

PRESIDENCY UNIVERSITY  
86/1, COLLEGE STREET  
KOLKATA-700 073

Tender Notice

**Tender Notice for “Annual Rate Contract for supply of Liquid Nitrogen Refill for NMR at Presidency University/Kolkata ”**

Tender Notice no. :- DST-FIST/Chemistry/N<sub>2</sub>/17-18/2

Date: 01.12.2017

Presidency University, Kolkata invites sealed tenders **under two bid system** for “**Annual Rate Contract for supply of Liquid Nitrogen Refill for NMR at Presidency University/Kolkata**” as per details in Annexure “C”. Interested vendors/ agencies are requested to submit their technical bid and financial bid ( Annexure –D) [ attached with the tender document] along with signed and stamped tender document and duly filled up signed and stamped Vendor Data Sheet (Annexure “B”) in sealed cover addressed to **the Finance Officer, Presidency University, 86/1 College Street, Kolkata -700 073** :-.

Details for contact person, bid submission are as under:

1. Tender form available at : Presidency University website at [www.presiuniv.ac.in](http://www.presiuniv.ac.in)
2. Place of submission of tender bids : Tender Box placed at Finance Office, First Floor, Main Building.
3. Tender Fee :Rs. 500.00 ( Five Hundred ) only
4. EMD : Rs. 5,000.00 ( Five Thousand) only
5. Last date of submission of tender bids : 11.12.2017 up to 11.00 am
6. Date of opening of tender bids : 11.12.2017 at 11.30 am

Sd/-

Registrar  
Presidency University/Kolkata

PRESIDENCY UNIVERSITY  
86/1, COLLEGE STREET  
KOLKATA-700 073

Tender Notice no.:- DST-FIST/Chemistry/N<sub>2</sub>/17-18/2

Date :

01.12.2017

General Terms & Conditions

1. Tender Fee: Rs.500.00 ( Five Hundred ) only. The tender fee shall be drawn in the form of **Demand Draft/Pay Order drawn in favour of Presidency University, payable at Kolkata.**

2. 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.**

3.a) Submission of offer: Interested bidders should submit the technical bid and financial bid [ Annexure-D] (attached with the tender document) in a sealed envelope addressed to the Finance Officer, Presidency University,86/1, College Street. Kolkata -700 73.

Financial Bid should contain the cost of Liquid Nitrogen Refill and its components as per the prescribed format in Annexure "D"

b)Submission of tender :- Tender (Technical Bid + Financial bid) should be submitted in a sealed envelope in a manner prescribed below :-

- i) All techno commercial details containing the detail specification of Liquid Nitrogen and its components, relevant literature pertaining to the item quoted, copies of suitable documents in support of bidders credentials, past performance etc shall be sent in a separate sealed cover super scribing as "TECHNICAL BID". One copy of each of our terms & conditions (Annexure-A), Vendor Data Sheet (Annexure-B), Bill of Quantities (Annexure-C),Tender Notice duly stamped and signed on each page shall also be sent along with "TECHNICAL BID"
- ii) The financial bid should be furnished as per prescribed format (Annexure-D) and shall be sent in a separate sealed cover super scribing as "FINANCIAL BID".
- iii) Both "Technical Bid "&"Financial Bid" should be put together in another sealed envelope marked.

Tender for : **Annual Rate Contract for supply of Liquid Nitrogen Refill for NMR at Presidency University/Kolkata"**

Tender Notice no. : DST-FIST/Chemistry/N<sub>2</sub>/17-18/2

Last Date of Tender submission : 11.12.2017 up to 11.00 am

Date of opening of tender bid : 11.12.2017 at 11.30 am

4. The envelope containing the tender bid shall be addressed to the Finance Officer, Presidency University, 86/1, College Street. Kolkata -700 073 and dropped in the Tender Box placed at Finance Office, Main Building , First Floor of the University.

5. Financial Bid will be opened only if Technical Bid is found in order after technical evaluation.

5. Late Bid : Any bid received late after the deadline of submission of the bid shall be rejected and returned un-opened to the bidder.

