yes/No)	Quoted Models Specifications
1.	Whole Transcriptome Analysis of Human Tissue samples: 5 Samples <ul style="list-style-type: none"> • Transcriptome analysis of human tissue samples: 5 samples • Reads: 45-50 Million reads per sample • NGS Platform: Illumina NextSeq500 platform or equivalent, 2x75 paired end or equivalent • Sample requirement: Tissue will be provided under frozen condition in RNA later • Sample Quality Control: NGS grade RNA isolation, Quality check using Agarose gel electrophoresis, nanodrop etc. • Library Preparation: RNAseq library preparation using compatible kits, Library validation • Sequencing: Illumina NextSeq500 platform or equivalent, 2x75 paired end or equivalent • Bioinformatics analysis: Delivery of FASTQ files on DVD/USB Stick, Quality filtration of reads, Alignment of RNAseq reads to reference genome, Alignment/Mapping statistics, Gene coverage, Statistical significant genes, Differentially expressed gene analysis based on RPKM/FPKM, Functional annotation of differentially expressed genes, Comprehensive report with standard methodology, Graphs, tables(Heatmap, Volcano plot, scatter plot etc), Pathway analysis, Support for data submission in NCBI • Samples for analysis will be provided within 08 weeks from the date of Purchase Order. • Maximum 12 weeks for delivery of reports from the date of receipt of Samples. 	One Unit 05 Samples		
2.	MeDIP Sequencing of Human Tissue samples: 5 Samples <ul style="list-style-type: none"> • Next Generation Sequencing of Whole Methylome of human tissue samples: 5 samples • Reads: 45-50 Million reads per sample • NGS Platform: Illumina NextSeq500 platform or equivalent, 1x75 single end or equivalent • Sample requirement: Tissue will be provided under frozen condition in RNA later • Sample Quality Control: RNA free NGS grade DNA isolation, Quality check using Agarose gel electrophoresis, nanodrop etc. • Library Preparation: Human Methylated DNA enrichment (MeDIP using available commercial kits) , Library preparation and validation • Seuencing: Illumina NextSeq500 platform or equivalent, 1x75 single end or equivalent • Bioinformatics analysis: Delivery of FASTQ files on DVD/USB Stick, Quality filtration of reads, Alignment of MeDIP reads to reference genome, Mapping statistics summary, Distribution of uniquely mapped reads, Differentially methylated gene promoters, Comprehensive report with standard methodology, Graphs, tables, Support for data submission in NCBI • Samples for analysis will be provided within 08 weeks from the date of Purchase Order. • Maximum 12 weeks for delivery of reports from the date of receipt of Samples. 	One Unit 05 Samples		

ANNEXURE-C

**PROFORMA FOR PRICE REASONABILITY CERTIFICATE
(Company's/Firm Letterhead)
PRICE REASONABILITY CERTIFICATE**

It is certified that the rates quoted against Enquiry No. dated for the Invitation for Providing of Transcriptome Sequencing and Methylome Sequencing services vide our Quotation No. dated for (Currency/Value) addressed to MNNIT Allahabad are exclusively for supply to ACADEMIC and RESEARCH Institutions and are not more than as charged to other Government /PSU's for similar supplies made in recent past.

We would like to certify that the quoted price are the minimum and neither we have quoted the same item on lesser rates, than those being offered to MNNIT Allahabad, to any other customer for similar supplies made in recent past, and nor we will do so till the validity of offer or execution of purchase order, whichever is later.

If these rates are approved by the Director, MNNIT Allahabad and if at any stage the quoted rates are found higher than the rates applicable to supply to Government, then in such condition MNNIT Allahabad will have the right to cancel the approved rates/Purchase order and to take legal action against the tenderer.

Yours faithfully,

(Signature with date)

Name:

Designation:

Seal:

Duly authorized to sign tender/enquiry for and on behalf of

PRICE BID
(ON THE LETTER HEAD OF THE BIDDER)

Sl. No.	Description	Qty.	Quoted Unit Rate in Rs	Total Amount (in Rs.)		Tax	Any other charges (if any)
				In Figures	In Words		
1.	Transcriptome Sequencing	01 Job 05 SAMPLES					
2.	Methylome Sequencing	01 Job 05 SAMPLES					
(Detailed specifications of item attached at Annexure-B)							

We agree to supply the above goods in accordance with the technical specifications for a total contract price of _____ within the period specified in the Invitation for Quotations.

Signature and Seal of the Manufacturer/Bidder

ANNEXURE-E

PROFORMA FOR DIRECT PAYMENT/TRANSFER TO BANK ACCOUNT BY MNNIT ALLAHABAD

Sl. No.	Particulars	Information
1.	Firm [Beneficiary] Name	
2.	Code No. allotted by the MNNIT Allahabad [If code is not allotted yet, please enclose a cancelled cheque and copy of PAN card. Cancelled cheque & PAN card is to be submitted only once]	
3.	Complete Bank Account No. of the Firm [beneficiary]. [in case of change in bank account vendor should write to Account Office]	
4.	Bank Name	
5.	Branch Address	
6.	IFSC Code No.	
7.	Permanent Account Number	
8.	Mobile No. [for SMS]	
9.	Email ID [for information]	

We undertake that all information provided above is correct and MNNIT Allahabad will not be responsible in case of any error on the part of firm.

[Seal and Signature of the firm]