

Enquiry No.: IITH/S&P/RC/2020/T001

Date: 27th May 2020

NOTICE INVITING TENDER (NIT)

To,

Dear Sir/Madam,

Sub: IIT Hyderabad invites Single Bid system for Annual Rate Contract for following items
Last date & time for Submission of Offer: 15th June 2020 at 3:00 PM
Place of submission of Tender: S&P Office, IIT Hyd. Kandi, Sangareddy- 502 285
Date & Time of Tender Opening: 15th June 2020 at 3:30 PM


This Institute is interested in purchase of the following **Indigenous / Imports material** as per the enclosed terms and conditions.

S.No.	DESCRIPTION
01	<p>Rate Contract for Chemicals, Pasticwares, Glasswares and Lab-Consumables/Life-Science products from Manufacturers Only.</p> <p><u>Note:-</u> Due to CoVid-19 Situation the offer may be sent by e-mail @ ar.purchase@iith.ac.in / office.stores@iith.ac.in</p>

Note: For any technical query related to enquiry you may feel free to contact
Mr Suresh Nair, Assistant Registrar, Stores & Purchase Section
E-mail: ar.purchase@iith.ac.in / office.stores@iith.ac.in , Tel No. :040 2301 6134/6823
Kindly acknowledge receipt.



Yours faithfully,


(Suresh Nair)
Assistant Registrar(S&P)

Annexures	
Annexure 1	: Conditions of Contract
Annexure 2	: Price Schedule
Annexure 3	: Bank Details
Annexure 4	: Check-List

Terms & Conditions of Contract

1. Quotations to be submitted only by manufacturers or they may authorize only one exclusive agent who may quote along with authorization valid as on date of submission of bids. Authorized Agent quoting for the supply should attach authorization from the manufacturers, failing which the quotation will be rejected.
2. The Rate Contract shall be valid for a minimum period of one year. The Prices offered shall be valid for a period of One year from 01st July 2020 to 30th June 2021, The Delivery will be FOR IITH Kandi on Free of Cost basis.
3. There shall be no change in price structure during the currency of contract except of the statutory levies which are made applicable by the Govt. through notifications and regulations. However, the Bidder will pass on the advantage to IITH in case of downward price movement during the Contract period.
4. List of Other Similar Organizations where similar supplies have been made and having a Rate Contract may be submitted.
5. Prices charged for the stores supplied under Rate Contract should under no event be higher than lowest prices at which the party sells the items to any other organization during the period of contract.
6. The rate contract will be guided by "Fall Clause".
"if the rate contract holder reduces its price or sells or even offers to sell the rate contracted goods following conditions of sale similar to those of the rate contract, at a price lower than the rate contract price, to any person or organization during the currency of the rate contract, the rate contract price will be automatically reduced with effect from the date for all the subsequent supplies under the rate contract and the rate contract amended accordingly."
7. The goods will be delivered within 4 weeks of placement of order or as agreed.
8. If the supplier fails to deliver the material within the delivery period as specified, IIT Hyd. may procure such items from alternate source. The supplier will be liable to the purchaser for any excess costs incurred for procurement of goods or services not delivered in time.
9. IIT Hyd reserves right to test the chemicals and solvents of material for their quality if it so desires, if the items supplied is found to be of inferior quality and grade the same will have to be replaced by the supplier at their cost within the stipulated time period.
10. Replacements – Damages/Broken/Expired or any other reason which renders the goods of no- use to IIT Hyd will be replaced within a weeks' time at no cost to IIT Hyd.
11. Relevant Certificates for purpose of availing Custom Duty and GST exemption in terms of Notification. No 51/96 Customs dt 23.07.1996, Notfn. No. 47/2017 Integrated Tax (Rate) dt 14.11.2017 and Notfn No.45/2017 – Central Tax (Rate) dt 14.11 2017, as amended from time to time.
12. IIT Hyd will not be liable for any obligation or supplies made unless the Official Purchase Order has been placed by the Purchase Department.
13. IIT Hyd does not guarantee or assure of any quantum of business during the contract period. The order will be issued only if the requirement of such items arise in the Institute.



