

ACHARYA

DEPARTMENT OF CHEMISTRY

D.V.NARENDRA MODI

VISVA-BHARATI

SANTINIKETAN-731235

UPACHARYA

FOUNDED BY

WEST BENGAL, INDIA

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VISVA-BHARATI

DEPARTMENT OF CHEMISTRY

Ref. No- CH- 19/2016-17/chem-1

Date- 24.11. 2016

Sub: Notice Inviting Tenders for procurement of Rotary Evaporator with oil free vacuum pump.

Sir,

Chemistry Department intends to enter into Contract for procurement of Rotary Evaporator with oil vacuum pump. You are requested to offer your competitive rates in sealed tenders along with other tender document (5 pages) in prescribed format . Please note that the date of submission is up to 15 days from the date of publication of tender in the University website.

HOD

Chemistry-Department

Visva- Bharati

CC: In-Charge Computer Centre: With a request to upload the enclosed tender document at Visva-Bharati Website.

VISVA-BHARATI
(A Central University)
Bolpur, Santiniketan
West Bengal

NOTICE INVITING TENDERS

FOR

PROCUREMENT OF ROTARY EVAPORATOR WITH OIL FREE VACCUM PUMP

Sealed tenders are invited from interested and eligible firms for supply of Rotary Evaporator with oil free vacuum pump in the Chemistry Dpt., Visva-Bharati, Santiniketan.

Rotary Evaporator with oil free vacuum pumps specification is enclosed in the Anex-1 to the Tender document.

Last date of submission of Tender: Up to 15 days from the date of publication of tender in the University website.

Date and time of opening of Tender: Next working day from the date of last submitting of tender.

PROCEDURE FOR SUBMITTING TENDER

3. The envelopes containing the bidding document should be put in one envelope duly sealed and superscripted with of Tender ref No. and Procurement of Stationery & Other Items in bold.
4. The Offer/Tender should be dispatched to the HOD, Chemistry, Visva-Bharati, Santiniketan pin-731235 within due date and time. The tendered acknowledgement within the date and time. The offer in transit or not received before the time mentioned are liable to be rejected.

IMPORTANT INFORMATION:

1. PURCHASER The HOD Chemistry Department, Visva-Bharati
2. VALIDITY Rate should be valid up to six month from the date of publication.
Signature of the Tenderer

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3. FIRM & FIXED (a) Rates should be quoted on a firm & fixed basis. Rates should be quoted for all available brands and the rates should not be above MRP. However any revision of statutory levy would be considered from the date of effect.
- (b) The Firms should give a declaration along with their Bids that rates quoted in their Bids are firm/valid for a minimum of six months from the date of opening of the Tender.
4. NON-TRANSFERABILITY This tender is non-transferable.
5. Terms & CONDITION Terms & Condition as set out this Tender Document shall have to be complied with by the tendering firm. Offers not complying with such terms & conditions shall be ignored /rejected at the discretion of this Department.
6. PRESCRIBED FORMS Only Tenders received in the format prescribed in this tender document shall be considered. Tenders not received in the prescribed format shall be ignored and no correspondence in this regard will be entertained. Fax/E-Mail/Letterhead/Quotations will not be accepted and ignored straight way.
7. LATE TENDERS Tenders received after closing date and time (as per clock of Department of Chemistry) prescribed in this tenders enquiry shall NOT be accepted under any circumstances.
8. PURCHASERS RIGHT **This Department reserves the right to reject any tenders/all tenders in full or part There of without any compensation which may accrue to the vendor for such rejection. The department has every right of purchase party from the lowest bidder.**
- 9.EVALUTION & AWARD a) Contract will be evaluated on itemwise net lowest price basis. without compromising quality. Quality will be judged by the class teacher.
- OF CONTRACT b) The Department will award the contract to the tenderer whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price without compromising quality.
- c) Notwithstanding the above, the Department reserves the right to seek previous work orders, references etc. and to accept or reject any Quotations and to cancel the process and reject all tenders at any time prior to award of contract.
10. Bidders may present in the Tender opening meeting.

d) The Tenders whose rate is accepted will be notified for the award of contract by the department prior to expiration of the tender validity period. The terms and conditions stipulated in the tender document shall be fully applicable to the resultant contract concluded on the basis of this Tender Enquiry.

e) While submitting the tender of this work, the tenderers will be deemed to have read, understood and accepted all the items and conditions stated in the tender document. Any doubts or clarification with regard to the interpretation of the terms and conditions stipulated in this tender enquiry, may be got clarified from the department of chemistry at least 03 days before the tenders closing date. Requests for tender opening dates for the same shall not be accepted.

GENERAL INSTRUCTION :

1. Product of chemical & glassware notices as a result of this Tender Inquiry shall be governed by the Terms & Conditions and other relevant instructions as contained in this Tender Document.
2. The price/ rates quoted should be indicated in words as well as in figure and in INR only.
3. Quotations qualified by such vague and indefinite expressions such as subject to prior confirmation, subject to immediate acceptance etc. will be treated as vague offers and rejected accordingly.
4. Tenderers are requested to enclose a copy of their valid certificate of PAN No and VAT No with their tender.
5. All tender documents attached with the invitation of tender are sacrosanct for considering any offer as a complete offer. Tenderers are, therefore, requested to ensure that all documents duly completed and signed are returned with their offer, failing which, the tender is liable to be treated as incomplete and ignored.
6. Tenderers may note the date of tender opening given in this Tendering. In such an event, the closing hours for receipt of tenders in
7. Late/delayed tenders received in the Chemistry Department due to any reason whatsoever will not be accepted under any circumstances. In the event of any confusion, the time set in the clock in the room of the Chemistry Department office will be taken as standard and decisive.

