



جامعة عليا Aliah University

(A UGC & AICTE approved autonomous Institution under the Dept of MA&ME, GoWB)
IIA/27, New Town, Rajarhat, Kolkata – 700 160, West Bengal

Web: www.aliah.ac.in

NOTICE INVITING TENDER

Ref No **29/AU/REG/NIT/18-19**

Date: 09/10/2018

Sub: Sealed Tenders are invited from the bonafide and resourceful Contractors/Service Providers/Agents/Wholesalers/Suppliers for Supply and Installation of Laboratory Glassware (preferably of Borosil and auxiliary items) for Chemistry Department, Aliah University, New Town Campus.

Aliah University, Kolkata a Premier Educational Institute under the Dept of MA&ME, GoWB, invites **Sealed Tenders are invited from the bonafide and resourceful Contractors/Service Providers/Agents/Wholesalers/Suppliers for Supply and Installation of Laboratory Glassware (preferably of Borosil and auxiliary items) for Chemistry Department, Aliah University, New Town Campus.** The tentative quantity of the required items along with technical configuration of each items are mentioned at Annexure separately. Aliah University is looking for interested bidders who have experience in supplying of above type of materials. NIT document will be downloaded from Website of Aliah University, <http://www.aliah.ac.in>. Tender must be submitted on or before **14/11/2018 at 3 P.M** at the Office of the Registrar, Aliah University, IIA/27, New Town, Kolkata- 700160, West Bengal, India by Speed-post/registered Post/by hand. Incomplete applications or applications received after the last date of submission will not be considered. **The sealed envelope must be with super scribing the Name and Contact No. of Tenderer, NIT Reference Number and Purpose of NIT.** Interested bidders are requested to provide **their Quotes following the format in Annexure- II** in their official letter heads along with signed **Compliance Statement and Price Bid (Annexure- III)**. They must read and accept Terms and **Conditions and scope of work** of this NIT as per **Annexure- I**. For any information in this regard please Email: registrar@aliah.ac.in and copy to storeandpurchase.au@gmail.com

Sl.	Schedule	Date & Time
1	Date of uploading of NIT (Publishing Date) at Aliah University Website	11/10/2018 at 2 P.M
2	Pre Bid Meeting will be scheduled to be held at the O/o The Registrar, IIA/27, New Town, Rajarhat, Kolkata – 700 160.	29/10/2018 at 2 P.M
3	Bid submission start date	05/11/2018 at 12 P.M
4	Bid Submission closing	14/11/2018 at 3 P.M
5	Techno Commercial Bid opening date O/o The Registrar, IIA/27, New Town, Rajarhat, Kolkata – 700 160. <u>(The Bid Opening date is tentative and could be open on availability of Concerned Committee Members)</u>	15/11/2018 at 02:30 P.M

Sd/-
Registrar
Aliah University

ANNEXURE I: GENERAL TERMS & CONDITIONS

- Ernest Money Deposit - Rs. 10,000 (Ten Thousand) Demand Draft from any Nationalized Bank in favour of "The Registrar, Aliah University" Payable at "Kolkata". EMD (For all Bidders) will be return after successful completion of work. EMD will be forfeited if the Vendor leave the work incomplete and did not provide materials as per requirement. **EMD will be exempted for those organsiation who have submitted single point registration certification from NSIC, which should specify list of items the Exemption, is requested.**
- Glassware** to be supplied to Dept of Chemistry of Aliah University, Third and Fourth Floor, IIA/27, New Town, , Kolkata – 700 160 within 30 days of issuing work order and **phase wise continue till end of delivery.**

