



# CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya Panchanpur Road, Village – Karhara, Post. Office – Fatehpur, Gaya – 824236, (Bihar)

**Central University of South Bihar, Gaya invites Tender for**  
Annual Rate Contract for Supply of Lab Chemicals and Consumables Items  
(Chemicals/Glasswares/Plasticwares/Filter Paper/Micro slides, cover slips, Acid & Phenyl).  
The last date for submission tender documents is **15/01/2019 till 4:00 PM** on the below mentioned address **by registered post / speed post /in drop box (Tender Box).**

To,  
The Registrar  
Central University of South Bihar  
SH-7, Gaya- Panchanpur Road, Village- Karhara, Post- Fatehpur  
P.S- Tekari, District- Gaya (Bihar), PIN- 824 236  
Email- [registrar@cub.ac.in](mailto:registrar@cub.ac.in)  
Website- [www.cusb.ac.in](http://www.cusb.ac.in)  
Contact-0631-2229519  
CPP Portal web site: [www.eprocure.gov.in](http://www.eprocure.gov.in)

## Index for Tender Form

Sl. No.	Items	:	Details
1.	Tender Notice No	:	CUSB/PSD/Rate Contract/Tender/16 /2018-19,
2.	Tender Date	:	17/12/2018
3.	Name of the Work	:	Rate Contract for Supply of Lab Chemicals and Consumables Items (Chemicals/Glasswares/Plasticwares/Filter Paper/Micro slides, cover slips , Acid & Phenyl)
4.	Tender Cost	:	Non Refundable ₹ 500/- (₹ Five Hundred Only) in shape of Demand Draft only.
5.	Earnest Money Deposit	:	Refundable Earnest Money Deposit (EMD) of ₹ 50,000/- in shape of Demand Draft/ FDR drawn in favour of Central University of South Bihar, payable at Gaya from any scheduled bank.
6.	Start of submission of bids	:	17 /12 /2018
7.	Last date and time for submission of bids	:	15/01/2019 by 4:00 PM
8.	Date and Time of opening of Bid	:	Shall be published on University website ( <a href="http://www.cusb.ac.in">www.cusb.ac.in</a> )
9.	Place of opening of bids	:	CUSB, Panchanpur, Gaya

Bidders are requested to read the complete tender documents and visit the site to understand its locality, terrain, surrounding conditions etc. before submission of Bids. Queries related to tender may be send by the intended bidder at [registrar@cub.ac.in](mailto:registrar@cub.ac.in), [so1@cub.ac.in](mailto:so1@cub.ac.in). For further information, visit University Website – ([www.cusb.ac.in](http://www.cusb.ac.in)).



## Eligibility Criterion

01. Please mention following details superscribed with on the face of the envelop.
  - a) Last date and time of submission of the Tender: 15/01/2019, till 04:00 PM
  - b) Tender Ref No. CUSB/PSD/Rate Contract/Tender/16/2018-19.
02. Tender documents will be on **Two bid system** and must be accompanied by the Tender Fee/ Bid Security Form/Earnest Money Deposit.
03. The tender must be submitted in three separately sealed envelopes marked as “A”, “B”, & “C”. The language used shall be English. In case any information is given in foreign language, then translated (in English) copies of those pages must be enclosed, failing which the tender will be summarily rejected.
04. **ENVELOPE ‘A’ (Earnest Money & Tender Cost)**

The tender shall be accompanied with the cost of the tender document as ₹ 500/- (₹ Five Hundred only) and earnest money of ₹ 50,000/- (₹ Fifty Thousand Only) as mentioned in the form of **Demand Draft/FDR** in favour of **Central University of South Bihar**, payable at Gaya issued by any Scheduled Bank, failing which the tender will not be accepted.
05. **ENVELOPE ‘B’ (Technical Bid Document)**

Tenderers should establish their credentials by giving valid documentary evidences of similar services as defined in this document to have been executed in India.
06. **Envelope ‘C’ (Financial Bid Document)**

The Envelope ‘C’ shall contain the tender documents and information related to the schedule of quoting the discount rates etc. of the item pertaining to the Financial Bid on the Financial Bid document, issued by CUSB, along with the tender document.
07. All the three envelopes shall be submitted together in another big envelope sealed and superscribing thereon Tender for Providing the **Rate Contract for Supply of Lab Chemicals and Consumables Items (Chemicals/Glasswares/Plasticwares/Filter Paper/Micro slides, cover slips , Acid & Phenyl)**

Envelope ‘A’ (Earnest Money & Tender Cost),  
Envelope ‘B’ (Technical Bid Document), and  
Envelope ‘C’ (Financial Bid Document), shall be in separate sealed envelopes, each marked as “Envelope ‘A’, Envelope ‘B’ and ‘Envelope ‘C’, respectively

The envelope marked ‘Envelope ‘B’ of only those Tenderers shall be opened, whose earnest money & tender cost are placed in the ‘Envelope ‘A’ and found to be in order.



