

**TENDER FOR SUPPLY OF LABORATORY CHEMICALS / GLASSWARES
/PLASTICWARES/FILTERPAPERS/MEDIA**

Price: Rs.1000.00

Issued to _____

DD No. _____ Date _____

**TENDER FORM FOR SUPPLY OF LABORATORY CHEMICALS/ GLASSWARES/
PLASTICWARES /FILTER PAPERS / MEDIA FOR THE YEAR 2011-2012**

To,
The Tender Co-ordinator (Chemicals, Glass wares and Plastic wares) and
Head, Department of Soil Science & Agril. Chemistry
Dr. Panjabrao Deshmukh Krishi Vidyapeeth,
P.O. Krishi Nagar, Akola 444 104 (MS.)

Dear Sir,

1. In response to the tender notice published in the daily newspaper _____ dated _____ or at web site www.pdkv.ac.in I/We submit herewith the tender form for the supply of chemicals, glasswares plasticwares , filter papers and media.
2. I/We have thoroughly examined and understood the terms and conditions of the tender mentioned in Appendix-I and I/We agreed to abide by them in full.
3. I/We offer to undertake the supply of laboratory chemicals, glass wares, plastic wares, filter papers & media and quoted the rates inclusive of all taxes etc as given in Appendix-II. It is agreed that no additional charges other than those mentioned in Appendix-II would be payable to me/us.
4. I/We accept that the rates offered shall remain valid **for a period upto 30/06/2012 from the date of execution of agreement.** I/We further agreed that if the date up to which the offer would remain open be declared as holiday for office, then offer will remain open for acceptance till next working day.
5. I/We shall be bound by communication of acceptance of the offer, dispatched within prescribed time.
6. I/We accept that the right to accept or reject whole or part of the tender without assigning any reason is reserved with the University. The decision of the University will be final and shall be binding on me/us.
7. As required by the terms and conditions of tender an amount of Rs.10,000/- is paid by me/us as Earnest Money Deposit (E.M.D.) through **Demand Draft (DD) of any Nationalized Bank or Bankers Cheque** payable at Akola bearing No. _____ dated _____ in favour of **Head, Dept. of SSAC, Dr. PDKV, Akola.** Payment of EMD in any other form will not be accepted.
8. I/We agreed to undertake to supply the chemicals, glasswares, plasticwares and media at location of office mentioned in final supply order and as per the specification of the final orders within six weeks from the date of supply order or the date specified in the supply order.
9. I/We also agreed to undertake to supply of laboratory chemicals, glasswares , plasticwares and media to other offices of University spread over Vidarbha region under same terms and conditions against the supply orders.

10. As per the terms and conditions Part-I of Appendix-I, I/We are submitting my/our offer in two sealed envelopes enclosed in envelop No.3. Envelop No.1 contains documents as per the condition Sr.No. 6 of Part-I of Appendix-I. Envelop No.2, includes rates quoted by me/us in Appendix-II.

11. I/We also agreed that University has full rights to open/consider the second envelop if and only if University satisfied with information contents in envelop No.1. The decision of the University regarding this will be final and will be binding on me/us.

12. I/We hereby declare that the entries made in this tender form, i.e. in Part II of Appendix-I and Appendix-II are binding on me/us. I/We shall be bound by the Act to my/our authorized representative duly constituted Attorney Shri _____ whose signature is appended hereto in the place specified for the purpose and of any other person who in future may be appointed by me/us in his place to carry on the business of this concern/agency/firm. The intimation of such change will be given to the Chairman, Central Purchase Committee & Dean, Faculty of Agriculture, Dr. PDKV, Akola.

The following documents duly filled in and signed are enclosed along with the tender. The part 1 of Appendix-I being the terms and conditions is retained by me/us for my/our information and record.

