

**TENDER DOCUMENT FOR ANNUAL RATE CONTRACT FOR THE
SUPPLY OF CHEMICALS, GLASSWARES, PLASTICWARES, FILTER
PAPERS ETC.**

TENDER NOTICE No 1658 /TENDER/2022

Dt.24-09-2022

GOVT. MODEL COLLEGE, DURG491001(C.G.)

Ph.: 0788-2359688, Fax: 0788-2359688

Website: www.govtsciencecollegedurg.ac.in

TENDER FORM FEE Rs. 1000/-

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OFFICE OF THE PRINCIPAL
GOVT. MODEL COLLEGE, DURG 491001(C.G.)
Website: www.govtsciencecollegedurg.ac.in

NOTICE No 1658 /TENDER/2022

Dt.24-09.2022

**NOTICE INVITING TENDERS FOR ENTERING INTO ANNUAL RATE CONTRACT
FOR THE SUPPLY OF CHEMICALS, GLASSWARES, PLASTICWARES, FILTER
PAPERS ETC.**

Govt. Model College, Durg invites sealed tenders from the manufactures or authorizeddealers/suppliers/stockiest for entering into Annual Rate Contract for the supply of the following four categories items.

ITEM NAME	EARNEST MONEYDEPOSIT AMOUNT	LAST DATE/TIME OF SUBMISSION OF TENDER FORM	DATE/TIME OF OPENING OF TECHNICAL BIDS
1. CHEMICALS 2. GLASS WARES 3. PLASTIC WARES 4. FILTER PAPERS	10000/-	15.10.2022 3:00PM	15.10.2022 4:00PM

Interested firm may submit their sealed tender in two bid form as per term and condition of tender documents.The filled-in tender form for each item with **tender fee of Rs. 1000/-and earnest moneyRs.10000/-** both by demand draft in favor of **Principal, Govt. Model College,Durg** should reach to the officeupto above date. The tender documents maybedownloaded from our website www.govtsciencecollegedurg.ac.in.



Principal

Govt.Model College, Durg

Copy to:-

1. Director, Jansampark Chhattisgarh with request to please publish this notice on 01 national level, 02 state level and 02 local news papers.
2. Convenor, College Website Committee with instruction to upload the notice on college website.
3. Notice Board



Principal

Govt.Model College, Durg

Terms and conditions

1. Sealed tender should reach **Office of the Principal Govt. Model College,Durg, 491001** on or before **15-09-2022, 3:00PM**.
2. The Tenders complete in all respects must be submitted in sealed envelopes which must be either delivered by hand or sent by, speed post or courier to the address mentioned above.
3. The tender document may be downloaded from College Website: www.govtsciencecollegedurg.ac.in Bidders using downloaded tender forms from College website must submit cost of tender document by demand draft drawn in favour of Govt. Model College, Durg Payable at Durg along with technical bid. The bid form downloaded through College website submitted without tender fees will not be accepted.

4. EligibilityCriteria

- The Bidder's Firm should have existence for minimum period of 5 years. (Copy of Certificate of Incorporation/ Registration Certificate of the Firm to besubmitted).
- Copy of the PAN card / GST of the firm.
- Client Details- The Bidder should have 2 or more Rate Contracts with Govt. Organization in the past three years for the similar items. Copies of such rate contracts must be enclosed with theOffer.
- The Bidder should have an Annual Business turnover of Rupees 10 Lakh or more for the last 3 financial years (2019-20 & 2020-21, 2021-22) and shall enclose the audited balance sheet for proof of thesame.
- The Bidder should have filed ITR for the last two financial years i.e., FY 2020-21 and 2021- 22 (Copy of the ITRs and filed acknowledgement to be submitted).
- If the Bidder is a Local Distributor/dealer/Stockiest, it is mandatory to attach authorization certificate along with the bid.
- Acceptance of Terms and Conditions-**AnnexureIV**.

5. The Rate Contract will be valid for a minimum period of one year. The Prices offered shall be valid for one year from date of award of Contract, and the agency/firm has to supply the chemicals with same discount rate throughout contract period irrespective of change of price schedules. There will be no additional charges for Delivery. The Delivery will be FOR on Free of Cost basis. **The companies which cannot provide validity of rates for One Year and price list need not to apply.**
6. The period of rate contract will be for one year. However, in special case reserves the right to extend or curtail the period of Rate Contract.
7. 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 to any other organization during the period of contract.
8. The rate contract will be guided by “Fall Clause”.

“if the rate contract holder reduces its price or sells or even offers to sell the rate contracted goods following conditions of sale similar to those of the rate contract, at a price lower than the rate contract price, to any person or organization during the currency of the rate contract, the rate contract price will be automatically reduced with effect from the date for all the subsequent supplies under the rate contract and the rate contract amended accordingly,”

9. 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 also lead to cancellation of Contract.
10. **Payment Terms** – Our Payment terms are normally within 07 days of receipt and acceptance of goods at college premises.. No Advance Payment will be made under any circumstances.

