



**INSTITUTE OF NANO SCIENCE AND TECHNOLOGY,
MOHALI**

(An autonomous Research Institute of Department of Science and Technology,
Government of India)

Sector-81, Knowledge city, SAS Nagar, Mohali – 140306, PUNJAB

Phone No: 0172 – 2210056/57/73/75, Fax No: 0172 – 2211074

INST/12(213)/2020–PUR

31/12/2020

To

NOTICE INVITING TENDERS

Dear Sir,

Sealed tenders are invited on behalf of Director, INST Mohali for the **Annual Rate Contract for supply of Liquid Nitrogen** so as to reach latest by 21st January 2021 on or before 2.00 pm. The tenders will be opened on the same day at 3 pm in the presence of tenderers, if any:

Before quoting, please read the instructions carefully mentioned overleaf and NIT Terms and Conditions.

Note: Please attach the copies of previous supply order to any Government Institutes/ autonomous bodies/ PSU, if any, with the Tenders and provide the contact person and his contact Nos.

NIT is also available on INST website i.e. www.inst.ac.in, & CPPP website i.e. www.eprocure.gov.in

Yours faithfully

Sd/-
Head of Office



INSTITUTE OF NANO SCIENCE AND TECHNOLOGY, MOHALI

(An autonomous Research Institute of Department of Science and
Technology, Government of India)

Sector-81, Knowledge City, SAS Nagar, Mohali – 140306, PUNJAB

Phone No: 0172 – 2210056/57/73/75, Fax No: 0172 – 2211074

INSTRUCTIONS

- Inquiry, if any, may be sent by Courier or Speed Post. INST will not be liable for any kind of postal delay.
- The Quotation Should be addressed to the Director INST, Mohali invariably giving on the envelop Quotation for Liquid Nitrogen, Reference No. With date and due date with time.
- The Quantity mentioned in this inquiry shall be deemed to be only approximate and will not in any manner be binding on the Institute.
- The quotation should be enclosed in a sealed envelope.
- The rates offered should be FOR Mohali and free delivery at the Institute premises.
- GST: The Institute is not exempted from the payment of GST. The rate (i.e., percentage of taxes applicable should be clearly indicated, wherever chargeable.
- In case of Ex-godown terms the amount of packaging forwarding freight etc. should clearly be indicated by percentage or lump sum amount. Current rate of GST must be mentioned. The institute is exempted from Customs and Excise Duty.
- The delivery period should be specifically stated. Ex-Stock and earlier delivery may be preferred.
- The firms are requested to give detailed description and specifications together with the detailed drawings, printed leaflets and literature of the Article quoted.
- The name of the manufacturers and country of manufacture should also invariably be stated. In the absence of these particulars the quotation is liable for rejection.
- Quotation should have minimum validity of 120 days from the date of opening.
- The rates quoted should be for each item separately otherwise your quotation is liable to be ignored.
- Late or delayed quotation will not be accepted.
- Director has the right to reject to the quotations and to split up the requirements or change any or all the above conditions without assigning any reason.



**INSTITUTE OF NANO SCIENCE AND TECHNOLOGY,
MOHALI**

(An autonomous Research Institute of Department of Science and Technology,
Government of India)

Sector-81, Knowledge city, SAS Nagar, Mohali – 140306, PUNJAB

Phone No: 0172 – 2210056/57/73/75, Fax No: 0172 – 2211074

INST/12(213)/2020 – PUR

31st December 2020

NOTICE INVITING TENDER

Sealed Quotations are invited on behalf of Director, INST Mohali for the **Annual Rate Contract for supply of Liquid Nitrogen**” so as to reach latest by 21st January 2021 on or before 2.00 pm. The technical bids will be opened on the same day at 3 pm in the presence of tenderers or their representatives (if any):

Before quoting, please read the instructions carefully mentioned under Section 3.