6. Opening of Bid: The bids shall be opened in presence of the intending tenderers who may choose to be present.
7. The quoted price shall remain open for acceptance till the validity period of 60 days from the date of opening of tender. No revision/modification in the tendered rate will be allowed during the validity of tender.
- 8. Price quoted should be inclusive of all cost including delivery charges. GST will be paid extra at the prevailing rate. No other cost will be borne by the University.**
9. Negotiation may be made with the lowest bidder if the bid value is unreasonable.
10. Schedule of quantities :- As per Annexure “ C “
11. The selected vendor is obliged to work closely with the Head, Department of Chemistry and his team, and abide by directives issued by the competent authority of Presidency University.
- 12. Liquid Nitrogen containers should be refilled immediately on receipt of intimation from the University regarding replenishment. The empty cylinder(s) should be refilled and returned to Presidency University within 2 days from the date of lifting of empty cylinder(s) from Presidency University.**
13. In the event of issuance of contract the supplier should furnish an interest free **Security Deposit** of Rs. 75000/- only (Rupees Seventy Five thousand) in the form of Demand Draft drawn in favour of “Presidency University” payable at Kolkata. The Security Deposit would be returned to the supplier on expiry of the contract and application addressed to the Finance Officer, Presidency University.
14. It will be the supplier’s responsibility to lift the empty cylinder(s) from Presidency University for necessary refilling and return the same to the University at its own cost.
15. Estimated required quantity would be 3000 litres of pure liquid nitrogen annually. [400 - 500 liters at the time of installation and 50 liters on weekly basis on a fixed date ]. However, the supplier should have to provide promptly additional liquid Nitrogen as when required.
16. The successful bidders should have to provide returnable 8 filled containers without any holding charges for initial commissioning of NMR machine.
17. The vendor will treat as confidential all data and information about Presidency University ,obtained in the execution of its responsibilities, in strict confidence and will not reveal such information to any other party without the prior written approval of the University .
18. Statutory deduction of Income Tax on works contract, if applicable, shall be made from all interim and final payments as per the extant Rules.
19. To ensure payment of GST charged in the bill to the Presidency University the relevant GST Return is to be filed by agency in the GST portal within due course of time. GSTIN No. as well as SAC/HSN Code No. and the University GST No. must be mentioned in the Tax Invoice in absence of which the invoice cannot be processed for payment.
20. The University reserves the right to accept or reject any or all bids either wholly or partly without assigning any reason thereof.
21. The University reserves the right to postpone/withdraw/cancel the tender without assigning any reason thereof.
22. Payment terms :-100% payment including taxes and other charges would be released within 15 days from the date of refilling and delivery of filled cylinder(s) at Presidency

- University/Kolkata. Monthly Bills should be submitted to the Head of the Department of Chemistry which should be duly certified by the competent authority of the University.
23. In case of any dispute relating to the above work, the decision of the Competent Authority of Presidency University shall be final and binding on the bidders. In case of any litigation, the jurisdiction shall be Kolkata only.
  24. Bidders submitting their offer should also fill-up the enclosed vendor data sheet with relevant details, and should submit along with the tender bid.
  25. The materials are to be supplied within 14 days from the date of issue of the Purchase Order
  26. The bidder should be Kolkata based.

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Sd/-  
Registrar  
Presidency University/Kolkata

VENDOR DATA SHEET

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 a copy of PAN card) . :
7. GST Registration No. (attach a copy of GST Registration certificate) :
8. Trade License details (attach a copy of Trade Licence):.
9. Credentials /Copies of recent Purchaser Orders [ preferable from the Universities / other Higher Educational Institutions ]
10. Any other information :(Please furnish separate signed paper)

**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 my Company 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.

\_\_\_\_\_  
Signature of the Authorized Person

Date: \_\_\_\_\_ Full Name: \_\_\_\_\_

Place: \_\_\_\_\_ Company Seal: \_\_\_\_\_

(Signature of Tenderer with Company's seal )

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Date: 01.12.2017

Bill of Quantities

Item Description	Estimated Quantity (Annually)
Liquid Nitrogen Refill for NMR ( 99.9 % purity)	3000 litres

Note

- Highly pure Nitrogen for NMR instrument use
- The transportation and any other cost should be borne by the supplier.

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Date: 01.12.2017

## Financial Bid

Item Description	Price (Rs/litre)
Liquid Nitrogen Refill for NMR ( 99.9 % purity)	

Price per litre (In Words) : Rupees \_\_\_\_\_

**GST extra (Please specify the tax rate with HSN / SAC code)**

(Signature of Tenderer with Company's seal )

[N.B :- To be submitted in the bidder's letter-head]