



भारतीय प्रौद्योगिकी संस्थान पटना
INDIAN INSTITUTE OF TECHNOLOGY PATNA

बिहटा, पटना-801106, बिहार, भारत
Bihta, Patna – 801 106, Bihar, INDIA

E-PROCUREMENT MODE

Tender Reference No.: IITP/S&P/EPR/8/RC-04/2020-21
E-tender for Annual Rate Contract for Chemicals and
Labwares.

Documents to be submitted online only



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Bihta, Patna – 801 106, Bihar, INDIA

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Date: 07.01.2021

Indian Institute of Technology Patna is in the process of entering into Annual Rate Contract for the supply of Chemicals and Labwares to IIT Patna as per Annexure-I.

1. Detailed Tender Documents may be downloaded from Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) and from our website (<https://www.iitp.ac.in/>).
2. All details /document pertaining to the tender such as tender document, pre-bid report, corrigendum and any further updates will be available only on our website & also at CPP Portal.
3. **No manual bid will be accepted. All quotations (both technical & financial) should be submitted in the e-procurement portal only.**
4. IIT Patna shall not be responsible for non-receipt of bid due to internet issues or any other reasons.

CRITICAL DATES

Publishing Date	11.01.2021 (05:00PM)
Document Download / Sale Start Date	11.01.2021 (05:00PM)
Bid Submission Start Date	11.01.2021 (05:00PM)
Last Date & Time of Submission of Bids (Technical & Financial Bid)	01.02.2021 (03:00PM)
Opening Date & Time of Technical Bids Online	03.02.2021 (03:30PM)
Address of Communication	The Registrar (for Stores & Purchase), Indian Institute of Technology Patna Kanpa Road, Bihta, Patna, Bihar-801106 Phone: 06115-233-683
For taking technical assistance regarding bid submission, if any	CPP Portal Website: https://eprocure.gov.in Help Desk Number 0120-4200462, 4001002, 4001005 and 4001005.

DY. REGISTRAR (S&P), IIT PATNA

MAKE OF CHEMICALS/LABWARES

The bidders for entering into Annual Rate Contract for the supply of Chemicals and Labwares to IIT Patna of one or more of the following brands as under:

Sl. No.	Make of Chemicals	Sl. No.	Make of Labwares
1.	QUALIGENS	1.	BOROSIL
2.	ACROS ORGANICS	2.	VENSIL
3.	FISHER	3.	TENSIL
4.	S.D FINE	4.	PERFIT
5.	LOBA	5.	J.SIL
6.	HI-MEDIA	6.	JSGW
7.	SPECTROCHEM	7.	TARSONS
8.	ALFA-AESAR	8.	AXIVA
9.	THOMAS BAKER	9.	RIVIERA
10.	C.D.H.	10.	HIMEDIA
11.	SIGMA ALDRICH	11.	RANKEM (AVANTOR)
12.	MERCK	12.	QUALIGENS
13.	TITAN BIOTECH	13.	FISHER
14.	RANKEM (AVANTOR)	14.	NUNC
15.	BIO RAD	15.	NALGENE
16.	GENO BIOSCIENCES	16.	DURAN
17.	IMPERIAL LIFE SCIENCES	17.	LOBA
18.	MEDOX	18.	INFUSIL
19.	TCI	19.	ABDOS
20.	EXCITON	20.	DEOXYPROBE / OWNCARE
21.	ANASPEC	21.	GIASSCO
22.	OTTO CHEMICALS	22.	TPP
23.	INVITROGEN	23.	NORGEN BIOTEK
24.	AXIVA	24.	SILICO
25.	AVRA SYNTHESIS	25.	HAMILTON
26.	NEW ENGLAND BIOLABS (NEB)	26.	EPPENDORF
27.	SRL	27.	KIMBERLY CLARK
28.	NICE	28.	INVITROGEN
29.	AGILENT GENOMICS	29.	GENAXY
30.	KRISHGEN BIOSYSTEM	30.	MOXCARE
31.	SINOBIOLOGICS	31.	GENETIX
32.	HONEYWELL	32.	SIGMA
33.	CIL	33.	MERCK
34.	COMBI-BLOCK	34.	MILIPORE
35.	FINER		
36.	MILIPORE		
37.	MACHERY NAGEL		
38.	PROMEGA		
39.	GENETIX		