3. The Tenderer should bear all the transportation & insurance **risk** till the on door delivery point. Selected bidder shall take all possible care for Govt. Property & of any damages due to negligence of his workers; the bidder/Agency shall be responsible for all such damages & repair the same at his own cost.
4. **The rates** so quoted must be inclusive of GST, Central Excise, customs Duty if any, packing freight to destination, Insurances and levies and necessary delivery at designated places at Aliah University and all charges. No extra charges will be entertained. Prices can be quoted in Indian Currency only (₹). No extra payment will be made for carrying of materials involving head load/ trolley etc.
5. All necessities cables and adapters for functioning of the equipments to be supply along with the Work
6. Supply of Items will be made in conformity with the specification & time as mentioned in the work order as decided by the authority. **No deviation in specification** will be accepted. After delivery of the materials to the respective points by selected bidder (s), authority reserves the right to collect the samples of supply the materials at random basis and send those materials for testing to ensure the quality of products etc. If it is found that materials are not according to the specification, the authority has every right to cancel the total lot or otherwise forfeit the security money, blacklisting the respective Manufacturer / Supplier and terminate the contract.
7. If any part of the service in respect of the work assigned and undertaken by you not rendered/delivered in time, Aliah University shall be entitled to levy and recover liquidated damages/ penalty at 1% per week or part thereof the delay/ default, subject to 5% maximum, on the payment due to the agency/contractor for the particular stage. Any delay beyond scheduled dates may attract higher penalty to be decided by the Aliah University
8. **Partial quotations is allowed for this tender i.e. bidder should quote any item. The bidder will be selected on lowest quote on single item only.**
9. All disputes are subject to exclusive jurisdiction of competent Court and Forum in Kolkata, India only.
10. Any dispute arising out of this contract shall be referred to the Registrar, Aliah University, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Vice-Chancellor of the University. The decision of such Arbitrator shall be final and binding on both the parties.
11. Payment terms: 100% payment will be released within (30) days only after successful supply and verification of the tendered items duly certified by the concern Department. **No advance payment or payment against Performa invoice will be made.** Payment will be made after receipt, inspection, and installation/testing. The payment will be made by RTGS / FUND Transfer mode only. Advance payment not allowed. **Hence, following information must be clearly written in the Price Bid for RTGS / FUND TRANSFER:**
 - A. Name of the Firm with complete postal address
 - B. Name of the Bank with Branch where the Account exist
 - C. IFSC CODE
 - D. ACCOUNT No
 - E. PAN No
12. The Tenders are liable to be rejected if the fore going conditions are not complied with. The bid should be complete in all respects and duly signed wherever required. Incomplete and unsigned offer will not be accepted.
13. The products asked for should be of very high standard and preferably reputed brand and/or with **B.I.S/I.S.I** code. **Products specification must be complied, if it is observed during sample verification that Items are not as per specification then the order will be not placed to L1 vendor.**
14. All bidders must submit all Technical Documents as per Annexure II otherwise their bid may be cancelled. If any time/ during verification it is found that their documents are false and/or fake their EMD will be forfeited and the organisation became blacklisted.

Annexure II : Technical Bid Application Format
(Please attach all relevant documents)

To, The
 Registrar
 Aliah University
 IIA/27, New Town,
 Kolkata-700 160

Sub: **Application for Supply of Laboratory Glassware (preferably of Borosil and auxiliary items) for Chemistry Department, Aliah University, New Town Campus**

Ref: - _____N.I.T. Nodated

Sir,

1. ABOUT THE ORGANIZATION	
1.1	Name of the Organization
1.2	Name of Authorized Person
1.3	Registered Office Address with telephone no. & email address
1.4	Authorized Service Station Name, address, contact person name, phone number, e-mail

2. TECHNICAL DOCUMENTS		
2.1	Company Registration No./Trade License No./Partnership Deed No. (Please attach documentary evidence)	
2.2	PAN Registration No (Please attach documentary evidence)	
2.3	GST Registration No (Please attach documentary evidence)	
2.4	Income Tax Return for FY 2016-17/AY 2017-18 (Please attach documentary evidence)	
2.5	Audited Accounts (Balance Sheet, Profit and Loss Account) FY 2016-17 signed and stamped by Chartered Accountant (Please attach documentary evidence)	
2.6	The bidder/OEM self-declaration stating that he/she is not banned/debarred or black listed by any Central/State Govt. of India/PSU/Organizations/Institutes in India or abroad	Undertaking/ Self Declaration should be submitted
2.7	Experience	

Copy of **Work Order/ Work Completion Certificate** with **work value** duly signed by Competent Authority from Indian Central/ State Government Department/ Institute, Autonomous Institute/ Agency/ Office/ University Funded by Central/State Government showing that - The Bidder have executed (completed) supply order of Laboratory Glassware at least Rs. 1.00 Lakh in aggregate within last five financial years (i.e., 2013-14, 2014-2015, 2015-2016 2016-17 and 2017-18). (Please attach documentary evidence)

Sl	Name and Address of work order issuing organisation	Supply of Similar Items	Value of work	Supporting Document like Work Order/ Work Completion Certificate

