

## MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY, BATHINDA

### Annual rate contract for equipment/instruments/chemicals/plastic wares/glassware/furniture/ general labware, other lab. Consumables, public health & sanitary items, carpentry items and electrical items

Adv. No. ....

Maharaja Ranjit Singh Punjab Technical University, Bathinda invites e-tender from ISO certified manufacturers/authorized dealer for the supply of equipment & instruments, chemicals, glasswares, plasticwares, furniture, general labware & other lab consumables for various departments of MRSPTU, Bathinda, Punjab (Chemistry, Physics, Mathematics Workshop, Civil Engg., Electrical Engg., Electronic Engg., Textile Engg., Mechanical Engg., Computer Engg., Computer applications, Food Sciences and Technology, BioTechnology, Pharmacy etc) and its constituents colleges on the annual rate contract basis, as per following details:-

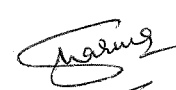
Sr. No.	Category (Part-A)	EMD (Rs.)
01.	Equipment & instruments	75,000/-
02.	Chemicals (Laboratory reagents, Analytical reagents, HPLC grade chemicals, solvents, Molecular biology enzymes, reagents 7its and any other chemicals used for research and education purpose)	25,000/-
03.	Glass wares (Complete range)	25,000/-
04.	Plastic wares (Complete range)/General lab ware / Pipette /micropipette / Miscellaneous laboratory items (e.g. Filter paper, paraffin film, cotton, Aluminum foil, tissue paper roll, knife, peeler, gloves etc.)	25,000/-
05.	Furniture	1,00,000/-
06.	Public Health/ Sanitary items	75,000/-
07.	Carpentry items such as plyboard, hardware etc.	75,000/-
08.	Electrical items such as tubelights, CFL,	75,000/-


**Note:** a) If one price list has more than one category of items, then additional amount corresponding to that many categories must be submitted. For example, if a price list has glassware, chemicals, equipments & instruments, then total EMD will be Rs. 1.25.000 ( One lakh twenty five thousands)

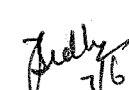
b) EMD shall be treated as performance security and shall be retained for a period of 60 days beyond the date of completion of all contractual obligations of supplier including warranty obligations. EMD is liable to be forfeited in case the supplier fails to execute the order. This is required to protect the purchaser against the risk of the bidder's conduct. No interest can be claimed on the EMD/ performance security.

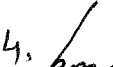
### **Terms & Conditions**

1. All the rates shall be FOR at MRSPTU, Bathinda and its constituent colleges at Nandgarh, Rajpura, Arniwala, GTB Garh (Moga), Patiala and any other constituent college of MRSPTU. No parcel of chemicals/glassware etc. will be acceptable by courier or post.
2. All details about taxes, institutional discount, bulk discount, special discount etc. has to be clearly mentioned in the financial bid. Taxes, if any shall be as applicable as per Govt. rules.
3. ISO certificate of manufacturer is mandatory for items 1 to 5(Borosilicate glass certification as and when required) and ISI certificate for other items.
4. Bids will be accepted only from manufacturer of branded items. If they are not in position to bid, they may authorize their one exclusive dealer who may quote along with authorization

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certificate clearly mentioning the product profile for which authorization has been granted. The authorization certificate should be attached /uploaded with the bids failing which the bid will be summarily rejected. The authorization certificate should be on the letterhead of the manufacturer and signed by a person competent and having the power of attorney to bind the manufacturer.

