

USC/RTG/	Of 2012	Date: 04/05/20	

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Separate sealed Tenders for rate contract of chemicals, glassware's and consumable items are invited, for and on behalf of University of Mumbai by the Co-ordinator, Sub-centre Ratnagiri, University of Mumbai, so as to reach him in his office latest by $2.00 \, \text{p.m.}$ on Monday, 21^{st} May, 2012.

Rate Contract of Chemicals, glassware's and consumable items

Blank forms containing terms and conditions of supply are available in the office of the Co-ordinator, Sub-centre Ratnagiri, University of Mumbai, on all working days between 11.00 a.m. to 4.00 p.m. from Friday, 4^{th} May, 2012 to Saturday, 19^{th} May, 2012. The tenders duly complete in all respects, along with the necessary documents should be submitted to the Co-ordinator, Sub-centre Ratnagiri, University of Mumbai, latest by 2.00 p.m. on Monday, 21^{st} , May, 2012.

The tenders so received (Technical Bids) will be opened by the Coordinator, Ratnagiri Sub-Centre, University of Mumbai, on Monday, 21st May, 2012, at 3.30 p.m. However, the Commercial Bids will be opened on Thursday, 24th May, 2012 at 11.30 a.m. in the office of the Co-ordinator, Subcentre Ratnagiri, University of Mumbai,P-61 MIDC, Mirjole, Ratnagiri Pin-415 639 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.

Place: Ratnagiri Date: 4th May, 2012 Sd/-Registrar



Ratnagiri Sub-Centre, University of Mumbai,

P-61 MIDC Mirjole, Pin Code- 415 639.

Phone: 02352-230086/88/44

Fax: 02352-230086

Tender Document No-2

Date: 4TH May, 2012

Part A = Terms and conditions

PartB=Specifications

Price Rs. 1000.00 (non refundable)

Important Dates

Sale of Tender forms	:	Friday, 4 th May, 2012 to Saturday, 19 th May, 2012. (All working days from 11.00 a.m. to 4.00 p.m. except 2 nd Saturday & Public Holidays.)
Last Date for receiving sealed tenders	:	Monday, 21st May, 2012 up to 2:00 p.m.
Date of Opening of Tenders Technical Bid Commercial Bid	:	Monday, 21 st May, 2012 at 3.30 p.m. Thursday, 24 th May, 2012 at 11.30 a. m.

Co-ordinator, Sub-Centre Ratnagiri UniversityMumbai, (Seal & sign)



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Tender Document No- 2

Date: 4th May, 2012

Part A = Terms and conditions



Terms and conditions of supply

- 1. The last date and time for the acceptance of the tenders is Monday, 21^{st} May, 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 tenderer 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.
 - 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 dispatched 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 Ratanagiri Sub-Centre, University of Mumbai, P-61, Mirjole, MIDC, Ratnagiri-415 639, the cost towards insurance etc. should be borned 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 Ratnagiri Sub-Centre, University of Mumbai, P-61, Mirjole, MIDC, Ratnagiri-415 639.
- 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. The Earnest Money Deposit paid by the supplier shall be forfeited, if the supplier fails to pay the necessary Security Deposit in the event of his tender being accepted.
- 8. The amount of Security Deposit / Performance Guarantee shall be 5% of the cost. In case of successful tenderers the amount of Earnest Money Deposit shall be converted in Security Deposit / Performance Guarantee and refunded after the warranty period is over. The Security deposit / Performance Guarantee shall be paid in the form of a Bank Guarantee from a Nationalized/ Scheduled Bank.
- 9. Supplier should read carefully all the instructions and terms and conditions, etc., before registering rates in prescribed scheduled of the tender.
- 10. The offers made by the suppliers shall be open for acceptance for 120 days after the last date of submission of tender.
- 11. The tenders (Technical Bids) will be opened by the Co-Ordinator, Ratnagiri Sub-Centre, University of Mumbai, Ratnagiri on Monday, 21st, May, 2012, at 3.30 p.m. However, the Commercial Bids will be opened on Thursday, 24th May, 2012 at 11.30 a.m. in the office of the Co-ordinator, Sub-centre Ratnagiri, University of Mumbai,P-61 MIDC, Mirjole, Ratnagiri Pin- 415 639. The tenderers or their authorized representatives will be allowed to be present at the time of opening of the tenders.
- 12. In case of imported items the rates should be quoted in the light of 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.
- 13. 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.
- 14. 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.

- 15. The goods, article, material 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.
- 16. The bills of the suppliers shall be paid by the University after all the article/ material/ instrument / equipment has been received, inspected as above.
- 17. 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
- 18. Period of validity for the rate contract will be from 1^{st} July, 2012 to 30^{th} June, 2013.



Ratnagiri Sub-Centre, University of Mumbai,

P-61 MIDC Mirjole, Pin Code- 415 639.

Phone: 02352-230086/88/44

Fax: 02352-230086

Tender Document No.

Date: 4th May, 2012

Part B = Specifications



SCHEDULE TO TENDER

Note:

- 1. Tenderers are advised to read carefully the Terms and Conditions of supply and ithe Instructions to the tenderers 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 tenderers.
- 3. The Rates shall be for, at destinations /godowns/ places indicated in the delivery.

Description of goods with details	Price / Rate
of specifications	per Unit
CHEMICALS: Solids, Solvents/ Solvents for	
Spectroscopy/ Solvents for HPLC, Acids etc, of	
following makes with all grades viz., GR, AR, LR,	
SQ, Polarographic etc. and specifications	
Loba-GR, AR, LR	
SRL-LR, AR	
Spectrochem-AR, LR	
SDF-AR, LR	
Thomas Baker	
E. Merck-GR, LR	
Glaxo, Qualigens, Excelar, SQ	
Ranbaxy AR, LR	
Randox	
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	
	of specifications CHEMICALS: Solids, Solvents/ Solvents for Spectroscopy/ Solvents for HPLC, Acids etc, of following makes with all grades viz., GR, AR, LR, SQ, Polarographic etc. and specifications Loba-GR, AR, LR SRL-LR, AR Spectrochem-AR, LR SDF-AR, LR Thomas Baker E. Merck-GR, LR Glaxo, Qualigens, Excelar, SQ Ranbaxy AR, LR Randox 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



	Description of goods with details of specifications	Price / Rate per Unit
2.	GLASSWARE	
	Borosil	
	J. Sil/Agarwal	
	Teflon	
	Qualigens	
	Merck	
3.	PLASTICWARE	
	Kasblanca	
	Laxbro	
	Tarson	
4.	MISCELLANEOUS	
	Whatman Filter Paper	
	Butter Paper	
	Aluminium foil	
	Non-adsorbent cotton	

Signature of Tenderer

(Seal of the Firm)