

**GUJARAT VIDYAPITH,
ASHRAM ROAD, AHMEDABAD – 380009**

Phone No: 40016200/ 27540746
Website: www.gujaratvidyapith.org

Sr. No. of Tender: 068/FOS/2025-26

Date: 10/09/2025

**Name of the Tender – Tender for Annual Service and Repairing Contract
(AMC) without spare parts charges for the Laboratory
Instruments at Faculty of Science (2025-26).**

Gujarat Vidyapith was founded by Mahatma Gandhi on 18th October, 1920. Gujarat Vidyapith is a deemed university since 1963. Gujarat Vidyapith is funded by the U. G. C. (University Grants Commission) for higher education programs. It was started as Rashtriya Vidyapith (National Institute of University Education) and was the wake of the Non-cooperative Movement. Mahatma Gandhi remained its life-long Kulpati (Chancellor). The Institute imparts higher education with an integrated system of education teaching from the Nursery to the Doctorate level. The main objective is to prepare workers of character, ability, culture and dedication for the conduct of movements connected with the regeneration of country in accordance with the ideals given by Mahatma Gandhi. The guiding principles on which the integrated system of education, from Nursery & Basic Schools to Higher Secondary and from Bachelors to Master, M. Phil. & Doctorate level degree in various disciplines.

Gujarat Vidyapith invites the sealed two bid quotation from reputed and experienced services providing vendors for **Annual Service and Repairing Contract (AMC) without spare parts charges for the Laboratory Instruments at Faculty of Science for the year 2025-26**. The Tender Document and other details can be download from the Website: www.gujaratvidyapith.org and www.nprocure.com

Last date and time for submission of Tender Documents on N(procure)	Last Date and time for Submission of EMD and Hard copy of Technical bid at Gujarat Vidyapith	Date of opening of the tender (Technical Bid)	Details of EMD	Place of submission of Tender document by Registered Post A.D. only	Opening of financial Bid
Date 30/09/2025 up to 05-00 PM	Date- 01/10/2025 up to 05-00 PM	Date- 03/10/2025 Time- 3.00 PM	Rs. 10,000/- by Demand Draft, in favor of Registrar, Gujarat Vidyapith. (Refundable)	Central Office, Gujarat Vidyapith, Ahmedabad.	Date- 06/10/2025 (tentative)

The tenderer must upload the financial bid of the tender on or before **30/09/2025** up to **05:00 PM** and must submit hard copy of Technical bid namely **QUOTATION FOR ANNUAL SERVICE AND REPAIRING CONTRACT (AMC) WITHOUT SPARE PARTS CHARGES FOR THE LABORATORY INSTRUMENTS AT FACULTY OF SCIENCE, AHMEDABAD** and with D.D. (Rs. 10,000) in sealed cover by Registered Post AD / By hand Central office of the Gujarat Vidyapith Ahmedabad till **01/10/2025** up to **05-00 PM**.

INSTRUCTIONS FOR SUBMISSION

(1) Two-Bid System: Tender must be submitted in two parts: **The Technical bid and financial bid must be given in separately with clear remarks of “TECHNICAL BID/ FINANCIAL BID”**.

- a. **Technical Bid:** Details such as compliance with technical specifications, quality certifications, and company experience, company turnover, etc., as per Annexure. **Hard copy of Technical bid must be submitted physically on or before time deadline to Central office of the Gujarat Vidyapith Ahmedabad by register post / By hand.** Hard copy of the tender should also contain original copy of Tender documents duly signed and stamped in token of having read and understood all terms and conditions and implications thereof.
 - You are also requested to attach the list of institutions/reputed companies in which you have done similar kind of Services and repair or AMC (list of your customers).
 - You must have to write that which kind of instruments you are going give services of (Tick mark in technical bid).
 - b. **Financial Bid:** Price quotations for instruments should be quoted multiples unit of Instruments inclusive of GST and other applicable charges, if any, as per instruments lists given in the table of Financial Bid, except spare parts charges.
 - The financial bid of only those bidders who successfully qualify in technical criteria, under technical bid will be opened. Qualified bidder with lowest rate and quality assurance will be considered.
 - Gujarat Vidyapith reserve the right to decrease the numbers of units' instruments or cancelled certain instruments under AMC.
- (2) Validity of Contract:** The Contract shall be valid for a period of Twelve month and will be considered from the date of issue of work order.
- The contract can be extended if; it is mutually discussed/ decided by the supplier and Gujarat Vidyapith. This stability in pricing is required to ensure budget compliance over the fiscal period.

