



Tel No.- 03221-255022/ 258700

Fax- 03221-258700

Website: <https://jrc.ac.in>

Office of The Principal

## **Jhargam Raj College, Govt. of West Bengal**

P.O. & Dist.-Jhargam, Pin-721507

Memo No: 40 /DBT-1,

Dated: 02.02.2021

### **Rate Contract for Chemical and Glassware/Plasticware)**

Rate contract is invited from the Manufacturers, authorized distributors/suppliers for supplying Chemicals and Glass/plastic wares for the Department of Botany, Chemistry, Physics and Zoology from DBT star College grant (**San. No. 102/IFD/SAN/4679/2018-2019 dated 01.03.2019**). Interested Manufacturers, authorized distributors/suppliers/dealers may submit quotations in the prescribed proforma (**Annexure I**) to the offices of the Principal, Jhargam Raj College, Jhargam by Feb 15, 2021. All offers should be made in English and should be written in both figures and words. The Principal/Officer-In-Charge, Jhargam Raj College reserves the right to select the item (in single or multiple units) or to reject any quotation wholly or partly without assigning any reason. Incomplete tenders, amendments and additions to tender after opening or late tenders are liable to be ignored and rejected. For detail, visit College website- [www.jrc.ac.in](http://www.jrc.ac.in).

### **The eligibility criteria are given below:**

1. *Only manufacturer(s) or their sole authorized distributor / agent are eligible to bid.* Authorization letter in the prescribed format (**Annexure – II**) from Original Manufacturer in favour of authorized Agent to bid / negotiate / conclude the order against this tender, must be enclosed with technical bid. No quotations will not be eligible for the technical bis without the authorization letter from the original manufacturer at any circumstances.
2. The OEM/ authorized distributor / agent must have successfully completed at least 3 similar orders in the central and the state government institution. Copy of Purchase Order must be attached with Technical Bid.
3. Signed & stamped compliance sheet of the technical specification of the goods with technical printed literature along with Bill of Material (BoM) mentioning all the terms & conditions clearly, must be enclosed with the bid.
4. **Printed Copy of the latest catalogues form the respective manufacturer must be submitted along with the bids.**
5. **LR, GR and AR grade chemical must be quoted separately**
6. Financial statements with net profit, duly audited/certified by Chartered Accountant (CA) of the last three financial years along with the copies of Income Tax Return (ITR), IGST certificate, PAN No. and Current Trade license must be enclosed with the technical bid (**Annexure III**).
7. The tenderer should not have been debarred or blacklisted by any Central / State Government Departments of India. An affidavit to that effect on Non-Judicial stamp paper of Rs. 100/- duly notarized must be enclosed with the technical bid in prescribed format. The proforma of the affidavit is attached with the tender as **Annexure –IV**.
8. The tender bid will be out rightly rejected if it comes to the notice of the tender inviting authority during scrutiny that the credential or any other paper of a tenderer is fabricated etc. and the tender inviting authority shall verify the abovementioned documents (In original) which are mandatory for the participation before issuance of the work order.
9. The tenderer viz. the Indian Agents and / or the foreign firms should furnish a certificate that the rates quoted by the tenderer are not more than those quoted to any other Institution in India or aboard during the last one year, with supporting documents.
10. The tenderer shall submit the copy of the tender document and addenda thereto, if any, with each page should be signed and stamped to confirm the acceptance of the entire terms & conditions of the tender.
11. The rates should remain valid for the period up to 31th March 2021. The rates once accepted will not be changed under any circumstances.
12. The tender should be submitted in the proforma enclosed herewith.



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13. The violation of any of the conditions will entitle cancellation of the order.
14. Payment of bills on its production will be made after successful supply of the items within stipulated time.
15. The delivery of all the goods must be made to the office of the Convener, DBT star College, Jhargam raj College or to the office of the undersigned **at a time** within 15 days from date of issuance of supply order.

### List of Company for Chemicals and Glassware

Chemicals (LR)	Chemicals (GR)	Chemicals (AR)	Glassware
E. Merck (India)	E. Merck (India)	E. Merck (India)	Borosil
S.D. Fine Chemicals	S.D. Fine Chemicals	S.D. Fine Chemicals	Ranchem
Ranchem	Ranchem	Ranchem	E. Merck (India)
Spectrochem	Spectrochem	Spectrochem	Corning
SRL India	SRL India	SRL India	Duran
Hi-Media	Hi-Media	Hi-Media	Tarson (plastic wire)
Qualigen	Qualigen	Qualigen	Polylab (plastic Wire)
Promega	Promega	Promega	
Sigma Aldrich	Sigma Aldrich	Sigma Aldrich	
E. Merck (Germany)	E. Merck (Germany)	E. Merck (Germany)	
Fischer	Fischer	Fischer	

Principal/Officer-in-Charge,  
Jhargam Raj College.  
**OFFICER-IN-CHARGE**  
JHARGAM RAJ COLLEGE

Memo No.