ANNEXURE III COMPLIANCE STATEMENT AND PRICE BID

Sl	Item Description For any specification related enquiry please contact Dept of Chemistry, Email : alam_iitg@yahoo.com Phone : 8584853820 (Glassware preferably of Borosil and auxiliary items)	QTY	UNIT	Compliance to Tender specification whether YES/ NO	BASIC RATE (Unit Price X Unit)	GST in Amount and in %	TOTAL AMOUNT With Taxes
01	Separating funnel 125 ml(with glass stopper and lid) B-19	20	No				
02	Separating funnel 250 ml (with glass stopper and lid) B-24	10	No				
03	Separating funnel 500 ml(with glass stopper and lid) B-24	5	No				
04	Separating funnel 1000 ml(with glass stopper and lid) B-29	2	No				
05	Soxhlet for extraction 60 ml	5	No				
06	Soxhlet for extraction 100 ml	5	No				
07	Soxhlet for extraction 200 ml	5	No				
08	50 ml Round bottom flask B-19	10	No				

09	50 ml Round bottom flask B-19	10	No				
1	100 ml Round bottom flask B-19	20	No				
11	100 ml Round bottom flask B-24	20	No				
12	100 ml 2-neck Round bottom flask B-19	5	No				
13	100 ml 2-neck Round bottom flask B-14	5	No				
14	250 ml Round bottom flask B-24+B-19	10+10	No				
15	250 ml 2-neck Round bottom flask B-24+B-19	10+10	No				
16	500 ml Round bottom flask B-24+B-19	10+10	No				
17	500 ml 2-neck Round bottom flask B-24	5	No				
18	500 ml 2-neck Round bottom flask B-19	5	No				
19	500 ml 3-neck Round bottom flask All B-19	10	No				
2	2 L Round Bottom flask B-24	5	No				
21	1 L Round Bottom flask B-24	5	No				
22	1L 2neck round bottom flask B-24	3	No				
23	1L 2neck round bottom flask B-19	2	No				
24	100 ml conical flask with standard joints B-24	20	No				
25	Conical flask 25 ml	20	No				
26	Conical flask 50 ml	20	No				
27	Conical flask 100 ml	20	No				
28	Conical flask 250 ml	30	No				
29	Conical flask 500 ml	20	No				
30	Conical for suction filtration 100ml	30	No				
31	Conical for suction filtration 250ml	30	No				
32	Dean and Stark apparatus with stop cock Flask capacity 500 ml, receiver capacity 7.5 ml	4	No				
33	Dishes, Crystallizing, Borosil (100mmX50mm)	10	No				
34	Dishes, Crystallizing, Borosil (150mmX75mm)	10	No				
35	Reflux condenser(300 mm) B-24	20	No				
36	Reflux condenser(300 mm) B-19	10	No				
37	Measuring cylinder 5 ml	10	No				
38	Measuring cylinder 10 ml	20	No				
39	Measuring cylinder 25 ml	20	No				
40	Measuring cylinder 50 ml	20	No				
41	Measuring cylinder 100 ml	20	No				
42	Measuring cylinder 250 ml	10	No				
43	Measuring cylinder 500 ml	5	No				
44	Chromatographic column (10 X 12")	10	No				
45	Chromatographic column (20 X 18")	10	No				
46	Chromatographic column (30 X 24")	10	No				
47	Thermometer (upto 300 °C)	10	No				
48	Vacuum adapter B-19	10	No				
49	Vacuum adapter B-24	20	No				
50	Desiccators : PP/PC 200mm	2	No				
51	Desiccators : PP/PC 250mm	2	No				
52	Desiccators : PP/PC 300mm	2	No				
53	Glass oil bath 4" X 2"	5	No				
54	Glass oil bath 6" X 3"	5	No				
55	Glass oil bath 8" X 4"	5	No				
56	Glass trap 6 inch	10	No				
57	Glass trap 8 inch	10	No				
58	Glass trap 10 inch	10	No				
59	Vacuum adapter B-19	10	No				
60	Vacuum adapter B-24	10	No				