- Contract can be rejected/cancelled by the authority at any time if found unsatisfactory service and response without assigning any previous notice.
- Tender document received late / incomplete without requisite papers and Demand Draft for EMD shall be summarily rejected.
- No tenderer shall withdraw his tender after the tender is opened. If a tenderer does so, such tenderer shall be considered ineligible for future also and the amount of EMD will be forfeited.

(3) Earnest Money Deposit (EMD): Bidders are required to submit an Earnest Money Deposit (EMD) of 10,000.00 Rs. by Demand Draft (DD) in Favor of Registrar, Gujarat Vidyapith, Ahmedabad.

- The proof of EMD payment (DD) must be uploaded along with the bid documents in the Technical bid and also need to upload proof in Financial bid on N-procure portal. The EMD will be refunded to unsuccessful bidders after bid finalization or will be adjusted towards Performance Security Deposit for the successful bidder. Failure to submit the EMD will result in bid rejection.

(4) Exemptions for MSEs and Recognized Startups: Bidders who qualify under the Ministry of MSME's MSE Procurement Policy, or are recognized as startups by the Department for Promotion of Industry and Internal Trade (DPIIT), are exempted from the EMD requirement. Proof of eligibility must accompany the tender submission. Such bidder has to pay Performance Security Deposit after eligibility for tender before receiving purchase order.

(5) Performance Security Deposit (PSD): Upon contract award, the successful bidder may request that the EMD be adjusted towards their Performance Security Deposit (as per policy of institute). Any additional performance security will be required within seven days upon notification. Non-compliance will lead to EMD forfeiture. Performance Security Deposit is collected @5% amount of estimated purchase order value. Or we may deduct PSD from your invoice payment. Performance Security deposit will be returned to the supplier after the contract has been ended.

6. **Terms of Payment:** The full payment of contract value will be made after completion of contract; no advance or partial payment will be considered.
7. Payment of changed spare-parts bill will be proceeding as in progress and forwarded by Dean, Faculty of Science, Gujarat Vidyapith, Ahmedabad.
8. Minimum Three routine services required during a year for each instruments, breakdown visit will be done separately (extra) upon call or email. As and when inform by department regarding fault, it should be attended within Forty-Eight hours except holidays.
9. The contractor has to attend the complaint received by EMAIL/ SMS/written/telephonic, and put the instrument back in working condition/service within four (4) days, in case of unavoidable circumstances inform genuine reason

