



**राष्ट्रीय विज्ञान शिक्षा एवं अनुसंधान संस्थान, भुवनेश्वर**  
(परमाणु उर्जा विभाग, भारत सरकार का एक स्वयं शासित संस्थान)  
**NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH, BHUBANESWAR**  
(AN AUTONOMOUS INSTITUTE UNDER DEPT. OF ATOMIC ENERGY, GOVT. OF INDIA)

**NIT-14 /2017**

**Rate Contract for Laboratory Consumables - 2017-19**

**Cost of tender Rs.1500/- (Non refundable)**

**NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH  
BHIMPUR PADANPUR, JATNI, KHURDA-752050**

**Tender Notice No. 14/2017**

Sealed Tenders are invited on behalf of Director, National Institute of Science Education and Research, Jatni from the manufacturers and their authorized dealers of Foreign/Indian brands for Rate Contract of following items for the year 2017– 19.

<b>Sl.No.</b>	<b>Description</b>	<b>Earnest Money Deposit (EMD) in Rs.</b>
1	Chemicals required for teaching and research works for all Laboratories (Biology, Chemistry & Physics).	Rs.10,000.00
2	Glasswares for all Laboratories (Biology, Chemistry & Physics).	Rs.10,000.00
3	Plastic ware, Polypropylene wares, Filters, Membranes, equipments & other Lab wares. (Biology, Chemistry & Physics).	Rs.10,000.00

**N.B:- Parties may quote for any or all items.**

Interested Parties may collect the Tender Documents from the Dy. Controller of Accounts, NISER, on payment of Rs.1500/- (Non-Refundable) in cash up to **12<sup>th</sup> July 2017** during working hours. The Tender complete in all respects should be submitted up to **5.00 p.m.** by **13<sup>th</sup> July 2017** along with prescribed Security Deposit.

Detail Tender Document can be downloaded from NISER web-site address: <http://www.niser.ac.in> directly. Bidders who submit the form downloaded from the web-site must attach Demand Draft of requisite amount of Rs. 1500/- (cost of tender document) with their bid prepared in favour of the FINANCE OFFICER, NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH PAYBLE AT BHUBANESWAR/JATNI.

**NISER** reserves the right to accept or reject any or all the Tenders without assigning any reason.

**Stores & Purchase Officer**

**NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH**  
**RATE CONTRACT FOR CHEMICALS, GLASSWARES, PLASTICWARES,**  
**EQUIPMENTS & LABWARES– 2017-19**  
**NIT - 14 /2017**

National Institute of Science Education and Research (NISER), Jatni, (India) is an Autonomous Institute under Department of Atomic Energy, Govt. of India. NISER would like to procure the following items. The Schedule of requirements are given below.

- **Item:** RATE CONTRACT FOR CHEMICALS, GLASSWARES, PLASTICWARES, EQUIPMENTS & LABWARES -2017-19.
- **Tender Enquiry No:** **NIT-14/2017**
- **Last date of sale of Tender document:** **12<sup>th</sup> July, 2017 Upto 05.30PM**
- **Last date of submission of bid:** **13<sup>th</sup> July 2017 Upto 05.00PM**
- **Opening of Bids:** **17<sup>th</sup> July at 10.00 AM**

The sealed envelope of the bidders containing all the details shall be opened on 17<sup>th</sup> July at 10.00 A.M. One representative of each vendor may participate at the time of opening the bids.

**(Deepak Srivastava)**  
**Stores & Purchase Officer**

**The Institute can provide following documents.**

1. **Custom Duty / Excise duty exemption certificate. (As Custom duty exemption is given to NISER hence exempted Custom Duty @5.15% will be paid if applicable)**

**COST OF TENDER IS Rs.1500/- (NON-REFUNDABLE).**

**This is payable in cash or Demand Draft of a scheduled Bank in favour of Finance Officer, National Institute of Science Education and Research, Jatni.**

## TERMS & CONDITIONS

### RATE CONTRACT FOR CHEMICALS, GLASSWARES, PLASTICWARES AND EQUIPMENTS, LABWARES FOR THE YEAR 2017-19 FOR NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH

Director, National Institute of Science Education & Research, Bhubaneswar (NISER) invites sealed tenders for Rate Contract for Chemicals, Glass wares, Equipments and Lab wares for the year 2017-2019 as per specification mentioned in this tender document.

