



**icmr NITVAR**  
INDIAN COUNCIL OF  
MEDICAL RESEARCH NATIONAL INSTITUTE OF TRANSLATIONAL  
VIROLOGY AND AIDS RESEARCH

राष्ट्रीय ट्रांसलेशनल वायरोलॉजी एवं एड्स अनुसंधान संस्थान  
(भारतीय आयुर्विज्ञान अनुसंधान परिषद)

ICMR-NATIONAL INSTITUTE OF TRANSLATIONAL VIROLOGY AND AIDS RESEARCH  
(INDIAN COUNCIL OF MEDICAL RESEARCH)

### Quotation Enquiry

PP No: 4782/NITVAR-Purchase/2025-26

Date: 31/12/2025

Sales Quotations are invited on behalf of the the Director, ICMR-NITVAR, Pune for the following items for the mentioned quantities; along with the company profile and other documents and details asked below.

Sr No:	Item	Cat No.	Quantity	Pack Size
1	Microplate Washer (Technical Specification as attached in Annexure I) (CPJ03)	-	1	1

The quotation superscribed as 'Quotation for PP No. 4782 addressed to the Director,, ICMR - National Institute of Translational Virology and AIDS Research, 73-G, MIDC, Bhosari, Pune 411026, Post Box No. 1895 (Attention : Administrative Officer - Procurement Cell), should be either dropped at the reception of ICMR-NITVAR, Pune or sent through by speed post /Courier latest by 14<sup>th</sup> of Jan, 2026 till 5:00pm in a sealed Envelop.

### Documents to be submitted along with the quotation & Technical Specification for Whole Transcriptomics:

- 1 Compliance to Terms and Conditions mentioned in the Annexure I, Terms and Conditions attached as Annexure II and the Enquiry.
- 2 Firm Incorporation Certificate
- 3 GST Registration Certificate
- 4 MSME Registration Certificate if any
- 5 Escalation Matrix of the Firm
- 6 OEM Authorization.
- 7 Distributor Authorization
- 8 Bidder Turnover (Of Last 3 Financial Year CA Audited)
- 9 OEM Annual Turnover of Last 3 Financial Year CA Audited
- 10 Previous Purchase Order ( of Last 3 Financial Years)
- 11 Make In India Status Document
- 12 Product Datasheet

### Other Terms and Conditions:

- 1 This is an enquiry and must not be treated as order.
- 2 The ICMR-NITVAR Office reserves the right to accept or reject any or all applicant without assigning any reason
- 3 Any decision taken by the Director,, ICMR NITVAR at any point of time in connection with this process shall be final and conclusive and no claim or disputes from any quarter in that regard shall be entertained.

- 4 No advance payment will be made. The payment will be made on receipt of services availed and satisfactor report of the end user.
- 5 ICMR-NITVAR Pune will not be responsible for any delay for the receipt of the quotations.
- 6 Vendors are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regards. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.
- 7 To furnish supporting documentation in case of eligibility as an MSME.

  
Administrative Officer,  
ICMR - NITVAR, Pune

31-11-25

Technical Specifications Of Microplate Washer (PP no. 4782)

The Microplate Washer instrument must meet the following specifications:

