

**College of Agricultural Engineering & Post Harvest Technology
(Central Agricultural University)
Ranipool, Gangtok – 737 135 (Sikkim)**



Ph.No:03592-251381/359 Fax No: 03592-251390
Email: dean-caepht@gov.in

Gram : AGENGGCO

**NOTICE INVITING TENDER (E TENDER NOTICE) FOR ANNUAL RATE
CONTRACT FOR PURCHASE OF GLASSWARES**

Notification Date : 1st October, 2021

Tender Reference No: CAEPHT/STORE/02/GWC/21-22/506 dated 1st October, 2021

NIT Notified in the College Website: www.caephtcau.ac.in

Online tenders under **one bid system** are hereby invited by the undersigned from the authorized Indian agents/suppliers/manufacturers for **Annual Rate Contract for supply of Glasswares** required for the College of Agricultural Engineering and Post Harvest Technology, Ranipool.

The terms & conditions and the details are available with other documents attached with the respective tender on the CPP Portal along with the critical dates for opening/closing etc.

Closing date for the submission of tender- 14th October, 2021

Opening date of the tender – 15th October, 2021

Tenders should be submitted to email: dean-caepht@gov.in

Sd/-
Dean
CAEPHT

**COLLEGE OF AGRICULTURAL ENGINEERING AND POST HARVEST TECHNOLOGY
(CENTRAL AGRICULTURAL UNIVERSITY)**

(RANIPOOL, GANGTOK – 737 135 (SIKKIM))

TENDER DOCUMENTS

(TERMS AND CONDITIONS)

FOR

Annual Rate Contract for Glasswares

Online tenders **under** are hereby invited by the undersigned on the behalf of the University from authorized Indian agents/suppliers/manufacturers for supply of Annual Rate Contract for glasswares for College of Agricultural Engineering and Post Harvest Technology, Ranipool, Gangtok, East Sikkim ó 737 135

INTRODUCTIONS:

1. The purchaser is the “*Dean, CAEPHT*” hereinafter called “***The Purchaser***”.
2. The technical specifications, terms and conditions and other details mentioned in this document shall hereinafter be referred as the “***Tender Document***”.
3. The firm or the manufacturer or the dealer who is a prospective participant to this NIT shall hereinafter be referred as the “***Bidder***”.
4. Unless, otherwise stipulated the word “Tender” and “Bid” shall have the same meaning.
5. Unless, otherwise stipulated the word “Tenderer” and “Bidder” shall have the same meaning.

BID VALIDITY:

6. The Tender submitted by the bidder shall be valid for a period of at least 1 (one) year from the last date of submission which can be extended on mutual consent and no claim/demand for price escalation during the period shall be entertained under any plea or excuse. Bids not conforming to this provision may be treated as non-responsive and rejected.

DELIVERY PERIOD:

7. Delivery of the goods shall have to be completed strictly within 30 (thirty) days from the date of receipt of the notification of award of supplier. Tenders not conforming to this provision may be rejected at the discretion of the purchaser.
8. The goods shall be delivered to the consignee at **College of Agricultural Engineering and Post Harvest Technology, Ranipool, East Sikkim**

BIDDING PROCEDURE

9. **The bidder has to submit only one bid for the item.**
10. The technical bid should contain detailed technical literature of all the items with all the details of technical specifications, make, model, literature, leaflets etc in support of the items quoted.
11. Attested copies of dealership certificate or manufacturing certificate with clear policy on warranty as follows and company price list must be enclosed with Technical bid. The firm must have at least three years experience of supply of item to the Government Departments/Institutions of repute and have satisfactory performance of the product supplied.
12. The bidder shall have to enclose the following documents with their technical bid.
 - i. List of customers with their address, items supplied during the last three years with supporting documents.
 - ii. Information about the nearest service setup, name of the contact person with address and phone number for the items.
13. The firm should be preferably an ISO 9001/2000 ó 2001 certified or / and reputed brand.

