



**RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY**  
(An Institute of National Importance established under as Act of Parliament)  
Mubarakpur, Mukhetia, Bahadurpur Post: Harbanshganj, Jais Amethi, Pin Code – 229 304

Website: [www.rgipt.ac.in](http://www.rgipt.ac.in)

**Limited Tender for Procurement of Visible Spectrophotometer**

Type of Tender	LIMITED-TENDER
E-Tender No.	RGIPT/JAIS/ BS&H/UG-LAB/2020-2021/OCT/01 Dated: 21.10.2020
Item Description	Visible Spectrophotometer
Tender Type	Two-Part Bid System: Tender should be submitted on the schedule to tender. (i) Techno-Commercial Bid and (ii) Financial Bid The Financial bid will be opened only of those firms, who will be found technically qualified after evaluation of their technical bids.
Earnest Money Deposit (EMD)	Nil
Mode of Submission	Offline Mode
Tender Date	21.10.2020
Last date of submission of E-Tender	11.11.2020 (Wednesday) Before 3.00 PM
Date & Time of Opening of Techno- Commercial bid	11.11.2020 (Wednesday) at 4PM
Date & Time of Opening of Financial Bid	Will be announced later
Place of Opening of E-Tender	3 <sup>rd</sup> Floor, office of BS&H Dept. , Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi, UP
Bid Address to	The Director Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi, UP Mubarakpur, Mukhetia, Bahadurpur Post: Harbanshganj, Jais Amethi, Pin Code – 229 304
For Technical Assistance	<b>a)</b> Name: Dr. Amritanshu Shukla Head of Department (Basic Sciences & Humanities) Email: <a href="mailto:ashukla@rgipt.ac.in">ashukla@rgipt.ac.in</a> Contact Nos.: 9453894903  <b>b)</b> Name: Dr. Arshad Aijaz Department: Basic Sciences & Humanities Email: <a href="mailto:aaijaz@rgipt.ac.in">aaijaz@rgipt.ac.in</a> Contact Nos.: 7081341241

Sealed Tenders are invited from reputed Original Equipment Manufacturers/ Authorized Dealers/ Registered Firms for procurement of Visible Spectrophotometer by the Rajiv Gandhi Institute of Petroleum Technology, Amethi- 229304 in Two-Part Bid System as per specifications mentioned below:

**DEPARTMENT OF BASIC SCIENCES & HUMANITIES**

**Ref. No.: RGIPT/JAIS/ BS&H/UG-LAB/2020-2021/OCT/01**

**Date: 20/10/2020**

Subject: Quotation inquiry for Visible Spectrophotometer

Please submit your lowest rate for supplying the under mentioned items. Quotation in duplicate must reach us before the date marked above.

Quotation must be sent in a sealed envelope with word **“QUOTATION”**, our reference number, and due date as given above, clearly marked over it.

Sl. No.	Name of Items	Description/technical Specification (Minimum)	Quantity
1	Visible Spectrophotometer	<ul style="list-style-type: none"> <li>• Wavelength range ~360-750 nm</li> <li>• Resolution ~2 nm</li> <li>• Absorption range- 0-3 abs</li> <li>• Integration time- 0.1 ms-60 s</li> </ul>	01
		Warranty: Minimum 1 years on all parts except consumables	

**Please Note:**

You are requested to kindly go through the detailed Terms & Conditions mentioned below and overleaf and submit your most competitive bid applicable to Educational and Research Institutes.

1. Please mention the enquiry no. & due date on the Bid envelop.
2. Full specification and make of the item offered and its rate F.O.R. Jais, Amethi (U.P.)
3. GST at concessional rate as applicable.
4. Your GST registration number, PAN number.
5. Conditions of supply and terms of payment.
6. If you are a manufacturer of the item or if you have proprietary right over it, please mention it in the quotation and provide a certificate.
7. Please give undertaking as per Annexure – I-A, I-B
8. If the bidder is an authorized dealer, then copy of authorization certificate should be enclosed with the quotation.
9. The Bank/RTGS detail must be submitted along with the quotations/Tenders on the letter head.
10. All communication related the this tender should be addressed to the undersigned only.

## Terms & Conditions

### 1. Tender filling up and submission

- a) Tender offer must refer Tender Enquiry No. RGIPT/JAIS/ BS&H/UG-LAB/2020-2021/OCT/01 Dated: 21.10.2020 The Tender should be in sealed envelope superscribed “**Visible Spectrophotometer to Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi.**”
- b) Tender must be submitted either by Speed/Registered post or dropped in the **tender box provided at 1<sup>st</sup> Floor, Administrative Building, Dispatch Section, Mubarakpur Mukhetia, Bahadurpur Post: Harbanshganj, Jais, Amethi- 229 304.**
- c) All prices must be quoted in Indian Rupees, both in figures and in words and the same will be considered for price comparison. Where there is a difference between the two, the rates given in words will be taken as authentic. Should there be any discrepancy between unit rate and amount, the unit rate will be considered as the correct one.
- d) The rates quoted **should include freight charges upto Jais, Amethi** clearly mentioning the percentage/rate of **GST** and the rates quoted should be valid for at- least 60 days from the date of opening of the Tender. The **rates must be quoted both in figures and words** and over writing should be avoided. However all cuttings/corrections must be duly authenticated.
- e) The Tender submitted must not contain any ambiguity. Any such ambiguity in the quote submitted shall make it liable for rejection.
- f) Every page to Tender should be numbered and signed with seal by the bidder.
- g) The Tender document is not transferable.
- h) No amendment to the Tender in any form by the bidder will be permitted after opening of the Tender. No conditional offers shall be accepted.
- i) Submission of Tender will bind the bidder to the acceptance of all conditions specified in the Tender document.
- j) Canvassing in any form is for bidden and will be a criterion for disqualification.

2. **Taxes and Levies:** Taxes as applicable should be mentioned clearly in percentage (%) and in exact Figure. If No Tax is mentioned it will be presumed that the Price is inclusive and the Bidder is responsible for all Tax related Compliances. Statutory Levies will be accepted on production of valid documents.

3. **Discounts:** The bidder need to mention clearly the exact figure of discount offered to RGIPT being a premier academic Institution and also the Percentage, if any.

4. **Validity of the Quote:** The validity period of the offer should be clearly specified. It should be at least for **180 (One Eighty) days** from the last date of submission of quotations.

5. **Delivery Terms:** F.O.R., RGIPT, Jais, Amethi Campus. Rates should be quoted accordingly.

6. **Terms of Acceptance:** The items will be treated Accepted only after Inspection for Features and Functions. This includes delivery, installation & commissioning, inspection, demonstration, Training schedule etc.

7. **Specification & Make:** Quotation should confirm the same/similar specification as mentioned. **In the view of the supplier there is any other alternative item which can serve out purpose, quotation may also be given for the same separately client list along with the order copy of similar equipment supplied to any Govt. Organization including detail of price & all charges must be attached.**

8. **Insurance:** The date of delivery should be strictly adhered to failing which the purchase order is liable to be cancelled. Penalty may be imposed as per P.O. term & conditions. Good should be securely, safety and adequately packed & dispatched and delivered at the risk of supplier. In case of damage consignment the same should be replaced without any cost to the Buyer and the Supplier can collect the damaged consignment after satisfactory replacement.
9. **Payment:** Payment will be released through wire transfer/bank RTGS transfer/Cheque after arrival, testing, inspection, installation of the item(s) and if found satisfactory with regard to quality, quantity and specifications ordered. The payment will be released after statutory deductions. For the payment, the firm has to submit bill(s) challan(s), warranty certificate, bank details/cancelled cheque, installation report, performance bank guarantee (if required) etc.
10. **Guarantee/Warranty:** The equipment should be guaranteed onsite against any manufacturing defect for a period of at least 01 year by OEM from the date of installation and final acceptance.
11. In case any part or whole of the equipment is found to be defective during the guarantee period, then the same will have to be replace/repared free of cost at our premises. In case the Part or Equipment is to be taken out of RGIPT, Jais, Amethi (U.P.), the supplier has to furnish an undertaking and also take it at their own cost and risk.
12. **Cancellation:** RGIPT, Jais, Amethi (U.P.) reserves the right to accept or reject or cancel any or all enquiries or quotations at any stage without assigning any reason thereof.
13. In case of cancellation of order due to Non-compliance of the Terms and Condition and Breach of the Contract, No compensation will be paid towards progress of order/procurement.
14. For any dispute, the place of jurisdiction shall be RGIPT, Jais, Amethi (U.P.).
15. **Only one PRICE BID should be submitted for the above equipment. A bidder who submits more than one PRICE BID, shall be disqualified and considered non-responsive.**

**For Exemptions:-**

1. For Customs duty exemption in terms of Govt. Notification No. 51/96- Customs dated 23.07.1996& 28/03 Customs dated 01.03.2003 and Central Excise duty Exemption in terms of govt. Notification No. 10/97- Central Excise dated 01.03.1997 & 28/13- Central Excise dated 01.10.2013.  
Institute DSIR Notification No. TU/V/RG-CDE(1083)/2016 dated:03.02.2017 Valid up to 31.08.2021
2. For GST Exemption Notification No. 47/2017- Integrated tax (Rate).

The sealed quotations will be opened within one week from the due date in the office of the **Head, Department of Basic science & Humanities, RGIPT, Jais, Amethi**

**Head of Department  
Basic Science & Humanities**

**RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY, JAIS, AMETHI (Uttar Pradesh)**

**TO BE RETURNED**

Following Performa should be filled in and duly signed by the firm and sent along with the quotation. (Please refer to the detailed instructions/notes before filling this Performa).

1. Validity of the offer : \_\_\_\_\_
2. Approximate Delivery Period : \_\_\_\_\_
3. (a) Whether rates have been quoted F.O.R. site and covers packing forwarding and insurance charges. : YES / NO
- (b) If not, please mention the same : \_\_\_\_\_
4. (a) Whether the prices are inclusive of GST and other Taxes. : YES / NO
- (b) If not, kindly specify the amount / rate : \_\_\_\_\_
5. If the GST is charged extra, please mention the rate : \_\_\_\_\_
6. (a) Whether Supply will be made directly or through any local / regional / Authorized Dealer / Stockiest.: YES / NO
- (b) If through a stockiest / Dealer : \_\_\_\_\_
- (i) Name and full address of the party : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (ii) Whether the order to be placed with the : Principal / Stockiest / Dealer
- (iii) Who will raise the bill : Principal / Stockiest / Dealer
- (iv) Payment will be made in favor of Dealer : Principal / Stockiest / Dealer
- (v) Whether any Delivery, Packing and Forwarding Charges will be payable to Local Stockiest / Dealer (Please specify the Amount /percentage etc., if any) : YES / NO

7. Our terms of payment : 100% Payment on bill basis
8. Whether any installation charges are payable extra : YES / NO
- If yes, amount to be specified : \_\_\_\_\_
9. Whether any discount for educational institution : YES / NO
- Offered on the printed price list of the manufacturer : \_\_\_\_\_
- Please mention the amount / percentage
10. (a) Whether the firm is GST payer : YES / NO
- If yes, please mention the GST Number : \_\_\_\_\_
- (b) Whether the Local Dealer(s) is/are GST payer(s) : YES / NO
- If yes, please mention the GST number of each : \_\_\_\_\_
11. Whether printed / authenticated price list of the Firm's Products and catalogue etc. enclosed : YES / NO