1. It must support washing of both 96-well and 384-well microplates.
2. It must be compatible with flat-bottom, U-bottom, and V-bottom plate formats.
3. It must include a USB interface for computer connectivity.
4. For 96-well microplates, the wash volume must be adjustable from 50  $\mu$ L to 1000  $\mu$ L in increments of 50  $\mu$ L or better.
5. For 384-well microplates, the wash volume must be adjustable from 20  $\mu$ L to 120  $\mu$ L in increments of 10  $\mu$ L or better.
6. The instrument must be capable of performing at least 1 to 10 wash cycles or more.
7. It must include a variable speed shaking function for microplates.
8. The residual liquid volume after wash must be less than 5  $\mu$ L for 96-well plates and less than 2  $\mu$ L for 384-well plates.
9. The complete wash cycle time for both 96-well and 384-well plates must be less than 25 seconds.
10. For 96-well format at 300  $\mu$ L volume, the dispense accuracy and uniformity must be  $\geq 95\%$  across the plate.
11. For 384-well format at 100  $\mu$ L volume, the dispense accuracy and uniformity must be  $\geq 95\%$  across the plate.
12. The instrument must feature an adjustable aspirate height function.
13. It must include a liquid level monitoring system for both the waste collection and buffer bottles.
14. The system must incorporate an anti-clogging mechanism to prevent needle blockage.
15. The wash heads must be easy to clean and maintain.
16. The buffer bottle must have a minimum capacity of 2 liters.
17. The waste collection bottle must have a minimum capacity of 4 liters.
18. The system must have a minimum of two (2) liquid inlets.
19. Wash bottles must include filters to prevent particle entry into the wash head.
20. The instrument must be compatible with ELISA-based assays, magnetic bead washing, and cell washing, and must be supplied with all necessary accessories for these applications.
21. A compatible computer system must be provided with at least the following specifications: Intel i9 processor or higher, 32 GB RAM, 1 TB SSD, USB ports, Windows 11 Pro (64-bit), MS Excel 2019 or later, and include a monitor, keyboard, and mouse.
22. The system must be supplied with compatible and upgradeable software for defining wash programs and plate parameters. Software upgrades must be provided free of cost for a period of at least three (3) years.
23. A brochure or other supporting document must be supplied to justify compliance with the above specifications. The detailed technical specifications must also be available on the OEM's official website.
24. The instrument must be provided with IQ (Installation Qualification), OQ (Operational Qualification), and PQ (Performance Qualification) documentation.
25. The instrument must include a comprehensive onsite warranty of a minimum of three (3) years, along with an additional two (2) years of Annual Maintenance Contract (AMC) following the warranty period.



## ADDITIONAL TERMS AND CONDITIONS FOR MICROPLATE WASHER

### 1. Tender Inviting Authority:

This tender enquiry for the procurement of **1 units of "Microplate Washer"** is being invited by the Director, ICMR - National Institute of Translational Virology and AIDS Research (NITVAR), Pune, Maharashtra, in accordance with the specifications provided in Annexure I.

### 2. EMD AND ePBG DETAILS

#### a. Earnest Money Deposit (EMD)

- Advisory Bank: State Bank of India
- EMD Amount: ₹50,000

#### b. Electronic Performance Bank Guarantee (ePBG)

- **Advisory Bank:** State Bank of India
- **ePBG Percentage:** 5.00%
- **Duration of ePBG Required:** 14 Months

#### c. EMD Exemption

(a) As per the GeM General Terms and Conditions (GTC), bidders seeking exemption from EMD shall submit valid supporting documents for the relevant category along with the bid. Under the MSE category, only manufacturers for goods and service providers for services are eligible for exemption from EMD. Traders are excluded from the purview of this policy.

(b) The EMD and Performance Security, wherever applicable, shall be furnished in favour of the Beneficiary.

#### d. Beneficiary

Dr. Sheela Godbole, Director,  
ICMR-National AIDS Research Institute,  
Department of Health Research,  
Indian Council of Medical Research (ICMR),  
Ministry of Health and Family Welfare

### 3. Bid Security Declaration:

Applicable as per Rule 170 of GFR 2017; Micro and Small Enterprises (MSEs) as defined in the MSE Procurement Policy issued by the Department of Micro, Small and Medium Enterprises (MSME) and registered Startups as recognized by the Department for Promotion of Industry and Internal Trade (DPIIT) (please refer to para 1.11.2-4-a)) are exempt from payment of EMD. In case the bidder falls into these categories, the bidder should furnish a certified copy of its valid registration details. Except for MSEs, this exemption is valid for the trade group and monetary value of registration only.

4. **Eligibility:**

The bidder must be either:

- A manufacturer, or
- An authorized agent of the manufacturer.

5. **One Bid per Bidder:**

A firm shall submit only one bid either individually or as a partner in a joint venture.

