

**Department of Chemistry**  
**Indian Institute of Engineering Science and Technology, Shibpur,**  
**Howrah-711 103**

**Ref: Tender Advt no. CH1771 dated 27<sup>th</sup> July, 2022**

**Notice Inviting Quotations**

Sealed quotations are invited for the dismantling and reassembling of the Atomic Absorption Spectrometer at Department of Chemistry from old space (2<sup>nd</sup> floor, Old Administrative Building, IESTS) to new space (2<sup>nd</sup> floor, Science and Technology Building, IESTS). The relevant bidding document can be downloaded from the website. Last date of submission of sealed quotations is **15 working days from the date of publication by 5.00 p.m.**

*This is downloadable*

# **INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR**



## **BIDDING DOCUMENT**

*For dismantling and reassembling of Atomic Absorption Spectrometer*

**Department of Chemistry**

**June xx, 2022**

## SECTION I: Instrument name with Make and Model

Sl. No.	Instrument Name with OEM	Model Number
1	Perkin Elmer Atomic Absorption Spectrometer	Analyst 200

## SECTION II: TERMS & CONDITIONS AND IMPORTANT INSTRUCTIONS FOR BIDDERS

1. Preference will be given to **OEM** or Authorized Agent (document required).
2. The potential bidders are encouraged for onsite inspection through HoD within five working days from **the date of publication of the tender** between **2.30 p.m. to 5.30 p.m.** after prior information. An inspection report should be provided.
3. Bidder can submit a two-part quotation, namely **a)** Quotation for dismantling and moving to the department and **b)** Quotation for reassembly.
4. Equipment must be cleaned during reassembly. Vendor should be able to provide technical service if needed and quotation is to be provided after repair.
5. Bidders are invited to submit sealed quotation as per the technical specifications for tendered item in the Department of Chemistry, **on or before 15 working days from the date of publication of the tender** between **10.30 a.m. to 5.00 p.m.** except Saturday, Sunday and other public holidays. Quotations received later will not be entertained under any circumstances.
6. Date and time of opening of bid is **next working day at 11.00 a.m.** and the place of opening of bid is office Room of the Department of Chemistry, IEST, Shibpur, Howrah-711103.
7. Bidders are to submit the quotations in Sealed Cover to the Department of Chemistry in the following address:  

**HoD  
Department of Chemistry  
IEST, Shibpur  
Howrah-711103, India**
8. The price quoted should be inclusive of all Taxes, duties and levies. Inclusion of Tax/Levy at a later stage will not be accepted. Freight, Insurance charges should be clearly indicated.
9. The work must be done at IEST, Shibpur premises between 10.00 a.m. and 5.00 p.m. The vendor will be responsible for any breakage, damage or defect in the equipment during relocation detected subsequently. The disassembling, relocation and reassembling of the equipment should be completed within a period not exceeding **two weeks from the placement of the formal work order** failing which appropriate action will be taken as per university rules.
10. If the work is not completed within the stipulated period as indicated in the Work Order, a Liquidated Damage @ ½ per cent per week will be imposed subject to maximum of 5% of the value of work order.

**11.** Bills in triplicate should be presented for payment within 15 days of Supply / Completion of work. No Advance Payment can be made. All bills are to be accompanied by Order copies and Challan Receipt. The Order Number is to be noted on both the Challan and the Bill.

**12. Documents to be submitted with the tender:**

Tender Documents/Terms & Conditions in Original duly signed by the Proprietor / Partner/ Director of the Company as a token of acceptance of Terms & Conditions of Tender.

**13. GST**

- The Institute will issue GST Exemption Certificate if required.

**14. Indian Institute of Engineering Science and Technology, Shibpur, Howrah reserves the right to accept / reject all or any of the tenders without assigning any reason whatsoever.**

We accept the above terms and conditions.

Dated:

Signature of Bidders/Suppliers

With date & Seal