61	Heating mantle (capacity) 250ml	5	No				
62	Heating mantle 500 ml	5	No				
63	Heating mantle 1 lit	5	No				
64	Heating mantle 2 lit	2	No				
65	Teflon 1 l	20	No				
66	Test tube rack (capacity 24 test tubes)	40	No				
67	Solvent and reagent Needles 6"	10	No				
68	Solvent and reagent Needles 10"	10	No				
69	Para film roll 10"	1	No				
70	Metal Stand 30"	30	No				
71	Metal 3-pin Clamp	50	No				
72	Burette (Glass) 50 ml	100	No				
73	Reagent Bottle (glass) 100 ml	100	No				
74	Reagent Bottle (glass) 250 ml	100	No				
75	Round magnetic Stirring bar with pivot ring 8mm×14mm	10	No				
76	Flask Stand 160 mm	10	No				
77	Glass funnel 60° angle Diameter 75 mm	100	No				
78	Crucible Buchner funnel Diameter 90 mm	30	No				
79	Sintered Glass crucible Capacity 50ml, diameter 40 mm	20	No				
80	Magnetic Retriever Length 30cm	5	No				
81	Still Head, plain: Sloping, with Plain Thermometer pocket B-14/ B-19	10	No				
82	Still Head, plain: Sloping, with Plain Thermometer pocket B-19/B-19	10	No				
83	Still Head, plain: Sloping, with Plain Thermometer pocket B-19/B-24	10	No				
84	Receiving Adapter Bend with vacuum connection (Socket B-19/Cone B-24)	20	No				
85	Receiving Adapter Bend with vacuum connection (Socket B-24/Cone B-24)	20	No				
86	Guard Tubes, Bent B-19	10	No				
87	Guard Tubes, Bent B-24	10	No				
88	Specific gravity Bottle 25 ml	20	No				
89	Specific gravity Bottle 50 ml	20	No				
90	Weighing Bottle 25×50mm	10	No				
91	Glass stopper B-14	30	No				
92	Glass stopper B-19	30	No				
93	Glass stopper B-24	30	No				
94	Silica Crucible 25 ml	30	No				
95	Silica Crucible 50 ml	30	No				
96	Asbestos Board 6"×6"	20	No				
97	Kjeldahl Distillation set (Assembly of Apparatus for estimation of nitrogen as per I. S. specification fitted on wooden cabinet. S. I. Brand)	3	No				
98	Zeisel alkoxy and alkylimino group determination aparatus S. I. Brand	2	No				
99	Glass slide 4"/1"	20	No				
100	Pear shaped two necked flask for boiling point determination B-19 joint, Capacity 10 mL	10	No				
101	Rubber Cork with thermometer hole B-19	10	No				
102	Rubber Cork with thermometer hole B-24	10	No				
103	Kipp's Apparatus with standard joints SI brand, 1000 mL	1	No				
104	Water Suction pump	5	No				
105	Volumetric flask 10 ml	100	No				

106	Volumetric flask 25 ml	100	No				
107	Volumetric flask 50 ml	100	No				
108	Volumetric flask 100 ml	50	No				
109	Volumetric flask 250 ml	30	No				
110	Volumetric flask 500 ml	20	No				
111	Volumetric flask 1000 ml	10	No				
112	Water distillation set up 5 lit.	2	No				
113	Vacuum desiccators: PP/PC 200 mm	2	No				
114	Vacuum desiccators: PP/PC 250 mm	2	No				
115	Vacuum desiccators: PP/PC 300 mm	2	No				
116	Wash bottle for water 500 ml	60	No				
117	Wash bottle for organic solvents 500 ml	50	No				
118	Burette Stand with clamp (pp coated)	30	No				
119	Beaker 50 ml	50	No				
120	Beaker 100 ml	50	No				
121	Beaker 250 ml	50	No				
122	Beaker 500 ml	20	No				
123	Beaker 1lit	5	No				
124	Beaker 2 lit	5	No				
125	Two way glass stop cock B-14 joint	10	No				
126	Two way glass stop cock B-24 joint	10	No				
127	Glass Culture Vial with screw cap, flat bottom Culture Vial, cap. 15mL	20	No				
128	Glass Culture Vial with screw cap, flat bottom Culture Vial, cap. 30mL	20	No				

Overall Rate in Figures

Overall Rate in Words

I/We agree to supply the above goods/equipment/products in accordance with the technical specifications for a total contract price of Rs..... (Amount in figures) (Rupeesamount in words) within the period specified in the invitation for Tender. We confirm that the normal commercial warranty/guarantee of mentioned in this Tender shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the invitation letter. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery. Certify that all above information are correct to the best of my/our information, knowledge and belief.

Signature of the Bidder
Name _____
Designation _____
Seal

Date _____

Ref. No: 29/AU/REG/NIT/18-19

Dated: 09/10/2018

Copy to:

1. **Chairman, Departmental Purchase Committee, Dept of Chemistry**
2. **Notice Board at Aliah University**
3. **Website: www.aliah.ac.in**
4. **One Bengali News paper**
5. **Guard File**

**Sd/-
Registrar**