- to Dear, Faculty of Science, failing which may cause a penalty of Rs. 100/- per day, which shall be deducted from the final bill.
10. If any spare parts required to be changed during repairing, repairer/ contractor has to provide genuine & standard parts with informing to Dean, Faculty of Science, Gujarat Vidyapith, Ahmedabad and mention replaced spare parts charges separately. The tax invoice of spares parts will be proceeding regularly as & when it required during repairing contract of instruments.
 11. Service should be provided at Faculty of Science, Gujarat vidyapith, Near Income tax cross road, Ashram Road, Ahmedabad. If instrument or spares need to be taken outside the laboratory, it is with prior permission and its responsibilities and cost of vender/ contractor only.
 12. Gujarat Vidyapith authority reserve the right to cancelled or change in the number of instruments under service and repairing contract lists.
 13. Hard copy of the tender should also contain original copy of Tender documents duly signed and stamped in token of having read and understood all terms and conditions and implications thereof.
 14. Tender document received late / incomplete without requisite papers and Demand Draft for EMD shall be summarily rejected.
 15. The Tender document and other document (as per Annexure) signed and stamped by tenderer are submitted with Technical bid separately.
 16. No tenderer shall withdraw his tender after the tender is opened. If a tenderer does so, such tenderer shall be considered ineligible for future also and the amount of EMD will be forfeited.
 17. EMD/Performance Security deposit will be returned to the supplier after the contract has been ended.
 18. You are also requested to attach the list of institutions/reputed companies in which you have done regular services and repairing of Laboratory equipments. (List of your customers with work order or tax invoices copies).
 19. Replaced spare parts during repair of Instruments must be of ISI grade or equivalent quality standard.
 20. Gujarat Vidyapith shall not be responsible for any loss or damages of instruments during repair. It is fully responsibilities of service contractor.
 21. Gujarat Vidyapith shall not be responsible for any accident or injury to any person of service contractor during repair of instruments.
 22. Please be informed that the vendor has to undergo all terms and conditions, vendor failing to do so will be declared as black listed.

(23) Default and Blacklisting:

In case of non-compliance or inability to meet contract terms at any stage, Gujarat Vidyapith, Ahmedabad reserves the right to cancel the contract and blacklist the supplier for future tenders. Forfeiture of EMD/ PSD may also be applicable.

(24) Tender Acceptance & Rejection Rights:

Gujarat Vidyapith, Ahmedabad reserves the right to accept or reject any bid without assigning any reason.

(25) Documents for Submission:

- PAN & GST Registration Certificate
- Signed Tender Acceptance Letter

- Non-Blacklisting Declaration
- Certificate of Validity for AMC
- Bank details along with cancelled cheque for the transfer of payment through NEFT/ RTGS.
- Customer list
- Experience Certificate/ Contract documents for similar service (as per the contract required items)
- MSME/Startup Certificate (if any)

(26) *Additional terms and Conditions: The service provider or contractor must be within 50 km radius of Ahmedabad or its regional office is within this radius.*

(27) **Jurisdiction:** Any disputes arising out of this contract shall be governed by the jurisdiction of Ahmedabad courts.

Signature of the tenderer/agency

Name of the tenderer/agency:

Seal of the tenderer/agency

Place:

Date:

TENDER ACCEPTANCE UNDERTAKING

To,
Registrar,
Gujarat Vidyapith,
Ahmedabad

Tender No:

Dear Sir,

I/we, the undersigned, hereby propose to submit the quotation in accordance with the terms and conditions specified in the tender document after reviewing the tender document for the Rate Contract of Chemicals, Media, Plasticware, Glassware, and Labware and Other Laboratory Miscellaneous for the year 2025-26 A demand draft of **Rs.** _____ /- (No. _____ , Date _____) is enclosed herewith towards tender fee.

We further certify that,

- I. I/we have gone through and understood the requirements given in the Gujarat Vidyapith Tender no. _____, Date _____ and price list along with the discount have been quoted accordingly. The terms and conditions given in the tender notice are acceptable to me/us.
- II. The price list/catalogue that is included with the rate contract tender is a standardized pricing list that is used across India. If prices decline during that time, we guarantee to transfer the benefit to Gujarat Vidyapith, Ahmedabad.
- III. I/we have offered the maximum possible discount to you in this Quotation No. _____ dated _____.
- IV. The price charges under this rate contract are as maximum as we can offer to academic and research organizations.
- V. The supplier/Manufacturer has not been blacklisted by any Government Organization/Department/PSU/ Autonomous/State Government funded agency.
- VI. There is no vigilance /CBI case or court case pending against the Firm.

Signature of the tenderer/agency

Name of the tenderer/agency

Seal of the tenderer/agency

Place:

Date:

Note: These above details should be on the **letterhead of the supplier** and should be signed by a person competent and having the power of attorney to bind the same.

