



TENDER DOCUMENT

For

Supply of Liquid Helium [with One Helium Gas Cylinder (Returnable)] in Returnable Container for 400 MHz Bruker NMR Spectrometer at Presidency University, Kolkata

TENDER NOTICE

Tender Notice No: PU/Tender/ 19-20/ NMR-Helium/Chemistry/3/R

Dated: 28-02-2020

Limited Tender for Supply of Liquid Helium [with One Helium Gas Cylinder (Returnable)] in Returnable Container for 400 MHz Bruker NMR Spectrometer at Presidency University, Kolkata on the basis of rate contract for one year.

Sealed quotations are invited from the Enlisted Vendors of the University or from the reputed, bonafide and resourceful vendors / agencies for “**Supply of Liquid Helium [with One Helium Gas Cylinder (Returnable)] in Returnable Container for 400 MHz Bruker NMR Spectrometer at Presidency University, Kolkata on the basis of rate contract for one year**” subject to the following terms and conditions. The quotations must be submitted to Tender Box placed the Finance Office, Presidency University, 86/1 College Street, Kolkata 700073, INDIA.

Last date & time for submission of quotation is 11.03.2020 up to 3.00 P.M.

Date & time for opening of quotation is 11.03.2020 at 3.30 P.M.

Consignment in details:

Sl. No	Particulars	Approximate quantity
1	Liquid Helium [with One Helium Gas Cylinder (Returnable)] in Returnable Container	2 Consignments of 100 Litre each

Note: a) The sealed cover should be duly superscribed with the Tender Notice no. & date and name of the item quoted in block letter.

b) Party is requested to keep in touch with **Prof. Gandhi Kumar Kar, Head, Department of Chemistry, Presidency University, 86/1 College Street, Kolkata 700073**, Presidency University before quoting the rate for better knowledge of specification, quality and urgency of the material, etc.

c) Warranty for supply of liquid Helium without fail as per the Purchase Order must be mentioned in your offer for the above item. In case of any failure, the rate contract would be terminated and EMD would be forfeited.

d) **Please make sure to mention unit price for the item that should be inclusive of all taxes, duties and other charges as stated in point no.3 below.**

e) **Rate and amount of GST for the item is to be specified in the quotation.**

f) **The bidder must have the experience of supplying liquid Helium for 400 MHz or more NMR spectrometer in any other organization as evident from documents.**

g) **The supplier must make arrangement to fill the liquid Helium in the spectrometer**

Finance Officer

Terms & conditions of the Quotation:-

1. **The bidder must be GST-Registered (photocopy of the GST Registration Certificate to be provided along with the quotation). Quotations of the unregistered dealers would be summarily rejected.**
2. The quotations should be made by the vendors in their original letterheads clearly indicating the aforesaid goods/articles in details.
3. Price quoted should be inclusive of GST, installation, commissioning and delivery charges up to Presidency University.
4. **Rate and amount of GST is to be specified in the quotation.**
5. **DSIR Certificate would be provided to the L-1 Vendor against Proforma Invoice, if necessary, for the purpose of exemption of Customs duty / GST as per the extant Rules and Notifications.**
6. **Supply will be made in two phases. Supply quantity shall be 100 litre in each phase. The second phase of supply will take place 8 / 9 months after the first phase. However the supplier would be formally intimated for the second phase of supply.**
7. Validity of the quotation will be at least 3(three) months from the closing date of the enquiry.
8. Sample must be attached with quotation in all possible cases.
9. Our enquiry no. and date & Purchase Order no. and date must be quoted on all correspondences and those should be duly signed and seal.
10. Bidders must arrange to supply the materials within the stipulated time mentioned in the purchase order. This delivery time must be strictly adhered to. Failure to supply within the specified time will lead to cancellation of the order without notice and forfeiture of EMD.
11. The University reserves the right to accept or reject any quotation in part or full without assigning any reason thereto.
12. **EMD: Interest free Earnest Money Deposit (refundable) of Rs. 5,000.00 (Five Thousand) only.** The Tenderers shall deposit EMD in the form of **Demand Draft/Pay Order drawn in favour of Presidency University, payable at Kolkata.** The EMD shall be refundable in the case of the unsuccessful bidders. However, the EMD shall be released to the successful bidder after fulfilment of the terms and conditions of the Purchase Order. No interest is payable on such refund of the EMD. EMD shall be forfeited if the selected vendor accepts the supply order but is unable to execute the same within the scheduled time limit.
13. **Tender Fee** – Bidders shall have to submit a **tender fee of Rs.750/- (Rupees Seven Hundred Fifty) only** towards tender fee (non-refundable) along with the tender. The tender fee shall be paid **in the form of Demand Draft/Pay Order drawn in favour of Presidency University, payable at Kolkata.**
14. **Tender without earnest money and tender fee in proper form will be rejected.**

15. **The rate contract will be valid for a period of 1 year with effect from the date of issue of the Purchase Order.**

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

By order

VENDOR DATA SHEET & DECLARATION

1. Name of the Tenderer :
2. Name of the Contact person:
3. Full postal address :
4. Email ID :
5. Telephone no. : Office :
Residence :
Mobile :
6. Vendor/Agency PAN No (attach scanned copy of PAN card). :
7. Valid Trade Licence / ROC Certificate No.(attach copy of the certificates)
8. GST Registration No. (attach scanned copy of GST Registration certificate) :
9. Income Tax Return for last Assessment Years (attach attested copies) :
10. Credentials/ scanned copies of the Purchase Orders [preferably from the University / other Higher Educational Institutions]
11. EMD details : DD No. _____ Date _____ Bank _____ Branch _____
Rs.5000/-
12. Tender Fee details : DD No. _____ Date _____ Bank _____
Branch _____ Rs.750/-
13. Any other information : (Please furnish separate signed papers)

DECLARATION

1. I _____, Son /Daughter of Sri _____, Proprietor/Partner/CEO/MD/Director/Authorized Signatory of M/s. _____ am competent to sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
4. I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
5. Each page of the tender document and papers submitted by me / my organisation is authenticated, sealed and signed, and I take full responsibility for the entire documents submitted.
6. I/ our firm / company am / is not currently debarred or blacklisted in PRESIDENCY UNIVERSITY, Kolkata or in any national / government organization or educational institute/university for any supplies, products or services.
7. I/ our firm / company am / is /was /were not currently /previously involved in any corruption and fraudulent activities.
8. I / our firm/Company ensure that if we are awarded the Purchase Order supply of Liquid Helium would be made by us every week without fail. In case of any failure our EMD will be forfeited.

Signature of the Authorized Person

Date: _____ Full Name: _____

Place: _____ Company Seal: _____

(Signature of Tenderer with Company's seal)

PRICE BID

(To be submitted in the Bidder's Official Letterhead)

Tender Notice No. and date	PU/Tender/ 19-20/ NMR-Helium/Chemistry/3/R	Dated: 28-02-2020
Vendor Name		
Contact Person		
Contact Number		
Email		
Address		
Date of Proposal		

Particulars	Quantity	Rate per Litre (Rs)
Liquid Helium [with One Helium Gas Cylinder (Returnable)] in Returnable Container	2 Consignments of 100 Litre each	

Note:

1. The rate to be quoted should be all inclusive. No other charges / taxes would be considered.
2. **Rate of GST will have to be mentioned separately in your Price Bid.**

Signature of the Bidder

Date:

Name:

Designation

Rubber Stamp