Signature of the Tenderer.

8. The envelope containing the with Tender Reference should have the following documents/information:

1. Name & Address of the firm with proof :
2. Registration/Dealership Certificate.
3. Attested copy of Proof of Registration for supply Contract existing with other Government/Semi-Government/PSUS etc. if any.
4. Certified copy of PAN card.
5. Valid Sale Tax/VAT Registration Certificate.
6. Postal Address/Telephone/FAX/E-Mail of the Firm:
7. Name of the Bank & Account No with micr & IFSC no.
8. EMD of Rs. 3000.00 in the from of D/D drawn in favour of Accounts Office Visva-Bharati, Payable at SBI Santiniketan.

TERMS AND CONDITION:

1. The quoted rate should be valid for Contract. All rate be inclusive of all taxes applicable.
2. If the successful Bidder fails to fulfill his obligations under this Tender i.e., Non adherence to terms and conditions in this Tender, the Visva-Bharati after due notice to the Supplier may blacklist the firm.
3. In the event of any disputes arising out of the execution of Rate Contract/Supply/Orders, the matter will be referred to Head of the Department.
4. For judicial adjudication, the disputes, if any, arising out of the Contract/Service Orders against the Rate Contract will be subject to the jurisdiction of the Court in Bolpur, West Bengal only.
5. Intending Tenderers will have to furnish a copy of their valid PAN No, Sale Tax Registration Number (Proof to be attached), VAT No.(Proof to attached).
6. Authorized Signatory/Signing of Tender, Individual signing the tender or other documents connected with contract must specify the capacity in which the tender documents are signed as:
 - a) A sole proprietor of the concern or constituted attorney of such sole proprietor

b) A partner of the firm, if it be a partnership firm, in which case he must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes.

c) Director or a principal officer duly authorized by the board of Directors of the Company, if it is a company.

7. The tenderer should sign at each page of the tender and all its Annexures. NO PAGE SHOULD BE REMOVED /DETACHED FROM THE TENDER DOCUMENT.

8. The tendering firms will have to give declaration to the effect that they have not been blacklisted or their business dealing with the Government Department have not been banned.

9. Offering of lowest prices to Visva-Bharati.

10. Indenting Authority: Chemistry Department, Visva-Bharati, Bolpur, West Bengal.

11. Terms of Delivery: Door delivery at Chemistry Department, Visva-Bharati.

12. Delivery period: Within 7 days of the placement of confirmed supply order on the firm or as stipulated in the supply order.

13. Payment terms: 100% payment shall be released as per University rule against satisfactory receipt and acceptance of the goods/articles ordered. Advance payment will not be made under any circumstances.

14. Without EMD, the tender will be treated as rejected. EMD will be help us performance seeting of the successful Vanders.

15. Purchaser will not pay separately for transit insurance and the supplier will be responsible till the entire store contracted for, arrive in good condition at the destination.

16. Tenderers, who are registered with DGS & D/NSIC for a particular item, should submit the photocopy of Registration Certificate with all amendment up to date.

17. TENDERERS ARE REQUESTED TO QUOTE THEIR RATES ON F.O.R DESTINATION BASIS (Free delivery to the consignees premises).

18. The Purchaser reserves the option to give a purchase/price preference to offers from Small Scale industries etc. in accordance with the policies of the Govt. in force from time to time.

19. The decision of the Visva-Bharati shall be final as to the quality of the stores and shall be binding upon the tenders and in case of any of the articles supplied not being found as per specification shall be liable to be rejected or replaced and any expenses or losses caused to the suppliers shall be borne by the suppliers. It will be the responsibility of the supplier to ensure that articles supplied are of the best quality and free from all defects. The rejected items must be removed by the tenderers from the consignees premises within 03 days from the date of the information about their rejection. The in-

charge store concerned will take reasonable view of such materials but in no case shall be responsible for any loss, shortage, damage that may occur to it is in the premises of the consignee.

20. Item-wise price should be quoted. In case of bundled price, the offer shall be summarily rejected.

21. PBG from each bidders.

22. Literature value(either internet/list of Book, book, vol. year)

Signature of the Tenderer.

Anex-1

Sl no	Products with Specifications	Quantity
	<p>Rotary Evaporator with oil free vaccum pump-Digital temperature indicator cum controller control from ambient plus 5 c to 180 c. Geared drive unit offers a smooth speed rotation precisely controlled wish analog knobs.</p> <p>Borosilicate glass parts set comprising of condenser, evaporating flask, receiving flask cap 1000ml with s-35 cup, Vapour path tube B-24, feed tube Teflon extension standard joint clip B-24,Ball joint clip s-35. Veticle condenser</p>	<p>Unite price/ set</p>