Annexure II

Bid Submission Format

Sr. No.	Components	Bidder's Response	Remarks
1.	Name of supplier		
2.	Address with Pin Code		
3.	Contact details: Phone No:		
	Mobile No:		
	Email:		
4.	Ownership Information (Private Limited Company/ One Person Company/ Limited Liability Partnership/ Partnership Firm / Proprietorship/ Co-Operative Society/ Trust/ Others)		
5.	PAN		
6.	GST number		
7.	EMD – DD detail		
8.	Valid MSE Udyam registration certificate, if any attached? (Yes/No)		
9.	Whether necessary supporting document has been enclosed		No Deviation allowed
10.	Mention whether firm is currently under Black listing / suspension by any Govt. funded organization/universities. (Yes/No)		
11.	Whether you have read and understood all the tender terms and conditions and whether you accept it unconditionally.		
12.	Office or regional office belonging within 50 km radius of Ahmedabad. (Yes/ No). (Submit proof.)		

Tender No.: _____, Dated: _____

Signature of the tenderer/agency

Name of the tenderer/agency

Seal of the tenderer/agency

Place:

Date:

Note: These above details should be on the **letterhead of the supplier** and should be signed by a person competent and having the power of attorney to bind the same.

Non-Blacklisting Declaration

**To,
Registrar,
Gujarat Vidyapith,
Ahmedabad.**

Subject: Declaration of Non-Blacklisting

Dear Sir/Madam,

I/We, _____ [Bidder's Name], having our
registered office at _____ [Bidder's Address], do hereby solemnly
affirm and declare as follows:

1. We have not been blacklisted or debarred by any Government Department, Public Sector Undertaking (PSU), Autonomous Body, or any other organization in India or abroad as of the date of submission of this tender.
2. We further confirm that no criminal proceedings are pending against our firm or its directors/partners/owners before any court of law.
3. We also declare that we have not been convicted for any offense involving fraud, dishonesty, or financial irregularities.
4. In case of any misrepresentation, our bid shall be liable for rejection, and we shall be fully responsible for any consequences thereof.

Thank you.

Signature of the tenderer/agency

Name of the tenderer/agency

Seal of the tenderer/agency

Place:

Date:

Note: These above details should be on the **letterhead of the supplier** and should be signed by a person competent and having the power of attorney to bind the same.

Certificate of Validity for AMC

To,
**Registrar,
Gujarat Vidyapith,
Ahmedabad.**

Subject: Certificate of Validity for AMC

Dear Sir/Madam,

This is to certify that the rates quoted by M/s _____
[Bidder's Name] for

[Product/Service Name] under Tender No. _____ shall remain
valid for the entire duration of the rate contract, i.e., from _____ to
_____, unless extended or modified by mutual agreement.

We undertake that:

1. No price increase shall be requested during the validity period, except for changes in statutory levies.
2. The quoted rates are applicable for all orders placed by Gujarat Vidyapith, Ahmedabad during the contract period.
3. Any breach of this commitment may result in the cancellation of the contract and legal action as deemed appropriate.

Thank you.

Signature of the tenderer/agency

Name of the tenderer/agency

Seal of the tenderer/agency

Place:

Date:

Note: These above details should be on the **letterhead of the supplier** and should be signed by a person competent and having the power of attorney to bind the same.

Annexure V**Client's List**

Client's List (Please attach separate sheet showing the client list of Universities / Govt. - semi Govt. Institute, Private sector industries, etc. name and addresses of the department where supply the prescribe the tender item with evidence (P.O / certificate of experience)

Sr. No.	Name of Uni/ Govt. & semi Govt institutes	Year of Supply/ services	<u>Name of Instruments etc.</u>	<u>Cost of order.</u>
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				

Signature of the bidder/agency

Name of the bidder/agency:

Seal of the tenderer/agency

Place:

Date:

Note: These above details should be on the **letterhead of the supplier** and should be signed by a person competent and having the power of attorney to bind the same.