SECTION 1 – BID SCHEDULE

Ref. No.	INST/12(213)/2020 – PUR
Item Description	Annual Rate Contract for supply of Liquid Nitrogen
Tender Type	Two Bid System: Tender should be submitted on the schedule with your covering letter in the enclosed form duly signed. Your quotation must be submitted in two envelopes Technical Bid and Price Bid superscribing on both the envelopes the tender no. , due date & time and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed with our Tender No., Due Date and Time
Last date & time of submission of Tender :	21 st January 2020 upto 2.00 p.m.
Place of tender Submission and opening of tender	Institute of Nano Science and Technology, Sector-81,SAS Nagar, Mohali -140306, Punjab
Opening Date & Time of tender	21 st January 2020 upto 03.00 p.m.
Tender Fees & Earnest Money Deposit. EMD/Bid Security: “ Bid Security Declaration” as per GFR Rule 170.	Tender Fee of Rs. 590/- (Rs. Five Hundred Ninety Only) inclusive of GST online in INST Account & to be mentioned in Technical Bid Envelop A . Details of INST Account are follows:- a. Name of Beneficiary: Institute of Nano Science and Technology (INST) b. Account No. <u>2452201001102</u> c. Name of Bank: <u>Canara Bank, Sector 34, Chandigarh</u> d. IFS Code: <u>CNRB0002452</u> e. MICR Code: <u>160015003</u> f. Swift Code: <u>CNRBINBBFFC</u>



INSTITUTE OF NANO SCIENCE AND TECHNOLOGY, MOHALI

(An autonomous Research Institute of Department of Science and
Technology, Government of India)

Sector-81, Knowledge City, SAS Nagar, Mohali – 140306, PUNJAB

Phone No: 0172 – 2210056/57/73/75, Fax No: 0172 – 2211074

SECTION 2 – ELIGIBILITY CRITERIA

1. The Bidder should have existence of the firm for a minimum period of **3 years (Certificate of Incorporation/Registration Certificate of the firm)**
2. Copy of the **PAN CARD** and **GST Certificate** of the firm.
3. The Bidder must **not be blacklisted/Suspended** or any service related dispute with any organisation/Govt. Organisations/ Bank in India or outside India or any litigation pending. **Annexure A-1.**
4. The Bidder should accept NIT Terms & Conditions- **Annexure A-2.**
5. **Client Details** – The bidders submitting their offer must have received and executed in order from any of IITs or Govt. organisations for the similar items. Copies of such order must be enclosed with the offer. (Only 5 purchase orders of large amount).- **Annexure A-3.**

SECTION 3 - INSTRUCTIONS

1. The firm/applicant must have the manufacturing unit of LN2.
2. The quantity mentioned in this inquiry is and shall be deemed to be only approximate and will not in any manner be binding on the Institute. Before the deadline for submission of the bid, INST Mohali reserves the right to modify the tender document terms and conditions. Such amendment/modification will be notified on website against said tender ID.
3. The rates offered should be FOR INST Mohali at liquid nitrogen tank site. Supplier from outside India should mention the Ex-works/FOB/FCA/CIF/CIP price clearly. Conditional tenders will be summarily rejected.
4. In case of Ex-godown terms the amount of packaging forwarding freight etc. should clearly be indicated by percentage or lump sum amount. Institute has policy not to make any advance payments towards any purchase, Letter of credit can be opened if required.
5. THE INSTITUTE IS EXEMPTED FROM EXCISE AND CUSTOM DUTY under notification no-TU/V/RG/-CDE(1062)/201 CUSTOM DT.30.08.2016.
6. Tax: This Institute is not exempted from the payment of GST. The current rate (i.e. percentage of GST should be clearly indicated included or excluded) wherever chargeable. Please also provide/upload the copy of PAN card, GST number duly self-attested.
7. Concessional GST is applicable for all the items purchased for Research labs vide Ministry of Finance, notification no. 45/22017 dated 14.11.2017 and 47/2017 dated 14.11.2017.



