

	<p style="text-align: center;"> <b>भारतीय प्रौद्योगिकी संस्थान मद्रास चेन्नै 600 036</b>  <b>INDIAN INSTITUTE OF TECHNOLOGY MADRAS Chennai 600 036</b>  <b>भंडार एवं क्रय अनुभाग</b>  <b>STORES &amp; PURCHASE SECTION</b>  <b>Email: adstores@iitm.ac.in</b>  दूरभाष: (044) 2257 8285 / 8286 / 8287 / 8288      फैक्स: (044) 2257 8292  Telephone : (044) 2257 8285/8286/8287/8288      FAX: (044) 2257 8292 </p>	
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A.V. Sudarsanam  
Deputy Registrar (Stores & Purchase)

Dated :26.-06-2015

Tender No. **SPS/CGSU/Limited tender/01/2015-16**

**Due Date:10.07.2015**  
**before 5.00 p.m**

Dear Sirs,

- On behalf of the Indian Institute of Technology Madras, I invite the Manufacturers / Authorized dealers/ Reputed resellers etc., to tender for supply of the following items on rate contract basis confirming to the specifications enclosed:

Items
<p style="text-align: center;"><b>COMMERCIAL &amp; HIGH PURE GASES</b></p> <p><b>for a period of one year initially i.e. from 01.08.2015 to 31.07.2016 under Rate Contract and renewal for a further period of one year after getting confirmation from your company.</b></p>

<b>A.</b>	<b>LAST DATE for receipt of Tender</b>	<b>: 10.07.2015 before 5.00 p.m</b>
	<b>Submission of Tender</b>	<p><b>:</b> The quotations should be submitted in one cover and sealed with the superscription on the left hand side Limited TENDER FOR SUPPLY OF <b>COMMERCIAL &amp; HIGH PURE GASES</b> due on <b>10.07.2015 at 5.00 p.m.</b> The tender cover should be sent to:</p> <p style="text-align: center;"> <b>Mr. A.V. SUDARSANAM</b>  <b>DEPUTY REGISTRAR (S&amp;P)</b>  <b>INDIAN INSTITUTE OF TECHNOLOGY MADRAS</b>  <b>CHENNAI-600 036</b> </p> <p>Right is reserved to ignore any tender which fails to comply with the above instructions.</p> <p><b>Tender should be sent either by REGISTERED POST ACKNOWLEDGEMENT DUE OR THROUGH MESSENGER.</b> If the Tender is sent through Messenger, the same has to be dropped in the <b>TENDER BOX marked Stores &amp; Purchase</b> kept for</p>

		<p>this purpose in the <b>DEPUTY REGISTRAR'S OFFICE (3<sup>rd</sup> Floor of Administrative Building)</b> before 5.00 PM on due date 10.07.2015.</p> <p>If it is by post (Registered Post or Speed post only) the same should reach before 5.00 p.m. i.e on the last date 10.07.2015 otherwise it will be summarily rejected.</p> <p><b>THE INSTITUTE SHALL NOT BE RESPONSIBLE FOR THE LATE RECEIPT OF TENDER ON ACCOUNT OF POSTAL OR ANY OTHER DELAY. THE TENDER BOX WILL BE CLOSED EXACTLY AT 5 P.M. ON 10.07.2015 SHARP.</b></p>
<b>B.</b>	<b>Earnest Money Deposit (EMD)</b>	<p>: ➤ EMD of Rs.10,000/= is required to be paid along with the tender in the form of Demand draft from any nationalized Bank.</p> <p>➤ Demand Draft may be drawn in favour of <b>“The Registrar, IIT Madras”</b> payable at Chennai.</p> <p>➤ <b>The EMD should be enclosed along with the tender cover.</b></p> <ul style="list-style-type: none"> <li>➤ This Earnest Money will be returned to the unsuccessful tenderers after the final disposal of the tenders. <b>EMD will not carry any interest.</b></li> <li>➤ The EMD will be retained in the case of successful tenderers till the rate contract period.</li> <li>➤ EMD will not be waived under any circumstances.</li> <li>➤ EMD will be forfeited in the case of non-execution of the order within the due date.</li> </ul> <p><b>Non submission of EMD will lead to rejection of tender at the opening stage itself.</b></p> <p><b>Old EMD if available with us will be taken for this tender provided they have to enclose copy of our receipt.</b></p>
<b>C.</b>	<b>Tender document fee</b>	<p>➤ No separate tender documents will be issued by us. The same can be downloaded from our institute website: <a href="http://tenders.iitm.ac.in">http://tenders.iitm.ac.in</a></p>
<b>2.</b>	<p><b>Signing of Tender:</b></p> <p>The Tender is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the schedule to the Tender are not fully filled in or not duly signed/authenticated. Specific attention is drawn to the delivery dates and important conditions referred to in Annexure enclosed herewith. <b>Each page of the tender documents required to be signed and bears the official seal of the tenderers.</b></p> <p><b>FAX/E-mail/Telegram quotation will not e accepted.</b></p>	

