



# Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur – 495009 (C.G.)

( A Central University established by the Central Universities Act, 2009 No. 25 of 2009)

Website: [www.ggu.ac.in](http://www.ggu.ac.in) Phone: 07752- 260381 FAX: 07752-260154, 260148

Limited Tender for inviting Rate Contract proposals for Chemicals/Glassware/Plastic ware Etc.

**Enquiry No: 1389/Store/2014**

**Date: 14/07/2014**

Department : Store Section

Please send your quotation only by Registered/Speed Post to:

To  
All Registered  
Firms/Manufacturer/Authorised  
dealer/Supplier of GGV/DGS& D  
/NSIC/Kendriya Bhandar

The Deputy Registrar  
Department of Store Section  
Administrative Building  
Guru Ghasidas Vishwavidyalaya, Koni  
BILASPUR – 495009, Chhattisgarh, INDIA

Dear Sir,

Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.), invites sealed bids from principal manufacturers or their authorized distributors (foreign firms or their representative companies), who have adequate credential for the Annual Rate Contract for supply of the chemicals / Glassware/Plasticware/biochemical's / reagents etc. If you are interested, kindly send your offer with manufacturer's pricelist and maximum discount on the price list to be offered under single -cover system bid.

All tenderers are requested to read the tender document carefully including its terms & conditions and procedures to fill the tender form and tender assessment criteria.

At any time prior to the deadline of submission of bid, the university for any reason, whether at its own initiative or in response of a clarification requested by a prospective tenderer, modify the tender by amendment and it will be published on the university's website.

Name of work	EMD (Rs)	Estimated Annual cost for a Year (Rs)	Last Date & time of submission of tender	Tender Opening date & time
Limited Tender for inviting Rate Contract proposals for chemicals/Glass ware/Plastic ware Etc.	10000/- Convertible into performance security	25 lacs	01/08/2014 4 till 3.00 PM	01/08/2014 4.00 PM

Encl (s):

- Instruction to tenderer at **Annexure I**
- General Terms & Conditions** given at **Annexure II**.
- Bidder profile in the format given at **Annexure III**.
- Declaration by the Bidder at Annexure IV
- Bidders are required to submit their Price/discount in the format given at **Annexure V**.

By order

Sd/-

Registrar(Acting)

Note: Kindly refer to the University website [www.ggu.ac.in](http://www.ggu.ac.in) for complete tender details/corrigendum /updates.

**1. Pre – Qualification Criteria/Selection of party**

a) The proposals must be submitted only by those firms who are manufacturer(s) or authorized dealer of the products quoted. Certified copy on the original letter pad of the manufacturer for authorized dealer with the proposal.

b) The tenderer should have a minimum three years of experience for supply of chemicals. At least two latest certified copies of supply orders must be enclosed with the proposal.

c) Annual turnover of the tenderer for each of the last two financial years should not be less than a 10/- lakhs (Rupees Ten Lakhs). Financial statements with net profit, duly audited / certified by Chartered Accountant (CA) of the last two financial years along with the copies of Income Tax Return (ITR) must be enclosed with the proposal..

d) The tenderer should not have been debarred or blacklisted by any Central / State Government Departments of India. An affidavit to that effect on Non-Judicial stamp paper of a 10/- duly notarized must be enclosed with the proposal in prescribed format. The proforma of the affidavit is attached with the tender as Annexure – IV

e) Tenderer required to submitting their printed pricelists/ catalogues / brochures with proposal bid along with undertaking certificate which says that no products under this Rate contract is sold lesser price than those given in this price list to other parties, as a part with the proposal.

2. A) The tender of any tenderer, who has not complied with one or more of the conditions of pre-qualification criteria and / or fail to submit the required documents in prescribed format as mentioned / or required / or conditional tender are liable to be summarily rejected.

B) The firm(s) who are registered with the DGS&D/National Small Industries Corporation (NSIC) / or Small Scale Industrial (SSI), Self-attested photocopy of the valid registration certificate must be enclosed with the proposal.

