



Maharana Pratap University of Agriculture and Technology
UDAIPUR – 313 001

महाराणा प्रताप कृषि एवं प्रौद्योगिकी विश्वविद्यालय,
उदयपुर – 313 001

क्रमांक. प.74 / मप्रकृप्रौवि वि/निविदा/एलसीजीई/गुप-V/2011-12/149 दिनांक: 13.05.2011

निविदा सूचना

विश्वविद्यालय की प्रयोगशालाओं में उपयोग हेतु ग्लास व प्लास्टिक वेयर, रसायन, अन्य उपकरणों, गनी बैग्स, कॅलाथ बैग्स एवं पेपर बैग्स की आपूर्ति हेतु वर्ष 2011-12 (01.07.2011 से 30.06.2012 तक) के लिये प्रतिष्ठित विनिर्माताओं को अनुमोदित (वार्षिक दर संविदा) करने हेतु मोहरबन्द निविदाएँ निर्धारित निविदा प्रपत्र में आमन्त्रित की जाती हैं।

निविदा प्रपत्र का शुल्क रू. 500/- (डाक द्वारा रू. 600/-) है जो दिनांक 13.06.2011 को प्रातः 11.00 तक प्राप्त कर 11.30 बजे तक पूर्ण कर प्रस्तुत किया जा सकता है। प्राप्त निविदायें उसी दिन अपराह्न 11.45 पर उपस्थित निविदादाताओं के समक्ष खोली जावेगी। अमानत राशि रू. 10,000/- का डी.डी. या पे-आर्डर, "वित्त नियंत्रक, मप्रकृप्रौवि, उदयपुर" के पक्ष में देय निविदा प्रपत्र के साथ संलग्न करना अनिवार्य है। किसी भी निविदा/समस्त निविदाओं को अस्वीकृत करने का अधिकार विश्वविद्यालय में निहित होगा। निविदादाता द्वारा निविदा फार्म व शर्तें विश्वविद्यालय की वेबसाइट www.mpuat.ac.in से भी प्राप्त की जा सकती है। इस स्थिति में निविदा शुल्क का ड्राफ्ट रू. 500/- निविदा के साथ पृथक से संलग्न करना होगा।

वित्त नियंत्रक



Phone : 2470294(O), 2488743(R), Fax:0294-2470682, Email: <comptroller_mpuat@yahoo.co.in>

**Maharana Pratap University of Agriculture and Technology,
Udaipur**

महाराणा प्रताप कृषि एवं प्रौद्योगिकी विश्वविद्यालय, उदयपुर

No.F.74/MPUAT/Tender/LCGE/Gr.V/2011-12/

Dated

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.....

Sub:- Tender form for annual rate contract from "Approved Manufacturer" for supply of Laboratory chemicals, Glass/Plasticware, Lab. Equipments, Gunny Bags, Cloth Bags & Paper Bags for various units of the University for the year 2011-12 (from 01.07.2011 to 30.06.2012).

Ref:-

Dear Sir,

With reference to your letter cited above, please find enclosed herewith the following.

- A. Tender form
- B. Special terms and conditions of tender
- C. General terms and conditions of tender
- D. Declaration form from tenderer
- E. Central Excise Duty exemption certificate

The tender form along with terms and conditions duly completed and signed must accompany with a demand draft towards earnest money and be submitted to this office by **13.06.2011 upto 11.30 AM.**

Please Note:

1. No tenders will be entertained without earnest money.
2. On envelope, the category of Tender (i.e. tender for supply of Laboratory Chemicals, Glass/Plastic ware, Lab. Equipments, Gunny Bags, Cloth Bags & Paper Bags) due on **13.06.2011** etc. must be mentioned.
3. If the tender form, special and general terms & conditions are down loaded from the University website, the tenderer has to enclose a demand draft of **Rs. 500/- (Rs. Five Hundred Only)** as tender form fee (Non-refundable) in favour of the Comptroller, MPUAT, Udaipur payable at Udaipur failing which the tender shall not be considered.
4. Tenders must be submitted in double cover. The inner cover must be sealed.

Yours faithfully

Enc:- As quoted above.