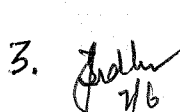
5. Manufacturer/ Authorized dealer should have supplied material of worth Rs. 100000/- (One lakh rupees) in the category of Chemicals, Glassware, Plasticware, General labware & other lab consumables, Rs. 200000/- (Two lakh rupees) in the category of Equipment & Instruments and Rs. 500000/- (Five lakh rupees) in the category of Furniture, Rs. 300000/- (~~One~~ <sup>lakh</sup> Three rupees) for each category of items at serial no 6, 7 and 8 in the table above in a single order or materials worth double the mentioned amount in multiple orders in last two financial years ending on 31.03.2018.
6. Supply orders shall be issued as per the requirement of the university/institute without any minimum or maximum sealing amount. Entering into annual rate contract does not bind university to place any order on the agreed firms.
7. After empanelment of manufacturers/authorized dealers, the supply order will be issued by the HOD of concerned/indenting department after getting approval from competent authority.
8. The contract will remain valid for a period of three year from the date of issue of award.
9. The price charged for the stores supplied under the contract by the supplier on their authorized dealer(s) shall be as per manufacturers price list applicable during each financial year of the contract and shall remain valid for the duration of contract and inclusive of expenses connected with delivery etc.
10. In case of special requirement of any kind of furniture, the competition will be carried out amongst the empaneled manufacturers/authorized dealers for the placement of order.
11. The manufacturer or their authorized dealer shall allow discount on the price list.
12. The University is registered with the department of Scientific & Industrial Research (DSIR) for purpose of availing customs duty exemption in terms of Govt. notification No. 51/96-customs dated 23.07.1996 and central excise duty exemption in terms of Govt. notification no. 10/97 central excise dated 01.03.1997 as amended from time to time. The relevant exemption certificate will be issued to the successful bidder only if applicable.
13. The time for and date of delivery stipulated in a supply order shall be deemed to be the essence of the contract and if the contractor fails to deliver or dispatch any consignment within the period prescribed for such delivery or dispatch, stipulated in the supply order, the delayed consignment will be subject to 2% (Two percent) penalty per consignment per month or a part of the month recoverable on the total value of the order. In case of non-payment by the contractor recovery will be made from his bills or amount of earnest money or security deposited with the Registrar, MRSPTU, provided also that:-

(a) No recovery of penalty will be made if the delayed suppliers are accepted by extending the delivery period by the Registrar, MRSPTU.

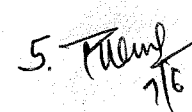
(b) The Registrar, MRSPTU will allow extension up to two weeks on the request of the supplier by recording in writing that the exceptional circumstances were beyond the control of the supplier and there was no loss to the university but where the delay on the part of the supplier is more than two weeks the matter for extension of delivery period will be decided by the Vice Chancellor, MRSPTU, on satisfaction that there are genuine reasons for delay on

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the part of the supplier and that no loss will result to the university in case extension in delivery period is allowed in each individual purchase case exceeding two weeks but up to eight weeks. No further extension will be allowed.

(c) On the failure of the supplier to make supply within the extended period on receipt of such information in the office of the Registrar, MRSPTU, risk purchase at the cost of supplier will be made by the Registrar, MRSPTU the difference of exceeds of cost thus incurred will be recovered from the supplier in a suitable manner, and even from his pending bills, earnest money or security whichever is available. This procedure will be adopted after sending registered notice to the supplier to supply stores within 15 days. Registrar, MRSPTU, reserves the right to forfeit the EMD and to place the firm under the panel of black listed firms.

(d) The supplier will be liable to the purchaser for any excess costs incurred for procurement of goods not delivered in time. The firm has to supply the material against any order in good condition. If it is received in damaged condition or found to be defective at the time of use, the firm will be responsible and such items are to be replaced at firm's risk and cost.