INSTRUCTIONS TO THE TENDERERS

The tender shall be submitted in accordance with these instructions and any tender not conforming to the instructions as under is liable to be rejected. These instructions shall form the part of the tender and the contract.

1. For Online Bid Submission as per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>). The bidders are required to submit copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.
2. More information useful for submitting the online bids on the CPP Portal is available/ obtained at [URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)
3. For Registration, Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>) by clicking on the link *”Click here to Enroll”. Enrollment on the CPP Portal is free of charge.
4. Foreign Bidders have to refer “DSC details for foreign Bidders” for Digital Signature Certificate requirements which comes under Download Tab at <http://eprocure.gov.in/eprocure/app?page=Standard Bidding Documents &service=page> and the remaining part is same as above and below.
5. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any tenderer stipulate any condition of his own, such conditional tender is liable to be rejected.
6. IIT Patna reserves the right to reject any tender/bid wholly or partly without assigning any reason.
7. The technical committee constituted by the IIT Patna shall have the right to verify the particulars furnished by the bidder independently.
8. Tenderer shall take into account all costs including installation, commissioning, cartage etc. for giving delivery of material at site i.e. IIT Patna before quoting the rates. In this regard no claim for any extra payment for any reason shall be entertained.
9. The item should be delivered at IIT Patna, Kanpa Road, Bihta, Patna-801106, Bihar, INDIA and the supplier shall be responsible for any damage during the transit of goods.
10. All the tender documents & price bid to be uploaded as per this tender are to be digitally signed by the bidder.
11. Interested bonafide and reputed manufacturers/India agents (on behalf of their foreign principals) may submit Online bids for each of the above equipment along with all requisite documents and scanned copy of Tender Fee / EMD submission reference.
12. The Bidder(s) may note that ONLINE BIDS will ONLY be accepted. All the requisite supporting documents mentioned in the bid document should and must be uploaded On-line <http://eprocure.gov.in/eprocure/app>. The Bids sent through FAX, E-mail, by hand and/or by post shall not be accepted/ processed, in any case.
13. The bidders may submit duly filled and completed bidding document ONLINE as per instruction contained in the bidding documents. Incomplete bid shall be rejected. The conditions of tender shall be governed by the details contained in complete bid document.
14. In case, holiday is declared by the Government on the day of opening the bids, the bids will be opened on the next working day at the same time. IIT Patna reserves the right to accept or reject any or all the tenders.
15. The detailed instruction for Online submissions of bid(s) through e-Procurement module of Central Public Procurement of NIC, the bidder(s) may visit the following link:- <http://eprocure.gov.in/eprocure/app?=HelpForContractors&service=page>

INSTRUCTIONS FOR ONLINE BID SUBMISSION

(Department User may attach this Document as an Annexure in their Tender Document which provides complete Instructions for on line Bid submission for Bidders)

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID/ password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e- mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names

and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS

1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

3) Bidder has to select the payment option as "offline" to pay the tender fee/ EMD as applicable and enter details of the instrument.