**INSTITUTE OF NANO SCIENCE AND TECHNOLOGY,
MOHALI**

(An autonomous Research Institute of Department of Science and Technology,
Government of India)

Sector-81, Knowledge city, SAS Nagar, Mohali – 140306, PUNJAB

Phone No: 0172 – 2210056/57/73/75, Fax No: 0172 – 2211074

8. Bidder/s quoting in currency other than **Indian Rupee (INR)** should explicitly mention the currency in which tender quoted wherever applicable in Technical Bid along the tender documents.
9. The delivery period should be specifically stated. Earlier delivery will be preferred.
10. The firms are requested to provide/upload detailed description and specifications together with the detailed drawings, printed leaflets and literature of the article quoted. The name of the manufactures and country of manufacture should also invariably be stated. In the absence of these particulars, the quotation is liable for rejection.
11. The right to reject all or any of the quotation and to split up the requirements or relax any or all the above conditions without assigning any reason is reserved by the INST Mohali. For any corrigendum and addendum please be checked the website <https://eprocure.gov.in/eprocure/app> and <http://www.inst.ac.in>
12. Disputes, if any, shall be subject to jurisdiction in the court of Mohali only.

CANCELLATION OF TENDER:

1. Notwithstanding anything specified in this tender document, Purchaser / INST, Mohali in his sole discretion, unconditionally and without having to assign any reasons, reserves the rights:
 - a) To accept OR reject lowest tender or any other tender or all the tenders.
 - b) To accept any tender in full or in part.
 - c) To reject the tender offer not confirming to the tenders terms.
 - d) To give purchase preference to Public Sector undertakings when applicable as per Govt. Policy/ Guidelines.

VALIDITY OF THE OFFER: 180 Days from the date of opening of bids.

TRANSFER AND SUBLETTING: The seller shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without the prior written permission of the INST, Mohali.

EVALUATION OF OFFER:

1. INST, Mohali evaluate technical and Price acceptable offers on landed net Price basis.
2. Offer which deviates from the vital conditions (as illustrates below) of the tender shall be rejected:
 - a) Non- submission of complete offers.
 - b) Receipt of offers after due date and time and or by email / fax.
 - c) Receipt of offers in open conditions.
3. In case any BIDDER is silent on any clauses mentioned in this tender documents, INST, Mohali shall construe that the BIDDER had accepted the clauses as per the invitation to tender no further claim will be entertained.
4. No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of tenders.



**INSTITUTE OF NANO SCIENCE AND TECHNOLOGY,
MOHALI**

(An autonomous Research Institute of Department of Science and
Technology, Government of India)

Sector-81, Knowledge City, SAS Nagar, Mohali – 140306, PUNJAB

Phone No: 0172 – 2210056/57/73/75, Fax No: 0172 – 2211074

5. In case of two bid system the date and time of Price Bid opening shall be intimated to technically qualifying bidders only.

SECTION 4 – TERMS AND CONDITIONS

AWARD OF CONTRACT:

1. The Selected supplier will be abide by all the Terms & Conditions of the Tender Document.
2. Only Technically complying and L1 (Lowest) vendor will be selected for rate contract offer.
3. The Performance of the selected supplier will be reviewed by committee during contract period and INST, Mohali reserve right to add or delete suppliers in rate contract based on performance if necessary without intimation.
4. Initially the contract will be awarded for one year from the date of award of rate contract offer, thereafter, the contract may be extended on annual basis, if their performance found satisfactory.
5. Manufacturers Test/Analysis Certificate to be submitted along with every supply.
6. Transit Insurance Clause: The purchaser will not pay separately for transit insurance and the supplier will be responsible till the entire stores contracted for, arrive in good condition at destination. The transit risk in this respect may be covered by the Contractor by getting the stores duly insured, if he so desired. The contractor in his own name and not in the name of consignee shall obtain the insurance cover.
7. INST, Mohali reserves the right to enter into parallel Rate contract with more than one supplier for any location.
8. One representative from the Supplier/ Firm must be available for Communication via phone call or emails, all the time (24*7).
9. If the quality of product and service provided is not found satisfactory, INST, Mohali reserves the right to cancel or amend the contract.

