

Ref. F69.V1/REG/0894-19

Date: 28.05.2019

TENDER NOTIFICATION

(ANNUAL RATE CONTRACT FOR THE DEPARTMENT OF CHEMISTRY)

Sealed tenders are invited by the Registrar, Cooch Behar Panchanan Barma University from the reputed manufacturers/authorized distributors/dealers (who have the current authorization from the principal company) for entering into Annual Rate Contract for the supply of items grouped as under for the Department of Chemistry, Cooch Behar Panchanan Barma University:

Sl. No.	Particulars
1.	<u>Chemicals</u> (Including Chemicals/Solvents (LR/AR/HPLC Grade), Rare Chemicals/Fine Chemicals, Reagents & Kits)
2.	<u>Glasswares (Complete range)</u>
3.	<u>Plasticwares (Complete range)</u> (Including liquid handling product)
4.	<u>Labwares & Lab Essentials</u> (Chromatography Accessories (HPLC/GC Columns/Columns fittings/TLC plates, Filter Papers and Disposable Filter Units, Disposable Readymade Garments, Surgical Gloves/Polyvinyl & Nitrile Gloves & Safety wears for Chemical labs/ Cotton/Tissue Rolls/Aluminum Foil etc.)
5.	<u>Minor equipment (less than Rs 20000 per unit)</u> Conductivity bridge/pH meter/ potentiometer/electrodes/ gas cylinder (N ₂ , H ₂ , Ar) and its accessories / refilling of gas cylinder (N ₂ , H ₂ , Ar)/ laboratory weighing balance/ tensiometer/ heating mantle/ magnetic stirrers/ shakers etc)

1. The offer should be made by the **MANUFACTURERS** in their original letter-head clearly indicating the offer discount on the publication catalogue price on the each category of items:

i) Chemicals, ii) Glass wares, iii) Plastic wares, iv) Lab wares, v) Minor equipments

2. Discount rate on the Catalogue price need to be quoted, separately for each category, which should be inclusive all charges and delivery up to Department of Chemistry, Cooch Behar Panchanan Barma University.

3. Validity of the quotation will be up to 31st March, 2020.

4. **MANUFACTURERS** / Authorized Dealers must arrange to supply the materials with in the stipulated time mentioned in the purchase order and failure to the supply within the specified time will lead to cancellation of the

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order.

5. Manufacturer may authorize one/ two dealer for order collection & supply the materials. Dealers may quote along with authorization letter from Manufacturer in their letter head failing which the quotation will be summarily rejected.

6. The quotation should be submitted in sealed covers, super scribing supply of chemicals, plasticwares, Glasswares, Labwares, small equipments etc under rate contract, Tender No., due date and sealed and addressed to the Registrar, Cooch Behar Panchanan Barma University. Offers sent through Fax or E-mail will not be accepted.

7. **Mention the name of Category and Brand name/Principal Company name on the envelope failing which the offer will be summarily rejected without opening the same.**

8. The order for the rate contract shall be given to the qualified firms initially for the period of one year and the same may be extended to further period subject to the satisfactory performance of the qualified firm and the submission of prevailing price list at the time of extension of rate contract for the subsequent year/period. For the extension of rate contract, all terms and conditions should be as per the original tender document.

9. The sealed quotations are to be submitted along with valid Trade License, Income Tax return for 2018-19 (A / Y), PAN, GST and other necessary documents in the Office of Registrar, Cooch Behar Panchanan Barma University.

10. The offer should be addressed to the Registrar, Cooch Behar Panchanan Barma University, Vivekananda Street, Cooch Behar- 736101, West Bengal.

11. The Cooch Behar Panchanan Barma University reserves the right to amend or cancel the scope of the job as well as to modify the terms and conditions of the tender.

12. In all case of disputes, the decision of the University shall be final and binding on you.

13. **The last date of submission of the offer letter is 12.06.2019**

14. University reserves the right of selection.

15. DELIVERY SCHEDULE:

i) The items shall be supplied within a period of 30 days of receipt of the Purchase Order either directly or through dealer. (No deviation will be accepted in this regard). If the supplier expresses their inability to deliver the items within the above stipulated period, supplier must inform the University for the same with proper reasons/justifications therefore. If the reason does not seem to be satisfactory to the University authority, then University reserves the right to cancel the order/not accepts the ordered materials. Earlier delivery by the supplier is preferred.

ii) The items, so supplied will have to be of high quality and grade and in the inspection/test if these are found to be of inferior quality, the same are to be replaced by supplier at their cost within the stipulated period, failing which the Rate Contract of the firm may be cancelled. Delayed supply/non-compliance of complete order may



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also lead to cancellation of Contract.

16. TERMINATION OF RATE CONTRACT

The Rate Contract can be terminated at anytime without assigning any reasons by giving one month notice by either party. **Conditional, Unsigned, Late & Delayed tenders will not be considered.**

17. GENERAL INSTRUCTION:

- i) Mere submission of proposal does not imply acceptance of the same at this end and the firms will be enlisted only after meeting the laid down qualifying parameters for which the decision of Cooch Behar Panchanan Barma University shall be final and binding on all parties.
- ii) Empanelment under rate contract with this university does not ensure business of any quantum whatsoever. Any deviation from the terms & conditions mentioned above will imply disqualification for the term.
- iii) The Cooch Behar Panchanan Barma University also reserves the right to test the chemicals and solvents/other consumables for their quality if it so desires.
- iv) DSIR Exemption Certification: Cooch Behar Panchanan Barma University possesses the privilege for availing the facility of procuring items at Concessional Customs Duty and without incurring any excise duty as per DSIR certification.
- v) GST Exemption Certification: Cooch Behar Panchanan Barma University possesses the privilege for availing the facility of procuring items at Concessional GST as per the decisions taken by GST Council.
- vi) Statutory deduction for GST and other Government taxes will be made as per the law in force.
- vii) SSI/NSIC certificate, where applicable.

FOR ANY CLARIFICATION REGARDING TENDER PLEASE CONTACT WITH COOCH BEHAR PANCHANAN BARMA UNIVERSITY E-MAIL ID – INFO@CBPBU.AC.IN

[TENDER FEE: Rs. 1000/- (RUPEES ONE THOUSAND ONLY), NAME OF THE A/C: COOCH BEHAR PANCHANAN BARMA UNIVERSITY, SAVINGS ACCOUNT NUMBER: 32741316141, IFSC CODE: SBIN0000058]

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**REGISTRAR
COOCH BEHAR PANCHANAN BARMA UNIVERSITY
VIVEKANANDA STREET, COOCH BEHAR – 736101**

Registrar
Cooch Behar Panchanan Barma University

