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**ACHARYA NARENDRA DEV COLLEGE**  
**(UNIVERSITY OF DELHI)**  
**Govindpuri, Kalkaji, New Delhi – 110 019**

**Dr. Savithri Singh**  
**Principal**

**Ref. No. ANDC/2014/FC**  
**Dated: 23 April 2014**

**Subject: Tender for Annual Rate Contract for chemicals, glass/plasticwares & filter paper**

Dear Sir,

Tenders are invited for the rate contract of following items.

<b>S. No.</b>	<b>Item</b>	<b>Makes</b>
1.	Chemicals, Glass wares, Plastic wares and Whatman Filter paper	As per Annexure-I

It is requested that the following protocol should be carefully observed in every detail while submitting the tenders; otherwise the tender may not be considered.

1. The tender should be sent under sealed cover addressed to the **Principal, Acharya Narendra Dev College, Govindpuri, Kalkaji, New Delhi - 110 019 not later than Monday, 12<sup>th</sup> May 2014.**
2. The word “**Tender for Rate Contract-Chemicals/GW, Tender No. ANDC/FC/2014-15**” should be written prominently on the envelope along with the last date for submission.
3. The other terms and conditions of the tender are attached as Annexure-II.
4. Earnest Money Deposit (EMD) (refundable) of Rs. 10,000/- should be deposited in the form of a demand draft in favor of Principal, Acharya Narendra Dev College, along with the bid. Name, address and telephone number of the bidder should be clearly written on its backside.
5. The tenders will be opened on 13<sup>th</sup> May, 2014 at 12.30 p.m.

Yours sincerely,

(Savithri Singh)

## **Annexure-I**

### **List of Items**

#### **Item No. 1: Chemicals**

**Makes:**

- 1) BDH
- 2) CDH
- 3) Thermofisher (Qualigens)
- 4) Ranbaxy
- 5) S.D. Fine
- 6) Bangalore Genie
- 7) Loba
- 8) E-Merck
- 9) Hi-Media
- 10) SRL
- 11) Chaudhary
- 12) Sigma
- 13) Spectrochem
- 14) Merck-Indian
- 15) Fermentas
- 16) Qiagen
- 17) Santa Cruz
- 18) New England Biolabs
- 19) Promega
- 20) Fortress Diagnostics

#### **Item No. 2: Glass wares**

**Makes:**

- 1) Borosil
- 2) J-Sil
- 3) Qualigens
- 4) Bangalore Genie
- 5) Venil Glass
- 6) Solar

#### **Item No. 3: Plastic wares**

**Makes:**

- 1) Tarsons
- 2) Polylab

**Item No. 4:** Whatman Laboratory products for laboratory Filtration, Chromatography, Microplates and Microfiltration, Blotting paper sheets (Smooth surface, relatively high thickness 180 GSM and Good absorption properties for laboratory use, Superior uniformity across complete contact area-250 sheets pack or equivalent)

## **ANNEXURE-II TERMS & CONDITIONS**

1. The Firm must be registered with Sales Tax Authority. The copy of Sales Tax registration number must be attached.
2. Our Tender No. & Date and name of the item/equipment should invariably be marked on the top of each envelope containing the technical/financial bids, as well as on the outer envelope.
3. The rates be quoted in figures (all typed or printed) and cuttings should be avoided. The final figure should be in figures as well as in words. If there are cuttings, they should be duly initialed, failing which the bids are liable to be rejected.
4. The bids should be addressed to Principal, Acharya Narendra Dev College, University of Delhi, Govindpuri, Kalkaji, New Delhi 110 019.
5. Any bids received after due date shall not be considered.

### **For Imported Item/s**

6. The prices quoted should be C.I.F., New Delhi. That should include insurance, packing, forwarding, freight etc.
7. The agency commission, if any, payable in Indian rupees should be mentioned separately.
8. The rates should be valid till 31<sup>st</sup> March 2015, from the date of its opening.
9. For imported equipment/s, payment can be made against the letter of Credit/Sight draft. The firm opting for Letter of Credit (LC) opening should clearly mention the address of foreign bank in the financial bid.
10. Custom duty will be paid by the College at the time of clearing the consignment from customs, as per Govt. rules.

### **Indigenous Item/s**

11. The prices quoted should be F.O.R. Delhi that includes insurance, packing, forwarding, freight etc.
12. The rates should be valid till 31<sup>st</sup> March 2015, from the date of its opening.
13. For indigenous equipment/s, the payment terms are 100% advance against a bank guarantee of 110% amount, valid for 6 months or 100% payment after receipt of supply in good conditions.

### **Other terms and Conditions**

14. Earnest Money Deposit (EMD) (refundable) for Rs. 10,000/- should be deposited along with the bid in the form of a demand draft in favor of Principal, Acharya Narendra Dev College. Any tender received without/less EMD shall be summarily rejected.
15. While sending bids, the firm/company/s shall ensure that the terms/conditions mentioned in the tender document against which the tender is being given are acceptable to the vendor/firm.
16. In the event of non-execution of the order within the specified period, a penalty of 5% of the total cost shall be imposed on the suppliers.
17. Trade Tax Declaration (Road Permit) will be provided by the College.
18. Principal, ANDC reserves its right/s to reject or accept wholly or partly the tender without assigning any reason/s.
19. The selected vendors will have to provide the complete bank details in case the college desires to make the payment through ECS/RTGS.

Principal  
Acharya Narendra Dev College  
(University of Delhi)  
Govindpuri, Kalkaji, New Delhi-110 019

## Undertaking Form

(To be submitted along with the Tender)

The Principal  
Acharya Narendra Dev College  
University of Delhi  
Govindpuri, Kalkaji  
Delhi-110 019

We the undersigned (herein after called as Contractor/Vendors/Suppliers) hereby offer to execute supply of items as per specification against which we have quoted our rates and for which this tender may be accepted at the rates stated there in and subject to the terms & conditions set forth for such items as may be ordered by the Principal, Acharya Narendra Dev College or officer acting on his/her behalf.

Date this \_\_\_\_\_ Day of \_\_\_\_\_

Signature of Contractor \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_