14. You should submit an undertaking that the Glasswares quoted are of good quality, safe to use and having sufficient period to use prior to expiry.
15. The chemicals are required for research and study purpose.
16. Copy of GST registration Certificate and PAN card should be enclosed. In the Tax Invoice IGST should be mentioned and the code of Sikkim is 11.
17. Rates should be quoted only in Indian Rupees clearly both in words and figures separately for each item, without which the quotations shall stand rejected. **Maximum percentage of discount should be quoted**
18. Rates should be quoted F.O.R **College of Agricultural Engineering and Post Harvest Technology, Ranipool, Gangtok**
19. The prices quoted shall be fixed and firm and not subjected to adjustment/variation during the performance of the contract.
20. Up to date income tax and sale tax clearance certificate dully attested must be enclosed with commercial bid.

BID OPENING AND EVALUATION:

21. **Critical dates in regard to publishing, sale start date, bid submission date, bid closing date to be observed scrupulously as indicated in CPP Portal.**

AWARD OF CONTRACT:

22. The purchaser will award the contract prior to expiration of the bid validity period, to the bidder whose quotation bid has been determined to be substantially responsive and who has offered to evaluated quotation price which is reasonable.
23. The purchaser is not bound to accept the lowest rates quoted only, considering the technical bids.

PAYMENT:

24. All payment shall be made in Indian Rupees only.
25. Payment by A/C payee Draft on State Bank of India shall be made after receipt of the items in good condition, installation and testing. Quotations having any other conditions for payment, viz. advance payment shall not be entertained.
26. Where-ever the laws and regulations require deduction of taxes at the source of payment, the purchaser shall effect such deduction from the payment due to the supplier, the remittance of amounts so deducted and issuance certificate for such deductions shall be made by the purchaser as per the laws and regulations in force.
27. Central Agricultural University is exempted from payment of Customs duty/Excise duty as per the certificate issued by the Department of Scientific & Industrial Research (DSIR), New Delhi in terms of Government Notification No.10/97-Central Excise dt.01/03/1997.

OTHERS:

28. **Tenders shall be filed/submitted only by manufacturer/authorized distributor/bonafide dealers of the goods.**
29. **One Agent can not represent two suppliers or quote on their behalf in a tender.**
30. If material is found defective and not as per specifications, the same shall be rejected straightway and in such cases material will have to be lifted by the supplier/contractor at their own cost.
31. Every page of the original bidding document purchased from this office is to be signed by the bidder indicating their acceptance of terms and conditions and returned with their quotation.
32. The purchaser reserves the right to accept or reject any quotation and to cancel the instant bidding process and reject all quotations at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidders of the grounds for the purchaser's action.
33. The price list supplied along with the ARC offer is an integral part of the rate contract and the price mentioned is FOR destination (CAEPHT, Ranipool). No duties/levies should be charged (viz. Excise/Custom duties). Only GST will be charged extra in the bill. Maximum discount should be given.

34. Any reduction in prices within the contract period should be passed on to the institution. However, any price increase should not be applicable. Rate of discount should be mentioned and discount may be availed on the basic price.
35. No advance payment will be made. The office will make payment after delivery of the materials either by you or through your authorized dealers/distributors in good condition at the institution at your risk on credit bill within one month of delivery.
36. No part delivery of ordered items will be accepted. If at all supplied part, the bill for payment will be entertained only after receipt of complete supply of ordered items and certified by the indenter.
37. You should submit an undertaking that the Laboratory Glasswares quoted are of good quality, safe to use and having sufficient period to use prior to expiry.
38. Valid GST registration No. may be provided by you along with the related papers for the self and authorized list of dealers/distributors showing payment of GST on the items to the Govt. agencies during the 2020-21
39. Breakage of items in transit may not be accepted and those should be replaced by the firm free of cost immediately to process the release of payment.
40. In case of any dispute the legal jurisdiction will be Gangtok, Sikkim.

Bidder's Declaration

TENDER DOCUMENT FOR ANNUAL RATE CONTRACT FOR SUPPLY OF Glasswares

Ref.No. :

I hereby certify that I have gone through all the information and terms and conditions stipulated in the tender document and hereby confirm to abide by the same. I also hereby certify that the rates quoted are not more than the rate charged to any other Institution/ Department / Organization.

Signature : -----

Name of signatory : -----

Seal of the bidder