Annexure VI

**BANK DETAILS REGARDING THE TRANSFER OF PAYMENT THROUGH
NEFT/RTGS**

To,
**Registrar,
Gujarat Vidyapith,
Ahmedabad.**

Tender No _____ Dated: _____

Dear Sir,

We hereby inform you that the Bank Details for the transfer of payment for the supply of materials to **Gujarat Vidyapith** are as follows:

S. No	Particulars	
1.	Name of the firm	
2.	Contact person	
3.	Contact No. of firm	
4.	Email ID	
5.	Name of Bank	
6.	Name of Bank Branch	
7.	Bank Address	
8.	Bank Branch Telephone No	
9.	Digit Code Number of the Bank and Branch / IFSC of the Bank Branch	
10.	Bank account number (please attach a cancelled cheque)	
11.	Type of Bank account	

Signature of the tenderer/agency

Name of the tenderer/agency

Seal of the tenderer/agency

Place:

Date:

Note: These above details should be on the **letterhead of the supplier** and should be signed by a person competent and having the power of attorney to bind the same.

ANNEXURE - VII

GUJARAT VIDYAPITH,
ASHRAM ROAD, AHMEDABAD – 380009
Phone No: 40016200/ 27540746
Website: www.gujaratvidyapith.org
TECHNICAL BID (must be given separately)

NAME AND ADDRESS OF THE TENDERER	
TELEPHONE NUMBER	
MOBILE NO,	
E-MAIL	
FORM STATUS	MANUFACTURER/AUTHORISED DISTRIBUTOR() /SUPPLIER() SALES AND SERVICE (), ONLY SERVICE PROVIDER () (Tick Whichever is applicable)
Service by	VENDER/ CONTACTOR SELF () THIRD PARTY SERVICE ENGINEER () (Tick Whichever is applicable)

Rates to be offered:

NO.	NAME OF INSTRUMENTS	NUMBER OF INSTRUMENTS	Tick Mark (✓)
1	BACTERIOLOGICAL INCUBATOR	12	
2	HOT AIR OVEN	6	
3	BOD INCUBATOR	3	
4	DEEP FREEZER (HORIZONTAL)	2	
5	DEEP FREEZER (VERTICAL)	4	
6	REFRIGERATOR	12	
7	ORBITAL SHAKER	8	
8	DIGITAL ANALYTICAL BALANCE	12	
9	pH METER	9	
10	AUTOCLAVE (VERTICAL)	10	
11	AUTOCLAVE (HORIZONTAL)	1	
12	HEATING MANTLE	6	
13	DISTILLATION UNIT	3	
14	UPS	5	
15	CENTRIFUGE	9	
16	WATER BATH	9	
17	MICROSCOPE (Monocular/ Binocular)	28	
18	STABILIZER	6	
19	MUFFLE FURNASE	1	
20	ULTRASONIC CLEANER	2	
21	VIS. SPECTROPHOTOMETER (SYSTRONICS 169)	10	
22	MICROWAVE OVEN	5	

23	LAMINAR AIR FLOW	5	
24	FLAME PHOTOMETER	1	
25	WATER CIRCULATING CHILLER	1	
26	CONDUCTIVITY METER	1	
27	PHOTOELECTRIC COLORIMETER	2	
28	COLONY COUNTER	2	
29	UV CHEMBER	2	
30	SPINEX VERICAL SHAKER	1	
31	MAGNETIC STIRRER	4	
32	VACCUM PUMP	1	
33	SONICATOR BATH	1	
34	LABORATORY STIRRER DD	1	
35	UV VISIBLE SPECTROPHOTOMETER	1	
36	REFRACTOMETER	1	
37	TRAY DRYER	1	
38	SILVERSON EMULSIFIER	1	
39	JUICER AND MIXER	1	
40	MIXER AND GRINDER	1	
41	OIL PRESS MACHINE	1	
42	PRESSURE CONTROL HANDLE	1	
43	PACKAGING AND VACCUME MACHINE	1	
44	BAKING OVEN	1	
45	VACCUME OVEN	1	
46	ICEFLEX MACHINE	1	
47	ELECTRIC DEEP FRYER	1	
48	GARVEY MACHINE	1	

Tick Mark (✓) instruments for which you are applying for AMC.