Signature of the Authorized Official with Seal

**TO BE RETURNED WITH QUOTATION**

**UNDERTAKING**

**WE HEAREBY UNDERTAKE THE FOLLOWING:**

1. We will not sell the product(s) to other institutions, bodies and also in the market on the rates less than those quoted by us to RGIPT, Jais, Amethi (Uttar Pradesh).
2. The GST levied is as per Govt. of India norms amended from time to time.
3. The goods / Stores / articles offered shall be of the best quality and workmanship and their supply will be strictly in accordance with the technical specifications and particulars as detailed in the quotations.
4. The information furnished by us in the quotation is true and correct to the best of our knowledge and belief.
5. Certified that we have not been debarred by Department of Commerce or only Ministry / Govt. Department / any other Govt. organization.
6. We have read and understood the rules, regulations, terms and conditions and agree to abide by them.

**Authorized Signatory (Seal)**

**A. Checklist for submission of quotation (For Technical Bid)**

**Envelop- 1**

<b>Sl. No.</b>	<b>Description</b>	<b>Enclosed / Not Enclosed</b>
1.	Stamped & Signed Copy of Quotation Enquiry as given in Annexure – 1A	
	Price reasonability Certificate and undertaking as given in – <b>Annexure 1B (On the Letter Head of the Company)</b>	
2.	Copy of GST	
3.	Technical Compliance Sheet <b>(On the Letter Head of the Company)</b>	

**B. Checklist for submission of quotation (For Price bid)**

**Envelope – 2**

<b>Sl. No.</b>	<b>Description</b>	<b>Enclosed / Not Enclosed</b>
1.	Price Bid <b>(On the letter head of the company)</b>	

**Signature of the Bidder**

**Date:** \_\_\_\_\_

**(With Stamp)**



**Technical Compliance Sheet of Visible Spectrophotometer****(On the Letter Head of the Company)**

<b>Sl. No.</b>	<b>Name of Items</b>	<b>Description/technical Specification (Minimum)</b>	<b>Quantity</b>
1	Visible Spectrophotometer	<ul style="list-style-type: none"> <li>• Wavelength range ~360-750 nm</li> <li>• Resolution ~2 nm</li> <li>• Absorption range- 0-3 abs</li> <li>• Integration time- 0.1 ms-60 s</li> </ul>	01
		Warranty: Minimum 1 years on all parts except consumables	

**Please mention the brand and model no. & name of the equipment:****Date:****Signature of the Bidder with stamp**

**Price Reasonability Certificate**

**(On the Letter Head of the Company)**

It is certified that the rates quoted against Tender No. .... Dated..... for the items vide our bid No. ....dated ..... are exclusively for supply to ACADEMIC and RESEARCH Institutions and are not more than as charged to other Govt. /PSU's for similar supplies made in recent past. If they have been approved by the Director, RGIPT and if at any stage it has been found that the quoted rates are higher than the rates applicable to supply to Government then in such condition RGIPT, Amethi will have the right to cancel the approved rates and to take legal action against the bidder.

Yours Faithfully,

(Name of Manufacturers)  
(Signature with Date)(Name and designation) Duly  
authorized to sign tender for and on behalf of

**Price Bid Format for Visible Spectrophotometer**  
**(On the Letter Head of the Company)**

<b>Sl. No.</b>	<b>Item Description</b>	<b>Quantity Required</b>	<b>Unit Rate (INR)</b>	<b>Total Rate (INR)</b>
<b>1</b>	<b>Visible Spectrophotometer</b> (Technical Specification as per Tender Enquiry)	1		
	<b>Sub Total</b>			
	<b>Add: Taxes (GST)* @5%</b>			
	<b>Add: Freight Charges</b>			
	<b>Grand Total (F.O.R, RGIPT, Jais Price)</b>			

**Note:** Institute will provide GST exemption certificate.

**Signature of the Bidder with stamp**

**Date:**