

**COLLEGE OF VETERINARY SCIENCE & ANIMAL HUSBANDRY
JABALPUR**

No. 4298 /Store/Vety./2024

Jabalpur Dated 05 /12/2024

To,

The IPRO,
Nanaji Deshmukh Veterinary Science University,
Jabalpur

Subject: - Regarding inviting Tender notice for Chemicals, Plastic ware, Glass ware, etc items for the financial year 2024-2025.

Please find enclosed herewith the **Tender Notice for Chemicals, Plastic ware, Glass ware, etc items** for wide publicity through newspapers and its downloading from our website **www.ndvsu.org**.

**DEAN
COLLEGE OF VETY. SCI. & A.H.
JABALPUR**

कार्यालय अधिष्ठाता, पशुचिकित्सा एवं पशुपालन महाविद्यालय,
जबलपुर (म. प्र.)

क्रमांक / 4298 / भण्डार / प.चि. / 2024

जबलपुर दिनांक: 05 / 12 / 2024

निविदा विज्ञप्ति

केमिकल्स, प्लास्टिक वेयर, ग्लास वेयर आदि के क्रय हेतु अधिकृत निर्माताओं/विक्रेताओं से मुहरबंद निविदाएं आमंत्रित की जाती हैं। निविदा से संबंधित सभी आवश्यक जानकारी, नियम, शर्तें आदि, हमारी वेब साईट www.ndvsu.org से डाउनलोड कर रुपये 2000/-का डिमांड ड्राफ्ट/आई.पी.ओ. एवं निविदा FDR सहित दिनांक 06/01/2025 तक पंजीकृत डाक से कार्यालयीन समय सांय 6:00 बजे तक जमा की जावेगी तथा सभी प्राप्त निविदायें दिनांक 09/01/2025 को प्रातः 11:00 बजे खोली जावेगी ।

अधिष्ठाता
पशु चिकित्सा एवं पशुपालन महाविद्यालय
जबलपुर

**COLLEGE OF VETERINARY SCIENCE & ANIMLA HUSBANDRY
NDVSU, JABALPUR (M.P.) – 482001**

No. 4298 /Store/Vety./2024

Jabalpur Dated 05 /12/2024

**TERMS AND CONDITIONS OF TENDER FOR SUPPLY OF
CHEMICALS, PLASTI WARE & GLASS WARE, ETC. DURING THE YEAR 2024-25**

1. The tender has to be downloaded from the website of the University. The tender submitted by a particular firm has to be submitted along with Indian postal Order or Demand Draft of Rs.2,000/- in the name of the Dean, College of Veterinary Science & Animal Husbandry, Jabalpur, containing separate envelopes and mention tender cost in block letter. **"Tender For Chemicals, Plastic ware and Glass ware, etc."**, separately must be submitted in the sealed cover addressed to the undersigned by Registered Post only and with acknowledgement due so as to reach on or before **06.01.2025 up to 06:00 P.M.** The cover shall bear the address of the tenderer and super scribed with the words.
2. The tender without tender fees will not be valid and hence it will be rejected.
3. Tender Fee and Security deposit is mandatory, no relaxation for MSME.
4. The tender will be opened in presence of the tenderers or their authorized representatives at **11:00 AM on 09.01.2025**. In case any tenderer fails to present himself on the appointed time, the competent authority shall have the right to open any tender in the absence of the concerned tenderer or his representative.
5. The tender shall not be acceptable without the receipt of earnest money/security deposit in the shape of **Fixed Deposit Receipt of Rs.50,000/-** for **"Chemicals, Plastic ware and Glass ware, etc."**. issued by any Nationalized Bank duly discharged in the name of **" Dean, College of Veterinary Science & Animal Husbandry, Jabalpur"** which will be refunded after warranty period i.e. upto 31st March, 2025 or may be extended up to certain period agreed by both the parties.
6. The amount of earnest money/security shall be refunded in full if tender is / tenders are rejected.
7. **The tenders are to be submitted in five envelopes. Envelope-A will contain I.P.O/D.D.** in shape of Tender Cost, Income Tax clearance certificate, GST Registration certificate, Current GST Quarterly paid receipt, reputed firms/manufacturers/ suppliers/their authorized dealers & distributors certificate and other relevant documents. **Envelope-B will contain Technical Bid. Envelope-C will contain Price Bid. Envelope-D will contain Fixed Deposit Receipt (FDR) as earnest money/ security deposit. Envelope-E will contain all the above four envelopes. All the envelopes should be properly sealed. The tender documents in Envelope –E, A & B will be opened on 30.12.2024 at 11:00AM & the Envelopes –C & D will be opened on 06.01.2024 at 03:00PM.**
8. The above security is taken for due performance of the contract as per provisions of the conditions mentioned in tender form. The same will be refunded on the expiry of the contract on successful completion of the supply with reference to specifications with proper supply and adjustment of any loss by way of purchasing the goods from other party / parties in case of dishonoring of the indent for supply and deliberate non supply.
9. Specifications are attached as APPENDIX "A" as Technical Bid.
10. Specifications are attached as APPENDIX "A-1" as Price Bid.
11. Quantity of the items to be purchased will depend on the requirement and their shall be no obligation to place order for any quantity of the item.
12. All tenders must be accompanied by an Income Tax Clearance Certificate pertaining to the assessment year **2022-23, 2023-24 &2024-25** without which the tenders shall not be entertained or in exceptional case where the income tax department has given a certificate that the concerned firm has been newly started. Tenders will be accepted only from those

dealers who pay regular income taxes and GST. The party who are not capable of investing at least Rs.2,00,000/- Chemicals, Plastic ware and Glass ware, etc.in the contract transaction for tender need not to submit the tender.

13. The discount rates of item of tender shall not be altered by the tenderer during the contract under tender.
14. The competent authority Dean, College of Vety. Sci. & A.H., Jabalpur reserves the right of the accepting the tender in part or whole or distribution of the supply between one or more tenderer.
15. The submission of a tender by a tenderer implies that he has read the terms and conditions of tender/contract and is fully aware of the scope and specification of the supplies to be made. He also must satisfy himself regarding the suitability and availability of the materials. The tenderer, who is not satisfied by our terms and conditions of the contract need not submit the tender.
16. The competent authority (Dean, College of Vety. Sci. & A.H., Jabalpur) reserves the right to increase, decrease or withdraw any item/items of supply during the contract under tender and the tenderer will be bound to comply without any claim for compensation.
17. The rates quoted shall be F.O.R. delivery at College of Vety. Sci. & A.H., Jabalpur for **Appendix Item No. "A-1"** the rates should be FOR College of Vety. Sci. & A.H., Jabalpur. The rates quoted should be inclusive of packing and forwarding charges loading/ unloading/ handling charges, freight, full risk coverage, insurance, etc.
18. The firm has to provide GST certificate for the specific commodity/item for which the firm is entitled.
19. All losses during transit i.e. breakage and shortage, etc. will have to be supplied by the tenderer at his own cost within a period of 15 days from the date of receipt of such notices.
20. The tenderer shall not submit whole or any portion of the contract to any party or parties, else the competent authority is free to cancel the contract and forfeit the security deposit.
21. The tenderer shall arrange to supply the commodities within 2 weeks from the date of receipt of the indent from the constituent units of this institution, unless otherwise indicated in the order of supply.
22. In case the tenderer fails to execute the orders of supply within the stipulated period, the competent authority (Dean, College of Vety. Sci. & A.H., Jabalpur) will forfeit the security amount and will be free to make alternate arrangement for purchase of goods.
23. **The GST has to be shown separately which will be deducted by the institute and certificate regarding this will be issued by the institute. All other taxes if any has to be paid by the supplier himself.**
24. Single rate should be offered for the entire tender period i.e. up to 31.03.2025. Rates quoted for less than this period are liable to be rejected.
25. The notarized agreement bond should be executed on a non-judicial stamp paper worth Rs. 100/- not later than two week by the successful tenderer. In the event of failure on the part of any successful tenderer to execute the agreement bond on non judicial stamp paper within the prescribed time limit, "Dean, College of Vety. Sci. & A.H." Jabalpur will be competent to forfeit the security deposit of such successful tenderer.
26. The firm has not been blacklisted by any agency neither in state nor in country. A notarized affidavit of Rs.100/- non judicial stamp paper is mandatory otherwise tender will be rejected.
27. In case of any dispute arising out of this contract the arbitration power rests with the Vice-Chancellor, NDVSU, Jabalpur whose decision will be final to both the parties.
28. Tenders once submitted by the tenderer cannot be withdrawn by the tenderer.
29. Tenderer has to write clearly the name, address, and telephone number of the firm.

30. The photocopy of valid license issued by Nagar Nigam or Government office for its business should be submitted along with other documents. Original license will have to be produced within a week for verification if the tender is approved.
31. Copies of Trading and Profit & Loss Account and Balance Sheet of last 03 year (**2021-22, 2022-23 & 2023-24**), duly audited & certified by Chartered Accountant.
32. Please quote the rates in Indian Currency.
33. Firms should signature and seal on all the pages of above mentioned terms & condition.
34. The tenders should be quoted only by reputed manufacturers and/or their authorized dealers/stockiest.
35. The manufacturers/authorized dealers/stockiest should produce authorization certificate in the name of “ **Dean, College of Veterinary Science & Animal Husbandry, Jabalpur**” after the date of publishing of bid is mandatory otherwise tender will be rejected and tender number of this tender must mentioned in that authorization certificate.
36. For supply of **Chemicals, Plastic ware and Glass ware**, etc. of reputed companies the interested firm should quote for discount rate on company’s price list.
37. The discount in price list and catalogue of all the items quoted should essentially be enclosed with the tender.
38. The items of only fresh batch with maximum possible expiry date should be supplied. The supplies with short expiry period will not be accepted.
39. The list of items required is enclosed.
40. No person or firm is permitted to submit more than one tender under different names.
41. The submission of a tender by a firm implies that it has read the terms and conditions of tender / contract and has made itself aware of the scope and specifications of the supplies to be made. The firm also must satisfy itself regarding suitability and availability of the goods.
42. The rate quoted for imported items, if any, should be as:
 - a) F.O.R. destination (in Indian Rupees) inclusive of all government levies, taxes and duties (custom, excise, Octroi etc) and charges such as packing and forwarding, insurance, freight, installation, etc. in Indian rupees only.
 - b) C.I.F. Mumbai / New Delhi in foreign currency, as applicable converted in Indian Rupees. Please mention the clearance charges, packing and forwarding, insurance, and inland freight, if any in Indian rupees.
43. A copy of license for supply of **Chemicals, Plastic ware and Glass ware, etc.**
44. The tender should be accompanied with printed technical literature (in original) and specifications.
45. The item which will be supplied by the manufacturer, dealer or local supplier should have the minimum expiry period of one year from the date of supply of items.
46. The institute will have no binding for purchasing the items of lowest discount rate.
47. The committee reserves all rights to amend the terms and conditions of service.
48. If required, the bidder has to appear before the committee for final negotiations.
49. In case item is not accepted or not supplied during the time limit prescribed or not made good according to the terms and conditions laid down as above, the bidder shall be liable to pay a penalty of **2%** of the cost of order placed, which shall be deducted either from the bills to be paid or from the amount of security deposit. In case, however, no supply is made

after the expiry of prescribed period, the undersigned reserves the right to purchase from open market or next bidder. In either of such event the extra cost shall be deducted from the amount of security deposit or the pending bills and the contract shall stand terminated. The remaining amount of security deposited will be forfeited to College of Veterinary Science and Animal Husbandry, Jabalpur.

DEAN
College of Veterinary Science & A.H.
Jabalpur (M.P.)

NOTE: Acceptance of above terms and conditions should be submitted on a non-judicial stamp paper of Rs. 100/- signed by the authorized signatory of the firm participating in the bid.

कार्यालय अधिष्ठाता, पशुचिकित्सा एवं पशुपालन महाविद्यालय, जबलपुर (म. प्र.)

क्रमांक / 4298 / भण्डार / प.चि. / 2024

जबलपुर दिनांक: 05 / 12 / 2024

(फर्म / प्रोपराइटर द्वारा सत्र 2024-25 में निविदा हेतु भरा जावेगा)

निविदाकारों को निम्नलिखित फार्म भरना है। अस्पष्ट एवं गलत जानकारी प्रदान करने वाले निविदाकार की निविदा समिति द्वारा निरस्त कर दी जावेगी।

1. सामग्री का नाम :
2. निविदा खुलने का समय एवं तारीख :
3. आपकी फर्म का नाम :
4. पूरा पता :
5. आपका या आपकी फर्म का पेन नं. :
6. गुड्स एण्ड सर्विस टेक्स रजिस्ट्रेशन नं. :
7. सत्र 2022-23, 2023-24 एवं 2024 -25 के आयकर रिटर्न की छायाप्रति :
8. बैंक का नाम एवं पता जहाँ आपका खाता संधारित है। :
9. फर्म रजिस्ट्रेशन नं. :
10. कैमिकल्स, प्लास्टिकवेयर एवं ग्लासवेयर आदि सप्लाय हेतु शासकीय संस्था से प्राप्त पंजीयन प्रमाण पत्र वैधता के साथ :
11. निविदा की राशि डिमांड ड्राफ्ट / आई.पी.ओ. का नं. :
12. निविदा की धरोहर राशि एफ.डी.आर. नं :
13. सप्लायकर्ता कम्पनी का नाम एवं कम्पनी का प्राधिकरण प्रमाण पत्र। :

जो कि "Dean, College of Veterinary Science & Animal Husbandry, Jabalpur" के नाम से देय होगा।

मैंने निविदा की सभी शर्तें पढ़ ली हैं एवं समझने के बाद निविदा हेतु पत्र प्रस्तुत कर रहा हूँ।

निविदाकर्ता के हस्ताक्षर

नाम :

पता :

कार्यालय अधिष्ठाता, पशुचिकित्सा एवं पशुपालन महाविद्यालय,
जबलपुर (म. प्र.)

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दर पत्रक

S. No	Name of the Manufacturer/ Brand	Item	Name of the Dealer/ Stockiest	Discount offered by Dealer / Stockiest (Per cent)	GST		Delivery Period	Validity	Remark
					CGST	SGST			
1	2	3	4	5	6	7	8	9	11

Seal and Signature of Firm/Proprietor