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08. Your sealed proposal should reach the office of the undersigned by Registered Post / Speed Post or by Hand. Any proposal received after the last date shall not be entertained. The following documents should also be submitted along with the proposal : -
09. **Ten printed copies of the Catalogue/Price List** (a Soft Copy may also be provided) of the products. For Chemical & Glassware category, in case of imported chemical (s), original catalogue may also be enclosed.
10. Attested photocopies of the following documents :
  - a) Manufacturing license issued by the competent authority for each items separately.
  - b) Registration Certificate GST & other applicable as per laws.
  - c) Drug Manufacturing License if needed for manufacturing (for Chemical & Glassware category).
  - d) Copy of Income Tax return for the last 3 year of bidder manufacturer/Authorized dealer.
  - e) Copy of Sales Tax / VAT Assessment for the last 3 year of manufacturer/Authorized dealer.
  - f) Documentary evidence for the turnover of last three consecutive years along with copy of the audited balance sheet of bidder the manufacturer/authorized dealer. A minimum average turnover for consumables & non consumables of last three financial year ( i.e F.Y- 2017-18, 2016-17 and 2015-16) of **₹ 25,00,000/- (₹ Twenty Five Lakh Only)** is essential for bidder manufacturer /authorized dealer.
  - g) Registration in S.S.I. / D.I. in case of manufacturer.
  - h) Undertaking for Quality Control System.
11. List of clients which mention 5 or more Rate Contracts with the CSIR Labs / ICMR Labs / ICAR Labs / IIT Labs / Central Universities / DRDO /CFTI/ Govt. Organization in the past three years for the similar items. Copies of such rate contracts must be enclosed with the proposal along with their performance certificates.
12. The enclosed certificates and proforma must be returned in original duly filled in and signed (Photocopy will not be accepted) failing which quotation may not be considered for Rate Contract.
13. The Bidders must agree for immediate free replacement in case any discrepancy is found with regard to quality/quantity of the material to be supplied by them under this Rate Contract.
14. In the absence of any of the above documents / information, the proposal may be summarily rejected without making any further reference to the bidders in this regard.

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## Terms and Condition

### **01. Rates**

Please quote your lowest rates F.O.R. Destination only otherwise your proposal may not be considered. Please quote for those items/specifications only which have been asked for. The rates should include insurance coverage, if necessary for safe delivery. The University shall not pay separately for transit risk insurance. The firm shall be responsible until the stores arrive in good condition at the Destination and accepts by the University after physical verification.

Further, if there is any damage or loss to the stores in transit, the firm will get the stores replaced/repaired to the entire satisfaction of the consignee otherwise cost will be deducted for items found in broken/ unserviceable conditions or short in quantities from bill/SD/PBG.

### **02. Discount**

Kindly indicate the maximum discount allowed on the printed price list for the purpose of rate contract. As the University is an educational institution its Rate Contract should quite prestigious, separate rate may be quoted in case of bulk supply and that should be clearly mentioned in respect of minimum quantity.

### **03. Taxes And Duties**

Please clearly specify the rates for the taxes, duties and other expenses applicable on the stores even if the rates are net. The rate of GST / taxes as applicable should be clearly mentioned in the proposal.

### **04. Validity of the proposal**

Since it is rate contract for one year may be extended for another one year on satisfactory performance and by mutual understanding.

### **05. Fall Clause**

- a) The prices charged for the stores supplied under the rate contract by the firm in no event should exceed the lowest price at which the firm sells the stores or proposal to sell the stores of identical description to any individual / organization / body etc. during the currency of the rate contract.
- b) If at any time during the said period, the firm reduces the sales price, sells or offers to sell such stores to any person (s) /organization (s) / body etc including the purchaser or any Department of Central Government or any Department of State Government of any statutory undertaking of the Central or a State Government as the case may be, at a price lower than the price chargeable under the contract, it shall forthwith inform such reduction or sale or proposal to sale to the Registrar CUSB and the price payable under the contract for stores supplied after the date of coming into force of such reduction or sale or proposal to sale shall stand correspondingly reduced. However, if it is discovered later on that the firm failed to inform the University about the reduction in the sale price and continues to charge higher rates, excess money so charged is liable to be



deducted from PBG. Furthermore such firm is liable to be debarred from doing any business with the University in future.

## **06. Execution Of Supplies And Billing**

It is desired that the supplies be made by a manufacturer directly. However, if a manufacturer is not in a position to execute supplies directly and intends to make the same through authorized dealer(s), their name(s) and address(es) should be declared in advance at the time of submission of the proposal.

It has been noted that on many occasions, only one dealer is authorized to execute the supplies. The University desires that in order to maintain smooth supplies to the University, there should be more than one Local Dealer for the purpose. Also, the manufacturer should clearly indicate whether the orders will be placed with it or its authorized dealer(s). In such cases, no extra charges by way of any local Taxes/Trade Tax in addition to Central Sales Tax be admissible in case of supplies received from local authorized dealer(s).

## **07. GeM Rate Contract**

In case if the product(s) is registered under GeM Portal, Rates and specifications of the product(s) must be enclosed with the tender documents, simultaneously if any changes (Rate/Specification etc) occur during the rate contract period for 1(One) year of the CUSB be intimated to the University immediately.

## **08. Payment Terms**

Payments shall be made only after delivery of the items as per the specification and quantity as mentioned in the supply order and satisfaction to the University Authorities.

## **09. Rejection Clause**

- a) If the items received do not conform to the description and quality as contained in the catalogue or have deteriorated (and the decision of the purchaser in that behalf will be final and conclusive) the University will be entitled to reject the said items or such portion, thereof as may be discovered not to conform to the said description and quality. On such rejection the goods will be replaced by the firm at its cost, or deducted from the amount payable.
- b) If the terms of the quotation etc. are vague, incomplete, contradictory and confusing, the proposal will summarily be rejected without any information.
- c) In case of sub-standard supply / non-execution of supply of ordered goods within the stipulated time, the University reserves the right to impose penalty on the concerned firm and to delist / debar / black list from further supply and may take necessary action.



## 10. Warranty/Guarantee Terms

Should be clearly stated for all items.

## 11. The University Reserves The Right To

- a) Enter into parallel rate contracts simultaneously with more than one firm for the purchases of the items.
- b) Withdraw rate contract of any firm during the currency of rate contract without assigning any reason for reasons mentioned above.
- c) Reject the quotation in absence of furnishing the documentary evidence in respect of Trade Tax Registration (GST/ CST/VAT.), Income Tax and Trade Tax clearance certificates together with the performance of supplies in various branches/institutions.
- d) Reject the quotation in the event of non-furnishing the authentic documentary evidence in respect of Testing reports/Performance report of the concerned Govt. Organization/Institutions about the products being manufactured and marketed. The performance test of the product can be conducted at University level also for which charge will have to be borne by the suppliers.
- e) Reject the supplies already made, if not found up to the mark in term of specification/quality. Random checking may be adopted to test the correctness of the supply. In such an event further action may call to conform the supply or discard further business.
- f) Cancel the order/reject the supplies of chemicals in case where more than one authorized dealers are there and order is placed to local dealer and not to the manufacturers / distributors.
- g) To reject any addition/alteration in respect of local dealerships intimated by the Principals after consideration of the case by the committee appointed by the University for the purpose.
- h) To reject any proposal which is not supported / submitted along with the Pricelist / Catalogues / Leaflets / Brochures / Samples where ever applicable within the scheduled time.

## 12. General instruction/condition

- a) All disputes are subject to judicature at “Gaya” only.
- b) The decisions of the University in all respect shall be final and binding on all.
- c) Kindly note that we attach great significance to the list of the organizations of repute where a firm is on rate contract, therefore please enclose certified photocopies of the rate contract.
- d) Please ensure that your proposal is complete in all respect as no further clarifications shall be sought from you and reaches us within the last date mentioned above. **The University shall not be responsible for any postal delay/loss in transit etc.**
- e) Please mention our reference number and due date on the sealed envelope, otherwise your quotation may not be entertained.
- f) A checklist (list documents to be attached) with proper signature, seal and date should be enclosed with tender document for verification; otherwise the proposal will not be entertained.

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13. Expiry date of the supplied items should not be less than one year at the time of the receipt in stores.
14. **Liquidated Damages for delayed supply: -**  
If vendor fails to deliver any of or all products or does not perform the services within the period specified in the Purchase Order, the second party shall without prejudice to its other remedies under the contract, deduct from the bill, a sum equivalent to 0.5% of the price of undelivered stores at the agreed price for each week to maximum limit of 5% of the values of the order can be imposed. Once maximum is reached, the second party may consider termination of contract.
15. The successful Tenderer shall have to deposit a **Performance Security of ₹ 1,00,000/- (₹ One Lakh Only)** in the form of **Bank Guarantee/Fixed Deposit/Demand Draft etc.** The performance security should remain valid for a period of Ninety days beyond the date of completion of all contractual obligations including warranty which is refundable without any interest. In case, the contract is further extended beyond the initial period of one year, the Performance Security Bank Guarantee shall have to be renewed accordingly and its extension shall be communicated at the time of award of addendum of contract. **Earnest Money Deposit shall be refunded to the successful bidder on receipt of performance security.**
16. Conditional bids shall not be considered and will be rejected summarily.

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## Bidder Information

### (Technical BID)

Following proforma should be filled in and duly signed by the firm and send alongwith the quotation/bid.

1.	Tender Ref. and date	
2.	Name of the Firm :	
3.	Postal Address of the Office of the Firm (Attach Proof)	
4.	Details of Demand Draft for Application Fees in favour of <b>Central University of South Bihar, Payable at Gaya</b> (Non Refundable) (i) Demand Draft No. : (ii) Date of Issue : (iii) Issuing Bank :	
5.	Details of Demand Draft for EMD in favour of <b>Central University of South Bihar, Payable at Gaya (Refundable)</b> . (i) Demand Draft No. : (ii) Date of Issue : (iii) Issuing Bank :	
6.	<b><u>Contact Information :</u></b> (a) Name of the contact person : (b) Telephone Number : (c) Mobile Number : (d) Fax Number : (e) E-Mail : (f) Website address, if any :	

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7.	Kind of Firm Name and address of Directors/Managing Directors/Proprietor/Partners
8.	Whether you are income tax payee? If yes, please submit a copy of Income tax return filed for last three consecutive years.
9.	Your Permanent Account No. (PAN): (Copy Attached)
10.	Bank Details (a) Name of the Bank : (b) Address : (c) Bank Account No. : (d) Name of the Account holder : (e) IFSC code : (f) MICR code : (g) Date of opening of Account : (h) Type of Account (Saving / Current):
11.	Are you a distributor/dealer/stockiest/executive/preferred agent of the manufacturer? If so, please submit the most recent authority letters issued by the manufacturer.
12.	Do you have direct import license. (If Yes, please attach a copy of the same)
13.	Annual Turnover of the firm FOR THE LAST 3 CONSECUTIVE FINANCIAL YEARS : (a) 2015-16 : (b) 2016-17 : (c) 2017-18 : Please attach audited copy of Balance Sheet/Turnover Certificate issued by Chartered Accountant). Applicant Supplier must have a minimum average annual Turn Over of Rs 25 Lakhs in last 3 consecutive Financial Year.
14.	Have your firm ever been debarred / blacklisted for doing business from any Government Organization? If No, Please furnish an affidavit raised on non – judicial stamp paper of Rs. 100/- (Rupees One Hundred Only)

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## Declarations:

1. I/We \_\_\_\_\_ (Names of Partners/Proprietors or Directors) do hereby declare that the entries made in this application form are true to the best of my/our knowledge and belief.
2. I/We also undertake the responsibility to communicate all subsequent changes in the constitution or working of firm, affecting the accuracy of the facts, stated above.
3. I/We accept you all terms & conditions.

Place :

Signature of Partner/Proprietor/Director  
(Seal of the Firm)

Date :

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Bidders are requested to read the complete tender documents and visit the site to understand its locality, terrain, surrounding conditions etc. before submission of Bids. Queries related to tender may be send by the intended bidder at [registrar@cub.ac.in](mailto:registrar@cub.ac.in), [so1@cub.ac.in](mailto:so1@cub.ac.in). For further information, visit University Website – ([www.cusb.ac.in](http://www.cusb.ac.in)).



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## To Be Returned With Proposal

Following proforma should be filled in and duly signed by the firm and send alongwith the quotation.

(Please refer to the detailed instructions/notes before filling this proforma).

1. Name of The Firms with detailed address :
2. Validity of the proposal :
3. Approximate Delivery Period :
4. (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 :
5. (a) Whether the prices are inclusive of GST /Sales Tax/ VAT & other taxes. YES / NO  
(b) If not, kindly specify the amount / rate :
6. If the GST is charged extra, declaration for Charging GST attached. : YES / NO
7. (a) Whether supply will be made directly or through any Local / Regional / Authorized Dealer / Stockiest : Directly / Stockiest / Authorized Dealer  
(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) Cheques will be drawn in favour of : Principal / Stockiest / Dealer
  - (v) Whether any Delivery, Packing and Forwarding Charges will be payable to local Stockiest/Dealer : YES / NO  
Please specify the amount/percentage etc.)
8. **Payments shall be made after satisfactory execution of the order and supply of goods in satisfactory condition after due verification.**

Bidders are requested to read the complete tender documents and visit the site to understand its locality, terrain, surrounding conditions etc. before submission of Bids. Queries related to tender may be send by the intended bidder at [registrar@cub.ac.in](mailto:registrar@cub.ac.in), [so1@cub.ac.in](mailto:so1@cub.ac.in). For further information, visit University Website – ([www.cusb.ac.in](http://www.cusb.ac.in)).



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9. Whether any Excise Duty is payable on the items. : YES / NO  
If yes, indicate the amount / percentage. : .....%
- (Please note that excise duty shall be paid only when it is clearly shown in the invoice separately)
10. Whether any installation charges are payable extra. : YES / NO  
If yes, amount to be specified. : .....
11. Whether any discount for educational institution proposal on the printed price list of the manufacturer. : YES / NO  
If yes, mention the amount / percentage. : .....%
12. Whether the product is on DGS &D/D.I. Rate contract. : YES / NO  
If yes, please enclose a photocopy of the same.
13. Whether the product bears I.S.I. Mark. : YES / NO  
If yes, please mention the I.S.I. License no. : .....
14. (a) Whether the firm is GST/Sales Tax payer. : YES / NO  
If yes, please mention the Sales Tax Numbers. : .....
- (b) Whether the Local Dealer(s) is / are GST/ Sales Tax payer(s) If yes, : YES / NO  
Please mention the GST /Sales Tax numbers of each : .....
15. Whether certificate of Quality Control enclosed : YES/ NO
16. Whether printed / authenticated price list of the Firm's Products and Catalogue etc. enclosed. : YES / NO

**Signature with Seal**

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## To be returned Along with the Proposal

### Certificate

#### **We certify that :**

1. We will not sell the product (s) to other institutions, bodies and also in the market on the rates less than the prices quoted by us to the University.
2. The vendor shall furnish a following certificate to the Paying Authority alongwith each bill for payment for supplies made against the Annual Rate Contract as mentioned below.
3. The goods on which GST / Sales Tax / V.A.T. has been charged are not exempted for payment of GST /Sales Tax / V.A.T. under C.S.T. Act the rules made there under and the amount mentioned on account of GST/Sales Tax / V.A.T. on goods is not more than payable rate under the provisions of the relevant Act or Rules made there under.
4. The rate of Excise Duty mentioned in the quotation is in accordance with the provisions of the rules in all respects and the same is payable to the Excise Authorities in respect of the stores.
5. The goods / Stores / articles offered under the rate contract shall be of the best quality and workmanship and their supply be strictly in accordance with the technical specifications and particulars as detailed in the quotation and also certificate of quality control system attached.
6. The information furnished by us in the quotation is true and correct to the best of our knowledge and belief.
7. We have read and understood the rules, regulations, terms and conditions of rate contract as applicable from time to time and agree to abide by them.

**N.B. :\* |** We certify that there has been no reduction in sale price of the Stores of Description identical to the Government under the contract herein and such stores have not been offered / sold by me / us to any person(s) / Organization(s) including the purchaser or any Department of Central government or any Department of State Government or any statutory undertaking of the Central or State Government as the case may be upto the date of the bill / the date of completion of supplies against all supply orders placed during the currency of the R/C at a price lower than the price charged to the Government under the Contract.

**Authorized Signatory**

(Seal)



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## APPOINTMENT OF LOCAL DEALER

01. The manufacturer may appoint one or maximum three local dealers for Central University of South Bihar. The manufacturer should ensure that the dealer appointed for the execution of supplies are registered with Trade Tax Department and having valid GST/C.S.T./ VAT No.
02. Request of appointment of new local dealer or withdrawal of any previously appointed local dealer during 2019 will not be permitted in any circumstances.
03. The manufacturer should furnish the detail information of the local dealer/s on the proforma given below and enclose alongwith the quotation positively, failing which appointment of local dealer will not be considered.

### N.B. : -

- (i) Any changes towards information given by proforma below will not be accepted during the Rate Contract Session i.e. 2019.
  - (ii) Diversion of order will not be allowed during the Rate Contract session 2019 if the appointment of local dealer is not informed at the time of submission of quotation.
04. **The local dealer must be Income Tax Assesse and possessing PAN No.**
05. **Detail information in respect of local dealer appointed for the session 2019 in case of chemicals & glassware are needed as under**

<b>Sl. No.</b>	<b>Name &amp; Address, Contact No. &amp; e - mail address</b>	<b>GST. No.</b>	<b>Bihar V.A.T. No.</b>	<b>PAN No</b>	<b>Drug License No., if otherwise re- quired</b>
1.					
2.					
3.					

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## PROFORMA FOR AUTHORITY FORM OEMs (Original Equipment Manufacturers) (To be submitted by bidder if they are authorized representative of an OEM)

No.....

dated.....

To,

**The Registrar**

Central University of South Bihar

SH-7, Gaya Panchanpur Road,

Village – Karhara, Post. Office – Fatehpur,

Gaya – 824236, (Bihar)

**Dear Sir,**

Sub: CUSB Tender No.....

We ..... an established and reputable manufacture of ..... do hereby authorize M/s..... (Name and address of Agents) to represent us, to bid negotiate and conclude the contract on our behalf with you against Tender No.....

No company/firm or individual other than M/s..... are authorized to represent to this business against this specific tender. Further, certified that the price catalogue submitted along with the bid is the only one in circulation and discount offered to CUSB, Gaya is not lesser than that of offered by any other Govt. department (R&D agency)/ Academic institute.

**Your faithfully,**

**(Name)**

**For & on behalf of M/s**

.....  
**(Name of Manufacturer)**

**Note:** this letter of authority should be on the **Letter-Head** of the manufacturing concern and should be signed by a person competent and having the power of attorney to bind the manufacturer.

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Bidders are requested to read the complete tender documents and visit the site to understand its locality, terrain, surrounding conditions etc. before submission of Bids. Queries related to tender may be send by the intended bidder at [registrar@cub.ac.in](mailto:registrar@cub.ac.in), [so1@cub.ac.in](mailto:so1@cub.ac.in). For further information, visit University Website – ([www.cusb.ac.in](http://www.cusb.ac.in)).



# CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya Panchanpur Road, Village – Karhara, Post. Office – Fatehpur, Gaya – 824236, (Bihar)

## Client Details

To,

**The Registrar**

Central University of South Bihar  
SH-7, Gaya Panchanpur Road,  
Village – Karhara, Post. Office – Fatehpur,  
Gaya – 824236, (Bihar)

Sir/Madam,

Sub:- Rate Contract for Supply of Lab Chemicals and Consumables Items (Chemicals/ Glasswares/Plasticwares/Filter Paper/Micro slides, cover slips , Acid & Phenyl)

I /We hereby mention following list of our clients which mention 5 or more Rate Contracts with the CSIR Labs / ICMR Labs / ICAR Labs / IIT Labs / Central Universities / DRDO /CFTI/ Govt. Organization in the past three years for the similar items. Copies of such rate contracts must be enclosed with the offer.

S.No.	Name of the Client	Purchae Order/ Rate Contract Details	Amount of Order (₹)
1			
2			
3			
4			
5			

Yours faithfully

(Signature of the Bidder)

Name

Designation

Seal

Date

Address:

Enclosure : As above

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# CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya Panchanpur Road, Village – Karhara, Post. Office – Fatehpur, Gaya – 824236, (Bihar)

## FINANCIAL BID

### Schedule of Offered Discount

Sl. No	Particulars	Manufacturer's Name	Brand Name	Offered Discount on Price Catalogue	Remarks if Any
1.	All kind of standard Chemicals				
2.	All kind of standard Glassware's				
3.	All kind of standard Plastic wares				
4.	All kind of standard Filter paper				
5.	All kind of standard Micro slides, cover slips Acid & Phenyl				

Signature of bidder with seal

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## Undertaking for Check List

We hereby declare that the following requirements have been fulfilled by us –

01. Ten Printed copies of the **Catalogue / Price List** of the products.
02. Attested photocopy of current manufacturing license, for respective items, issued by competent authority.
03. List of clients of 5 or more Rate Contracts with the CSIR Labs / ICMR Labs / ICAR Labs / IIT Labs / Central Universities / DRDO /CFTI/ Govt. Organization in the past three years for the similar items. Copies of such rate contracts must be enclosed with the Proposal along with their performance certificates.
04. The enclosed certificates and proforma duly filled in and signed.
05. Documentary evidence for the turnover of last three consecutive years along with copy of the audited balance sheet of both the manufacturer and authorized dealer. A minimum average turnover for consumables & non consumables of last three financial year ( i.e F.Y-2017-18, 2016-17 and 2015-16) of ₹ 25,00,000/- (₹ Twenty Five Lakh Only) is essential for manufacturer and authorized dealer separately.
06. Demand Draft of ₹ 500/- (₹ Five Hundred Only) in case tender form downloaded from Website **in favour of “Central University of South Bihar” Payable at Gaya.**
07. Earnest Money Deposit (EMD) amount ₹ 50,000/- (₹ Fifty Thousand Only) to be submitted along with the Proposal in form of Demand Draft/Fixed Deposit in favour of **“Central University of South Bihar, Payable at Gaya”.**
08. Copy of Small Scale Unit/ MSME/ NSIC Registration under relevant items (if registered).
09. Registration Certificate of Central Excise, wherever applicable.
10. Registration Certificate of GST/C.S.T. and other Taxes of State Govts.
11. Copy of Income Tax Returns for 3 years of both the manufacturer and authorized dealer.
12. Copy of GST / Sales Tax / VAT Assessment for 3 years of both the manufacturer and authorized dealer.
13. Registration in SSI / DI, in case of manufacturer.
14. Undertaking for Quality Control System – Copy of Certificate pertaining to ISO, BIS etc.
15. **Every page of the tender documents and the enclosed copies of the certificates must be signed with seal.**

We hereby agree that in the absence of any of the above documents / information, the Proposal may be summarily rejected without making any further reference to us.

Date:

Signature with seal

**NOTE: 1- While arranging the Tender Documents, check list should be placed on TOP.**

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## Draft Contract Format for Rate Contract

### Memorandum of Understanding between Central University of South Bihar and M/s. .... .

Whereas the Central University of South Bihar advertised the open tender vide CUSB/PSD/Rate Contract/Tender/16/2018-19 dated: **17/12 /2018** for rate contract for chemicals and laboratory consumables.

And whereas the **Central University of South Bihar** also uploaded the said tender on University website ([www.cusb.ac.in](http://www.cusb.ac.in)) as well as CPP Portal ([www.cppp.nic.in](http://www.cppp.nic.in)) with last date of submission as 15/01/2019 till **04:00 p.m.**

And whereas **M/s.** ..... submitted their proposal duly accepting all the terms and conditions of the bid documents advertised by the University as mentioned above.

And Now thereof this Memorandum of Understanding, hereinafter call MOU signed between **Central University of South Bihar**, hereinafter called **CUSB** (represented by the Registrar, Central University of South Bihar, Patna) on the one part and **M/s.**..... having its registered office at ..... (**represented by Mr.**.....) on the other part, on this day / /2019 at Gaya.

Whereas **M/s.** ..... has agreed to supply the **laboratory chemicals and consumables** and accordingly now therefore, it is agreed between the two parties that:

1. **Validity of the Rate Contract:** - Initially the Rate contract will be valid for the period of twelve month from the date of signing of agreement which may be extended for another one year subject to satisfactory performance and by mutual understanding.
2. **Pricing :** - Will be applicable as per the prevailing rate (price list for the year 2019) on FOR CUSB Gaya campus basis with applicable discount as proposal.
3. **Other Charges:-**No any transportation or other ancillary charges except statutory applicable taxes will be paid extra.
4. **Value of Order:** - Irrespective of value, the order will be placed as per requirement.
5. **Delivery Period :-** As per the supply order
6. **Liquidity Damage:** - In case supplies are not made within the stipulated period and time is not extended (considering the circumstances beyond control of the vender etc.), penalty @ 0.5 % **per week or part thereof up to maximum of 5% of value of supply order.**
7. **Payments Terms:** - Within 30 days from the date of submission of bill completed in all respect.
8. **Other Terms and Conditions:-**
  - a. Supply should be made from the latest batch of production with maximum life period and in original packing.
  - b. The Second Party shall be liable to provide higher discount from the agreed one, in case the company launches such special offers/schemes to promote its products at any time during the period of Annual Rate Contract.
  - c. The material should be supplied in one lot in the Central Store/Department. Piece-meal/Short/incomplete/part supply will not be accepted and may be refused.

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# CENTRAL UNIVERSITY OF SOUTH BIHAR

SH-7, Gaya Panchanpur Road, Village – Karhara, Post. Office – Fatehpur, Gaya – 824236, (Bihar)

- d. **Fall Clause:** The price charged for the stores supplied under the rate contract should in no event exceed the lowest price at which the party sells the stores of identical description to any other person during the period of the contract.
- e. **The stores shall be supplied within a period of fortnight for supplies against ex-stock deliveries.** In case firm does not supply the items within the stipulated time schedule, the cancellation of the purchase order can be considered.
- f. **Parallel rate contract for similar items can be placed at any time during the period of the rate contract.**

9. **Termination of Contract**

Post award of the contract, it can be terminated in any of the following conditions:-

- a) On the expiry of the contract period, without any notice;

**OR**

- b) On giving fifteen days' notice at any time during the currency of services, by either of the University or service provider.

- c) Provided that during the notice period for termination of contract, in the situation contemplated above, the contracted agency shall keep on discharging his duties as before till the expiry of notice period.

- d) By the University without any notice, if the second party violates any of the above terms and condition of the contract.

10. Any terms and condition of floated tender document which is not included in this agreement will be the part of contract and binding on both the parties.

We the above noted parties have signed this deed of agreement after duly understanding the contents of this deed on the date and place mentioned above.

**For M/s Vendor Name**  
**(Seal)**

**For Central University of South Bihar, Patna**  
**(Seal)**

Witness:

Name :

Signature:

Date:

Witness:

Name :

Signature:

Date:

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# CENTRAL UNIVERSITY OF SOUTH BIHAR

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## Annexure – ‘A’

Approved brand and discount rate for M/s.

Sl. No.	Bidders Name	Particulars	Manufacturers Name	Brand Name	Offered Discount on price catalogue	Remarks if any
1		Glassware	Borosil Glass Works Ltd.	Borosil		
		Liquid Handling Products (LHP)	Borosil Glass Works Ltd.	Borosil		
		Chemicals	Sigma-Aldrich-Fluka-Supelco	Sigma-Aldrich		
		Bioscience Consumables	Sigma-Aldrich-Fluka-Supelco	Sigma-Aldrich		
		Corning	Sigma-Aldrich-Fluka-Supelco	Sigma-Aldrich		
		Axygen Plasticwares	Sigma-Aldrich-Fluka-Supelco	Sigma-Aldrich		
		Supelco Lab accessories & Consumables	Sigma-Aldrich-Fluka-Supelco	Sigma-Aldrich		
		Plasticware & Lab Equipments	Tarsons Products Pvt. Ltd.	Tarsons		
		Filter Papers & Filter Aids	Whatman Asia Pacific Pte Ltd.	Whatman		
		Molecular Biology Consumables and Kits	Bio Rad Laboratories	Bio Rad		
		All types of equipments	Cole-Parmer India Pvt. Ltd.	Cole-Parmer		
		Finpette (Micro Pipettes - All Types)	ThermoFisher Scientific India Pvt. Ltd.	ThermoFisher		
		Thermo Abgene, UK-Consumable for PCR	ThermoFisher Scientific India Pvt. Ltd.	ThermoFisher		
		Thermo Abgene, UK-Plasticware for PCR	ThermoFisher Scientific India Pvt. Ltd.	ThermoFisher		
		Thermo Pierce, USA-Reagents, Kits & Antibodies for Protein Research	ThermoFisher Scientific India Pvt. Ltd.	ThermoFisher		
		Thermo Nunc & Nalgene, Denmark - Cell & Tissue Culture consumables	ThermoFisher Scientific India Pvt. Ltd.	ThermoFisher		
		Thermo Finnzymes:End to End solution for PCR	ThermoFisher Scientific India Pvt. Ltd.	ThermoFisher		
		Abnova:Complete Range of Antibodies	ThermoFisher Scientific India Pvt. Ltd.	ThermoFisher		
		Corning:Cell Culture & Centrifugation Plasticware	ThermoFisher Scientific India Pvt. Ltd.	ThermoFisher		
		Operon Primer & Sequencing Services	Eurofins Genomics India Private Limited	Eurofins		
		Sequencing Services	Sandor Proteomics Pvt. Ltd.	Sandor		
	Molecular Biology Consumables	G. Biosciences	G. Biosciences			
	Molecular Biology Chemicals	G. Biosciences	G. Biosciences			
	Molecular Biology	Imperial Life Sciences	ILS			
	Molecular Biology Chemicals	Genetix Biotech Asia Pvt. Ltd.	Genetix			
	Molecular Biology consumables and kits	DSS (Takara, Clonotech, Daka)	DSS			

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