



RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY
(An Institute of National Importance established under as Act of Parliament)
Mubarakpur, Mukhetia, Bahadurpur Post: Harbanshganj, Jais Amethi, Pin Code - 229 304

Website: www.rgipt.ac.in

Limited Tender for Hot Air Oven

Type of Tender	LIMITED-TENDER
E-Tender No.	RGIPT/JAIS/ BS&H/LAB/2020-2021/AUG/05
Item Description	Procurement of Hot air Oven
Tender Type	Two Parts Bid
Mode of Submission	Offline Mode
Tender Date	09.08.2020
Last date of submission	31.08.2020 Before 3.00 PM
Place of Opening of Tender	Conference Room, 2 nd Floor, Administrative Building, Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi, UP (31.08.2020 AT 4.00 PM)
Bid Address to	The Director Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi, UP Mubarakpur, Mukhetia, Bahadurpur Post: Harbanshganj, Jais Amethi, Pin Code - 229 304
For Technical Assistance	a)Name: Dr. Amritanshu Shukla Head of Department (Basic Sciences & Humanities) Email: ashukla@rgipt.ac.in Contact Nos.: 9453894903 b)Name: Dr. Arshad Aijaz Department: Basic Sciences & Humanities Email: aajiz@rgipt.ac.in Contact Nos.: 7081341241



राजीव गाँधी पेट्रोलियम प्रौद्योगिकी संस्थान(प्र.उ) 229304 -अमेठी ,जायस ,
(Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi-229304 (U.P.)
संसद के अधिनियम के अधीन स्थापित राष्ट्रीय महत्व का एक संस्थान(
(An Institute of National Importance established under the Act of Parliament)

DEPARTMENT OF BASIC SCIENCES & HUMANITIES

Ref. No.: RGIPT/JAIS/ BS&H/LAB/2020-2021/AUG/05

Date: 07/08/2020

Subject: Quotation inquiry for Hot Air Oven

Dear Sir,

Please submit your lowest rate for supplying the under mentioned items. Quotation in duplicate must reach us before the date marked above.

Quotation must be sent in a sealed envelope with word "QUOTATION", our reference number, and due date as given above, clearly marked over it.

Sl. No.	Name of Items	Description/technical Specification (Minimum)	Quantity
1	Hot Air Oven	<ul style="list-style-type: none">▪ Stainless steel interior and exterior, All round heating on four sides, Natural and forced air convection, Fan speed adjustable from 0 to 100 %, Exhaust flap adjustable from 0 to 100 %, Set point wait function, Internal data logger with storage, Works calibration certificate at above 150 °C as standard▪ Stainless Steel Interior: Volume: ~32 L, Depth: ~250 mm Stainless steel grid equipment: 1 Shelves: Maximum No. of shelves are 3 Loading Capacity of Shelves: Maximum loading capacity per grid / shelves is 20 Kg▪ Textured Stainless Steel Exterior with Door Handle▪ Further Data: Electric load at 230V, 50/60Hz, WPE: 50 Hz: ~1600 W Working/Setting Temperature Range: RT to +300 °C Temperature Accuracy °C: up to 99.9: 0.1 / from 100: 0.5	03
2		Warranty: Comprehensive warranty of minimum 1 years	
3		Essential: Instruction Manual (Hard Copy) and complete installation at RGIPT site. All the technical compliance must be supported by manufacture's printed manual and equipment data on their website.	

Please Note:

You are requested to kindly go through the detailed Terms & Conditions mentioned below and overleaf and submit your most competitive bid applicable to Educational and Research Institutes.

1. Please mention the enquiry no. & due date on the Bid envelop.
2. Full specification and make of the item offered and its rate F.O.R. Jais, Amethi (U.P.)

