



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

Tender Reference No: IISERT/PUR/0264/21

Date: 09/09/2021

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

Category of Suppliers invited for this Tender

Class I local Supplier – has local content equal to more than 50%

Class II local Supplier – has local content more than 20% but less than 50%

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 | 09/09/2021 | 16:00 Hrs |
| 2 | Bid Submission Start Date | 09/09/2021 | 18:30 Hrs |
| 3 | Bid Submission Close Date | 22/09/2021 | 15:00 Hrs |
| 4 | Date for submission of Product Catalogue/CDs. To be submitted manually before Bid Closing Date | 22/09/2021 | 15:00 Hrs |
| 5 | Opening of Bids | 23/09/2021 | 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.

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INVITATION FOR TENDER OFFERS

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

Rate Contract for Chemicals, Plasticwares, Reagents, Glasswares, 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) Annexure-‘6’ Fall Clause Notice Certificate
 - e) Annexure-‘7’ Declaration Regarding Clean Track/No Legal Action
 - f) Annexure-‘8’ DPIIT Registration Certificate
 - g) Annexure-‘9’ Self-Certification regarding Local Content (LC) for Goods, Services (to be provided on Rs. 100/- Stamp Paper)
 - h) Annexure-‘10’ No Relationship Certificate
 - i) Annexure-‘11’ Acceptance of Tender terms
 - j) List of Other Similar Organizations where similar supplies have been made and having a Rate Contract may be submitted.
 - k) PAN Certificate.
 - l) 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)

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/0264/21 dated 08/09/2021, 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 22/09/2021.

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 Rate Contract will be valid for a minimum period of one year. The Prices offered shall be valid for a period of One year from 01 OCT 2021 to 30 Sep 2022; 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 one year. 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.
22. This Institute is following and abide with the Public Procurement (Preference to Make in India), Order 2017, DIPP, MoCI Order No. P-45021/2/2017-B.E.II dated 15th June 2017 and subsequent amendments to the order. Accordingly, preference will be given to the Make in India products while evaluating the bids, however, it is the sole responsibility of the bidder(s) to specify the product quoted by them is of Make in India product along with respective documentary evidence as stipulated in the aforesaid order and the quality as mentioned in the tender in the technical bid itself
23. Please quote only in Indian Rupees as per GFR 2017 amended Rule 161 (iv) and Public Procurement (Preference to make in India) order 2017, with your lowest rate and shortest delivery period as per the following terms. As per Govt. of India, Ministry of Commerce and Industry, DPIIT order No. P-45021/2/2017-PP (BE-II) dated 04 Jun 2020 only Class I local Supplier (having local content equal to or more than 50%) and Class II local supplier (having local content more than 20% but less than 50%) are invited for this tender. Non-local supplier (having local content less than or equal to 20%) are not eligible to apply. Local Content means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties). Class I local supplier/ Class-II local supplier are required to indicate percentage of local content and provide self-certification that the item offered meets the local content requirement for 'Class-I local supplier' / 'Class-II local supplier', as the case may be. They shall also give details of the locations(s) at which the local value addition is made. Format for self-certification is given in Annexure 9 of the tender document. Any non-compliance in this regard, the bid will not be considered in the category.
- 24. Requirement of registration:**
Vide Ministry of Finance OM No. 6/18/2019-PPD dated 23rd July 2020.
- i. Any bidder from a country sharing a land border with India will be eligible to bid in this tender only if the bidder is registered with the Department for Promotion of Industry and Internal Trade (DPIIT).
 - ii. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or

companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.

- iii. "Bidder from a country which shares a land border with India" for the purpose of this Order means:
- a) An entity incorporated, established or registered in such a country; or
 - b) A subsidiary of an entity incorporated, established or registered in such a country; or
 - c) An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - d) An entity whose beneficial owner is situated in such a country; or
 - e) An Indian (or other) agent of such an entity; or
 - f) A natural person who is a citizen of such a country; or
 - g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

25. For details about registration procedures please visit the above mentioned OM. Mandatory documentary evidence regarding the bidder's registration with DPIIT is to be submitted along with the tender, failing which the tender shall be liable for rejection. Bidders are also requested to submit the Model Certificates for this tender as mentioned in the Ministry of Finance OM No. 6/18/2019-PPD dated 23rd July 2020.

Assistant Registrar (S&P)

PRICE SCHEDULE

| | |
|---|---|
| CATEGORY OF STORES (Chemical/Labwares/Glassware) | |
| BRAND | |
| RATE CONTRACT PERIOD (1 Year) (01/10/2021 to 30/09/2022) | |
| 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

| Sr no | Make | Description of material |
|--------------|----------------------|---|
| 1 | Sigma Aldrich | Chemicals |
| 2 | Borosil | Laboratory Glass ware & Plastic ware |
| 3 | Tarson | Labwares |
| 4 | Merck | Chemicals |
| 5 | Himedia Laboratories | Chemicals |
| 6 | Bio-Rad Consumables | Plasticware, Chemicals & Reagents |
| 7 | SD Fine Chemicals | Chemicals |
| 8 | Vensil | Glasswares |
| 9 | Loba Chemicals | Chemicals |
| 10 | SRL | Chemicals |
| 11 | Spectrochem | Chemicals |
| 12 | Avantor | Chemicals & Glassware |
| 13 | Avra | Chemicals |
| 14 | Ants Ceramic | Labwares Except Platinum Components |
| 15 | FINAR | Chemicals |
| 16 | Thomas Baker | Chemicals |
| 17 | TCI | Chemicals |
| 18 | Corning & Axygen | Labware & Glassware |
| 19 | Genaxy | Chemicals, Plasticwares & Glasswares |
| 20 | Glassco | Glasswares, Plasticware |
| 21 | Riviera | Chemicals, Plasticwares, Glasswares and Lab-Consumables |