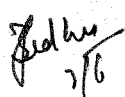
14. All the items supplied by manufacture or their authorized dealer shall be of latest packing date and will be subject to the usual inspection and approval of inspection committee. The batch No. /date of manufacturing must be mentioned on the materials. All rejected items/breakage and shortage shall be replaced and completed by manufacture or authorized dealer(s) free of any extra cost.
15. The Manufacturers shall have to stick to their quality standards while supplying the goods. The items, so supplied will have to be of required quality and grade and in the inspection/test if these are found to be of inferior quality, the same are to be replaced/ rejected by supplier at their cost within the stipulated period, failing which the rate contract of the firm may be cancelled. Goods supplied shall be rejected if found of inferior quality.
16. The manufacturer/ authorized dealer will submit the bill in triplicate for supplies made against each supply order separately, clearly indicating the batch No., date of manufacturing, expiry date, order No. and date. Payment shall be made within 30-45 days after receipt of complete supply and acceptance thereof as per supply order. Partial supply will be acceptable for the exceptional cases if the reasons for the incomplete supply are genuine/ as per para no. 17.
17. No advance payment of any kind shall be made by University. 90% Payment will made after receipt of goods and successful installation of the same and balance 10% shall be paid after inspection, final acceptance and training of staff wherever applicable
18. The manufacturer/ authorized dealer will be free from liability to execute the supply order in the event of supply production has stopped due to reason beyond the control of the manufacturer/ authorized dealer such as riots, strikes, civil commotion, natural calamities. Govt. Restrictions, discontinuation of production of item by manufacturer etc.
19. MRSPTU reserves the right to terminate the contract & forfeit security/ EMD without assigning any reason whatsoever. In case of any dispute, the decision of Vice Chancellor, MRSPTU, Bathinda shall be final & binding on both the parties. Otherwise all the disputes will be settled within the jurisdiction of Headquarter of MRSPTU, Bathinda.

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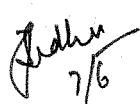
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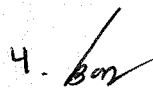
20. 15 copies of the current price list along with catalogue, shall be supplied by manufacturer/ authorized dealer to Deputy Registrar (Purchase) for participating in rate contract. Brochures, pamphlets, price list, detailed specifications of items, warranty etc. should be submitted offline before opening date of technical bid. The technical bid of those firms shall be opened, who would submit their documents timely. Failure to submit above cited documents is liable to forfeiture of EMD.
21. No insurance charges shall be paid by university/institute. The damage & shortage occurred in the transit shall be replaced by the supplier free of cost.
22. The bidder will be debarred for consideration of rate contract by the university/ institute in future, in case of noncompliance of conditions of annual rate contract by bidder.
23. The supplier shall be fully responsible for the manufacturer warranty in respect of the quality and workmanship of the materials covered in the Rate Contract. In case of any defects found at the time of use, the supplier shall provide free replacement or refund the amount charged for that item.
24. A certificate on the letterhead that the firm/company is not blacklisted or debarred by any Government Organisation/Department.
25. Financial consequences arising because of printing error in the price-list (Price, units, catalogue number etc.) has to be borne by the suppliers.
26. On scrutiny of bid document any query raised by the committee has to be replied satisfactorily with all documentary proofs within 7 days.
27. The prices quoted for the stores under the rate contract should in no case exceed the lowest price at which the identical stores are supplied to any other organization. The bidder should submit "No lesser price or discount certificate" as per annexure -C.
28. MRSPTU reserves the right to enter into parallel rate contract for similar items any time during the period of rate contract with one or more parties.
29. Supply & guaranty/warranty period etc. of the items should be clearly mentioned. The bidder should give and undertaking that they will, after the expiry of guaranty/warranty period, if required, be responsible for annual maintenance of the supplied item/equipment as per the requirement of the indenting department.
30. No interim inquiries will be entertained.

A Certificate to the effect that price list on which the rate contract offer is based is the only countrywide price list applicable to all the same as are being quoted to other Govt. Depts./Institutes/Private Organizations during the period of contract failing which the "FALL CLAUSE" will be applicable. A certificate to this effect may be provided by the firm that the lowest prices have been offered to MRSPTU. In case it is found that the price charged by the firm is more, the same will be recovered from the subsequent/unpaid bills/security amount of the supplier. It may also be certified that during the duration of rate contract you will not offer more discount to any other Central/ Store Govt. Depts. /University than offered to our institute. (A copy of rate contracts entered into with any Govt. Department/Institute during the last 01 year must be attached and uploaded with the bid as supporting documents).