Date 02 .02.2021

Copy forwarded for information and taking necessary action to:

1. The Hon'ble District Magistrate, Jhargam
2. The Sub-Divisional Officer, Jhargam.
3. The Treasury Officer, Jhargam.
4. The Block Development Officer, Jhargam.
5. The Post Master, Jhargam.
6. The Chairman, Jhargam Municipality.
7. Dr. Gariam Gupta, Program officer, DBT, GoI, New Delhi
8. Dr. Tapas Kr. Adalder, Coordinator, DBT Star College Scheme, Jhargam Raj College.
9. College Notice Board.
10. Rabin Mann, Librarian, Jhargam Raj College
11. Mr. Sayantan Roy, Convener website committee, Jhargam Raj College

Principal/Officer-in-Charge,  
Jhargam Raj College.  
**OFFICER-IN-CHARGE**  
JHARGAM RAJ COLLEGE

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**Proforma for Quotation (Annexure I)**

Chemical Grade	Manufacturer	% of Discount on Catalogue Price
LR		
GR		
AR		
LR		
GR		
AR		

**Annexure – II**

FORMAT FOR MANUFACTURER'S AUTHORISATION LETTER TO AGENT (on letter head)

Ref. No. Date:

To,  
The Principal/Officer-in-Charge,  
Jhargram Raj College,  
Jhargram,  
West Bengal 721507

**Sub.: Authorization Letter**

Dear Sir, We, \_\_\_\_\_, who are established and reputed manufacturers of \_\_\_\_\_, having factory at \_\_\_\_\_, hereby authorize M/s. \_\_\_\_\_ (name & address of Indian distributor /agent) to bid, negotiate and conclude the order with you for the above goods manufactured by us.

We shall remain responsible for the tender / contract / agreement negotiated by the said M/s. \_\_\_\_\_, jointly and severally.

We ensure that we would also support / facilitate the M/s \_\_\_\_\_ on regular basis with technology / product updates for upgradation / maintains / repairing / servicing of the supplied goods manufactured by us.

In case duties of the Indian agent / distributor are changed or agent / distributor is changed it shall be obligatory on us to automatically transfer all the duties and obligations to the new

Indian Agent failing which we will ipso-facto become liable for all acts of commission or omission on the part of new Indian Agent / distributor.

Yours faithfully,

[Name & Signature] for and on behalf of M/s. \_\_\_\_\_ [Name of manufacturer]

Note: This letter of authorisation should be on the letterhead of the manufacturing concern and should be signed by a person competent and having the power of attorney to bind the manufacturer. A copy of notarised power of attorney should also be furnished.



**Bidders Information (Annexure-III)**

1. Name of the party (In Capital letter):
  
2. Permanent address (proof needed):
  
  
3. (a) Name of the Contact Person  
(b) Contact No.  
(c) Email.ID
  
4. Communication address (proof needed)
  
  
5. Trade license No. & date: (Renewed)
  
6. (a) PAN card No. (Business):  
(b) (GST No.)  
(c) Annual Turn Over (Prof Needed)
  
7. Nature of business
  
8. Bank detail (Kindly attach scanned copy of one Cheque)
  - a. A/C No.
  
  - b. Name of the Bank and Branch
  
9. Other Relevant Information of the Bidder:

N. B.: Copy of the documents should be furnished along with the application. I declared that all terms and conditions will be followed by me and the submitted documents are true to the best in my sound knowledge and belief.

Dated:

Signature of Party (With seal)

**Annexure-IV**

**FORMAT FOR NON-BLACKLISTING OF SUPPLIER**

I/ We \_\_\_\_\_ Manufacturer/partner/Authorized Distributor/Agent (strike out which is not applicable) of (Supplier) \_\_\_\_\_ do hereby declare and solemnly affirm that the individual/firm/company is not black-listed by the Union/State Government/Autonomous body.

Deponent

Address \_\_\_\_\_

I/ We hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and nothing has been concealed.

Deponent

Dated: \_\_\_\_\_

(Note: To be furnished on non-judicial stamp paper duly attested by the Oath Commissioner.)