[Handwritten signature]

14. IIT Hyd and/or the firm are entitled to withdraw/cancel the rate contract by serving one-month notice on each other. However, once a purchase order is placed on the supplier for supply of a definite quantity in terms of the rate contract during the validity of the rate contract, that purchase order becomes a valid and binding contract.
15. IIT Hyd is entitled to place orders up to the last day of the validity of the rate contract and, though supplies against such purchase orders will be effected beyond the validity period of the rate contract, all such supplies will be guided by the terms and conditions of the rate contract.
16. Our Payment terms are normally within 30 days of receipt and acceptance of goods at IIT Hyd. Payment will be made by NEFT. No Advance Payment will be made under any circumstances.
17. Arbitration:
- a) Unless otherwise specified in all cases of disputes which cannot be settled by mutual negotiations the disputes or differences shall finally be settled and binding on both parties by arbitration in Conformity with the Rules of Indian Arbitration Act, 1940. All disputes or differences whatsoever arising between the parties out of relating to the construction, meaning and operation or effect of the general terms and conditions including the purchase order or the breach thereof shall be settled by Arbitration Act, 1940 and the award made in pursuance thereof shall be binding on the Parties.
 - b) Performance of the purchase order shall continue during arbitration and any subsequent Proceedings.
 - c) The Jurisdiction and the Venue of arbitration shall be Hyderabad, Telangana State., India.
18. FORCE MAJURE: If the performance of the obligation of either party is rendered commercially impossible by any of the events herein-after mentioned, the same party shall be under no obligation to perform the agreement under the purchase order after giving a notice of 15 days from the date of such an event in writing to the other party. The events referred are: i) Government regulation (ii) Legislation (iii) Natural disasters (iv) Strikes (v) Lockout (vi) Act of God.
19. The Director, IIT Hyd does not bind to accept the lowest quotation and reserves the right to himself, to reject or partly accept any or all the quotations received without assigning any reason.
20. The Bids should be complete in all respects and should be duly signed. Incomplete and unsigned bids will not be considered.


Assistant Registrar (S&P)



Enquiry No.: IITH/S&P/RC/2020/T001

Annexure-2 of the NIT

Date: 27th May 2020

Price Schedule

CATEGORY OF PRODUCTS (Chemicals, Pasticwares, Glasswares and Lab-Consumables/Life-Science products)	
BRAND	
DISCOUNT OFFERED	
SPECIAL DISCOUNT/DEALAER DISCOUNT IF ANY	
BIDDER DETAILS	
NAME AND ADDRESS OF THE TENDERER/BIDDER	
CONTACT PERSON	
TELEPHONE NO	
MOBILE NO	
EMAIL ID	
FIRM STATUS	MANUFACTURER /AUTHORISED DISTRIBUTOR (Tick Appropriate)
IF DISTRIBUTOR - ATTACH MANUFACTURERS AUTHORISATION	ATTACHED /NOT ATTACHED (Tick Appropriate)
DELIVERY BY - (AUTHORISED AGENT OR MANUFACTURER	
PAN NO (ATTACH COPY)	
GST NO (ATTACH COPY)	

Date:

Name:

Seal :

Signature:

Note :

* FOR DIFFERENT BRANDS OR MAKE PLEASE SUBMIT DIFFERENT PRICE SCHEDULES. (ONE PRICE SCHEDULE FOR EACH BRAND)



[Handwritten signature]

Enquiry No.: JITH/S&P/RC/2020/T001

Date: 27th May 2020

Bank Details

Bank Account Details	
Name of Beneficiary	
A/c. No. CC/CD/SB/OD (beneficiary)	
Name of Bank	
IFSC NO. (Bank)	
Branch Address and Branch Code	
Other Details	
Vendor's PAN No.	
Vendor's GST No	

Declaration: I undertake the responsibility to intimate the changes, if any, in above particulars.

Signature: _____

Name: _____

Place & Date: _____



[Handwritten signature]

Enquiry No.: IITH/S&P/RC/2020/T001

Date: 27th May 2020

CHECK LIST

1	Annexure 1 - Conditions of Contract To be submitted duly signed as Acceptance of Terms)	Yes /No
2	Annexure 2 : Price Schedule	Yes/No
3	Manufacturers Authorization (To be submitted by Dealers)	Yes /No
4	PAN Card	Yes/No
5	GST Certificate	Yes/No
6	List of Institutes with whom Rate Contract is executed for similar items.	Yes/No
7	Annexure 3 - Bank Details	Yes/No

I agree to all terms and conditions mentioned in the tender document of the Institute

Signature of the Tenderer