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**TENDER FORM - 1 - TECHNICAL BID AND UNDERTAKING.**

(Bidder may use separate sheet wherever required)

S. No.	Particulars	Page No.	Details /remarks / undertaking
1.	Name & Address of the Manufacturer / Authorized Dealer		
2.	State clearly whether it is Sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization (please attach a Copy of Registration)		
3.	Details of the Earnest Money Deposit (EMD)/Security submitted through e-payment only (Yes/No) UTR No.: Dated: Amount: (Rupees.....)		
4.	Copy of GST Registration		
5.	Copy of PAN/TAN Card		
6.	Authorization certificate from the manufacturer (Annexure 'A')		
7.	Certificate for No Deviation (Annexure 'B')		
8.	Certificate for Price Justification (Annexure 'C')		
9.	Non Blacklisting Certificate (Annexure 'D')		
10.	Fall clause notice certificate (Annexure 'E')		
11.	List of quoted Company(ies) and Category(ies) (Annexure 'F')		
12.	Drug License (If applicable on any item given in the bid)		
13.	Have you previously supplied these items to any government / private organization? If yes, attach the relevant proof. (Also provide an affidavit that you have not quoted the price higher than previously supplied to any government institute)		
14.	Name and Mobile Number of a Key person, who can be contacted at any time. The person should be capable of taking orders and making arrangement for supply of the desired items.		
15.	Copy of tendered document duly signed		
16.	Proofs for supplying material of worth Rs. 100000/- (One lakh rupees) in the category of Chemicals, Glassware, Plasticware, General labware & other lab consumables, Rs. 200000/- (Two lakh rupees) in the category of Equipment & Instruments and Rs. 500000/- (Five lakh rupees) in the category of Furniture, Rs. 300000/- (Three lakh rupees) for each category of Public Health/ Sanitary items, carpentry items and electrical items in a single order or materials worth double the mentioned amount in multiple orders in last two financial years ending on 31.03.2018.		
17.	Any other information important in the opinion of the Bidder		

Page number / serial number may be given to each and every page of Tender Documents and other documents attached. Mention Page number, wherever the copy(ies) of the document(s) are attached.

In case of non-fulfilment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

(Dated Signature of the Bidder with stamp of firm)

Dated:

Place:

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UNDERTAKING

1. That I/we have carefully studied all the terms & conditions of tender document of MRSPTU, Bathinda and shall abide by it.
2. That I/We shall supply the items of requisite quality.
3. That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.

(Dated Signature of the Bidder with stamp of firm)

Dated:

Place:

1. *Signature* 2. *[Signature]* 11/6 3. *[Signature]* 4. *[Signature]* 5. *[Signature]* 7/6/18

(Annexure 'A')

**FOR MANUFACTURER'S AUTHORISATION**

(Certificate clearly mentioning the product profile for which authorization has been granted)

Dated:

To,  
The Registrar,  
MRSPTU, Bathinda (Pb.)

Reference: PUR/e-tender/ \_\_\_\_\_, Dated: \_\_\_\_\_ for Rate contract for equipment/instruments/chemicals/plastic wares/glassware/furniture/ general labware & other lab. consumables

**Subject: Manufacturer's Authorization Letter**

Dear Sir,

Ref. Your PUR/e-tender/ \_\_\_\_\_, dated \_\_\_\_\_ who are proven and reputable manufacturers of \_\_\_\_\_ (name and description of the Items / category offered in the Bid) having factories at \_\_\_\_\_

hereby authorize M/s. \_\_\_\_\_ (name and address of the agent) to submit a bid, process the same further and enter into a Rate Contract with you against your requirement as contained in the above referred tender document/Quotation Form for the above items manufactured by us.

We further confirm that no supplier or firm or individual other than M/s. \_\_\_\_\_ (name and address of the above agent) is authorized to submit a tender, process the same further and enter into a Rate Contract with you against your requirement as contained in the above referred e-tender for the above items manufactured by us.

We also hereby confirm that we would be responsible for the satisfactory execution of supply contract placed on the authorized agent.

We hereby inform you that we have not been blacklisted by any Government organization/department/Central Government/State Government funded autonomous bodies.

We also confirm that the price quoted by our agent shall not exceed than that which we would have quoted directly.