Yours faithfully,

Place :

Date :

Signature of the Supplier
(Tenderer)

Capacity in which signing : _____

Name and Address of the firm/supplier/tenderer: _____

Registration No. of Supplier/tenderer : _____

List of Documents (Checklist)

- i) Tender Form
- ii) Demand Draft (For EMD)
- iii) Sale Tax Registration certificate /Sale tax return certificate
- iv) Original Price list / catalogs of the appliances offered
- v) Certificate of Sole Manufacturers/authorized supplier/ dealer
- vi) Photocopy of exemption certificate for EMD (If applicable)
- vii) Part II of Appendix -I

Bank Draft No. _____ Dt _____ Rs. _____

Signature of constituted Attorney/
authorized representative

Signature _____ Date: _____

Name & Address: _____

APPENDIX-I

Terms and conditions governing **“Supply of Laboratory Chemicals/ Glass wares/**

Plastic wares/Filter papers/Media”

Part-I

1. Sealed tenders are invited from manufacturers/authorized dealers of manufacturers/ authorized suppliers/stockiest/dealers of overseas who are willing to undertake supply of **Chemicals/ Glass wares/ Plastic wares/Filter papers /Media** as per the specifications mentioned in Appendix-II during 10.30 hrs to 17.45 hrs on working days and up to 17.00 hrs on last date i.e. **15th September 2011**. **Tenders received late in person/by post will not be considered.** The tenders will be opened on **17th September 2011** at 11.00 hrs in presence of the intending suppliers/ representatives who may desire to attend.
2. The rates i. e. discount on printed price list both in words and figures without any corrections or over writing should be quoted in Appendix-II for each individual item separately. Any over writing or rewriting should be duly countersigned. **The rates must be valid up to June 30, 2012.**
3. The intending supplier shall also have to mention, the detailed specifications, name of manufacturer/make, code no. of the Chemicals, Glass wares, & Plastic wares and has to enclose the only original catalogs for which the rates are quoted. The photocopies/ xerox/fax of these documents will not be considered. In absence of the above original documents, the item(s) offered will not be considered.
4. The tenderer must enclose adequate documents to prove their authorization claims, **the authority letter should include the details of principle supplier/manufacturer regarding their full address, contact person, e-mail address, fax no. and address of the website** and if not enclosed this, University reserves the rights to accept or reject tenders of these agencies. The decision of the University regarding this will be final and shall be binding on tenderer.
5. Tenderers will have to supply Chemicals, Glass wares, Plastic wares, Filter papers & media as per the Appendix II.
6. The tenderer should submit his offer in two separate envelopes i.e in first envelop with superscription **“TENDER FOR SUPPLY OF CHEMICALS/ GLASSWARES/PLASTICWARES/ FILTER PAPERS /MEDIA” (TECHNICAL INFORMATION) ENVELOPE NO. 1**
 - a) *Tender Form*
 - b) *Cost of tender Form Rs. 1000/- (DD)*
 - c) *D.D. for E.M.D. OF Rs. 10 000/- (in case of EMD exemption relevant certificate be enclosed)*
 - d) *Sale Tax (CST, BST, VAT etc.) Registration certificate/ Sale Tax Return certificate/ TIN No.*
 - e) *Original Price list / catalogs.*
 - f) *Certificate of Sole Manufacturers/authorized dealers of manufacturers/authorized supplier/dealers of overseas.*
 - g) *Clients/ Users list of item(s) of Company/Dealer and total experience in this field.***(Important: Above (a) to (e) documents if not enclosed the Envelope No. 2 will not be opened)**
7. The tenderer should provide the rates quoted only in Appendix-II in second envelop with superscription **“TENDER FOR SUPPLY OF LABORATORY CHEMICALS/GLASSWARES/PLASTICWARES/FILTER PAPERS/ MEDIA” (RATES) ENVELOPE NO. 2**