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]

(On Bidders Letter Head)

FALL CLAUSE NOTICE CERTIFICATE

This is to certify that we have offered maximum possible to you in our offer No. _____ dated _____ against IISER Tirupati Invitation for Tender No. IISERT/PUR/0264/21 dated 08 Sep 2021

The prices charged under Rate Contract should under no event be higher than lowest price at which the party sells the items of identical description to any other Govt. organization/ PSU's/ Autonomous bodies/Private organizations during the period of contract failing which the 'FALL CLAUSE' will be applicable.

In case, if the price charged by our firm is more, IISER Tirupati will have the right to recover the excess charged amount from the subsequent/unpaid bill of the supplier.

Seal and Signature of the Bidder

Note: This letter of authority should be on the letterhead of the quoting firm and should be signed by a person competent and having the power of attorney to bind the same.

DECLARATION REGARDING CLEAN TRACK/NO LEGAL ACTION

(to be provided on letter head of the firm)

I hereby certify that the above firm namely _____ is neither blacklisted by any Central/State Government/Public Undertaking/Institute nor any criminal case registered / pending against the firm or its owner / partners anywhere in India (or) against any of its branches (or) partners abroad.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

Authorized Signatory

Name:

Place:

Designation:

Contact No.:

CERTIFICATE ON COMPANY LETTERHEAD
CERTIFICATE BY BIDDER- DPIIT REGISTRATION

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, / if from such a county, has been registered with the Competent Authority (copy of the Registration Certificate enclosed) .

I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered for this tender no. _____dated_____listed by IISER Tirupati.

Signature with Date and Stamp

Of the Bidder

Self-Certification regarding Local Content (LC) for Goods, Services or Works
(to be provided on Rs. 100/- Stamp Paper)

Date:

I _____ S/o, D/o, W/o _____, Resident of _____
do hereby solemnly affirm and declare as under:

That I will agree to abide by the terms and conditions of Indian Institute of Science Education and Research, Tirupati, Ministry of Education, Government of India issued vide Tender Enquiry No. dated

That the information furnished hereinafter is correct to best of my knowledge and belief and I undertake to produce relevant records before the procuring authority or any authority nominated by IISER Tirupati for the purpose of assessing the LC.

That the LC for all inputs which constitute the said Goods /Services/Works has been verified by me and I am responsible for the correctness of the claims made therein.

That in the event of the LC of the Goods/Services/Works mentioned herein is found to be incorrect and not meeting the prescribed LC norms, based on the assessment of an authority nominated by IISERT Tirupati and I will be liable as under clause 9(f) of Public Procurement (Preference to Make in India) Order 2017.

I agree to maintain all information regarding my claim for LC in the Company's record for a period of 2 years and shall make this available for verification to any statutory authorities:

i. Name and details of the Local Supplier:

(Registered Office, Manufacturing unit location, nature of legal entity)

ii. Date on which this certificate is issued:

iii. Product for which the certificate is produced:

iv. Procuring agency to whom the certificate is furnished:

v. Percentage of LC claimed:

vi. Name and contact details of the unit of the manufacturer:

For and on behalf of _____ (Name of firm/entity)

Authorized signatory (To be duly authorized by the Board of Directors)

<Insert Name, Designation and Contact No.>

NO RELATIONSHIP CERTIFICATE

(On Company Letterhead)

1. I/We hereby certify that I/We* am/are* related/not related (*) to any officer of IISER Tirupati. (If Related provide the details of the employee)
2. I/We* am/are* aware that, if the facts subsequently proved to be false, my/our* contract will be rescinded with forfeiture security deposit and I/We* shall be liable to make goods the loss or damage resulting from such cancellation.
3. I//We also note that, non-submission of this certificate will render my / our tender liable for rejection.

Date:

Place:

Authorized Signatory
Name:

Designation:

Contact No.:

ACCEPTANCE OF TENDER TERMS

(To be given on Company Letter Head)

Date: DD/MM/YYYY

To,
The Director
Indian Institute of Science Education and Research, Tirupati
Tirupati – 517507.Andhra Pradesh, India

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender' from the web site(s) namely _____ as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ Organisation too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ Organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including that we can be debarred for a period up to two years as, per Rule 151(iii) of GFR 2017, in case of false declaration.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

CHECK LIST

| Sr.No | Particular | Document Attached | Please mention Page no in accordance with attached documents |
|---------------------------------------|--|--------------------------|---|
| Technical Bid | | | |
| 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 | |
| Financial Bid (Price Schedule) | | | |
| 7 | Annexure 2: Price Schedule | Yes /No | |
| 8 | Price bid in excel format (BOQ) | 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