



Central Purchase unit
National Institute of Technology Srinagar (J&K) -190006

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Document for Tender Notice No. 03 of 2018 Dated 24.04.2018

"Tender Notice for Invitation of bids for fixing of Rate contract for the supply of chemical/glassware/Reagents/plasticware and other consumable items (for research and routine lab work)"

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1. Sealed Bids are invited for the items detailed in Annexure -A. in two bid format on the terms & conditions given from para-2 to par-13 below:-
2. **Envelope- A (Techno-commercial Bid) Containing the following documents:-**
 - (a) Original equipment manufacturer proof.
 - (b) Proof of being Distributor/Marketing agent/ Authorized dealer in the shape of copy of agreement and registration under law in force.
 - (c) PAN card of the firm.
 - (d) Tax registration
 - (e) Proof of annual turnover of the firm for last three years which shall not be less than Rs.1.00 Crore to be proved by way of copy of audited accounts and income tax returns of 3 years.
 - (f) Proof of availability of after sale support/service.
 - (g) Bid security for Rs. 10,000/= in the form of CDR/TDR in favour of Officer In-charge, Central Purchase Unit NIT Srinagar (J&K) and tender document fee Rs.500/- in the form of DD, in favour of Director, NIT Srinagar. Tender without CDR/document fee shall be rejected.
 - (h) Proof of legal status.
 - (i) Bid form in the format given in Annexure-B, Technical specification Schedule as per Annexure-C.
 - (j) List of Byers during last two years.
3. **Envelope-B (Price Bid), Containing the following:-**
 - (a) Prices must be quoted both in words & figures. The bidder must quote a discount in % on each item of various brands, offered on the price of the item as per manufacturers rate list. The discount offered shall be covered with a transparent tape.
 - (b) The rate quoted should be FOR NIT Srinagar (J&K).
 - (c) Bid price should be without over writing. However minor over writing should be clearly signed by the bidder. In case of any discrepancy between price quoted in figures and words, the price quoted in words will prevail. Bid price should be firm for the bid validity period.
 - (d) **All duties, taxes and levies (GST or other charges) payable, must be quoted separately.**
 - (e) **As per SRO 129 of Government of Jammu & Kashmir, the institute is Exempted from state entry tax. The Institute will provide Entry tax exemption certificate to successful bidder with supply order. The Institute is also exempted from Custom/Excise duty.**
 - (f) Price bid schedule in the format enclosed in Annexure-D
4. **Validity of Bids**

Bids shall remain valid at least for 120 days from the date of opening of the bids.
5. **Evaluation of Bids.**
 - (a) The purchaser shall evaluate and compare the bids which are found Responsive. i.e
 - (i) Properly signed.
 - (ii) Fullfill terms and conditions mentioned in this document and technical specifications, given in annexure-C.
 - (b) Bids shall be evaluated separately for each item/brand/make..

6. Award of contract

- (a) Contract shall be awarded to the bidder whose bid is commercially, technically responsive and offered at lowest evaluated price.
- (b) Successful bidder shall be notified about the award of the contract through a supply order where in terms and conditions of supply shall be incorporated.

7. Payment.

Payment shall be made against delivery of items at NIT Srinagar in good condition and found as per prescribed specifications.

8. Warranty

- (a) All items shall carry comprehensive standard warranty. The chemicals & reagents shall have shelf life of atleast one year after date of supply.

9. Settlement of disputes.

Settlement of disputes if any shall be subject to the jurisdiction of Srinagar Courts only.

10. Liquidated Damages.

If the bidder after accepting the purchase order of goods/equipments or services, fails to deliver any or all of the goods/equipments or to perform the services within the specified period, a penalty of 0.50% (half percent) of the price value of the item per week or part thereof shall be imposed. The maximum penalty shall be limited to 10% of the cost. Once maximum is reached NIT Srinagar shall proceed on its own to consider the termination of the supply order, on the risk & responsibility of the defaulting bidder.

11. Submission of Bids.

- (a) ***The last date for submission of bids is 30.05.2018 upto 16.00 hours.***

- (b) Bids should be properly sealed.