8. Enclose sealed envelope No. 1 and 2 in envelope No.3 with superscription **“Tender for supply of laboratory Chemicals/ Glasswares/ Plasticwares/Filter papers/Media”** and be submitted to the undersigned.
9. **The intending supplier should quote the rates inclusive of all expenses, all charges with free delivery as mentioned in Appendix-II at respective office/ laboratories of the University.** However, the Octroi will be over and above this, if applicable. The laboratory **Chemicals/ Glasswares/ Plasticwares/Filter papers/ Media** will have to be supplied as per the specifications within **SIX WEEKS** or as per the last date mentioned in the final supply order. In case the tenderer requires more time than as stipulated above for effecting actual supply of a particular item shall specifically mention in the tender form.
10. The current price list (Printed) of the manufacturer duly signed by the authorized signatory should be submitted along with its terms and conditions will be treated as valid and acceptable. Additional benefits from the supplier will be considered while accepting the offer.
11. Undersigned will reserve full rights to open/consider the second envelop if and only if University is satisfied with information contents in envelop No.1. The decision of the University regarding this will be final and shall be binding on tenderer.
12. The supplier will have to supply, in full the articles as per the order to different offices/ laboratories of the University located any where in Vidarbha region till date of validity of rates.
13. This University do have exemption in Octroi & excise duty, the certificates will be provided along with the supply order if necessary.
14. The purchase committee also reserves the right to obtain the materials by negotiations from one or more of the supplier, in case the rates, quality, make, specifications or other terms and conditions etc. of supplier are not found suitable, to this University. Similarly it reserves the right to call for break up of cost shown in tender.
15. The tenderer shall have to deposit Earnest Money Deposit **(E.M.D.) of Rs. 10,000/-** through **Demand Draft (Nationalized Bank only)** or **Bankers cheque** , in favour of **Head, Dept. of SSAC, Dr. PDKV, Akola.** payable at Akola and the same should be enclosed in Envelope No. 1 of the tender. The tender without E.M.D. or less E.M.D will not be considered. If the tenderer having exemption for EMD, he should enclose the copy of the certificate and be produce original for verification on the date of opening of the tender or within a week period thereafter. In case of successful tenderers the amount of EMD will be treated as security deposit for the period of validity of rates. The amount of E.M.D. will be refunded in case of unsuccessful tenderer on submission of application with Money Receipt in original soon after the final decision. In case of successful tender it will be refunded on production of original receipt after completion of validity period of the agreement to be excuted between the tenderer and University, Dr. P.D.K.V., Akola. The University will not make any payment towards interest on such deposits.
16. The Specimen of **“Agreement Bond”** will be provided along with letter of acceptance to the tenderer whose rates are accepted by the University. The tenderer shall have to execute agreement in the prescribed form on Stamp paper costing to Rs.100/- or fixing court fee stamp on agreement paper, which should be submitted to this office ordering supply within specified time. The agreement received under seal and

signature of tenderer will become legal agreement between the tenderer and the University, which will be binding on tenderer within University jurisdiction.

17. If the tenderer fails to comply with the supply order within the specified period his order will be cancelled and EMD will be forfeited.
18. On acceptance of the rates as per the approved tender, the supply order will be placed by respective Head of the Office of University.
19. As soon as the tenderer delivers the tender in the office of the undersigned, it shall be binding on him and he shall not be able to withdraw or amend the offer.
20. The respective Head of the offices also reserves the right to accept or reject the supplies in full which do not strictly stick up to the specifications.
21. The tenderer are bound to supply only genuine chemicals, glass wares , plastic wares , filter papers and media of the make/model/specification etc tendered by him/it and ordered for supply by the university/offices under it shall be liberty to ask for production of sufficient proof that the manufacturer is rendering adequate business support to the tenderer/supplier or university will have the right to get satisfied approaching the manufacturer without noticing to the tenderer for genuinity of chemicals, glass wares & plastic wares and authority to supplier.
22. The requirement of Chemicals, Glasswares, Plastic wares, Filter papers and Media depends upon the analytical work to be carried out by the research worker working at department / Crop unit / Research Scheme / College within the jurisdiction of Dr. P.D.K.V., Akola. Hence, the contract shall be for the complete range of product of the manufactures and purchase shall be effect as per requirement at particular place.
23. In case of poor response from the suppliers, from the first call, the items of poor response will be retendered if necessary
24. Final payment of Chemicals, Glasswares, Plasticwares, Filter papers and Media will be made only after complete delivery of the material / goods and after the completion of the entire official formalities at the respective department of the university.
25. The credit bill should be presented in triplicate in the name of respective authority as quoted in final supply order. For any delay in payment (interest or any other kind of compensation) the University will not make any extra payments. This contract will be governed as per terms and conditions mentioned above, agreement made and the provisions contained in M.A.U. Account Code, 1991. Delay in supply within the prescribed time limit or the extended time limit, making of supplies not up to the standard specification and performance or non-observance or non-acceptance of these terms and conditions by the tenderers shall constitute breach of contract and the security deposit or any other deposit of the tenderer shall be forfeited by the University besides other actions or reduction bills of supplies and/or other legal actions and finally the decision of
the University shall be binding on the tenderer.
26. Every page to tender should be numbered and signed with seal by the tenderer
27. The right to accept or reject whole or part of the tender or all tenders without assigning any reasons thereof is reserved by the University.

Encl: 1) Part-II of Appendix-I
2) Appendix-II (Discount)

Place: Akola

& Date: / /2011

(MS.)

Tender Co-ordinator (Chemicals, glass wares and plastic wares)
Head, Department of Soil Science & Agril. Chemistry
Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola 444 104

We have accepted above terms & condition and agreed to abide by them.

Signature with seal of tenderer:-

Capacity in which signing:-

Name and address of the firm/supplier/tenderer:-

Registration No. of firm/tenderer:-

Part-II

Undertaking to be given by the tenderer for “The supply of Laboratory Chemicals, Glasswares, Plasticwares , Filter papers and Media”

Whereas, the Chairman, Central Purchase Committee Dr. P.D.K.V., Akola has called the tenders through the Tender Co-ordinator for supplies of Chemicals, Glasswares, Plasticwares, Filter papers and Media as per the enclosed Appendix No-II.

I/We hereby offer our tender at the rates given in the enclosed Appendix -II duly filled in and signed by me/us and hereby also affix my/our signature(s) below this tender voluntary and full acceptance of all the terms and conditions of this tender, which shall be the agreement between the above tender calling authority and myself/us.

Enclosed: Appendix-II

Signature of the Supplier: _____

Name of the Supplier: _____

Capacity in which signing: _____

Full address of the Supplier with Seal/Stamps _____

Place:

Date:

Format for quoting the rates/Discount of the **chemicals, glass wares plastic wares, filter papers and media**

Appendix II

Form of Tender rate /discount quoted by me/ us for supply of chemicals, glass wares, plastic wares, Filter papers and media to the offices under Dr.P.D.K.V, Akola (As per serial No. 7 in Appendix-I)

Sr. No.	Name of Firm	Discount on the printed price list of manufacturer for one year i.e. 2011-12.					Tax/duty if any (pl. specify)
		Chemical	Media	Glassware	Plastic ware	Filter paper	
1.	Fisher Scientific						
2.	S.d. fine (SDFCL)						
3.	Hi Media Lab.						
4.	Genetix						
5.	Loba Chemie						
6.	Sisco Research						
7.	RFCL (Rankem)						
8.	Merck						
9.	Axygen Scientific						
10.	Promega Ltd.						
11.	Sigma Aldrich						
12.	GENEI Brand (Merck Biosciences)						
13.	Chromous Biotech						
14.	Eppendorf consumables						
15.	Borosil						
16.	Vensil						
17.	Riviera						
18.	Super fit Continental						
19.	JSGW						
20.	J-SIL						
21.	Tarsons						
22.	Kasablanka						
23.	Whatman						

Place

Date

Signature of tenderer
(Office seal)