COMPTROLLER



**Maharana Pratap University of Agriculture and Technology,
Udaipur**

महाराणा प्रताप कृषि एवं प्रौद्योगिकी विश्वविद्यालय, उदयपुर

**TENDER FORM FOR ANNUAL RATE CONTRACT FROM APPROVAL OF "APPROVED MANUFACTURER"
FOR SUPPLY OF LABORATORY CHEMICALS, GLASS/PLASTIC WARE, LAB. EQUIPMENTS, GUNNY BAGS,
CLOTH BAGS & PAPER BAGS FOR THE YEAR 2011-12 (From 01.07.2011 to 30.06.2012) WITH REFERENCE
TO OUR NIT NO. F.74/MPUAT/ Tender/LCGE/Gr.V/2011-12/ 149 dated 13.05.2011**

Note: Tender must be submitted strictly in accordance with all the terms & conditions enclosed herewith and in the prescribed tender form issued by the University, otherwise the tender shall not be considered and liable to be rejected. Counter conditions shall not be accepted. Tenderers should read these conditions very carefully before submitting their tender. The tenderer has to comply the terms & conditions of the tender in letter & spirit. If a tenderer has any doubts regarding the interpretation of any of the conditions or specifications mentioned in these documents he should, refer the same to the Comptroller and seek clarification before submitting the tender. The decision of the University with regard to interpretation of the conditions and specification shall be final and binding on the tenderers.

The following documents are enclosed herewith:-

	No. of Page
1. Tender Notice No. F.74 /MPUAT/Tender/LCGE/Gr.V/2011-12/149 dated 13.05.2011	01
2. Special Terms & conditions for the supply of Lab. chemicals, Glass/Plastic Ware, Lab. equipments, gunny bags, cloth bags & paper bags.	02
3. General Terms & conditions of tender.	16
4. Form for quoting the rates/discount etc. for supply of Laboratory Chemicals, G-W & Equipment's, gunny bags, cloth bags & paper bags	01
5. Declaration form from Tenderer.	02
6. Central Excise Duty exemption certificate	01

Please retain one set for your record and submit one complete set duly filled in, signed and stamped on every page alongwith the earnest money remittance evidence, failing which, the tender will be rejected.

COMPTROLLER

Encl: As above.

Details about the tenderer: To be filled in by the tenderer:

1. Name & complete postal address of the Tenderer, Telephone number, Mobile number (if any):

2. Earnest Money deposited in form of : _____ Bank Draft/Pay Order No. _____ dated _____ for Rs. 10,000/- (Cheques/FDR's are not acceptable) issued by _____ (Name of Bank).
- *3. Tender form fee of Rs. 500/- in form of Bank Draft/Pay order No. _____ dated _____ issued by _____ (Name of Bank) (Cheques/FDR's are not acceptable).

***Note:- Applicable when down loaded from website/copied.**

I/We declare that I/we have read all the terms and conditions & specifications of the work mentioned in all the above documents of the tender-form and I/we agree to confirm to these.

Dated:

**SIGNATURE OF THE TENDERER
WITH HIS FIRM'S RUBBER STAMP**



**Maharana Pratap University of Agriculture and Technology,
Udaipur**

महाराणा प्रताप कृषि एवं प्रौद्योगिकी विश्वविद्यालय, उदयपुर

Special Terms & Conditions for annual rate contract from Approval of "Approved Manufacturer" for Supply of Laboratory Chemicals, Glass/Plastic ware, Lab. Equipments, Gunny Bags, Cloth Bags & Paper Bags in reference to NIT no. F. 74/MPUAT/ Tender/LCGE/Gr.V/2011-12/149 dated 13.05.2011