C) Any proposal is found without the demand drafts of earnest money deposit will be rejected. The University will not be liable to pay any interest on such an amount. The earnest money deposit shall be forfeited, if the tenderer withdraws its bid during the period of tender validity. The EMD can be considered to be converted into performance security for successful tenderer.

**3. Validity:**

Price list of items must be valid for one academic session i.e upto **30/06/2015** from the date of the closing of tender. The overall offer for the assignment and tenderer quoted price/price list shall remain unchanged during the period of validity. No price(s) variation or enhancement will be accepted other than statutory levies; however any benefit of decrease in price during the currency of the Rate Contact will pass to the University.

In case the tenderer/firm withdraws, modifies or changes his offer during the validity period, the tender is liable to be rejected and the earnest money deposited shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original proposal.

#### 4. **Delivery:**

All the chemicals/biochemical's/reagents/antibodies ordered should be delivered within 60 days from the date of the issue of the purchase order or within such time as may be extended by the University on Door Delivery Basis. The chemicals/biochemical's/reagents/antibodies must be delivered during the working days and working hours between 9:30 AM to 5 PM, goods brought outside these hours may be returned back, on supplier risk.

The supplier must ensure that the supply must be made from the latest batch of production with the maximum life period and original packing. Part delivery will not be allowed.

The supplier shall be fully responsible in case of any discrepancy found in regards to quality / quantity / packages or any other defect found at the time of use. In all such cases supplier will provide free replacement within 15 (fifteen) days from the date of notification / complain.

All aspects of safe delivery shall be the exclusive responsibility of the supplier. Freight and insurance charges, if any, will be borne by the supplier. Similarly shortage, damage, and pilferage, etc. in transit will be made good by the supplier. The intact condition of the package and the seal / indicators for not being tampered with, as applicable, shall form the basis for certifying the receipt in good condition. Hence, the supplier must in their own interest make sure consignments are securely and properly packed and every precaution is taken to avoid loss or damage during transit.

**Liquidated Damages:** If the supplier fails to supply the chemicals within stipulated time, then penalty at the rate of 0.5% per week subject to maximum of 10% of the order value will be deducted.

In case the supplier has failed to complete the order within the stipulated time, University reserves the right to cancel the contract / order and performance security may be forfeited.

**5. Separate Proposal for each category:** Separate proposal for each category (Glasswares/Chemicals/ Plastic ware/Gen items etc ) should be submitted along with separate EMD amount else proposal shall be liable for rejection.

All costs incurred by the tenderer in the preparation of the tender, presentation and of negotiating the contract including the site visits etc. will be borne by the tenderer themselves and in no case will be reimbursable by the University.

6. **Financial Bid:** The tenderer should submit the offer of maximum discount in Indian Rupees on current manufacturer's published price list (2014 -2015 ) as applicable to Government Research University on door delivery basis. Discount must be indicated in words as well as in figures. Although selection will be based on quality of the offered items and credentials of the vendor, due weight age will be given on discounts offered.

**It may be noted that the University is exempted from paying Excise Duty vide Government Notification No. 10/97 dated 01.03.1997 [Registration No.: TU/V/RG-CDE(710)/2010, dated 19.01.2011]. The University is not authorized to issue C or D forms. CST and VAT may be charged at applicable rates.**

The university is also exempted from payment of service tax vide notification no. 25/2012-Service Tax dated 20/06/2012 ministry of finance, Department of Revenue, Govt of India, New Delhi

NB: If any of the conditions mentioned in the proposals are alter / changed / modified / add any new condition, which are not compliance with tender enquiry document, by tenderer in their proposal, which may be treated as unresponsive and it may be rejected.

7. **Tender Evaluation:** The University will evaluate the entire tenders, strictly on the basis of the terms & conditions incorporated in the tender enquiry document and terms, conditions etc. as stipulated by the tenderer(s) in their tender to determine whether these are compliance in all respects, as specified in the tender enquiry document.

