

Tender No. :- 10/1362/Store/DPSRU/2020

Delhi Pharmaceutical Sciences & Research University
Government of NCT of Delhi
Pushp Vihar, Sec III, MB Road, New Delhi 17

Tender Document
For
ANNUAL RATE CONTRACT
FOR
LABORATORY GLASSWARE
AND PLASTICWARE

Delhi Pharmaceutical Sciences & Research University

Government of NCT of Delhi

Pushp Vihar, Sec III, MB Road, New Delhi 17

No. 10/1362/Store/DPSRU/2020

Dated: 27/08/2021

Section-I

Request for Proposal

Delhi Pharmaceutical Sciences & Research University (DPSRU) invites Online Bids for supply of various brands of “LABORATORY GLASSWARE AND PLASTIC WARE” from dealers, distributors and sellers who are in the field for the past 3 years with good track record of supply and delivery of the same.

Make and brands

LABORATORY GLASSWARE/PLASTICWARE OF FOLLOWING BRANDS AND MAKE. BOROSIL, GLASSCO, PYREX, LOBA, TARSON, SCOTT DURAN, REVIERA, MERCK.

SECTION II

- Tender No. : 10/1362/Store/DPSRU/2020
- Name of Work : Supply of Laboratory Glassware and Plastic ware in DPSRU- Brand: BOROSIL, GLASSCO, PYREX, LOBA, TARSON, POLY LABS, SCOTT DURAN, REVIERA, MERCK on Annual Rate Contract Basis
- Name of Department : Delhi Pharmaceutical Sciences & Research University, GNCT of Delhi, Sector-III, Pushp Vihar, MB Road, New Delhi – 110 017
- Address of Tenderer : The Registrar, DPSR University, Sector-III, Pushp Vihar, MB Road, New Delhi-110 017
- Subject : Annual Rate Contract for laboratory glassware & plastic ware
- Earnest Money Deposit (EMD) : Exempted, as per document no. F.9/4/2020-PPD, Ministry of Finance, Department of Expenditure Procurement Policy Division, GoI dated 12.11.2020.
- Duration of RC : One year from the date of award of Rate Contract
- Issue of NIT : The Tender Document can be downloaded from the GCNTD E-procurement site (<https://govtprocurement.delhi.gov.in>)
- Closing Date : 21/09/2021 till 11.00 AM
- Bid Opening : The bids/proposals submitted will be opened online on 21/09/2021 at 2.30 PM, in the office of the Registrar, DPSRU, PushpVihar-III, New Delhi in presence Designated Tender committee and the Authorized representative of the bidders, who wish to be present.

Dates to download Tender form	Last date of submission of tender document	Place to deposit online proposal	Opening date, time & place of tender
27/08/2021 at 6 PM to 21/09/2021 till 11.00 AM	21/09/2021 till 11.00 AM	On the e-procurement website of Delhi Govt.	21/09/2021 at 2.30 PM DPSRU

SECTION III

BIDS:

Technical Bid:

The technical bid shall contain following documents.

1. Turnover of the firm in last three financial years (attach latest I.T.C.C., Annual report or any other relevant document showing turnover duly signed by Chartered Accountant).
2. A detailed profile of the firm including the name, address & clients.
3. The list of Central/ State Government Ministries/ Departments, other Government offices/UN Bodies/ International agencies/corporate clients for whom a similar work has been done in last three years. Copies of the award of contract should be enclosed.
4. A copy of the registration of the firm for paying the GST (certificate indicating valid GST No.)
5. A copy of Pan Card of the Firm.
6. The undertaking to the effect that the firm has not been black-listed by any of the Government offices.
7. The cancelled bank check of the firm needs to be enclosed for the purpose of payments through ECS.
8. Checklist for the Technical Bid at Annexure 1

Financial Bid:

1. Financial Bid shall indicate the Percentage Discount offered on and above the Price catalogue of the company for the year 2021-2022 (in terms of single percentage for all the items in the price catalogue).
2. DPSRU is eligible for concessional GST for being a Research University. Hence GST must be claimed accordingly, for which desired certificate will be issued on request of the vendor.
3. Order to the Goods: The Institute will place the orders as and when required with respect to quantity grade and make during the contract period.

Submission of Proposals:

1. The technical bid only shall be opened for evaluation. Based on the evaluation of the technical bids, financial bids of only those firms found eligible as per requirements shall be opened.
2. Catalogue and Price list should be submitted in Soft & hard copies both of the uploaded Tender

SECTION IV

The General Terms and Conditions

The following terms and conditions may be read carefully and complied with before submitting the proposal.

1. The bidders who are offering highest percentage of discount will be considered for award of contract for supplying the desired materials.
2. Bidding firm should not be black-listed/ debarred by any government institution in the last 3 years.
3. The successful bidder will deposit Performance Security of Rs. 50,000/- in form of FD in favour of Registrar,DPSRU with validity period of **24 month**. The PBG shall be refunded upon expiry of the contract.
4. If any information/ documents furnished by the Bidder are found to be incorrect/ fake/ forged, at any time, the proposal / contract will be terminated without any notice.

5. VALIDITY OF TENDERS/TERMS OF CONTRACT:

The validity of the tender will be for the period of one year or until the price list is revised by the company, whichever is earlier. However, the Competent Authority has the right to extend the contract beyond the said period on mutual consent with same terms, conditions and percentage discount, provided the performance of the agency is found to be satisfactory.

6. The agency must deliver the complete order within 30 days from the date of order.
7. The ordered items should be supplied in proper package to protect them from damage and degradation during transport, storage and should be delivered without any damage to the Institution.
8. The supplies shall be delivered to the destination as mentioned in the supply order. The Institute will not bear any cost on account of cartage, octroi or any other incidental charges.
9. The supplies will have to be made strictly in accordance with the approved specifications within 30 days of the issue of confirmed supply order. The vendor may supply the item in part on challan as per availability, however, the vendor shall submit consolidated bill for each supply order within 15 days of the supply of items.
10. Bidder will abide by all the terms & conditions of tender document.
11. This contract shall be governed by the laws of India. The courts of Delhi shall only have jurisdictions to decide any dispute arising out of or in respect of the contract
12. The University reserves the right to accept or reject any of the proposals without assigning any reasons.

(Dr. O. P. Shukla)
Registrar, DPSRU

SECTION –V

Annexure-I

Technical Bid

Sl. No.	Particulars of the requirement	Whether Enclosed or not	Remarks
1.	Turnover of the firm in last three financial years (attach latest I.T.C.C., Annual report or any other relevant document showing turnover duly signed by Chartered Accountant)		
2.	Detailed Profile of the firm.		
3.	List of Clients (copies of the award of contracts)		
4.	Registration of Firm and GST No. (Attested Copy)		
5.	PAN No. (Attested Photocopy)		
6.	Undertaking to the effect of not being blacklisted.		
7.	Cancelled bank check for the purpose of payments through ECS/RTGS		
8.	Name of the Brand Participated		

**Signature and Seal of
The Authorized Signatory**

Annexure 2

Financial Bid

S No.	Name of the make/brand	Percentage Discount offered on the price list
	LABORATORY GLASS WARE/ PLASTIC WARE OF FOLLOWING BRANDS AND MAKE. BOROSIL, GLASSCO, PYREX, LOBA, TARSON, SCOTT DURAN, REVIERA, MERCK.	
1.	BOROSIL	
2.	GLASSCO	
3.	PYREX	
4.	LOBA	
5.	TARSON	
6.	SCOTT DURAN	
7.	REVIERA	
8.	MERCK	

**Signature and Seal of
The Authorized Signatory**

UNDERTAKING ON RS. 100/- AFFIDAVIT

Tender for the year 2021-22

IS/o

Sh.....

Resident of Address).....

do solemnly pledge and affirm:-

1. That I am the proprietor/ partner/ authorized signatory of

M/S

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2. That no case any of nature i.e. CBI, Criminal/Income Tax/Sales Tax/ Blacklisting is pending against the firm.

Signature of the Bidder/manufacturer

With seal