



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुपति

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI

Transit campus: C/o Sree Rama Engineering College Campus, Rami Reddy Nagar, Karakambadi Road, Mangalam (B.O), Tirupati - 517 507

Website: www.iisertirupati.ac.in

Limited Tender Reference No: IISERT/PUR/0256/19/A

Date: 24/09/2019

Indian Institute of Science Education and Research, Tirupati invites online bid (e-tender) in single bid system for Annual Rate Contract for the following items:

Item Description: Rate Contract for Chemicals, Plasticwares, Reagents, Glasswares, electronic components, vacuum consumables, and lab wares, optics and opt mechanics from manufactures or their authorized sole distributors.

The Tender Document can be downloaded from Central Public Procurement (CPP) Portal <https://eprocure.gov.in/eprocure/app> and bid is to be submitted online only through the E-procurement portal up to the last date and time of submission of tender.

Critical Dates of Tender

Sr.No	Particulars	Date	Time
1	Date of Online Publication/Download of Tender	24/09/2019	17:00 Hrs.
2	Bid Submission Start Date	24/09/2019	17:30 Hrs.
3	Bid Submission Close Date	09/10/2019	15:00 Hrs
4	Date for submission of Product Catalogue/CDs. To be submitted manually before Bid Closing Date	09/10/2019	15:00 Hrs
6	Opening of Bids	11/10/2019	15:30 Hrs.

No manual bids will be accepted. All quotation should be submitted in the E-procurement portal only

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 0120-4200462, 0120-4001002, 91-8826246593.

Index

Particulars	Page No
Invitation for tender offers	3
Annexure 1 : Terms And Conditions for Submission of Quotation	4-6
Annexure 2 : Price Schedule	7
Annexure 3 : List of Manufacture/Agencies	8-9
Annexure 4 – Bank Details	10
Annexure 5 – Manufacture Authorization Form	11
Check-List	12
Important Notice	13



INVITATION FOR TENDER OFFERS

Indian Institute of Science Education and Research (IISER), Tirupati invites e-Tender for

Rate Contract for Chemicals, Plasticwares, Reagents, Glasswares, electronic components, vacuum consumables, and lab wares, optics and opt mechanics from manufactures or their authorized sole distributors.

1. The BIDDERS are requested to give detailed tender in single bid in one packets shall contain following:

- 1) Technical Bid.
- 2) a) Price Bid (Pdf format-As per Annexure 2) b) Price Bid (excel format as per CPP portal)

2. AVAILABILITY OF TENDER:

The tender document can be downloaded from <http://eprocure.gov.in/eprocure/app> and submitted only through the same website.

1. **Technical Bid** - shall contain the all scanned copies of originals documents in PDF Format.
 - a) Annexure-‘1’ Tender Terms & Conditions Acceptance signed with official seal is attached.
 - b) Annexure-‘4’ Bank Details
 - c) Annexure-‘5’ Manufacturer authorization Form
 - d) List of Other Similar Organizations where similar supplies have been made and having a Rate Contract may be submitted.
 - e) PAN Certificate.
 - f) GST Certificate.

Contact for information:

Technical & Commercial contact:

Assistant Registrar (Admin & Purchase)

Indian Institute of Science Education and Research (IISER), Tirupati

Transit campus: C/o Sree Rama Engineering College Campus, Rami Reddy

Nagar, Karakambadi Road, Mangalam (B.O), Tirupati - 517 507

Email: purchase@iisertirupati.ac.in Ph: 0877 2500208/234

Website: www.iiserTirupati.ac.in

1. Price bid shall contain:

- a) PDF format: As per Annexure-2
- b) Excel format: Excel format as per CPP portal)



ANNEXURE 1

TERMS AND CONDITIONS FOR SUBMISSION OF QUOTATION

1. Quotations will be accepted only from manufacturers or they may authorize only one exclusive agent against Tender enquiry No IISERT/PUR/0256/19/A dated 24/09/2019, who may quote along with authorization valid as on date of submission of bids. Authorized Agent quoting for the supply should attach authorization from the manufacturers, failing which the quotation will be summarily rejected.
2. Only Price Schedule and Documents as per Check-list is to be submitted On-line on CPPP Portal. The Product Catalogue / CDs/ Price List are to be submitted manually /Post Courier at the following address on or before 09/10/2019.

Assistant Registrar (Admin & Purchase)
Indian Institute of Science Education and Research (IISER), Tirupati
Transit campus: C/o Sree Rama Engineering College Campus, Rami Reddy Nagar,
Karakambadi Road, Mangalam (B.O), Tirupati - 517 507

3. The Prices offered shall be valid for a period from 01 Nov 2019 to 31 Aug 2020; there will be no additional charges for Delivery. The Delivery will be FOR IISER Tirupati on Free of Cost basis. The companies which cannot provide validity of rates for One Year and price list need not apply.
4. The period of rate contract will be for 10 month. However, in special case IISER Tirupati reserves the right to extend or curtail the period of Rate Contract.
5. The Bids should be complete in all respects and should be duly signed. Incomplete and unsigned bids will not be considered.
6. There shall be no change in price structure during the currency of contract except of the statutory levies which are made applicable by the Govt. through notifications and regulations. However, the Bidder will pass on the advantage to IISER Tirupati in case of downward price movement during the Contract period.
7. List of Other Similar Organizations where similar supplies have been made and having a Rate Contract may be submitted.
8. Prices charged for the stores supplied under Rate Contract should under no event be higher than lowest prices at which the party sells the items to any other organization during the period of contract.
9. The rate contract will be guided by "Fall Clause".



“if the rate contract holder reduces its price or sells or even offers to sell the rate contracted goods following conditions of sale similar to those of the rate contract, at a price lower than the rate contract price, to any person or organization during the currency of the rate contract, the rate contract price will be automatically reduced with effect from the date for all the subsequent supplies under the rate contract and the rate contract amended accordingly.”

10. The goods will be delivered within 4 weeks of placement of order or as agreed.
11. If the supplier fails to deliver the material within the delivery period as specified, IISER Tirupati may procure such items from alternate source. The supplier will be liable to the purchaser for any excess costs incurred for procurement of goods or services not delivered in time.
12. Replacements – Damages/Broken/Expired or any other reason which renders the goods of use to IISER Tirupati will be replaced within a weeks’ time at no cost to IISER Tirupati.
13. IISER Tirupati also reserves right to test the chemicals and solvents of material for their quality if it so desires, if the items supplied is found to be of inferior quality and grade the same will have to be replaced by the supplier at their cost within the stipulated time period.
14. Payment Terms – Our Payment terms are normally within 30 days of receipt and acceptance of goods at IISER Tirupati. Payment will be made by NEFT. No Advance Payment will be made under any circumstances.
15. Relevant Certificates for purpose of availing Custom Duty and GST exemption in terms of Notfn. No 51/96 Customs dt 23.07.1996, Notfn. No. 47/2017 Integrated Tax (Rate) dt 14.11.2017 and Notfn No.45/2017 – Central Tax (Rate) dt 14.11 2017, as amended from time to time.
16. IISER Tirupati is entitled to place orders up to the last day of the validity of the rate contract and, though supplies against such purchase orders will be effected beyond the validity period of the rate contract, all such supplies will be guided by the terms and conditions of the rate contract.
17. IISER Tirupati will not be liable for any obligation or supplies made unless the Official Purchase Order has been placed by the Purchase Department.
18. IISER Tirupati and/or the firm are entitled to withdraw/cancel the rate contract by serving one-month notice on each other. However, once a purchase order is placed on the supplier for supply of a definite quantity in terms of the rate contract during the validity of the rate contract, that purchase order becomes a valid and binding contract



19. IISER Tirupati does not guarantee or assure of any quantum of business during the contract period. The order will be issued only if the requirement of such items arises in the Institute.

20. All disputes of any kind arising out in connection with the executing the order shall be referred by either party (IISER, TIRUPATI or the bidder) after issuance of 30 days' notice in writing to the other party clearly mentioning the nature of dispute to a single arbitrator acceptable to both the parties. The venue for arbitration shall be IISER, TIRUPATI India. The jurisdiction of the courts shall be Tirupati, Andhra Pradesh, India

21. The Director, IISER Tirupati does not bind to accept the lowest quotation and reserves the right to him, to reject or partly accept any or all the quotations received without assigning any reason.

Assistant Registrar (S&P)

PRICE SCHEDULE

CATEGORY OF STORES (Chemical/Labwares/Glassware)	
BRAND	
RATE CONTRACT PERIOD (1 Year) (01/09/2019 to 31/08/2020)	
DISCOUNT OFFERED BY MANUFACTURER (in %)	
DISCOUNT OFFERED BY DEALER (in %)	
TOTAL DISCOUNT	
BIDDER DETAILS	
NAME AND ADDRESS OF THE TENDERER/BIDDER	
CONTACT PERSON	
TELEPHONE NO	
MOBILE NO	
EMAIL ID	
FIRM STATUS	MANUFACTURER /AUTHORISED DISTRIBUTOR (Tick Appropriate)
IF DISTRIBUTOR – ATTACH MANUFACTURERS AUTHORISATION	ATTACHED /NOT ATTACHED (Tick Appropriate)
DELIVERY BY – (AUTHORISED AGENT OR MANUFACTURER	
PAN NO (ATTACH COPY)	
GST NO (ATTACH COPY)	