Yours faithfully,



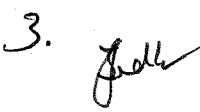
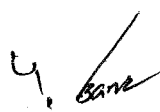

[Signature with date, name and designation]

For and on behalf of Messrs. \_\_\_\_\_

[Name & address of the manufacturers]

**Note:-**

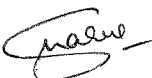
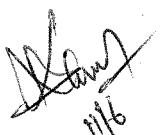
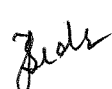


1. This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.

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Annexure 'B'CERTIFICATE OF NO DEVIATION[To be given on letter head]

I/We, M/s \_\_\_\_\_ hereby certify that notwithstanding any contrary indication / conditions elsewhere in our offer documents, I/We have neither set any terms and conditions nor there is any deviation taken from the conditions of MRSPTU, Bathinda tender specification, either technical or commercial, and I/We agree to all the terms and conditions mentioned in MRSPTU, Bathinda tender specification with associated amendments & clarification.

**[Signatures of the Bidder with Name, Designation & Company's Seal]**

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(Annexure 'C')

CERTIFICATE OF PRICE JUSTIFICATION[To be given on letter head]

Reference : PUR/e-tender/\_\_\_\_\_ dated \_\_\_\_\_

I/We, M/s. \_\_\_\_\_ certify that the rates provided are our best rates and we have not given these materials to any Government Department/PSU/Institution for lesser than these rates in last one year.

SIGNATURE AND STAMP OF THE BIDDER

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(Annexure 'D')

**NON BLACKLISTING CERTIFICATE***[To be submitted on letterhead]*



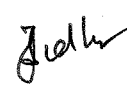
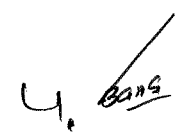
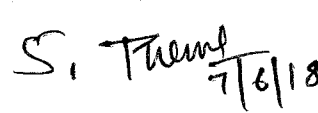
I/We hereby certify that M/s. \_\_\_\_\_ (Name of the company / firm) has not been ever blacklisted/debarred by any Central / State Government / Public Undertaking / Institute on any account.

I/We also certify that firm will supply the item as per the specification given by MRSPTU, Bathinda and also abide all the terms and conditions stipulated in Rate Contract.

I/We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, contract given to the concern firm or participation may be summarily terminated/rejected at any stage, the firm will be blacklisted and MRSPTU, Bathinda may impose any action as per rules.

Date :  
Place :

Name :  
Business Address :  
Signature of Bidder :  
Seal of the Bidder :

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(Annexure 'E')

**FALL CLAUSE NOTICE CERTIFICATE**[To be given on letter head]

This is to certify that we have offered the maximum possible discount to you in our PUR/e-tender/\_\_\_\_\_ dated \_\_\_\_\_




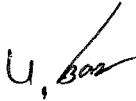

The prices charged for the stores supplied under Rate Contract should under no event be higher than lowest prices at which the party sells the items of identical description to any other Govt. organisation/PSU's/Autonomous Bodies/Pvt. Organisations during the period of contract failing which the "FALL CLAUSE" will be applicable.

In case, if the price charged by our firm is more, Maharaja Ranjit Singh Punjab Technical University, Bathinda will have the right to recover the excess charged amount from the subsequent/unpaid bill/ security amount of the supplier.

Date: Seal and Signatures of Authorized Signatory

Place :

Date :

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(Annexure 'F')

List of quoted Company(ies) and Category(ies)

<u>S.No.</u>	<u>Company(ies)</u>	<u>Category(ies) i.e. Chemicals, Glassware, Plastic ware, Instruments/ Equipments and Furniture alongwith product profile</u>
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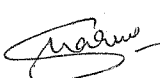


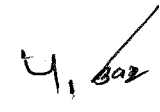

## Note:

1. Authorization(s) for quoted company(ies) must be attached by the distributor with the technical bid.
2. Category(ies) are required to mentioned on Authorizations for which a distributor is authorized to supply.

(Dated Signature of the Bidder with stamp of firm)

Dated:

Place:

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