1. Sealed tenders are invited from the **Manufacturers only** for supply of laboratory chemicals, glass/plastic ware and lab. equipments, gunny bags, cloth bags & paper bags required for the use of various units of the University for the period 2011-12 **w.e.f. the date of approval of the tender**. The tenderers are requested to mention the **Discount in % on the Price list of the tenderer i.e. Manufacturer at Column No. 5 of the tender form. Imported items shall not be included in the price list.**
2. Tenders must be submitted in properly sealed double envelopes duly marked on envelope "*Tender for Laboratory Chemicals, Equipments, Glass & Plastic ware, Gunny bags, Cloth bags & Paper bags*" addressed to the **Comptroller, MPUAT, Udaipur** and should reach on or before **13.06.2011 upto 11.30 AM**. The sealed tender may be handed over personally at the above office and receipt should be obtained or sent by Registered A.D. The tenders will be opened in the Comptroller office in the presence of tenderers or their representatives who may wish to be present **on 13.06.2011 at 11.45 AM**. The University will not be responsible for any postal delay. Tenders received after the prescribed date and time will not be considered.
3. Validity of the tenders/offers would be **70 days** from the date of opening of the tender.
4. The chemical, glass/plastic ware and equipment shall be of **good quality (ISO 9001 for manufacturing practices or equivalent certificate be enclosed)**.
5. The price list must be enclosed with the tender form & every page is to be signed by the authorized signatory of the manufacturer. In case of authorized signatory, the authorization letter should be enclosed with the tender.
6. The University is not bound to approve all the manufacturers. It may reject any tender or all or any part of the tender without assigning any reason.
7. The Tenderers will have to submit the certificate of Sales Tax/VAT No. & clearance certificate from the concerning assessing authority.
8. Intending tenderers shall have to enclose DD/Pay order for Rs. 10,000/- as an earnest money. **(Demand Draft/Pay Order in favour of the Comptroller, MPUAT, Udaipur)**. The tenders without earnest money will not be considered and rejected out right. Cheques/FDR's and Cash will not be considered as an Earnest Money.
9. **Rates must be quoted FOR, destination:** The material will have to be supplied to all the constituent units of the University situated at Udaipur and other stations specified in the supply order. Presently the various units of the University are located in the districts-viz, Udaipur, Dungarpur, Banswara, Sirohi, Bhilwara, Chittorgarh, Rajsamand, Bundi, Kota, Anta (Baran), Jhalawar, Vallabhnagar, Pratapgrah.
10. The University would pay the increased Sales Tax and other duty taxes if imposed by the Govt. during the currency of rate contract on submission of proof.
11. No increase in rates would be accepted during the period of Rate contract.
12. **The ordered items will have to be supplied within a period of three weeks time from the receipt of order. For lab equipments and paper bags, cloth bags and Gunny bags the delivery period shall be 6 weeks from the receipt of supply order. Urgent marked order(s) shall be executed as marked in the order failing which Risk Purchase will be made and difference amount will be deducted from the security deposit/earnest money or due claim as per report from the concerning department/college of the University.**

13. The contract of supply on the given price list will be valid considering the discount offered (if any) during the specific period mentioned in the tender and will be obligatory on either parties (the buyer as well as the supplier). However, in exceptional situation(s), the University will be free to purchase from other sources without assigning any reasons.
14. **Security Deposit: The approved tenderer(s) have to deposit security @ 5% of the ordered value. The amount is to be deposited in the indenting office.**
15. If the delay in supply is caused due to transport strike or any natural calamity, i.e. reasons beyond the control of supplier the same may be considered sympathetically.
16. The payment of bills shall be made within a period of two months from the date of satisfactory supply in the concern unit of the University. The payment shall be made by the indenter.
17. If the quality of the supplied items is found sub-standard, the supplier will have to collect back the Chemicals/Glass/Plastic ware/lab. Equipment's, gunny bags, cloth bags & paper bags from the concerned unit at their cost. The Department would not pay for substandard chemical/equipment if used before the detection of its quality. **Any mishappening on this account, the supplier shall be solely responsible whatsoever.**
18. The interpretation of the University with regard to the terms & conditions of the tender shall be final.
19. No counter condition shall be accepted.
20. The suppliers may dispatch all ordered goods in composite pack but they have to submit bills as per the supply orders.
21. If the tenderer backs out from his offer, his earnest money shall be liable to be forfeited. Further future business dealing with the University may be banned.
22. The rate contract is limited to purchase of equipment where individual equipment cost upto Rs. 1.00 Lac (List price).
23. The purchases will be made by the concern Unit/department of the University as per their requirement by placing the order.
24. This contract may be terminated without any notice if the supplier fails to supply full or part of the ordered goods or supply defective goods within the stipulated time. Further earnest money is likely to be forfeited & future business dealing may be banned.
25. Notwithstanding any thing contained herein before in these special terms & conditions, the University reserves the right to take action against the defaulting supplier for any kind of misbehavior or for any breach of the Contract what-so-ever by way of forfeiting security money, earnest money, cancellation of order, cancellation of the rate contract for remaining period, ban on future dealing or such other action may be deemed appropriate.
26. For Gunny Bag & cloth Bag, University details will have to be printed as per supply order.
27. Approved tenderer will have to execute an agreement in prescribed format on a non-judicial stamp of Rs. 100/- at his own cost within 15 days from receipt of the approval of the tender.
28. If the tenderer fails to deliver the goods within the period specified **in condition No. 12 mentioned** above the University may at its discretion allow the extension of time subject to recovery of, liquidated damages and not by way of penalty, a sum equal to the following percentage of the value of stores which the tenderer has failed to supply for period of delay as stated below:-

A) Delay upto one fourth period of the prescribed delivery period	:	2.5%
B) Delay exceeding one fourth but not exceeding half of the prescribed delivery period:	:	5.0%
C) Delay exceeding half but not exceeding three fourth of the prescribed delivery period.	:	7.5%
D) Delay exceeding three fourth but not exceeding the period equal to the prescribed delivery period.	:	10%
29. Any dispute arising out of his contract, shall be subject to the court having jurisdiction at Udaipur only.
30. Liability on the part of University will arise only when the supply order is issued by the Indenting Officer of the University.

COMPTROLLER

I/We hereby declare that I/We read carefully all the above mentioned **Special Terms & Conditions** and I/We agree to confirm these.

Place :
Date :

SIGNATURE OF THE TENDERER
With his firm's Rubber Stamp



Phone : 2470294(O), 2488743(R), Fax:0294-2470682, Email: <comptroller_mpuat@yahoo.co.in>

Cost
By Cash Rs. 500/-
By Post Rs. 600/-
LCGE-11-12

**Maharana Pratap University of Agriculture and Technology,
Udaipur**
महाराणा प्रताप कृषि एवं प्रौद्योगिकी विश्वविद्यालय, उदयपुर

TENDER FORM

The Comptroller,
M.P. U.A.T,
Udaipur

Sub:- Tender form for annual rate contract from "Approved Manufacturer" for supply of Laboratory chemicals, Glass/Plasticware, Lab. Equipments, Gunny Bags, Cloth Bags & Paper Bags for various units of the University for the year 2011-12 (from 01.07.2011 to 30.06.2012).

Ref:- Your NIT NO. F. 74/MPUAT/TENDER/LCGE/GR.V/2011-12/149 dated 13.05.2011

Sir,

With reference to above we are the manufacturer of the following items and we offer following details about our products alongwith price list and discount offered:-

S. No.	Particulars of the items	Brand Name	Effective date of price list	Discount on price list mentioned in Col. 4 in %	Complete address of authorized supplier in the units of the University	Remarks
1	2	3	4	5	6	7

CHEMICALS

1.						
2.						
3.						

GLASSWARE

1.						
2.						
3.						

PLASTICWARE

1.						
2.						
3.						

EQUIPMENTS

1.						
2.						
3.						

Cont....

JUTE BAGS

1.						
2.						
3.						

CLOTH BAGS

1.						
2.						
3.						

PAPER BAGS

1.						
2.						
3.						

1. Name of the Tenderer _____

2. (a) Address of the Tenderer _____

(b) Phone No. _____

(c) Fax No. _____

Further, I/We also agree to supply of Laboratory chemicals, Glass/Plastic ware, Lab. Equipments, Gunny Bags, Cloth Bags & Paper Bags. I/We have signed on all the pages of the special & general terms and conditions as a token of the acceptance of the terms and conditions attached to this tender form. A demand draft amounting to Rs. 10,000/- issued by(Name of the Bank) in favour of the Comptroller, MPUAT, Udaipur payable at Udaipur is enclosed herewith.

*A separate D.D. of Rs. 500/- non-refundable is also enclosed as tender form fee.

Dated: _____

**SIGNATURE OF THE TENDERER
WITH HIS FIRM'S RUBBER STAMP**

Note:- The tenderer should mention the complete specification as well as quality assurance of the items while quoting their rates & enclose documentary evidence i.e. effective price list during the year **2011-12 upto (01.07.2011 to 30.06.2012).**