#### 1. Prequalification criteria of the bidder.

- a) The bidder should be a register firm with permission to supply Chemicals. Attach self certified documents.
- b) The bidder should have experience to supply RC items for the period of last 05 years in minimum ten reputed organizations. Please attach RC copy or self certified PO copy with details in following format.

Sl. No.	Name of the Organization	RC Period	RC Category	Approximate Value of materials supplied in each financial year	Contact person of the organization

- c) Should have annual sales turnover of Rs. 50 lakh or more and should not have incurred loss in any 04 years out of last five years. Please attach certificate from your chartered Accountant.
- d) Should be ready to supply the RC items on credit term of 45 days. Please attach duly signed certificate.

Parties who are qualified in pre qualification will only be considered for next stage of evaluation.

#### 2. Terms & Conditions:

The Bidders are requested to give detailed information in the prescribed format given in this tender document in a single bid.

#### 3. Contact for information:

Technical & Commercial contact: only e-mail enquiry will be accepted.

Deepak Srivastava  
Stores & Purchase Officer  
National Institute of Science Education & Research, Jatni  
E-Mail: spo@niser.ac.in  
Telephone: 0674-2494025  
Fax: 0674-2494026

#### 4. Rate Contract means:

Rate Contract for Chemicals, Glasswares, Plasticwares, equipments and Labwares for 2017-2019 with following terms and conditions.

- a. Manufacturers and authorized dealers of Indian/foreign manufacturers who can supply required items on RC basis can participate in the Tender process.
- b. **Since NISER has exemption for custom duty we request all manufacturer who are not having manufacturing facility in India, but having offices in India to supply the material directly from their warehouse to avail duty exemption benefit.**
- c. Manufacturers are requested to submit the quotations for each category of items separately.

#### **5. Submission of Bids:**

- (a) Place: Office of Stores & Purchase Officer, NISER, Jatni, Odisha, Pin-752050
- (b) Time and Date of Submission: up to 5.00 P.M. on 13<sup>th</sup> July 2017
- (c) Time and Date of opening Bid: At 10.00 A.M. on 17<sup>th</sup> July 2017

NISER will not be responsible, for submission / delivery of quotation at places other than the Office of Stores & Purchase Officer, NISER, Jatni, Odisha, Pin-752050

#### **The envelopes must be super-scribed with the following information:**

- Tender Reference Number
- Name of the item
- Due Date
- Name of the Vendor

The tender documents must be submitted in an organized and structured manner. No brochures/leaflets etc. should be submitted in loose form. Please indicate page nos. on your quotation, e.g., if the quotation is containing 25 Pages, please indicate as 1/25, 2/25, 3/25 ----- 25/25.

The Earnest Money Deposit for (i) Chemicals - Rs.10,000/-, (ii) Glasswares – Rs.10,000/- and (iii) Lab wares – Rs.10,000/- should be enclosed along with the terms & conditions duly signed and stamped in the form of Account Payee Bank Draft payable on any branch of Nationalized /Schedule Bank at Bhubaneswar in favour of “**Finance Officer, National Institute of Science Education & Research, Jatni**”, in a separate sealed envelope. **No exemption in EMD and tender fee shall be given.** All tenders submitted without requisite amount of EMD shall be rejected. No interest is payable on EMD.

The EMD will be returned to the bidders(s)/Agents whose offer is not accepted by NISER within one month from the date of placing of final order(s) on the selected bidder(s). In case of the bidder(s) whose offer is accepted, the **EMD** will be converted into Security Deposit and will be returned after completion of contract period. However, no interest on that amount shall be payable to the bidders.