During the evaluation / scrutiny of the tenders, at any stage, if it is found that any of the tenderer(s) terms and conditions are not compliance with tender enquiry document, University may seek the clarification within the specified target time and if the tenderer has fails to reply / or not agree / accept the terms and conditions, their tender will be treated as unresponsive and it is liable for rejection.

8. **Award of Contract:** Rate contract will be offered to one or more suppliers after evaluation of submitted quotes by the committee/competent authority.. The evaluation of suppliers will be carried out comprehensively based on credentials, financial background, dealer/distributor network, past performance by the firm & rate contracts of the firm with other government agencies (if any)

9. **Payment Term:** 100% payment of those chemicals will be released, which are accepted by the University normally within 30 days. Unaccepted chemicals shall be replaced with in a fortnight from the date of rejection / information.

10. **Force Majeure:** shall be accepted on production of valid proof.

11. **Arbitration and Laws:** In case of any dispute or difference arising out of or in connection with the tender conditions / order and Contract, the University and the Supplier will address the dispute / difference for a mutual resolution and failing which, the matter shall be referred for arbitration to a sole Arbitrator to be appointed by the University. The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Bilaspur only. The resolution of the Arbitrator shall be final and binding on both the parties.

12. **Jurisdiction:** The courts at Bilaspur alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this tender / contract. It is specifically agreed that no court outside and other than Bilaspur court shall have jurisdiction in the matter.

13. Sales Tax (Trade Tax) and other Govt. levies will be paid extra as applicable.

14. The Rate Contract will be valid for the period of 12 months from date of award of Rate Contract. The period may be extended further by mutual consent based on mutual consent and if required.

15. Incomplete proposals and proposals received after due date & time shall not be entertained.

16. Printed & bounded price list for 20 14 -2015 duly signed & certified by authorized signatory must accompany with the proposal in duplicate.

17. Trade discount along with certificate certifying that higher discount is not given to any other Department then offered.

18. In Case of discrepancy between unit price & total price, the unit price shall prevail.

19. Where contract (R/C) for supply of equipments, goods, etc. imported (Subject to custom duty and foreign exchange fluctuations) and /or locally manufactured (Subject to excise duty and other duties & taxes), the percentage of price should be specifically stated along with the selling rates of foreign exchange element taken into account in the calculation of the price list of the imported items.

20. Duly Certified Printed price list (Hard Copy) and catalogue 2014 -2015 may be furnished in bound form. An undertaking may be given that the price list being furnished with the proposal will remain valid for the current rate contract.

21. Authorization certificate in respect of foreign firms duly self attested and showing validity for the year 2014 -2015 upto **30/06/2015** may be submitted (if any)

22. Rate contract will be executed with manufacturer only for the successful tenderer.

23. Photocopy of the price list and price list in spiral binding will not be accepted.

24. Proposal for rate contract may be submitted in the prescribed format and all columns may be filled up.

25. The price list which is in CD may be downloaded and a copy may be supplied to this office duly signed and sealed by the authorized signatory.

26. The competent authority reserve the right to accept or reject any or all proposals without assignment any reason.

27. Authorization Certificate from the Principal is mandatory of the Rate Contract proposal is submitted by authorized stockiest/dealers

- 1) The freight, insurance charges, if any will not be borne by the purchaser. Similarly shortage, pilferage in transit will be sole responsibility of the supplier and the same will be intimated to the supplier on receipt of goods by the purchaser to make good the loss caused on this account. The defective supply will have to be replaced by the supplier within 7 days without freight/transport charge.
- 2) The delivery/supply will be made on F.O.R basis to this University and its Sub stations noted above, by road transport or passenger train.
- 3) The delivery of goods will be taken at the risk and cost of the supplier form railway/transport.
- 4) The supply of material will have to be completed within 60 days from date of issue of purchase order. The liquidated charges @0.5% per week shall be imposed if supply made after expiry of delivery period subject to maximum 10% of the total value of goods/contract value.
- 5) The order will be placed as per requirement irrespective of value of the order.
- 6) Supply should be made in full against the order and shortage will be procured on the risk and cost of the supplier.
- 7) No payment will be made for unsatisfactory supply.
- 8) The tenderer should note that in case the the proposal not contained mentioned document in support as per Annexure-III wherever required , the offer tender shall be liable for rejection.
- 9) The articles should be securely packed to avoid damages etc. in transit.
- 10) Supply be made from the latest batch of production with the maximum life period & original packing.
- 11) Pre- receipted bills should be sent along with goods in the name of Registrar, GGV, Bilaspur (C.G.)
- 12) While submitting the proposal, the firm should specifically sign on each page of the tender document.
- 13) The competent authority reserves the right to cancel the rate contract without assigning any reason.