11. **The tender without EMD, Less EMD and document fee will summarily be rejected.**
12. **The tenderer must enclose adequate documents to prove their authorization claim.**
13. The College at its discretion may extend the last date of submission of tender and opening of tenders.
14. Delivery has to be made **within 20days** from the date of receipt of supply order.
15. If any item covered under warranty fails, the same shall be replaced free of cost including all the applicable charges including shipping cost both ways.
16. If the tenderer fails to comply with supply order within the specified period his order will be cancelled and EMD will be forfeited.
17. All bidders are requested to visit college website www.govtsciencecollegedurg.ac.in for all regular updates regarding tender.
18. All the Tenders should be addressed to:



Principal
Govt. Model College Durg

Instructions to be followed by the Supplier/Tenderer

(A) Submission of tender bid (sealing and marking of bids)

Bid should be submitted in two envelopes as mentioned below: -

1. Envelope -1 Technical Bid (duly sealed) should contain

(a) Application form (as per Annexure-I)

(b) Tender fee in the form of demand draft of Rs.1000

(c) EMD of Rs10000/-in the form of demand draft for each instrument separately.

(d) Technical bid form (as per Annexure-II) duly filled.

(e) Copies of all certificate/documents in support of terms and conditions of tender..

NOTE:-Above (a) to I not enclosed , The envelope 2 will not be opened.

2. Envelope –2 Financial Bid (Duly Sealed) Should contain

Financial bid form (as per Annexure-III) duly filled.

3. Envelope –3 (Duly Sealed): Should contain

Both Envelope 1&2

TENDER APPLICATION FORM

To,

Principal

Govt. Model College, Durg

Sir,

With reference to your Notice Reference No ----- I am hereby submitting my tender for the supply of **Chemicals/Glasswares/plastic-wares/Filter Papers** accepting the terms & conditions mentioned in the tender document.

1	Name of the Bidder/Company	
2	Full Postal Address	
3	Contactperson name, post held and Mobile No.	
4	Email ID	
5	PAN No.	
6	GST No.	

Undertaking

I, the undersigned certify that I have gone through the terms & conditions mentioned in the bidding document and undertake to comply them. The rates quoted by me are valid and binding upon me for the entire validity period and it is certified that the rates quoted are minimum and rational as per existing market rate. I give the rights to the competent authority of the Office of The Principal, Govt. Model College, Durg 491001(C.G.) to forfeit the Earnest Money Deposit (EMD)/security Deposit by me/us if any delay occurs on my/agents part or fail to abide by the provision of the bidding document.

I hereby undertake to execute the work/supply order as per direction given in the tender document within stipulated period.

Date :

(Signature of the Bidder)

Place :

Name –
Designation

(Official seal of the Bidder)

Annexure-II

TECHNICAL BID

		Enclosed Yes/No
1	Tender Application Form as per Annexue-I	
2	Company/firm PAN No. (Copy to be enclosed)	
3	Company/firm Registration No. (Copy to be enclosed)	
4	GST registration certificate(Copy to be enclosed)	
5	Experience Certificate (Client Details) in this field (Attach separate sheet)	
6	Certificate of authorized supplier/distributor(Copy to be enclosed)	
7	Annual Turn over for last three years(Copy to be enclosed)	
8	IT returns for last two years(Copy to be enclosed)	
9.	Acceptance of terms & condition as per annexure-IV(Copy to be enclosed)	
10.	Fall Clause Notice Certificate as per annexure-V (Copy to be enclosed)	
11	Original Catalog/Price list booklet.	
12	EMD	

We agree with all the terms and conditions of the tender.

Name & Signature with Seal of the supplier

Annexure-III

<u>PRICE BID</u>					
Name of the Firm:					
Correspondence Address of the firm:					
Sl.No.	Brand / Manufacturer (from given list in Tender document only)	Description	Discount Offered in %	Special Discount / Dealer Discount if any in %	Total Discount Offered in %(C+D)
(A)		(B)	(C)	(D)	(E)
1	SD Fine Chemicals	Chemicals			
2	Loba Chemicals	Chemicals			
3	Rankem	Chemicals			
4	Himedia Laboratories	Chemicals			
5	Merck India	Chemicals			
6	Himedia Laboratories	Kits			
7	Genie	Kits			
8	Borosil	General Lab ware			
9	Tarsons	General Lab ware			
10	Otto Chemie	General Lab ware			
11	Tarsons	Plastic ware			
12	Himedia Laboratories	Plastic ware			
13	Borosil	Glassware			
14	Polylab	Glassware			
15	ASGI India Pvt. Ltd.	Glassware			
16	Borocilicate	Glassware			
17	Whatman	Filter Paper			
18	Millipore	Filter Paper			
Note : GST Extra as applicable					

Acceptance of terms & conditions of tender(Must be on Letter Head)

To,

Date :

The Principal
Govt. Model College, Durg.

Ref: Sub Tender Ref No ----- for Annual Rate Contract for the Supply of
Chemicals, Glassware's and Labwares for the year 2022 – 23.

Sir,

I've carefully gone through the Terms & Conditions as mentioned in the above referred Tender document. I declare that all the provisions of this Tender are acceptable to my company. I further certify that I'm an authorized signatory of my company and I am, therefore, competent to make this declaration.

Yours faithfully,
(Signature of the Bidder) Printed Name

Designation Office Seal

FALL CLAUSE NOTICE CERTIFICATE

This is to certify that we have offered the maximum possible discount to you in our QuotationNo. _____ 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. organization/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, Govt Model College Durg will have the right to recover the excess charged amount from the subsequent/unpaid bill of the supplier.

Seal and Signature of the tenderer

Note: This letter of authority should be on the letterhead of the quoting firm and should be signed by a person competent and having the power of attorney to bind the same.