**Note: Those who have already submitted the EMD and have Rate Contract with NISER need not submit the EMD again. They need to submit a letter to this effect giving details of the EMD submitted with previous Rate Contract.**

## **6. The EMD shall be forfeited:**

If the bidder withdraws the bid during the period of bid-validity as specified in the tender.

## **7. Filling of Tender Document**

- a) Duly filled-in Bid with proper seal and signature of authorized person on each page of the bid should be submitted and the same should accompany with complete specifications and drawings, Manufacturer's name, address and relevant Technical Literature/Brochures with warranty Terms and EMD.
- b) Copy of GST No. & PAN No. allotted by the concerned authorities shall be provided along with the tender.
- c) List of deliverables / Bill of materials and services.
- d) Compliance sheet with any deviation with reference to the terms and specifications.
- e) Indicate the names of the Reputed Organizations in India where the vendor has executed/running similar type of rate contract, and may attach the satisfactory performance report of the same from user Organization.
- f) Bid documents should be submitted as per the above sequence with Index page and page numbers (including technical literature). Each page of the bid should be signed & stamped in original. Unsigned bids will not be considered for evaluation.

## **8. Price**

- a) Price schedule complete in all respects should be submitted with proper seal and signature of authorized person. Tender with any condition shall be rejected forthwith.
- b) CD Price List of each manufacturer should remain firm for a period of one year of Rate Contract. Any increase in statutory levies during the period of Rate Contract shall be paid extra against documentary proof, if legally leviable and should be intimated within 3 weeks from the receipt of supply order.
- c) You will not supply the items under RC, on a rate, lesser than our Contract prices to any other Govt. institution. If the same is found, then proportionate recoveries will be made from you/your authorized dealer.
- d) Taxes will be paid extra as per actuals at the time of delivery.
- e) NISER will not pay any other charges like delivery charges, dry ice charges etc.
- f) Price of individual consumables need not be quoted. **Six original CD price list** should be submitted.

**NOTE: Those who fail to submit the CD price list, their bid will not be considered and summarily rejected.**

#### **9. Date of opening the Bid:**

The Tender will be opened on **17<sup>th</sup> july 2017 at 10.00 A.M.** at Purchase Section of National Institute of Science Education & Research, Jatni.

The bid can be submitted in person or through post/courier (NISER will not be responsible for delayed/late quotations submitted/sent by Post/Courier etc. resulting in disqualification/rejection of any bid) so as to reach NISER on or before the due date and time. Fax/E-mail/Telegraphic/Telex tenders will not be considered unless it is asked for. The bidder's authorized representative can attend the bid opening.

**10. The Director NISER reserves the right to accept the offer in full or in parts or reject summarily or partly.**

#### **11. Delivery Period/Timelines:**

The delivery must be completed within stipulated time as mentioned in the bid, after placement of supply order. The time is the essence of the contract. It is mandatory for the bidders who respond to this bid to meet these expectations, as they are tightly linked to NISER's plans of completing the project within the time frame.

#### **12. Location for the Supply/Services:**

Rate Contract for Chemicals, Glasswares, Plasticwares, equipments and Lab wares are required to be supplied in good quality at NISER, Bhimpur Padanpur, Jatni-752050.

- (i) The consumables shall have to be supplied within stipulated time as mentioned in the R.C of the placing of supply order. If the supplier fails to supply the above within the said period the Institute shall have the following courses open to it.
  - (a) To arrange the material from some alternative source and recover the extra cost of the same from the suppliers.
  - (b) To impose a penalty equal to 10% value of the unfulfilled order .
  - (c) To cancel the Rate Contract, of which a notice of cancellation shall be sent to the supplier in writing. In that event entire Security Deposit of the supplier shall stand forfeited and will be at the disposal of the Institute.
- (ii) If the supplier requires an extension of time, he shall apply in writing within 15 days of the date of supply order. Valid reasons for non-execution of supplies within the stipulated time may be given to the undersigned.
- (iii) Defective and sub-standard quality of chemicals, Plasticwares, equipments and glasswares supplied will not be accepted. If quality of any brand found inferior the concerned supplier may be blacklisted for future supplies. Suppliers shall have to take back and replace the rejected materials at their own cost within 15 days of the rejection

failing which action as deemed fit will be taken. The Institute shall not be responsible for the safe custody of the rejected materials.