APPLICATION FORMAT TO BE FILLED BY THE MANUFACTURERS / AGENTS (ON BEHALF OF THEIR FOREIGN PRINCIPLES) OR THEIR AUTHORIZED COUNTRY DISTRIBUTORS/ REPRESENTING DEALERS/ REGIONAL AGENCIES, FORENTERING INTO RATE CONTRACT FOR CHEMICALS, GLASSWARES, PLASTICWARES AND DIAGNOSTIC KITS/GEN ITEMS ETC.

S.N	Particulars /Details	Yes/No	Enclosure No.
1.	Name , Address, Mobile & email of tenderer		
2.	Status of the Tenderer (attach documents, if registered company/partnership/propriety ship)		
3	Whether firm is manufacturer/dealer (attach certified copy of certificate in original /authorization/dealership certificate)		
4	Item /materials for which Rate Contract desired /applied for (a) Chemicals (b) Plastic wares (c) Glass wares (d) Miscellaneous/Gen items		
5	If the Firm is under Rate Contract with Other Govt. Deptt./Research instt. Give details along with certified copies of RC and service providing issued by university/Institute -----		
6	Income Tax PAN No.		
7	Certified copies of income tax return for the last two financial years		
8	Certified copies of balance sheet for last two years		
9	Minimum two copies Purchase orders of similar items executed in Govt/PSU/Central institutes/university. (if any)		
10	List of authorized/valid dealers along with certified certificate		
11	Attested copy of state sales tax Regn No.		
12	Attested copy of central sales tax Regn No.		
13	Latest printed manufacturers price list with CD		
14	Trade discount along with certificate of not giving higher discount to any other university/institute/PSU		
15	Signed copy of the tender document, with company seal, agreeing to the terms & conditions and declaration.		
16	Discount offered in format as Annexure-V		
17	Declaration as per Annexure IV		
18	EMD of Rs 10000/- in favor of Registrar, GGV,Bilaspur(C.G.) payable at Bilaspur (C.G.)		

Certified that all above information are correct to the best of my/our information, knowledge and belief.

Signature & seal of the Authorized person  
of OEM/Vendor

Dated:

Note: The tenderer should note that in case the the proposal not contained above mentioned document in support wherever required , the offer tender shall be liable for rejection.

DECLARATION

1. I, ----- Son /Daughter of Shri -----

----- Proprietor/ Partner/ Director/ Authorised Signatory of firm M/s. -----

----- am competent to sign this declaration and execute proposal.

2. I have carefully read and understood all the terms and conditions of the rate contract proposal and hereby convey my acceptance of the same.

3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.

4. I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my bid at any stage besides liabilities towards prosecution under appropriate law.

5. Our firm is neither blacklisted by any Government Department nor is any Criminal Case registered against the firm or its owner or partners or directors anywhere in India.

6. Each page of the tender document and papers submitted by my Company is authenticated, sealed and signed, and I take full responsibility for the entire documents submitted.