4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

9) Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

ELIGIBILITY CRITERION

1. The Bidder's Firm should have existence for minimum period of 5 years. (Copy of Certificate of Incorporation/ Registration Certificate of the Firm to be uploaded).
2. Copy of the PAN Card / GST of the firm.
3. Copy of the IEC Code Certificate (if applicable).
4. Acceptance of Terms and Conditions- **Annexure-VI.**
5. The bidder must not be blacklisted / suspended or any service related dispute with any organization / Govt. Organization in India. A declaration to that effect has to be given as per **Annexure-VIII.**
6. The bidder should have filed ITR for the last two financial years i.e., FY 2018-19 and 2019-20 (Copy of the ITRs and filed acknowledgement to be submitted).
7. If the bidder is a Local Distributor/dealer/Stockiest, it is mandatory to attach authorization certificate along with the bid.
8. The bidders should have to give an undertaking regarding Fall Clause with the IIT Patna as per **Annexure-IX.**

SPECIAL TERMS & CONDITIONS

1. There shall not be any price indication in the technical bid. If for any reason, it is found that the technical bid reveals the price bid related details in any manner whatsoever, or, the price bid is enclosed with the technical part, the bid document will be summarily rejected in the first instance itself. Any offer containing both the Technical Bid and Price Bid in the same packet will also be out rightly rejected.
2. Prices charged for the stores supplied under Rate Contract should under no event be higher than lowest prices which the party sells the items of identical description to any Govt. / Private Organizations during the period of contract failing which the "FALL CLAUSE" will be applicable. A certificate to this effect may be provided by the firm that the lowest prices have been offered to IIT Patna (**as per Annexure-IX**). In case it is found that the price charged by the firm is more, the same will be recovered from the subsequent bill / unpaid bill of the supplier.
3. The bidders should submit list of their clients which mention Rate Contracts (if any) with the CSIR Labs / ICMR Labs / ICAR Labs / IIT Labs / NIT Labs / Central Universities / DRDO / CFTI / Government Organization in the past three years for similar items (**as per Annexure-X**). (Copies of such Rate Contracts are enclosed with the offer).
4. The bidders must submit the duly signed and sealed latest printed literature and catalogue/brochure (without price) of the manufacturer giving full details for which they are bidding. An undertaking may be given that the price list being furnished with the proposal will remain valid during the period of the rate contract.
5. Printed terms & conditions of the applicant on its quotation form/ literature / letter etc., if any, will not be binding on IIT Patna.
6. There will be no change in price structure during the period of the rate contract except of the statutory levies which are made applicable by the Govt. through notifications / regulations change.
7. **The price of individual Chemicals and Labwares need not be quoted in BoQ of the financial bid. Only discount allowed on the price list should be quoted. The bidders offering higher discount will be selected for each brand of chemicals and labwares. The price list of all brands of chemicals and labwares, which are being quoted, must be uploaded alongwith financial bid. The bidders should also quote for the bulk packing like 25 Liters for Solvents / Acids.**
8. All duties, taxes and levies payable by the supplier under the contract shall be indicated clearly.

9. The Institute is having concession from payment of GST for the purchase related to research under Notification No. 45/2017 – Central Tax (Rate) and 47/2017 – Integrated Tax (Rate) both dated 14.11.2017. We will provide all the documents under this notification to enable you to clear the tax related to the Institute, whenever required.
10. The price should be without Custom Duty since IIT Patna is exempted from payment the payment of Custom Duty vide GOI Notification No. 51/96-Customs, dated 23.07.96, with Regn. No. TU/V/RG-CDE (1081)/2012, dated 26.10.2012. [CUSTOMS DUTY EXEMPTION CERTIFICATE WILL BE MADE AVAILABLE BY THE INSTITUTE IN REGARD TO QUOTES IN FOREIGN CURRENCY ONLY [NOT AGAINST QUOTES MADE BY A FIRM IN INDIAN CURRENCY, UNLESS THE CONCERNED FIRM IS A FOREIGN HOLDING COMPANY WITH 'FDI' CERTIFICATE ISSUED BY THE MINISTRY OF FINANCE, GOVT. OF INDIA].
11. Enlistment under Rate Contract with the Institute does not ensure business of any quantum, whatsoever. Institute reserves the right to place an order for similar items on any other firm.
12. **Cancellation of Tender:** Notwithstanding anything specified in this tender document, the Director, IIT Patna in his sole discretion, unconditionally or without having to assign any reason:
 - (i) To accept OR reject lowest tender or any other tender or all the tenders.
 - (ii) To accept any tender in full or in part.
 - (iii) To reject the tender, offer not confirming to the tender norms.