- (c) The two envelopes A & B should be separately sealed and superscripted as Techno-Commercial Bid & Price Bid, due date of submission, Tender No.. These two sealed envelopes should be sealed in a bigger Envelope with the address of the Tender receiving Officer & Tender No.

- (d) Bids should be addressed to Officer In-charge, Central Purchase Unit NIT Srinagar (J&K)

- (e) Bids not from Srinagar shall be dispatched sufficiently well in advance so as to reach the destination as per scheduled time & date. NIT Srinagar shall not be responsible for any delay by posts Deptt. or Courier agency.

12. Bid opening.

- (a) The Technical Bid (Envelope- A) will be opened first and Price Bid (Envelope-B) of the qualified bidders will be opened subsequently. Interested bidders can attend the Bid opening.

13. Notwithstanding above, the purchaser reserves the right to reject any or all the bids received in response to this N.I.T. or withdraw it without assigning any reasons thereof.

Officer In-charge
Central Purchase unit, NIT Srinagar

N.B.

- 1. Before preparing your valuable bid kindly go through the document fully and take care of all the requirements.
- 2. Bidders from outside Srinagar may please send their Bids well in advance so that these are received in time.

No. NIT/CPU/ 18/3960-64 Dated 24.04.2018

Annexure-A

"Consumable items for routine Lab & Research work"

S. No	Item	Items required for
1	Glass ware	Routine Laboratory and Research purpose in Departments of Chemistry, Physics/ Civil/ Chemical /Mett. / Medical Unit
2	Chemicals	--do--
3	Reagents	In Chemical Lab of Medical Unit / Chemistry
4	Plastic-ware	In Laboratory use in Chemistry / Physics/ Chemical Engg/ Medical Unit.

Notes:-

- 1. The items offered shall be of standard quality as per relevant regulations for the intended purpose.**
- 2. The bidder shall mention the brand/mmanufacturer clarity in the offered items and attach the item catalogue for each brand/make etc.**

(Tender opening format)

(To be filled-in by the Bidder)

Name of the firm:- _____

Tender for supply of _____

NIT No. &Date:- _____

Technical specification/ literature attached:-	Yes/No
Valid tax clearance certificate attached:-	Yes/ No
Registration/ Authorization Dealership/ manufacturer certificate attached:-	Yes/ No
Revenue stamp affixed.	Yes/ No
Rates covered with transparent tape:-	Yes/ No
Bid document fee deposited:-	Yes/ No
Call Deposit Receipt enclosed:-	Yes/ No.
Bid price in Indian Rupees:-	Yes/ No
FOR Srinagar:-	Yes/No
Bid without correction/overwriting:-	Yes/ No

Seal & Signature of the Supplier.

Annexure-B
BID FORM

From M/S.....
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To,
Officer In-charge,
Central Purchase unit, NIT Srinagar.

Ref: NIT No.: NITS/CPU/ /2018-19 Dated:.....goods/Equipment
for
.....Department

Sir,
With reference to above invitation for bids we would like to say that we have gone through your bid document thoroughly and hence offer our competitive Technical/Price Bid in sealed envelope for the supply of various goods/equipment listed in your document.
The following documents constitute our Bid.

- (a) Bid form
- (b) Price Bid in separate envelope.
- (c) Authorization dealer ship certificate from the manufacturer
- (d) Valid sales tax certificate.
- (e) Technical literature for the goods/equipment
- (f) Names of organization where this equipment has been supplied. (Applicable for equipment whose unit price exceeds Rs.2.00 lacks
- (g) Bid security as mentioned in the schedule of requirements in the form of CDR drawn in favour of the Officer In-charge Central Purchase Unit NIT Srinagar.
- (h) Telephone No. for any query.
- (i) Bid document fee paid/attached.
- (j)

Kindly feel free for any enquiries and clarifications.

Yours Sincerely

(Bidder)

Place.....

Date.....

Annexure-C

Technical specification.

Name of Equipment /Goods : e.g.,

Make /Model/ Country of origin: e.g.....

S. No.	Technical Specifications (as per. NIT/CPU/Advertised)	Technical Specifications of the Make /Model	Complies	Higher/Better (with detail quantification)	
				Higher/Better	Quantification
1			Yes	----	
2					
3					
4					
5					