Date:

Name:

Seal:

Signature:



Note:

- 1) For different brands or make please submit different price schedules. (one price schedule for each brand)**
- 2) On CPP portal, It is mandatory to upload price schedule (BOQ) in excel format. Hence, Institute will consider only PDF format of price schedule as per Annexure-2**
- 3) Mention Separate Discount for Bulk Purchase.**

LIST OF MANUFACTURE

1.	TCI	Chemicals
2.	Vensil	Glassware
3.	Spectrochem	Chemicals
4.	Loba Chemicals	Chemicals
5.	Avra	Chemicals
6.	Avantor Plasticware	Chemicals
7.	Sisco	Chemicals
8.	Laxbro	Plasticware
9.	SD Fine Chemicals	Chemicals
10.	Finar	Chemicals
11.	Thomas Baker	Chemicals
12.	Ants Ceramic	Alumina Crucibles
13.	Genaxy	Glassware
14.	Glasscolabs	Glassware
15.	Thermo Fisher	Plasticware
16.	APS Lifetech	Consumables
17.	Schott Duran Rivera	Glassware

BANK DETAILS

Bank Account Details	
Name of Beneficiary	
A/c. No. CC/CD/SB/OD (beneficiary)	
Name of Bank	
IFSC NO. (Bank)	
Branch Address and Branch Code	
Other Details	
Vendor's PAN No.	
Vendor's GST No	

Declaration: I undertake the responsibility to intimate the changes, if any, in above particulars.

Bidder Signature: _____

Bidder Name: _____

Place & Date : _____

Certificate by Bank

Certificate that the Bank Account Details furnished above are correct as per our records.

Bank's Stamp

Signature of the authorized official of the Bank

Place & Date : _____



MANUFACTURER’S AUTHORIZATION FORM

[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that re binding on the Manufacturer]

Date: [Insert date (as Day, month and year) of Bid submission]

Tender No.: [Insert number from Invitation for Bids]

To: [Insert complete name and address of Purchaser]

WHEREAS

We [insert completer name of Manufacturer], who are official manufacturers of [Insert type of goods manufactured] having factories at [insert full address of Manufacturer’s factories], do hereby authorize [insert complete name of Bidder] to submit a bid the purpose of which is to provide the following goods, manufactured by us [insert name and or brief description of the goods], and to subsequently negotiate and sign the contract.

We hereby extend our full guarantee and warranty in accordance with the Terms and Conditions of Contract with respect to the Goods offered by the above firm.

Signed: [insert signature(s) of authorized representative(s) of the Manufacturer]

Name: [insert complete name(s) of authorized representative(s) of the Manufacturer]

Title: [insert title]

Duly authorized to sign this Authorization on behalf of: [insert complete name of Bidder]

Dated on _____ day of _____ [insert date of signing]

CHECK LIST

1	Annexure 1 - Terms And Conditions For Submission Of Quotation (To be submitted duly signed as Acceptance of Terms)	Yes /No
2	Annexure 4 – Bank Details	Yes /No
3	Manufacturers Authorization Annexure-5 (To be submitted by Dealers)	Yes /No
4	List of Institutes with whom Rate Contract is executed for similar items.	Yes /No
5	PAN Certificate	Yes /No
6	GST Certificate	Yes /No
7	Annexure 2 : Price Schedule Price bid should be submitted in pdf format as well as in excel (BOQ) format)	Yes /No



IMPORTANT NOTICE

TENDERERS RESPONDING TO THIS ENQUIRY SHALL BE DEEMED TO BE AGREEABLE TO THE TERMS AND CONDITIONS HEREIN CONTAINED. THESE TERMS AND CONDITIONS SHALL BE BINDING ON THE SUCCESSFUL TENDERER. CONDITIONAL TENDERS ARE LIABLE TO BE REJECTED. IISER TIRUPATI WILL PROCESS THE TENDER AS PER IISER TIRUPATI STANDARD PROCEDURES. THE DIRECTOR OF THE INSTITUTE RESERVES THE RIGHT TO REJECT ANY OR ALL OR PART OF TENDER WITHOUT ASSIGNING ANY REASON AND SHALL ALSO NOT BE BOUND TO ACCEPT THE LOWEST TENDER. IISER TIRUPATI WOULD NOT BE UNDER ANY OBLIGATION TO GIVE ANY CLARIFICATIONS TO THE AGENCIES WHO'S BIDS ARE REJECTED.

I agree to all terms and conditions mentioned in the tender document of the Institute

Signature of the Tenderer