The Rate Contract can be terminated at any time without assigning any reasons by giving one month notice by IIT Patna.

13. **Transfer and Subletting:** The seller shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without prior written permission of the Purchaser.

GENERAL TERMS & CONDITIONS

Award of Contract:

1. SELECTION:
 - a. The bidders offering higher discount will be selected for each brand of chemicals and labwares.
 - b. In case of a tie (equal discount for any particular Chemicals/Labwares) the firm having office in Patna district will be preferred over other.
 - c. In case of tie of both (a) and (b), the older firm, based on the copy of certificate of incorporation/Registration Certificate of the firm, will be selected for that brand of Chemicals/Labwares.
 - d. A panel of bidders / suppliers shall be selected for the Rate Contract, one supplier for each brand of Chemicals/Labwares.
2. The empaneled suppliers will abide by all the Terms & Conditions of the Tender Document.
3. The Rate Contract will be valid for a minimum period of **ONE YEAR** (i.e. from 01.04.2021 to 31.03.2022), which can be extended further subject to annual revision, if performance of the empaneled suppliers found satisfactory.
4. The performance of the empaneled suppliers will be reviewed during contract period and IIT Patna reserves the right to retain or delete suppliers in the list of rate contract based on performance. No intimation in this regard will be given.
5. IIT Patna reserves the right to enter into Parallel Rate Contract for similar items during the period of Rate Contract with one or more parties.

Payment Terms:

1. 100% payment for the supply of items will be made to the firm within 30 days of the receipt and acceptance of materials subject to the inspection of materials by the IIT Patna Indenter. No advance payment will be made for the suppliers. No Bill for part payment will normally be entertained. No payment will be made for unsatisfactory supply.

Delivery Schedule:

1. Material should be door delivered in IIT Patna at Bihta. No freight will be paid on this account.
2. Delivery must be made within a period of **45 days** from the issue of the order either directly or through their dealer network unless otherwise specified. Earlier delivery by the supplier is preferred / appreciated. If the ordered material is not supplied in the above mentioned period, then the IIT Patna shall the following right open to it:
 - (a) The Institute may procure goods and services from any other firm and recover extra costs incurred, if any, besides penalty from the defaulted supplier.
 - (b) **Penalty:** The date of delivery should be strictly adhered to, otherwise the Institute reserves the right not to accept the delivery in part or full. The liquidated damages @ 0.5% per week subject to a maximum of 10% of the value of the order can be imposed and recovered.
 - (c) The Institute may cancel the order / not accepts the ordered material.
 - (d) The Institute may cancel the Rate Contract, of which a notice of cancellation shall be sent to the supplier in writing.
3. 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 15 days from the rejection of the materials, failing which the concerned supplier may be blacklisted and Rate Contract may be also cancelled. Delay supply / non-compliance of complete order may also lead to cancellation of Contract. The Institute will not be responsible for the safe custody of such items after 15 days of intimation.

4. For the permanent / temporary discontinued items, the firm shall intimate the same to IIT Patna within **05 days** from the date of Order, otherwise the LD clause will be applicable for the discontinued items.
5. Part supply is normally not acceptable. But may be allowed on genuine cases, on written request only.
6. If an extension of delivery period is required, the firm shall intimate the same to IIT Patna within 15 days from the date of order with valid reasons for extension.

Force Majeure:

Force Majeure will be accepted on request in writing and on production of adequate proof thereof.

Loss, Damage & Shortage:

IIT Patna shall not be responsible for any loss, damage and shortage during transit. Payment shall be made for materials received in full in good conditions only.