### **13. Order Placement and Release of Payment:**

The Purchase Order and payment shall be processed by:

**Stores & Purchase Officer  
National Institute of Science Education & Research  
Bhimpur Padanpur, Jatni, Dist-Khurda,  
PIN-752050, Odisha**

Payment for the items to be supplied by the vendor against the purchase order shall be made by National Institute of Science Education & Research as follows:

- 100% of the payment will be released after satisfactory supply of total order of chemicals, glasswares, Plasticwares, equipments and labwares. No payment will be released for partial shipments. In case of supply of equipments, the supplier has to provide 01 year warranty from the date of installation.
- Payment shall be released on receipt of the original bills in triplicate complete in all respects and original delivery challans of all the items duly signed and stamped by the authorized representative of the user department.

**14. The successful bidder**, on award of contract/order, must send the contract/order acceptance in writing, within 10 days of award of contract/order failing which the EMD will be forfeited.

### **15. Period of validity of bids:**

Bids shall be valid till period of Rate Contract from the date of opening the tender.

NISER may ask for the bidder's consent to extend the period of validity. Such request and the response shall be made in writing only. The bidder is free not to accept such request without forfeiting the EMD. A bidder agreeing to the request for extension will not be permitted to modify his bid. Bid evaluation will be based on the bid prices without taking into consideration the above corrections. All other terms and terms remaining unchanged during period extension of contract.

### **16. AWARD OF CONTRACT:**

NISER shall award the rate contract to the eligible bidders only.

**Purchaser's Right to vary Quantities at the time of Award:** NISER reserves the right at the time of award of Contract to increase or decrease the quantity of items specified in the Schedule of Requirements without any change in price or other terms and conditions.

### **17. Corrupt or Fraudulent Practices:**

NISER requires that the bidders who wish to bid for this project have highest standards of ethics. NISER will reject a bid if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices while competing for this contract. NISER may



declare a vendor ineligible, either indefinitely or for a specific duration, to be awarded a contract if it at any time determines that the vendor has engaged in corrupt and fraudulent practices during the execution of contract.

#### **18. Interpretation of the clauses in the Tender Document/Contract Document:**

In case of any ambiguity/dispute in the interpretation of any of the clauses in this Tender Document, Director-NISER's interpretation of the clauses shall be final and binding on all parties.

#### **19. Registration Certificate:**

Please provide GST No. of the firm allotted by the concerned authorities in your quotation. Please provide copy of PAN no.

#### **20. Indemnity:**

The vendor shall indemnify, protect and save NISER against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc. or such other statutory infringements in respect of all the chemicals supplied by him.

NISER reserves the right to recover the cost towards any damage/loss caused due to the negligence on the part of the agency engaged.

#### **21. Penalty for delayed Services /LD:**

As time is the essence of the contract, delivery period mentioned in the Purchase Order should be strictly adhered to. Otherwise the bidder will forfeit EMD and also LD clause will be made applicable /enforced.

If the supplier fails to Supply the chemicals, glasswares, Plasticwares, equipments and labwares as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 1% of order value per every week of delay subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.

NISER reserves the right to cancel the order in case the delay is more than 30 days, and penalties, if any, will be deducted from the Security Deposit or amount due to the suppliers.

#### **22. Jurisdiction:**

The disputes, legal matters, court matters, if any, shall be subject to Bhubaneswar Jurisdiction only.

If a dispute arises out of or in connection with the contract or in respect of any defined legal relationship associated therewith or derived there from, the parties agree to submit that dispute to arbitration under the Arbitration & Conciliation Act 1996.

**Stores & Purchase Officer  
NISER, Bhubaneswar**

### **DECLARATION BY THE VENDOR**

It is hereby declared that I/We the undersigned, have read and examined all the terms and conditions etc. of the tender document for which I/We have signed and submitted the tender under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me/us and I/We will abide by the conditions from serial no. 1 to 22. This is also certified that I/We/our principal manufacturing firm have no objection in signing the purchase contract if the opportunity for the supply of the items against this tender is given to me/us.

Date:

Signature:

Address:

Name:

Designation:  
On behalf of:  
(Company Seal)

**RATE CONTRACT FOR CHEMICALS, GLASSWARES, PLASTICWARES, EQUIPMENTS &  
LABWARES– 2017-2019  
FOR  
NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH, BHUBANESWAR**

**General Information**

1.	Are you manufacturer or authorized dealer of Indian brand or authorized dealer of foreign brand	
2.	Full address of company along with Telephone no. Fax no. E-mail address Bank name and address Bank A/c No. IFSC Code	
3	Are you a manufacturer or dealer/reseller	
4	Name of the authorized person along with Telephone No. Mobile No. Mail id	
5	Annual turn over in last 5 financial years in Rs. Crores.  (i) year 2014-2015 (ii) year 2015-2016 (iii) year 2016-2017	
6	GST Registration no with Place	
7	Income Tax Registration no. with place	

**RATE CONTRACT FOR CHEMICALS, GLASSWARES, PLASTICWARES, EQUIPMENTS &  
LABWARES– 2017-2019  
FOR  
NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH, JATNI**

SL. No.	Description	Period of Rate Contract	Detailed specification
(1)	(2)	(3)	(4)
1.	Name and Address of principal manufactures.	2 years	Please provide detailed information. Please use separate sheet in response.
2.	Name of Brands supplied by you (In case of Indian & foreign brand, authorized dealer certificate is must with validity of certificate till expiry of the contract)		
3.	Delivery Period Required. (Please see terms & conditions No. 11 & 21)		
4.	Six soft copy of price list in CD/DVD preferably in Excel format		

**RATE CONTRACT OF CHEMICALS, GLASSWARES, PLASTICWARES,  
EQUIPMENTS & LABWARES – 2017-2019**

**FOR**

**NATIONAL INSTITUTE OF SCIENCE EDUCATION AND RESEARCH, JATNI**

S. No.	Description	Period	(4)
(1)	(2)	(3)	(4)
1(A).	Discount offered by the Manufactures on price list Indigenous	<b>2 years</b>	
1(B).	Discount offered by the Manufactures on price list Imported	<b>2 years</b>	
1(C)	Discount offered by the manufacturer on indigenous bulk chemicals (25 ltr/kg or more)	<b>2 years</b>	
1(D)	Discount offered by the manufacturer on imported bulk chemicals (25 ltr/kg or more)	<b>2 years</b>	
2(A).	Any other Taxes / duty Indigenous	<b>2 years</b>	
2(B).	Any other Taxes / duty Imported	<b>2 years</b>	

**CHECK LIST**

- |   |               |
|---|---------------|
| <b>1. Price list attached (06 CD/DVD)</b>   | <b>YES/NO</b> |
| <b>2. General Information attached</b>  | <b>YES/NO</b> |
| <b>3. S.D attached</b>  | <b>YES/NO</b> |
| <b>4. Cost of Tender Document attached<br/>(Money receipt/DD)</b>   | <b>YES/NO</b> |
| <b>5. Registration Certificate attached<br/>(GST/PAN)</b>   | <b>YES/NO</b> |
| <b>6. List of clients attached (Indian)</b>   | <b>YES/NO</b> |
| <b>7. Authorization letter of the dealers who are quoting<br/>for Indian/foreign brands must be attached otherwise their<br/>tender will not be considered. The authorization<br/>should be valid till warranty period if required.</b> | <b>YES/NO</b> |

Date:

Signature:

Name:  
Designation:  
On behalf of:  
(Company Seal)