Signature of the Authorised Person

Date : -----

Full Name : -----

Place : -----

Company Seal : -----

Mobile No.- -----

Note : 1. The above declaration, duly signed and sealed by the authorized signatory of the firm/company, should be enclosed with the proposal

2. Certificate as per above must be submitted only on non-judicial stamp paper of Rs 100/-

## Discount bid format

Annexure-V

(To be submitted on letter head of firm under signatures of the authorized agency)

To,  
The Registrar, GGV Bilaspur (C.G) – 495 009

Sir,

We have examined the tender for supply of Chemicals/Glassware/Plastic ware etc with the terms and conditions. Our rates/  
Discount for the items are as under:-

For Chemicals

S.N	Description of items/Manufacturers	Discount in % of catalogue price		Taxes (VAT/CST) & other if any
		In figure	In words	

For Glassware

S.N	Description of items/Manufacturers	Discount in % of catalogue price		Taxes (VAT/CST) & other if any
		In figure	In words	

For Plastic ware

S.N	Description of items/Manufacturers	Discount in % of catalogue price		Taxes (VAT/CST) & other if any
		In figure	In words	

For Miscellaneous

S.N	Description of items/Manufacturers	Discount in % of catalogue price		Taxes (VAT/CST) & other if any
		In figure	In words	

We have carefully read the terms and conditions and agree to abide by these in letter and spirit.

Signature of the Authorised Signatory

Place &amp; Date

Name and seal of the bidder\_



## List of Brands for Chemicals/GW/PW

S.N	CHEMICALS		GLASSWARE/PLASTIC	GENERAL ITEMS
1	ACROS	AMARESCO	BOROSIL	POLYCAB
2	BDH	PROMEGA	GSJW	SHIV INSTRUMENT
3	CDH	FINAR	ASGI	AXIVSCHEM
4	E-MERCK	MO BIO	RIVIERA	HI MEDIA
5	HI- MEDIA	BIO LABS	DURAN	DIMPLE
6	LANCASTER-ALFA-AESAR	BR-BIOCHEM	TARSON	TARSON
7	LOBA	FISHER-SCIENTIFIC	POLYCAB	ABDOS
8	MERCK INDIA/GERMAN	RANBAXY-RANKEM	BLUE RIBBON	WATERS
9	MOLYCHEM	MERCK	COLE PARMER	MILLIPORE
10	MP BIOMEDICALS	MOLYCHEM	EPPENDROFF	TOP-TECH
11	OTTO CHEMICAL	SIGMA-ALDRICH-VETECH	ABDOS	KALPI
12	QUALIGENS		CORNING ( MKTD BY	VIJAY SCIENTIFIC
13	RANKEM		RANKEM	WHATMAN (GE
14	S.D FINE		VENSIL	NATIONAL RUBBER
15	SIGMA-ALDRICH-FLUKA		HIMEDIA	AJAY SCIENTIFIC
16	SPECTROCHEM		IKA	BIO-VISUAL
17	SRL		INFUSIL	COLEPARMER
18	WHATMAN		AXYGEN (MKTD BY	SUPELCO (MKTD BY
19	FINAR CHEMICAL		WHATMAN	CRYSTEC
20	VTECE (MKTD BY SIGMA)		LABCO	SIGMA-ALDRICH
21	SRL FOR CULTURE MEDIA		SKG	ALFA- AESAR
22	ALLIED		RIVIERA GLASS	KURT.J. LESKER
23	BIORAD		PERFIT	ENVIROTECH
24	SIGMA		ALPHA	BLUE RIBBON
25	FLUKA		HEATHROW SCIENTIFIC	SHIVAM
26	ALDRICH		GENETIX	DIMPLE INS.
27	TAKARA		WHATMAN	BR- BIOCHEM
28	MEDOX		SUPELCO	
29	FUTURE BIOSCIENCE		PALL	
30	BIOSCIENCES		LABWAREAI	
31	LOBA(IMPORTED)		FISHER-SCIENTIFIC	
32	LANCAESTER-ALFA-AESAR		AXIVA	
33	INVITROGEN		SUPELCO	
34	NEB IMPERIAL LIFE SIENCES		AXYGEN	
35	QIAGEN		BR-BIOCHEM	
36	SPINCHROM			
37	GE-HEALTHCARE			
38	ROCHE			
39	CHARMACON			
40	ELICO			
41	JIBCO			