Signature of the tenderer/agency

Name of the tenderer/agency

Seal of the tenderer/agency

Place:

Date:

ANNEXURE - VIII

GUJARAT VIDYAPITH,
ASHRAM ROAD, AHMEDABAD – 380009

Phone No: 40016200/ 27540746
Website: www. gujaratvidvapith.org
FINANCIAL BID (must be given separately)

NAME AND ADDRESS OF THE TENDERER	
TELEPHONE NUMBER	
MOBILE NO,	
E-MAIL	
FORM STATUS	MANUFACTURER/AUTHORISED DISTRIBUTOR() /SUPPLIER() SALES AND SERVICE (), ONLY SERVICE PROVIDER () (Tick Whichever is applicable)
Service by	VENDER/ CONTACTOR SELF () THIRD PARTY SERVICE ENGINEER () (Tick Whichever is applicable)

Rates to be offered:

NO.	NAME OF INSTRUMENTS	NUMBER OF INSTRUMENTS	Total cost (INR) under AMC with all taxes * (On www.nprocure.com)
1	BACTERIOLOGICAL INCUBATOR	12	
2	HOT AIR OVEN	6	
3	BOD INCUBATOR	3	
4	DEEP FREEZER (HORIZONTAL)	2	
5	DEEP FREEZER (VERTICAL)	4	
6	REFRIGERATOR	12	
7	ORBITAL SHAKER	8	
8	DIGITAL ANALYTICAL BALANCE	12	
9	pH METER	9	
10	AUTOCLAVE (VERTICAL)	10	
11	AUTOCLAVE (HORIZONTAL)	1	
12	HEATING MANTLE	6	
13	DISTILLATION UNIT	3	
14	UPS	5	
15	CENTRIFUGE	9	
16	WATER BATH	9	
17	MICROSCOPE (Monocular/ Binocular)	28	

18	STABILIZER	6	
19	MUFFLE FURNASE	1	
20	ULTRASONICLEANER	2	
21	VIS. SPECTROPHOTOMETER (SYSTRONICS 169)	10	
22	MICROWAVE OVEN	5	
23	LAMINAR AIR FLOW	5	
24	FLAME PHOTOMETER	1	
25	WATER CIRCULATING CHILLER	1	
26	CONDUCTIVITY METER	1	
27	PHOTOELECTRIC COLORIMETER	2	
28	COLONY COUNTER	2	
29	UV CHEMBER	2	
30	SPINEX VERICAL SHAKER	1	
31	MAGNETIC STIRRER	4	
32	VACCUM PUMP	1	
33	SONICATOR BATH	1	
34	LABORATORY STIRRER DD	1	
35	UV VISIBLE SPECTROPHOTOMETER	1	
36	REFRACTOMETER	1	
37	TRAY DRYER	1	
38	SILVERSON EMULSIFIER	1	
39	JUICER AND MIXER	1	
40	MIXER AND GRINDER	1	
41	OIL PRESS MACHINE	1	
42	PRESSURE CONTROL HANDLE	1	
43	PACKAGING AND VACCUME MACHINE	1	
44	BAKING OVEN	1	
45	VACCUME OVEN	1	
46	ICEFLEX MACHINE	1	
47	ELECTRIC DEEP FRYER	1	
48	GARVEY MACHINE	1	

***Quote price in multiple as per numbers of units of instruments are under AMC.**

Signature of the tenderer/agency

Name of the tenderer/agency

Seal of the tenderer/agency

Place:

Date: