

**INVITATION OF BIDS
FOR
SUPPLY OF CONSUMABLE CHEMICALS AND GLASSWARE'S**



Last Date and Time of Submission: 07/03/2025 upto 04:30 PM

**J.N. GOVT. ENGINEERING COLLEGE
SUNDERNAGAR, DISTT. MANDI, HIMACHAL PRADESH
Telephones: 01907-267199, 267688
E-mail: jngechp@yahoo.co.in
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INVITATION OF BIDS
FOR
SUPPLY OF CONSUMABLE CHEMICALS AND GLASSWARE'S

BID REFERENCE	: JNGEC/STR/CHEMISTRY LAB/2025
PRICE OF BIDDING DOCUMENT (NON-REFUNDABLE)	: (₹ 1000.00) (₹ ONE THOUSAND ONLY)
LAST DATE AND TIME FOR RECEIPT OF BIDS	: 07/03/2025 upto 04:30 PM
TIME AND DATE OF OPENING OF BIDS	: 10/03/2025 at 11:00 AM [Technical Bid] 11/03/2025 at 11:00 AM [Financial Bid]
PLACE OF OPENING OF BIDS	: O/O Director-cum-Principal, J. N. Govt. Engg. College, Sundernagar Distt. Mandi (H.P.) Pin- 175018
ADDRESS FOR COMMUNICATION	: Director-cum-Principal, J. N. Govt. Engg. College, Sundernagar Distt. Mandi (H.P.) Pin- 175018

INVITATION FOR BIDS

Date : 13/02/2025
Bid Reference : JNGEC/STR/CHEMISTRY LAB/2025

Director-cum-Principal, J. N. Govt. Engg. College, Sundernagar, Distt. Mandi (H.P.) Pin-175018 invites sealed bids (in 02 bid system) in offline mode from reputed and experienced agencies/firms/companies/suppliers who deal in similar nature of work of supply of consumable chemicals and glassware's required in Chemistry Lab. of this institution as listed below:

Sr. No.	Particulars	Earnest Money Deposit (EMD)
1.	Attachment at Annexure - "B"	₹ 10,000.00 (₹ Ten Thousand Only) Refundable

The tender is invited under 02 bid system:-

The offer in two separate sealed envelopes marked as:

(a) Technical Bid

Technical offer shall be super-scribed with "**Technical Bid: Supply of Consumable Chemicals and Glassware's**" (**Envelope 1**).

(b) Financial Bid

Financial offer shall be super-scribed with "**Financial Bid: Commercial Offer for Supply of Consumable Chemicals and Glassware's**" (**Envelope 2**).

Both (Envelope 1 and 2) should be packed in third envelope (main envelope) containing both Technical as well as Commercial Offer Super-scribed by "**Tender for Consumable Chemicals and Glassware's**" addressed to **Director-cum-Principal, Jawaharlal Nehru Government Engineering College, Sundernagar, Distt. Mandi (H.P.) -175018**.

The complete tender in all respects must reach the office of **Director-cum-Principal, Jawaharlal Nehru Government Engineering College by hand/by post on or before 07/03/2025 upto 04:30 PM**.

The Technical Bids of the tender shall be opened by a committee constituted for the purpose by institute on 10/03/2025 at 11:00 AM and Financial Bids of technically qualified bidders shall be opened on 11/03/2025 at 11:00 AM in the office of Director-cum-Principal, Jawaharlal Nehru Government Engineering College.

If the date fixed for opening of bids received is subsequently a holiday declared by Govt. of Himachal Pradesh, the revised schedule will be notified on institute's website. However, in absence of such notification the bids will be opened on next working day, time and venue remaining unaltered.

OPENING OF BIDS:-

The purchaser will open all bids, in the presence of bidder's or their representatives who choose to attend, at Jawaharlal Nehru Government Engineering College, Sundernagar, Distt. Mandi (H.P.). The bidder's representatives who are present on the date of opening of tender will have to sign as an evidence of their attendance.

The bidder's names, bid prices, modifications or withdrawals, presence or absence of requisite bid security and such other details as the purchaser, at its discretion, may consider appropriate, will be announced on the respective dates and time of opening of the bids.

The late bids shall be returned unopened to the bidder after completion of the process. Tender not opened shall not be considered for evaluation, irrespective of the circumstances.

DETAIL OF WORK:-

1. Supply of Consumable Chemicals and Glassware's:-

(a) The successful bidder will have to supply the required chemicals and glassware's as mentioned at Annexure-B. The office will offer the requirement for the supply of requisite consumables to the firm and the supply have to done within two-three weeks from the date of issue of supply order.

(b) The supply shall be made in packets/boxes with utmost care. Institute will not be responsible for any damage/leakage etc. of the same.

(c) The delivery shall be made in the designated place in Block-D, Chemistry Lab. of Jawaharlal Nehru Government Engineering College, Sundernagar, Mandi (HP).