3. GST at concessional rate as applicable.
4. Your GST registration number, PAN number.
5. Conditions of supply and terms of payment.
6. If you are a manufacturer of the item or if you have proprietary right over it, please mention it in the quotation and provide a certificate.
7. Please give undertaking as per Annexure – I-A, I-B
8. If the bidder is an authorized dealer, then copy of authorization certificate should be enclosed with the quotation.
9. The Bank/RTGS detail must be submitted along with the quotations/Tenders on the letter head.
10. All communication related the this tender should be addressed to the undersigned only.

Term & Conditions

1. **Taxes and Levies:** Taxes as applicable should be mentioned clearly in percentage (%) and in exact Figure. If No Tax is mentioned it will be presumed that the Price is inclusive and the Bidder is responsible for all Tax related Compliances. Statutory Levies will be accepted on production of valid documents.
2. **Concessional GST is applicable.** Certificate will be provided as and when required.
3. **Discounts:** The bidder need to mention clearly the exact figure of discount offered to RGIPT being a premier academic Institution and also the Percentage, if any.
4. **Validity of the Quote:** The validity period of the offer should be clearly specified. It should be at least for **180 (One Eighty) days** from the last date of submission of quotations.
5. **EMD (Earnest Money Deposit):** The EMD should pay only in online mode on <https://rgipt.euniwizarde.com> of Rs.15000/- (Rupees Fifteen Thousand Only) – Through online mode only). No interest shall be paid on earnest money deposited.
 - a) The EMD of the unsuccessful bidders will be returned after final award of the Job to a successful bidder/ acceptance of the tender and within reasonable time not exceeding six months from the date of opening of Tender. The EMD will carry no interest.
 - b) The EMD will be forfeited if the bidder withdraws his offer before finalization of the tender.
 - c) The EMD of successful bidder will be returned after the submission of Performance Security.
 - d) The firms registered with DGS&D, MSME & NSIC, if any, are exempted from payment of EMD provided such registration includes the item they are offering which are manufactured by them and not for selling products manufactured by other companies. (Latest Copy must be submitted online for claiming exemption).
6. **Delivery Terms:** F.O.R., RGIPT, Jais, Amethi Campus. Rates should be quoted accordingly.
7. **Terms of Acceptance:** The items will be treated Accepted only after Inspection for Features and Functions. This includes delivery, installation & commissioning, inspection, demonstration, Training schedule etc.
8. **Specification & Make:** Quotation should confirm the same/similar specification as mentioned. **In the view of the supplier there is any other alternative item which can serve out purpose, quotation may also be given for the same separately client list along with the order copy of similar equipment supplied to any Govt. Organization including detail of price & all charges must be attached.**
9. **Insurance:** The date of delivery should be strictly adhered to failing which the purchase order is liable to be cancelled. Penalty may be imposed as per P.O. term & conditions. Good should be securely, safety and adequately packed & dispatched and delivered at the risk of supplier. In case of damage consignment the same should be replaced without any cost to the Buyer and the Supplier can collect the damaged consignment after satisfactory replacement.
10. **Payment:** Payment will be released through wire transfer/bank RTGS transfer/Cheque after arrival, testing, inspection, installation of the item(s) and if found satisfactory with regard to quality, quantity and specifications ordered. The payment will be released after statutory deductions. For the payment, the firm has to submit bill(s) challan(s), warranty certificate, bank details/cancelled cheque, installation report, performance bank guarantee (if required) etc.

11. **Guarantee/Warranty:** The equipment should be guaranteed onsite against any manufacturing defect for a period of at least 01 year by OEM from the date of installation and final acceptance.
12. In case any part or whole of the equipment is found to be defective during the guarantee period, then the same will have to be replace/repaired free of cost at our premises. In case the Part or Equipment is to be taken out of RGIPT, Jais, Amethi (U.P.), the supplier has to furnish an undertaking and also take it at their own cost and risk.
13. **Cancellation:** RGIPT, Jais, Amethi (U.P.) reserves the right to accept or reject or cancel any or all enquiries or quotations at any stage without assigning any reason thereof.
14. In case of cancellation of order due to Non-compliance of the Terms and Condition and Breach of the Contract, No compensation will be paid towards progress of order/procurement.
15. For any dispute, the place of jurisdiction shall be RGIPT, Jais, Amethi (U.P.).

