



UNIVERSITY OF MUMBAI
TENDER NOTICE

Sealed Tenders are invited for Rate Contracts for Chemical, Glassware and Plasticware for the year 2012-2013. **Chemicals: Chemicals/Solvents/ Solvents for Spectroscopy/ Solvents for HPLC, Acids etc of different qualities (AR, LR, GR, SQ, Spectroscopy, HPLC, etc) and makes such as Loba, SRL, Spectrochem, SDF, Thomas Baker, E. Merck, Glaxo, Qualigens, Ranbaxy, Sisco Chem, CDH, Hi-Media Laboratories-Culture media, Reagents Chemicals and kits, Bangalore Genei Molecular Biology Kits and chemicals Cultural Media, Moly Chem., Finar, Lancaster, Sigma-Aldrich, Fluka, Merck, BDH etc.**

Gases (Refilling of cylinders, Capacity: 10 litres & 47 litres Purity: 99.999%) : Oxygen, Helium, Nitrogen, Zero Air, Argon, Water Methane, Hydrogen, Nitrous Oxide, Acetylene etc.

Glassware : Make - Borosil, J. Sil/Agarwal, Teflon, Qualigens, Merck.

Plasticware : Make - Kasblanca, Laxbro, Tarson.

Miscellaneous : Whatman Filter Paper, Butter paper, Aluminium foil, Non-adsorbent Cotton

Blank Tender Forms containing terms and conditions of supply and technical specifications would be available at the Department of Chemistry, University of Mumbai, Lokmanya Tilak Bhavan, Vidyanagari, Santa Cruz (E), Mumbai - 400 098, on payment of Rs.500/- (Rupees Five hundred only), on all working days from Tuesday 12th June, 2012 to Monday 25th June, 2012 between 11.00 a.m. and 4.00 p.m. except 2nd and 4th Saturday, Sunday & Public holidays or can be downloaded from our website (www.mu.ac.in/tenders.html) & submitted along with a Rs.500/- Demand Draft in favour of Finance and Accounts officer, University of Mumbai. The cost of blank tender form is not refundable. The tenders duly complete, in all respects, along with the necessary documents prescribed in the terms and conditions and the earnest money deposit, should be submitted to this department of Chemistry latest by on Saturday 30th June, 2012 up to 4.00 pm.

The tenders, so received shall be opened on Tuesday 03rd July, 2012 at 11:30 a.m. Right to reject any or all Tenders, without assigning any reason thereof, is reserved by the University of Mumbai.

Sd/-
Registrar,
University of Mumbai,
Mumbai - 400 032.

Department of Chemistry,
University of Mumbai,

No. :

Date:

To,

Sealed tenders for purchase / supply of **Chemicals/ Glassware/ Plasticware** are invited, for and on behalf of University of Mumbai by the Head, Department of Chemistry, University of Mumbai, so as to reach him in his office latest by 4.00 p.m. on 20th June, 2012

Blank forms containing terms and conditions of supply and technical specifications are available in the office of the Head, Department of Chemistry, University of Mumbai, on all working days between 11.00 a.m. and 4.00 p.m. except 2nd and 4th Saturday, Sunday & Public holidays from Tuesday 12th June, 2012 to Monday 25th June, 2012 . The quotations duly complete in all respects, along with the necessary documents should be submitted to the Head, Department of Chemistry, University of Mumbai, latest by 4.00 p.m. on Saturday 30th June, 2012.

The tenders so received, shall be opened on Tuesday, 03rd July, 2012 at 11.00 a.m. in the office of the Head, Department of Chemistry, University of Mumbai, Lokmanya Tilak Bhavan, Vidyanagari, Santacruz (E), Mumbai, 400 098, in presence of representatives of the suppliers. Right to reject any or all tenders, without assigning any reason thereof, is reserved by the University of Mumbai.

Sd/-
University of Mumbai

Department of Chemistry,

University of Mumbai,

Lokmanya Tilak Bhavan, Vidyanagari,
Santacruz (E), Mumbai - 400 098

Phone: 26543354

Fax: 26528547

Tender Document No-

Date: 12th June, 2012

Part B - Specifications

SCHEDULE TO TENDER

Note:

1. Tenderers are advised to read carefully the Terms and Conditions of supply before recording the rates in this schedule.
2. No erasures or overwriting shall be allowed, unless they are authenticated under the full signature and seal of the tenderer.
3. The Rates shall be FOR, at destinations / godowns/ places indicated in the delivery.

Item No.	Description of goods with details of specifications	Price / Rate per Unit
1.	CHEMICALS: Solids, Solvents/ Solvents for Spectroscopy/ Solvents for HPLC, Acids etc, of following makes with all grades viz., GR, AR, LR, SQ, etc.	
	Loba	
	SRL	
	Spectrochem	
	SDF	
	Thomas Baker	
	E. Merck	
	Glaxo, Qualigens, Excelar, SQ	
	Ranbaxy	
	Radox	
	Sisco Chem	
	Hi-Media Laboratories-culture media, Reagents Chemicals and kits	
	Bangalore Genei Molecular Biology Kits and chemicals	
	CDH, Sigma	
	Cultural Media	
	Moly Chem	
	Finar , BDH	
	Fluka	
	Aldrich	
	Lancaster	
	Merck	

Description of goods with details of specifications		Price / Rate per Unit
3.	Gases (Refilling of cylinders, water capacity:10 litres & 47 litres, Purity :99.999%)	
	Oxygen	
	Helium	
	Nitrogen	
	Zero Air	
	Argon	
	Methane	
	Hydrogen	
	Nitrous Oxide	
	Acetylene	
4.	GLASSWARE	
	Borosil	
	J. Sil/Agarwal	
	Teflon	
	Qualigens	
	Merck	
5.	PLASTICWARE	
	Kasblanca	
	Laxbro	
	Tarson	
6.	MISCELLANEOUS	
	Whatman Filter Paper	
	Butter Paper	
	Aluminium foil	
	Non-adsorbent cotton	

Signature of Tenderer

(Seal of the Firm)

**Department of Chemistry,
University of Mumbai,
Lokmanya Tilak Bhavan, Vidyanagari,
Santacruz (E), Mumbai - 400 098
Phone: 26543354
Fax: 26528547**

**Tender Document No-
Date: 12th June, 2012.**

Part A -Terms and conditions

Price Rs. 500.00 (non refundable)

Important Dates

Sale of Tender forms	:	Tuesday 12 th June, 2012 to Monday 25 th June, 2012. (All working days from 11.00 a.m. to 4.00 p.m.)
Last Date for receiving sealed tenders	:	Saturday 30 th June, 2012 up to 4:00 p.m.
Date of Opening of tenders	:	Tuesday 03 rd July, 2012.

**Head, Department of Chemistry
(Seal & sign)**

Terms and conditions of supply

1. The last date and time for the acceptance of the tenders is Saturday 30th June, 2012 up to 4:00 p.m.
2. The tenderers shall submit the following documents along with their tenders in envelope No. 1 known as technical bid.
 - a. Income tax clearance certificate, from the Income Tax officer concerned, certifying that the tendered has cleared all the Income Tax dues.
 - b. Suppliers should state whether they are a Propriety Firm, Partnership Firm or a Private/Public Limited Company and furnish a profile of the firm. They should also clearly mention whether they are manufacturers, authorized dealers or retail suppliers. They should submit the necessary certificates.
 - c. The names of the organizations and the offices to which similar supplies have been made.
 - d. Earnest Money Deposit in the form of Demand Draft in favour of Finance and Accounts Officer, University of Mumbai, on any Scheduled / Nationalized Bank, payable at Mumbai.
 - e. Sales Tax Registration No.
 - f. Technical specifications offered by the Supplier, such as quality, grade, make etc.
 - g. If the supplier is unable to supply the said materials/articles before the date on which the supply is scheduled to have been completed he should indicate such on earlier date and also the date, by which he will be in a position to complete the supply.

- h. The goods should be despatched at the suppliers' risk and shall preferably be insured in transit against all likely damages. As the suppliers shall be responsible for the supplies at Vidyanagari Campus, the cost towards insurance etc. should be borne by the suppliers.
 - i. Conditional offers are liable to be summarily rejected.
 - j. The supplier should submit the offer of discount on current price list (2012-2013) in their tenders. Prices should be inclusive of all taxes i.e. no tax should be charged in the bill.
3. The rates should be mentioned in the Schedule attached with the tender in a separate sealed envelope known as commercial bid. Each page of the tender shall be signed in full and stamped with the seal by supplier. The supplier must clearly state in what capacity he or she is signing the tender. The rates should be inclusive of all charges/taxes with F.O.R. destination to Vidyanagari Campus, Santacruz, Mumbai.
4. The tenderers shall submit the tender in two envelopes. The first envelope (Technical Bid) shall contain all the documents referred to in Para 2 above and shall be sealed. The second envelope (Commercial Bid) shall contain the **Schedule**, in which the supplier shall register the rates of supply. The second envelope shall also, likewise, be sealed. Both the envelopes then should be put together and shall be sealed in an envelope, and shall be submitted to the University by the prescribed time and date. The Technical Bid shall be opened first to ensure that the tenderers have submitted all the requisite documents. If the Technical Bids are not in order or are deficient in some respect, the Commercial Bids in respect of such tenders shall not be opened.

5. The amount of Earnest Money Deposit is Rs. 10,000/- (Rupees Ten Thousand Only) and should be in the form of Bank Draft drawn on a nationalized / scheduled bank (payable at Mumbai) in favour of the "Finance and Accounts Officer, University of Mumbai," Fort Campus, Mumbai - 400 032.
6. Tenders not accompanied by the requisite amount of Earnest Money Deposit are liable to be rejected.
7. In case of successful tenderers the EMD shall be converted into security Deposit/performance Guarantee and shall be refunded after the expiry of the contract period.
8. Supplier should read carefully all the instructions and terms and conditions, etc., before registering rates in prescribed schedule of the tender.
9. The offers made by the suppliers shall be open for acceptance for 120 days after the last date of submission of tender.
10. The tenders shall be opened by the Head, Department of Chemistry in his office on **Tuesday 03rd July, 2012**. The tenderers or their authorized representatives shall be allowed to be present at the time of opening of the tenders.
11. In case of imported items the rates should be quoted in light of the exemptions enjoyed by educational institutions. The University is exempted from payment of Excise, Sales tax, Octroi etc. and the necessary certificates / forms can be issued by the University.
12. The delivery time should be clearly mentioned in the tender. No extension shall be granted to the suppliers for the period of delivery mentioned in the tender, under any circumstances.
13. If the supplier fails to deliver the article as per the delivery schedule, the University of Mumbai shall be free to procure the balance / undelivered supply, at the risk and cost of the supplier, from such suppliers.

14. The goods, article, materials supplied by the supplier shall be accepted after inspection by an officer authorized by the competent authority. No article / material which do not confirm to the specifications laid down in the terms and conditions or damaged in transit or otherwise, shall be accepted.
15. The bills of the suppliers shall be paid by the University after all the article/ material/ instrument / equipment has been received, inspected as above.
16. In the event of any breach of the terms and conditions of the supply, the University of Mumbai may terminate the contract placed with the supplier and forfeit the Earnest money Deposit of the supplier
17. Period of validity for the rate contract will be for one year.