(d) The EMD of the successful bidder shall remain with the institute till the completion of work/receiving of satisfactory performance certificate from the committee of the institute. Any breach in terms and conditions of this document or work/supply order by the successful bidder may lead to penalty from EMD submitted.

2. General Conditions for Bidding:-

(i). **Tender Fee:** An tender fee of ₹ 1000.00 (Non Refundable) shall be deposited in the form of Demand Draft, payable to the Director-cum-Principal, Jawaharlal Nehru Government Engineering College, Sundernagar, Mandi (HP)-175018, packed in Envelope 1 (Technical Bid Envelope) of the tender document failing which the tender/quotation will be rejected straightway.

(ii). **Earnest Money:** An earnest money of ₹ 10,000.00 shall be deposited in the form of Demand Draft/FDR, payable to the Director-cum-Principal, Jawaharlal Nehru Government Engineering College, Sundernagar, Mandi (HP)-175018, packed in Envelope 1 (Technical Bid Envelope) of the tender document failing which the tender/quotation will be rejected straightway.

The EMD of the successful bidder shall remain with the institute till the completion of work/receiving of satisfactory performance certificate from the committee of the institute. Any breach in terms and conditions of this document or work/supply order by the successful bidder may lead to penalty from EMD submitted.

The earnest money deposit will be refunded to the unsuccessful bidders after 7 days of the award of tender/work. No interest will be paid on earnest money remaining with the institute.

The firm/agency/company who is registered with MSME/ Or Small Scale Industries (SSI) dealing with similar nature of work is exempted to submit the tender fee and EMD (copy of appropriate/relevant registration must be provided along with the technical bid, failing which the tender/quotation will be rejected straightway).

3. Technical Bid:-

Technical Bid Envelope (Envelope 1) should contain the following documents:

- (i) GST number document,
- (ii) PAN number document,
- (iii) Bidder is required to give evidence of undertaking similar projects. Bidder must have minimum 3 years experience of handling such jobs (not in earlier than five years) and must enclose latest relevant documents in this regard.
- (iv) Duly filed income tax returns or certified balance sheets of last three financial years,
- (v) Price of bidding document i.e. Tender Cost/Fee [Non-Refundable] amounting to ₹ 1000.00 (₹ One Thousand Only) in the form of DD from any nationalized bank in favour of Director-cum-Principal, J. N. Govt. Engg. College, Sundernagar, Distt. Mandi (H.P.) Pin- 175018,
- (vi) Refundable Earnest Money amounting to ₹ 10,000.00 (₹ Ten Thousand Only) in the form of DD/FDR from any nationalized bank in favour of Director-cum-Principal, J. N. Govt. Engg. College, Sundernagar, Distt. Mandi (H.P.) Pin- 175018,
- (vii) General information form (Annexure-A).

4. Financial Bid:-

The Financial bid of only those bidders will be opened who are declared technically qualified. Bidders are required to quote the rate as per the format attached at **Annexure-B** and placed in the sealed envelope superscripted **Financial Bid: Commercial Offer for Supply of Consumable Chemicals and Glassware's"** (i.e. Envelope 2). The taxes such as GST etc. if charged as per rules are to be mentioned clearly. Not mentioning of any taxes will automatically be considered as inclusive.

Please Note: Each page of the quotation document must be properly signed with proper seal by the bidder. Hypothetical and conditional quotations will not be entertained.

5. Terms and Conditions:-

(i). Mode of Payment:

The supplier's request(s) for payment shall be made to the purchaser in writing, accompanied by an invoice describing, as appropriate, the items delivered/services performed, and by documents, submitted pursuant to clause, and upon fulfilment of other obligations stipulated in the contract/supply order. No advance payment will be made. The payment shall be released only after receiving satisfactorily completion report from the committee constituted at institute level.

(ii). Clarification of Bidding Documents:

A prospective bidder requiring any clarification of the bidding documents may notify the purchaser in writing or by telex or email or fax at the purchaser mailing address indicated in the Invitation for Bids. The purchaser will respond in writing to any request for clarification of the bidding documents which it receives not later than 7 days prior to the dead line for submission of tenders prescribed by the purchaser. Written copies of the purchaser's response (including an explanation of query but without identifying the source of inquiry) will be sent to all prospective bidders which have received the bidding documents by main office of Jawaharlal Nehru Government Engineering College, Sundernagar or by post.

(iii). **Amendment of Bidding Documents:**

At any time prior to the deadline for submission of bids, the purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by amendment. All prospective bidders who have received the bidding documents will be notified of the amendment in writing or by telex or by fax or by e-mail, and will be binding on them. In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bids, the purchaser, at its discretion, may extend the deadline for the submission of bids.

(iv). **Transportation:**

The supplier is required under the contract to transport the item(s)/material(s) to the specified place of destination within institute and at the specified place. It will be sole responsibility of supplier to deliver the material at the specified place, failing which, no payment will be released. Item(s)/Material(s) should be **FOR Block-D, Chemistry Lab. Jawaharlal Nehru Government Engineering College, Sundernagar, Distt. Mandi (H.P.)-175018**. The supplier will have to provide transportation of material(s)/item(s) to the specified place within the bid cost. Rate quoted should include all charges like transportation, delivery, carriage to specified place in the institution where material(s)/item(s) have to be installed or other type of charges (if any).

(v). **Late Bids:**

Any bid received by the purchaser after the deadline for submission of bids prescribed by the purchaser will be rejected and/or returned unopened to the supplier.

(vi). **Taxes and Duties:**

Suppliers shall be entirely responsible for payment of all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery and installation of the contracted item(s)/material(s)/goods to the purchaser.

(vii). The single offer without complete documents mentioned above will be rejected and no correspondence in this regard will be sent to the bidder.

(viii). The conditional tenders/ incomplete tender/ tender without earnest money/without tender cost or tenders received after due date will be summarily rejected.

(ix). The successful bidder shall not sub-contract or assign all or any part of the work to any third party.

(x). The entire work is of a time bound nature and successful bidder will have to execute work within the stipulated time as mentioned in the supply order.

(xi). Institute reserves the right to negotiate with the successful parties.

(xii). The quantity of different chemicals and glassware's mentioned in this document is tentative, may increase or decrease and the same will be intimated through supply order.

(xiii). The party shall be responsible for any kind of lapses, duplicating or for transferring the work to any other firm and for the consequences arising out of it, this institute will have the power to take action including imposing the penalty as deems proper.

(xiv). In case of any delay in the job, the party concerned will be responsible and this institute will have the power to impose penalties as specified in this tender document or as deems proper. The party concerned will have to abide by the decision of the institute.

(xv). For every damaged/defective stores, the replacement of such stores shall be affected by the supplier within a reasonable time to avoid unnecessary delay in the intended usage of the stores.

(xvi). If a firm refuses to do the allotted work or delays working unnecessarily, then allotment order can be cancelled, firm can be blacklisted and earnest money is liable to be forfeited.

(xvii). The Director-cum-Principal, reserves the right to cancel the tender without assigning the reason thereof. In any case, decision taken by the Director-cum-Principal of this institute will be treated as final and binding.

(xviii). Jurisdiction:

All legal dispute(s) will be settled within the jurisdiction of Sundernagar District Mandi, Himachal Pradesh Only.

Annexure-A

General Information Form

1.	Name of the Firm	
2.	Address of the Firm	
3.	PAN Number	
	PAN Document Attached (Say Yes/No)	
4.	GST Number	
	GST Number Document Attached (Say Yes/No)	
5.	Duly Filed Income Tax Returns/Certified Balance Sheets of Last Three Financial Years Attached (Say Yes/No)	
6.	Demand Draft No. (Tender Fee)	
	Name of Bank/Branch	
	Date of Issuing	
7.	EMD DD No./ FDR No.	
	Name of Bank/Branch	
	Date of Issuing	
8.	Experience Certificate(s) Attached (Say Yes/No)	

(Signature of the Bidder
with Stamp/Seal)

Annexure-B

Price Bid Format

Sr. No. (I)	Particulars (II)	Quantity (III)	Offered Price (₹) (IV)	GST @____ (V)	Total Price (₹) (VI: IV + V)
Chemicals					
1	Bleaching Powder	2 × 500 g			
2	Ammonium Chloride	2 × 500 g			
3	Potassium Iodide	2 × 1000 g			
4	Acetic Acid	10 × 500 mL			
5	Sodium Thiosulphate	4 × 500 g			
6	Ammonium Hydroxide/Ammonia Solution	5 × 500 mL			
7	Absolute Alcohol	5000 mL			
8	Phenol	3 × 1000 mL			
9	Formaldehyde Solution	5 × 1000 mL			
10	Sodium Hydroxide	3 × 500 g			
11	Hydrochloric Acid	5 × 1000 mL			
12	Urea	5 × 500 g			
13	Silver Nitrate	25 g			
14	Sodium Borohydride	100 g			
15	Potassium Dichromate	500 g			
16	Potassium Chloride	500 g			
17	Potassium Permanganate	500 g			
Glassware/Apparatus					
18	Iodine Flask (250 ml)	5 Nos.			
19	Beaker (250 ml)	10 Nos.			
20	Conical Flask (250 ml)	5 Nos.			
21	Pipette (20 ml)	10 Nos.			
22	Stalagmometer	10 Nos.			
23	Ostwald's Viscometer	10 Nos.			
24	Funnel (65mm)	5 Nos.			
25	Volumetric Flask (250 ml)	10 Nos.			
26	Burette	10 Nos.			
27	Kohlrausch Flask (50 ml)	6 Nos.			
Grand Total Amount (₹)					

Note: No cutting/overwriting is allowed. Any discrepancy shall lead to rejection. Rates should be quoted/offered in INR only. Evaluation will be based on total value wise evaluation method (for all items mentioned above).

(Signature of the Bidder
with Stamp/Seal)