The sealed quotations will be opened within one week from the due date in the office of the **Head, Department of Basic science & Humanities, RGIPT, Jais, Amethi.**

**Head of Department
Basic Science & Humanities**

RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY, JAIS, AMETHI (Uttar Pradesh)

TO BE RETURNED

Following Performa should be filled in and duly signed by the firm and sent along with the quotation.
(Please refer to the detailed instructions/notes before filling this Performa).

- | | | |
|---|---|--------------------------------|
| 1. Validity of the offer | : | _____ |
| 2. Approximate Delivery Period | : | _____ |
| 3. (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 | : | _____ |
| 4. (a) Whether the prices are inclusive of GST and other Taxes. | : | YES / NO |
| (b) If not, kindly specify the amount / rate | : | _____ |
| 5. If the GST is charged extra, please mention the rate | : | _____ |
| 6. (a) Whether Supply will be made directly or through any local / regional / Authorized Dealer / Stockiest.: | : | YES / NO |
| (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) Payment will be made in favor of Dealer | : | Principal / Stockiest / Dealer |
| (v) Whether any Delivery, Packing and Forwarding Charges will be payable to Local Stockiest / Dealer (Please specify the Amount /percentage etc., if any) | : | YES / NO |

7. Our terms of payment : 100% Payment on bill basis
8. Whether any installation charges are payable extra : YES / NO
- If yes, amount to be specified : _____
9. Whether any discount for educational institution : YES / NO
- Offered on the printed price list of the manufacturer : _____
Please mention the amount / percentage
10. (a) Whether the firm is GST payer : YES / NO
- If yes, please mention the GST Number : _____
- (b) Whether the Local Dealer(s) is/are GST payer(s) : YES / NO
- If yes, please mention the GST number of each : _____
11. Whether printed / authenticated price list of the Firm's Products and catalogue etc. enclosed : YES / NO

Signature of the Authorised Official with Seal

TO BE RETURNED WITH QUOTATION

UNDERTAKING

WE HEAREBY UNDERTAKE THE FOLLOWING:

1. We will not sell the product(s) to other institutions, bodies and also in the market on the rates less than those quoted by us to RGIPT, Jais, Amethi (Uttar Pradesh).
2. The GST levied is as per Govt. of India norms amended from time to time.
3. The goods / Stores / articles offered shall be of the best quality and workmanship and their supply will be strictly in accordance with the technical specifications and particulars as detailed in the quotations.
4. The information furnished by us in the quotation is true and correct to the best of our knowledge and belief.
5. Certified that we have not been debarred by Department of Commerce or only Ministry / Govt. Department / any other Govt. organization.
6. We have read and understood the rules, regulations, terms and conditions and agree to abide by them.

Authorized Signatory (Seal)

A. Checklist for submission of quotation (For Technical Bid)

Envelop- 1

Sl. No.	Description	Enclosed / Not Enclosed
	The EMD of Rs. 15,000/- (Rupees Fifteen Thousand Only) must be attached with the Technical Bid in the form of Demand Draft favoring "Rajiv Gandhi Institute of Petroleum Technology" payable at RGIPT, JAIS, AMETHI. If the EMD is not attached, then the quotation will be automatically rejected.	
1.	Stamped & Signed Copy of Quotation Enquiry as given in Annexure - 1A	
	Price reasonability Certificate and undertaking as given in - Annexure 1B (On the Letter Head of the Company)	
2.	Copy of GST	
3.	Technical Compliance Sheet (On the Letter Head of the Company)	

B. Checklist for submission of quotation (For Price bid)

Envelope - 2

Sl. No.	Description	Enclosed / Not Enclosed
1.	Price Bid (On the letter head of the company)	

Signature of the Bidder

Date: _____

(With Stamp)