PAYMENT TERMS:

100% Payment will be made within 30 days from the date of submission of bill and acceptance from concerned department. Payment will be made by Cheque.

DELIVERY SCHEDULE:

FOR: Destination (INST Mohali Sector-81, Liquid Nitrogen Tank Site.) Free delivery at INST, Mohali. Delivery should be within 2 days from the date of issue of Purchase order. Non-availability of the stock should be informed in writing immediately. No part-supply will be allowed. Defective items or items not as per order, if any supplied, must be taken back and be replaced with no additional cost.



**INSTITUTE OF NANO SCIENCE AND TECHNOLOGY,
MOHALI**

(An autonomous Research Institute of Department of Science and Technology,
Government of India)

Sector-81, Knowledge city, SAS Nagar, Mohali – 140306, PUNJAB

Phone No: 0172 – 2210056/57/73/75, Fax No: 0172 – 2211074

PENALTY:

Timely delivery is essence of the contract and hence if any consignment be delayed, liquidated damages at the rate 0.5% of the price of the delayed consignment, for each week or part whereof shall be levied and recovered subject to maximum of 10% of total purchase order value.

FORCE MAJEURE: Force Majeure will be accepted on adequate proof thereof.

OTHER TERMS AND CONDITIONS:

1. The Supplier/ firm should provide/ arrange transfer hose and adapter for transferring liquid nitrogen at site.
2. The Supplier should send a trained staff to refill the liquid nitrogen tan at site.

SECTION 5 – BIDDER'S INFORMATION

1.	Name of the Bidder	
2.	Address of the Bidder	
3.	Status of the Company (Public Ltd./ Pvt. Ltd.)	
4.	Details of the Incorporation of the Company	
5.	Valid GST Registration No.	
6.	Permanent Account No. (PAN)	
7.	Name & Designation of the Contact person to whom all references shall be made regarding this tender	
8.	Telephone No. (with STD Code)	
9.	Email Address of the contact person	
10.	Fax No. (with STD Code)	
11.	Website	



**INSTITUTE OF NANO SCIENCE AND TECHNOLOGY,
MOHALI**

(An autonomous Research Institute of Department of Science
and Technology, Government of India)

Sector-81, Knowledge City, SAS Nagar, Mohali – 140306, PUNJAB

Phone No: 0172 – 2210056/57/73/75, Fax No: 0172 – 2211074

SECTION 6 – PRICE BID

(Quote in Separate Envelope B superscribing Price Bid and to be sealed)

Item Code No.	Item Description	Unit	Gas Purity %	Amount (in.Rs)
1.	Liquid Nitrogen		99.995%	

SPECIFICATIONS FOR LIQUID NITROGEN REFILLING

***ALL VENDORS ARE REQUIRED TO FILL-UP THE `OFFERED SPECIFICATIONS' COLUMN
(Vendor not filling-up this format will be rejected)**

S.No	Required Specifications	Offered specifications
1.	Liquid nitrogen transport tank should have all kind of safety mechanism, as necessary.	
2.	The vendor should send a trained employee to refill the liquid nitrogen tank at site.	
3.	The vendor should provide/ arrange for require transfer hose and adapters for transferring liquid nitrogen at site.	
4.	Liquid nitrogen purity should be > 99.995%.	
5.	The vendor should deliver liquid nitrogen at site within two days (including weekends) of getting order from the institute.	
6.	One representative from the company must be available for communicating via phone call or emails, all the time (24x7)	
7.	The price of the liquid nitrogen will be considered on delivered volume.	
8.	1 Kg to liter conversion of liquid nitrogen will be 1.2349 ltr	

Place:

Date:

Signature:

Name:

Office Address:

Affix Rubber Stamp:



**INSTITUTE OF NANO SCIENCE AND TECHNOLOGY,
MOHALI**

(An autonomous Research Institute of Department of Science
and Technology, Government of India)

Sector-81, Knowledge City, SAS Nagar, Mohali – 140306, PUNJAB

Phone No: 0172 – 2210056/57/73/75, Fax No: 0172 – 2211074

SECTION 7 – ANNEXURES

**ANNEXURE A-1 – DECLARATION REGARDING CLEAN TRACK BY
BIDDER**

(On Company / firm's Letterhead)

To
The Director
Institute of Nano Science and Technology
Sector-81, Knowledge city, SAS Nagar
Mohali – 140306

Date:

Sir,

Sub: Ref No. INST/12(213)/2020 – PUR dated 31st December 2020 for “Annual Rate contract for supply of Liquid Nitrogen.

I/we carefully gone through the Terms & Conditions contained in the above referred NIT. I/we hereby declare that my company / firm is not currently debarred / black listed or no legal case pending by any Government / Semi Government Organizations / Institutions in India or abroad. I/we further certify that I'm competent officer in my company /firm to make this declaration.

Or

I/we declare the following

No.	Country in which the company is debarred / blacklisted / case is pending	Black listed / debarred by Government / Semi Government Organizations / Institutions	Reason	Since when and for how long

(NOTE: In case the company / firm was blacklisted previously, please provide the details regarding Period for which the company / firm was blacklisted and the reason/s for the same)

Yours faithfully

(Signature of the Bidder)

Printed Name

Designation

Seal



**INSTITUTE OF NANO SCIENCE AND TECHNOLOGY,
MOHALI**

(An autonomous Research Institute of Department of Science
and Technology, Government of India)

Sector-81, Knowledge City, SAS Nagar, Mohali – 140306, PUNJAB

Phone No: 0172 – 2210056/57/73/75, Fax No: 0172 – 2211074

**ANNEXURE A2: DECLARATION FOR ACCEPTANCE OF NIT TERMS AND
CONDITIONS**

(On Company / firm's Letterhead)

Date:

To
The Director
Institute of Nano Science and Technology
Sector-81, Knowledge city, SAS Nagar
Mohali – 140306

Sir,

Sub: Ref No. INST/12(213)/2020 – PUR dated 31st December 2020 for “Annual Rate Contract for supply of Liquid Nitrogen”

I/we carefully gone through the Terms & Conditions as mentioned in the above referred NIT document. I/we declare that all the provisions of this NIT are acceptable to my company. I /we further certify that I'm an authorized signatory of my company and am, therefore, competent to make this declaration.

Yours faithfully,

(Signature of the Bidder)

Printed Name

Designation Seal

Date:

Business Address:



**INSTITUTE OF NANO SCIENCE AND TECHNOLOGY,
MOHALI**

(An autonomous Research Institute of Department of Science
and Technology, Government of India)

Sector-81, Knowledge City, SAS Nagar, Mohali – 140306, PUNJAB

Phone No: 0172 – 2210056/57/73/75, Fax No: 0172 – 2211074

ANNEXURE A3: CLIENT DETAILS

(On Company / firm's Letterhead)

Date:

To
The Director
Institute of Nano Science and Technology
Sector-81, Knowledge city, SAS Nagar
Mohali – 140306

Sir,

Sub: Ref No. INST/12(213)/2020 – PUR dated 31st December 2020 for “Annual Rate Contract for supply of Liquid Nitrogen”

I/we hereby mention following list of our clients where our firm had provided our materials timely and in good condition. (Supported by copy of Purchase orders/work orders for your reference:

Sr. No.	Name of Client	Purchase Order No. & Date	Amount of P. O.	Short Description of Items supplied	Contact Person & Telephone No.

Yours faithfully,

(Signature of the Bidder)

Printed Name

Designation Seal

Date:

Business Address: