

Department of Chemistry
Indian Institute of Engineering Science and Technology (IEST), Shibpur
P.O. Botanic Garden, Howrah-711 103, West Bengal, India

Allotment Head: CONTINGENCY/CONSUMABLES,

Fund: 31- PLAN GENERAL (50) for FY 2022-23

Ref.: Tender Advt. No. CHEM/22-23/18G dated 18/11/2022

Notice Inviting Quotations

Sealed quotations are invited for the supply of various Glasswares. The relevant bidding document can be downloaded from the website. Last date of submission of sealed quotation is **15 days from the date of publication by 5.00 p.m.**

This is downloadable

INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR



BIDDING DOCUMENT

Allotment Head: CONTINGENCY/CONSUMABLES,

Fund: 31- PLAN GENERAL (50) for FY 2022-23

For Supply of

Glasswares

**Department of Chemistry
IEST Shibpur**

18th November, 2022

**SECTION I: TERMS & CONDITIONS AND IMPORTANT INSTRUCTIONS
FOR BIDDERS**

1. Bidders are to invited to submit sealed quotation as per the technical specifications for tendered item to HOD, Department of Chemistry, **on 15 days from the date of publication** between **10.30 a.m. to 5.00 p.m.** except Saturday, Sunday and other public holidays.
2. The last date of receipt of tenders is **15 days from the date of publication up to 5.00 p.m.** quotations received later will not be entertained under any circumstances.
3. 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.
4. Bidders are to submit the quotations in Sealed Cover to the Department of Chemistry in the following address:

**Dr. Jhuma Ganguly
HOD
Department of Chemistry
IEST, Shibpur
Howrah-711103, India**

5. All bids should be submitted in ONE-BID (TECHNO-COMMERCIAL BID) Format in covers (Enquiry Number must be mentioned on cover).

TECHNO-COMMERCIAL BID - giving Detailed Specifications, International Standards (BIS/INTERNATIONAL), Catalogues, List of users & Technical Details / Operating Parameters, payment terms, warranty, etc. along with PRICE BID - giving full Prices in Indian Rupees (only) for

- (a) Tendered item.
 - (b) Essential Accessories & Spares.
6. The price quoted should be inclusive of all Taxes, duties and levies. Inclusion of Tax/Levy at a latter stage will not be accepted. Freight, Insurance charges should be clearly indicated if applicable.
 7. The materials are to be supplied at a place within IEST, Shibpur premises between 11.00 a.m. and 4.00 p.m. The tenderer will be responsible for any breakage, damage or defect in the container detected subsequently. The supply of Glasswares should be completed within a period not exceeding one month from the placement of the formal work order or opening of the LC failing which appropriate action will be taken as per institute rules.
 8. If the supply 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.

9. Catalogue number(s) of the respective manufacturers along with name of the manufacturers/brand name and purity (grade) of the items must be provided with the techno-commercial bid without which bid will not be considered.
10. Manufacturer certificates and authorization certificates from the OEMs may be required from the vendor.
11. The vendor should be able to provide all the Glasswares listed here and all-inclusive total price must also be quoted for the desired list.
12. The evaluation will be done **on the basis of overall price of all items.**
13. For Indian purchase (*This clause is applicable only for Indian purchase and not applicable for foreign purchase*):

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.

14. 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.

15. Customs Duty & Excise Duty

- The Institute will not issue any C or D form availing of concessional Sales Tax/ VAT.
- The Institute will issue Customs Duty Exemption Certificate or Excise Duty Exemption Certificate for foreign purchase, if required.
- **The Institute will not provide GST Exemption Certificate and GST to be quoted @18%.**

16. 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

SECTION II: TECHNICAL SPECIFICATIONS

List of Glasswares to be Purchased

Sl. No.	Name of the items
1	Pressure Seal Tube with Teflon Screw Cap 100 ml
2	Pressure Seal Tube with Teflon Screw Cap 50 ml
3	Schlenk Flask with PTFE Stopcock 250 ml
4	Pear Shaped 3 neck flask for Capacity 50 ml
5	#Glass Vacuum Desiccator
6	#Bubblers inline oil hose connection
7	Glass Condenser, Graham, Length: 500 mm
8	#Stopcock high vacuum double oblique bore

*The item and quantity may vary depending upon the availability of the fund.

#Vendor may quote the price all unit size of items on their availability.