Legal:

The dispute(s) if any, arising in relation to the Rate Contract, shall be subject to exclusive jurisdiction of Patna only.

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To,
The Registrar,
(for Stores & Purchase Section)
Indian Institute of Technology Patna
Kanpa Road, Bihta, Patna, Bihar-801106
Phone: 06115-233-683

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No.: _____

Name of Tender / Work:-

Dear Sir/Madam,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned "Tender / Work" from the website(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / We have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organizations too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirely.
5. I / We do hereby declare that our Firm has not been blacklisted / debarred by any Govt. Department / Public Sector Undertaking.
6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department / organization shall without giving notice or reason thereof or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including forfeiture of the full said EMD absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

BIDDER'S INFORMATION

Sl. No.	Particulars	Details/Information
1.	Name and Full Address of the Applicant (with Tel. / Fax / Mobile / Email)	
2.	Name and Full Address of the Local Authorized Dealer / Distributors, if any (with Tel. / Fax / Mobile / Email)	
3.	Copies of Rate Contracts (if any) with the IITs / CSIR Labs / ICMR Labs / ICAR Labs / NITs / Central Universities / DRDO /CFTI/ Govt. Organization in the past three years for the similar items.	Please attached supporting documents.
4.	Annual Turnover of the firm / company for last three financial years (enclose certified documents in support of the claim).	2017-18: 2018-19: 2019-20: Please attached supporting documents.
5.	IEC Copy, if applicable	Please attached supporting documents.
6.	GST No.	Please attached supporting documents.
7.	Authorization Certificate	Please attached supporting documents.
8.	Income Tax PAN No. (in the name of firm/company & not individual).	Please attached supporting documents.

9.	Latest copies of return filed with Income Tax Department	Please attached supporting documents.
10.	State whether you have been currently banned / blacklisted by any department/organizations.	Please attached supporting documents.
11.	Bank Details for Payment (i) Name of the Beneficiary (ii) Bank A/c No. (iii) Bank Name (iv) Branch Name (v) IFSC Code (vi) Other details	
12.	Any other information for entering into Rate Contract	Please attached supporting documents.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

DECLARATION REGARDING CLEAN TRACK

(On Company / Firm's Letter Head)

Date:

To,
The Registrar
IIT Patna.

Sub: Tender Ref. No. IITP/S&P/8/RC-04/2020-21 for Annual Rate Contract for the supply of Chemicals and Labwares.

Sir,

I/We carefully gone through the Terms & Conditions contained in the Tender Document. I/We hereby declare that my Company/Firm is not debarred / blacklisted by any Government/Semi Government Organizations / Institutions in India. I/We further certify that I'm competent officer in my Company / Firm to make this declaration.

Or,

I/We declare the following:

Sl. No.	Country in which the company is debarred / blacklisted / case is pending.	Blacklisted/debarred by Government / Semi Government Organizations / Institutions.	Reason	Since when and for how long.

(Note: In case the company / firm was blacklisted previously, please provide the details regarding period for which the company / firm was blacklisted and the reasons for the same.)

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

UNDERTAKING

(On Company / Firm's Letter Head)

Date:

We hereby declare that all the particulars given in this bid document are true and complete to the best of our knowledge and belief and we will produce all the relevant documents promptly, if necessary or as and when asked for by IIT Patna. We understand that information provided by us will serve as pre-qualification criteria for enlistment on ANNUAL RATE CONTRACT and in the event of any information being found false or incorrect or ineligibility being detected even after the approval of Rate Contract you contract may be canceled and all your claims may be forfeited by the IIT Patna. We have read and understood all the terms and conditions of rate contract tender document and we fully agree to it.

We also declare that we will not sell our products at a lesser price to other parties than those given to you and in the event of happening of such situation, we will be bound to refund the difference and our enlistment may be cancelled at the discretion of IIT Patna. We also undertake that all the terms and such as Product Range, Price, Discount, Delivery/Other Charges, Terms of Payment and also the name/s of the Dealer/Distributor will remain unchanged during the period and no alteration will be done without your official approval. However, we will promptly change our distributor / supplier if a request/complaint is received from your end with regard to this effect due to any reason.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

CLIENT DETAILS

(On Company / Firm's Letter Head)

Date:

To,
The Registrar,
(for Stores & Purchase Section)
Indian Institute of Technology Patna
Kanpa Road, Bihta, Patna, Bihar-801106
Phone: 06115-233-683

Sub: Tender Ref. No. IITP/S&P/8/RC-04/2020-21 for Annual Rate Contract for the supply of Chemicals and Labwares.

Sir,

I/We hereby mention following list of our clients which mention Rate Contracts (if any) with the IITs / CSIR Labs / ICMR Labs / ICAR Labs / NITs / Central Universities / DRDO / CFTI / Government Organization in the past three years for similar items. Copies of such Rate Contracts are uploaded with the bid).

Sl. No.	Name of Client	Purchase Order / Rate Contract Details	Amount of Order

(Note: In case the company / firm was blacklisted previously, please provide the details regarding period for which the company / firm was blacklisted and the reasons for the same.

Yours Faithfully,**(Signature of the Bidder, with Official Seal)**

Bid Securing Declaration Form
(To be given on Company Letter Head)

Date: _____

Tender No. _____

To,
The Registrar,
(for Stores & Purchase Section)
Indian Institute of Technology Patna
Kanpa Road, Bihta, Patna, Bihar-801106
Phone: 06115-233-683

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of five years from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because of

- a) withdrawal/modification/amendment, impairment or derogation from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the receipt of your notification of the name of the successful Bidder.

Signed: (put signature of person whose name and capacity are shown)
in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing he Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____(insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

LIST OF DOCUMENTS TO BE UPLOADED WITH TECHNICAL BID

1. Scanned copy of the documents as mentioned in clause no. 1 to 8 of the **Eligibility Criterion** (Annexure-IV).
2. Scanned copy of self-declaration of original manufacturer or authorized dealership certificate from OEM.
3. Scanned copy of tender acceptance letter. (Annexure-VI).
4. Scanned copy of signed Bidders Information along with supporting documents explained in Annexure-VII.
5. Scanned copy of signed Clients Details (Annexure-X).
6. Scanned copy of signed Bid Security Declaration. (Annexure-XI).
7. Scanned copies of Rate Contracts as mentioned in clause 03 of Special Terms & Condition.
8. Scanned copies of duly signed and sealed latest printed literature and catalogue/brochure (without price) of the manufacturer giving full details for which they are bidding as mentioned in clause 04 of Special Terms & Condition.
9. Scanned copy of detailed technical specification & brochure (if any).

(Please note that no indication of the rates/ amount be made in any of the documents submitted with the technical bid)

INSTRUCTION RELATED PRICE BID

I. PRICE BID – Schedule of discounts offered in the form of BOQ format:

1. The below mentioned Financial Proposal / Commercial bid format is provided as BOQ along with this tender documents at <https://eprocure.gov.in/eprocure/app>
2. **Bidders are advised to download this BOQ.xls** as it is and quote their offer / discounts in the permitted column and upload the same in the commercial bid.
3. Bidder shall not tamper / modify the downloaded price bid template in any manner. In case if the same is found to be tampered/ modified in any manner, tender will be completely rejected and EMD shall be forfeited.
4. Any element of cost, taxes, duties levies etc. not specifically indicated in the BOQ, shall not be paid by the purchaser. **If GST amount is not quoted in the BOQ (Financial Bid), the total cost will be treated as inclusive of GST. No further communication will be entertained later or else the EMD will be forfeited.**
5. The tender shall remain valid for acceptance for **120 days**, from the date of tender opening.

II. PRICE LIST OF ALL BRANDS:

The price list of all brands of chemicals and labwares, which are being quoted, must be uploaded with financial bid in PDF format.



Tender Inviting Authority: Dy. Registrar (S&P), IIT Patna

Name of Work: Annual Rate Contract for Chemicals and Labwares for IIT Patna

Contract No: IITP/S&P/EPR/B/RC-04/2020-21

Name of the Bidder/ Bidding Firm / Company :			
PRICE SCHEDULE			
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)			
NUMBER #	TEXT #	NUMBER #	NUMBER #
Sl. No.	Item Description	Discount Offered In Figures To be entered by the Bidder in Percentage	TOTAL Discount Offered Percentage
1	2	13	54
1	CHEMICALS		
1.01	QUALIGENS		0.0000
1.02	ACROS ORGANICS		0.0000
1.03	FISHER		0.0000
1.04	S.D FINE		0.0000
1.05	LOBA		0.0000
1.06	HI-MEDIA		0.0000
1.07	SPECTROCHEM		0.0000
1.08	ALFA-AESAR		0.0000
1.09	THOMAS BAKER		0.0000
1.10	C.D.H.		0.0000
1.11	SIGMA ALDRICH		0.0000
1.12	MERCK		0.0000
1.13	TITAN BIOTECH		0.0000
1.14	RANKEM (AVANTOR)		0.0000
1.15	BIO RAD		0.0000
1.16	GENO BIOSCIENCES		0.0000
1.17	IMPERIAL LIFE SCIENCES		0.0000
1.18	MEDOX		0.0000
1.19	TCI		0.0000
1.20	EXCITON		0.0000
1.21	ANASPEC		0.0000
1.22	OTTO CHEMICALS		0.0000
1.23	INVITROGEN		0.0000
1.24	AXIVA		0.0000
1.25	AVRA SYNTHESIS		0.0000
1.26	NEW ENGLAND BIOLABS (NEB)		0.0000
1.27	SRL		0.0000
1.28	NICE		0.0000
1.29	AGILENT GENOMICS		0.0000
1.30	KRISHGEN BIOSYSTEM		0.0000
1.31	SINOBIOLOGICS		0.0000
1.32	HONEYWELL		0.0000
1.33	CIL		0.0000
1.34	COMBI-BLOCK		0.0000
1.35	FINER		0.0000
1.36	MILIPORE		0.0000

1.37	MACHERY NAGEL		0.0000
1.38	PROMEGA		0.0000
1.39	GENETIX		0.0000
2	LABWARES		
2.01	BOROSIL		0.0000
2.02	VENSIL		0.0000
2.03	TENSIL		0.0000
2.04	PERFIT		0.0000
2.05	J.SIL		0.0000
2.06	JSGW		0.0000
2.07	TARSONS		0.0000
2.08	AXIVA		0.0000
2.09	RIVIERA		0.0000
2.10	HIMEDIA		0.0000
2.11	RANKEM (AVANTOR)		0.0000
2.12	QUALIGENS		0.0000
2.13	FISHER		0.0000
2.14	NUNC		0.0000
2.15	NALGENE		0.0000
2.16	DURAN		0.0000
2.17	LOBA		0.0000
2.18	INFUSIL		0.0000
2.19	ABDOS		0.0000
2.20	DEOXYPROBE / OWNCARE		0.0000
2.21	GIASSCO		0.0000
2.22	TPP		0.0000
2.23	NORGEN BIOTEK		0.0000
2.24	SILICO		0.0000
2.25	HAMILTON		0.0000
2.26	EPPENDORF		0.0000
2.27	KIMBERLY CLARK		0.0000
2.28	INVITROGEN		0.0000
2.29	GENAXY		0.0000
2.30	MOXCARE		0.0000
2.31	GENETIX		0.0000
2.32	SIGMA		0.0000
2.33	MERCK		0.0000
2.34	MILIPORE		0.0000