A firm submitting more than one bid, either individually or as a joint venture partner, will cause all the bids with the firm's participation to be disqualified.

6. **Right to Cancel:**

ICMR-NITVAR reserves the right to cancel the bid, either in part or in full, without assigning any reason or incurring liability. The decision of the Director, ICMR-NITVAR, will be binding and final in this regard.

7. **Inspections and Tests:**

ICMR-NITVAR or its representative shall have the right to inspect and/or test the goods to confirm their conformity with the contract specifications. Additionally, the supplier may conduct an independent quality test at their own expense.

- **Acceptance Certificate:** The inspection of goods will be carried out by a representative of ICMR-NITVAR, who will issue an acceptance certificate upon satisfactory inspection.

8. **Packing:**

The supplier shall provide adequate packing for the goods to prevent damage or deterioration during transit. Packing must ensure:

- Protection from rough handling, extreme temperatures, salt, and precipitation,
- Compliance with technical specifications, including marking and documentation as per contract terms.

The packing and marking will be inspected for conformity before dispatch.

9. **Payment:**

100% payment will be made after the receipt of the complete goods/equipment in good condition, their acceptance, and submission of a Performance Bank Guarantee (PBG).

Payment is subject to deductions such as:

- Statutory deductions, taxes, liquidated damages, etc., and
- Non-rectification of defects or deficiencies by the supplier.

The following documents must be submitted to ICMR-NITVAR headquarters for payment processing:

- (a) Copy of the purchase order,
- (b) Copy of any extension order (if applicable),
- (c) Original invoice showing contract number, description, quantity, unit price, and total amount,
- (d) Acknowledgement of receipt of goods issued by the consignee institute/center,
- (e) Performance Bank Guarantee



6

10. **Performance Bank Guarantee** - Applicable as per the provisions in **pt 2.b of this annexure.**

11. **Settlement of Disputes:**

(a) In case of any dispute or difference between the procurement agency and the supplier, the parties shall attempt to resolve it amicably through mutual consultation.

(b) If the parties fail to resolve the dispute within 30 days, either party may issue a notice to commence arbitration.

(c) Any dispute referred to arbitration will be settled as follows:

- An arbitrator appointed by the Director, ICMR-NITVAR, will conduct the arbitration.
- The venue for arbitration will be Pune, Maharashtra, and the language of arbitration will be English.
- The decision of the arbitrators will be final and binding.
- Arbitration will follow the procedures laid out in the Commercial Courts (Amendment) Act 2018.

(d) Despite the arbitration process, the parties must continue to fulfill their obligations under the contract, and the procurement agency must pay any dues to the supplier.

12. **Insurance:**

The supplier shall insure the goods against risks during transportation, storage, and delivery. Insurance must be valid for 3 months after delivery to the consignee.

- If the equipment is not commissioned within 3 months, the supplier must extend the insurance at their own cost. The insurance cost will be reimbursed if the delay is due to the consignee's failure to provide a site.
- The supplier must provide an insurance certificate for 110% of the value, covering risks from the supplier's warehouse to the consignee's warehouse.

13. **Liquidated Damages:**

If the supplier fails to deliver the goods or services within the contract timeframe, the purchaser/consignee may deduct 0.5% of the contract price per week of delay, up to a maximum of 10% of the total contract price.

- Liquidated damages will attract GST or applicable taxes, which will be deducted from the supplier.

14. **GST:**

Goods and Services Tax (GST) will apply as per the latest Government of India notification.

15. **Definition of Delivery:**

Delivery includes supply, installation, testing, and commissioning of the equipment at ICMR-NITVAR, Pune.

16. **Make in India (MII) Policy:**

Bidders must provide details of the local content in their quoted equipment and outline their level of collaboration with Indian firms as per the Government of India's Make in India (MII) policy.

**17. Contract Splitting:**

**Not Applicable** in this tender.

**18. Delivery Details:**

Delivery (Supply/Installation/Testing/Commissioning) shall be at **ICMR-NITVAR, Pune.**