3.	<p><b>Period for which the offer will remain open:</b></p> <p>(i). Firms tendering should note the period for which it is desired that their offers should remain open for acceptance. If the firms are unable to keep their offers open for the specified period they should specifically state the period for which their offers are being considered provided, however, the day up to which the offer is to remain open being declared closed holiday for the Indian Institute of Technology Madras, the offer shall remain open for acceptance till the next working day.</p> <p>(ii). Quotations qualified by such vague and indefinite expressions such as 'subject to immediate acceptance', 'subject to prior sale' will not be considered.</p>
4.	<p><b>Prices:</b></p> <p>The prices quoted must be net per unit as shown in the schedule. <b>The prices quoted by the Tenderer should be inclusive of Sales Tax/VAT and other statutory levies</b> (and should be clearly stated to be so) which will be paid by the Purchaser/if legally leviable at the rate ruling on the date of supply as specified in the Acceptance of Tender. <b>The percentage of tax etc. included in the price should be indicated in clear terms. If the inclusive price is not given, we will treat your offered rate as inclusive rate and comparison be made with others.</b> If at the time of comparison of your offer without taxes etc. is happen to be lowest, you are bound to supply as per the offered rate, i.e. without taxes etc. <b>The price should be without customs duty/excise duty since IIT Madras is fully exempted from payment of excise duty and eligible for payment at concessional customs duty.</b> Necessary document will be provided at appropriate and time on demand.</p> <p><b>No price revision, changes in the specification already given or changes in the terms and conditions etc. during the period is acceptable.</b></p> <p><b>We are eligible for concessional VAT/CST on submission of concessional certificate. The Institute is not authorized to issue C or D forms of Sales tax certificate. Hence VAT/CST should be charged at concessional rates as applicable to educational and research institutions run without profit motives, for which necessary certificate will be issued on demand at the time of payment, wherever applicable. For bulk order, the percentage of discount offered may also be indicated in the following slab</b></p> <ul style="list-style-type: none"> <li>a) 2 to 5</li> <li>b) 6 to 10</li> <li>c) 10 and above</li> </ul> <p><b>In the case of bulk requirement we have at liberty to negotiate with you for further reduction in the prices offered.</b></p>
5.	<p><b>Right of Acceptance:</b></p> <p>The Indian Institute of Technology Madras, Chennai-600 036 does not pledge itself to accepting the whole or any part of the Tender or portion of the quantity offered.</p>
6.	<p><b>Communication of Acceptance:</b></p> <p>Acceptance by the Purchaser will be communicated by Post, if required, and the Company's acceptance communicated to us formally in writing. In case where acceptance is communicated by Telegram or letter by Speed Post, the formal acceptance of Tender will be forwarded to you as soon as possible but the instructions contained in the Telegram or Speed Post letter should be accepted upon immediately.</p>

7.	The Institute shall not be responsible for the late receipt of tender documents due to postal and or any other delay.
<b>The following instructions are to be followed meticulously FAILING WHICH YOUR OFFER WILL NOT BE CONSIDERED:</b>	
8.	<p>Quotations will be accepted from the manufacturers /authorized distributors / reputed resellers etc. The manufacture, if they are not in a position to quote, they may authorize at least 2 authorized distributor who may quote along with proof of authorization but the responsibility for supply after supply services rest with manufacturer only.</p> <p>The authorized distributors have to submit their letter of authorization mentioning Tender Number, date, period of authorization etc. in clear terms. Resellers have to submit proof of TIN, VAT/CST, PAN etc.</p> <p>Please mention the CST/VAT No and Area Code failing which your quotation will be rejected. All of your future correspondences including Invoices should bear the CST/VAT No. and Area Code.</p>
9.	The quotation should be typed in the space provided in the downloaded format only. No manual entries are accepted and this will be rejected at the opening stage itself. Quotes given by the tenderers in their own format/letter heads will not be considered at all.
10.	<p><b>Delivery Period</b></p> <p>Non delivery of items will lead to cancellation of Purchase Order without any notice. In addition, action may be taken for removing them from our mailing list in respect of future enquiry.</p>
11.	<p><b>You must give an undertaking to the effect that “in case of downward price movements during the period, the firm promises to pass on the advantage to IIT Madras”.</b> Your quotation will be summarily rejected, if the undertaking does not accompany the quotation.</p>
12.	<p><b>CONDITIONS OF CONTRACT:</b></p> <p>Printed or cyclostyled or such terms and conditions of the tenderer, not appearing in the body of the tender will not be considered as forming part of the tender. Tenderer should quote on the basis of the conditions referred to in Para of the invitation to tender and tender papers. In case these terms and conditions are not acceptable to the tenderer, he should specifically state the deviation(s) there from in the body of the tender.</p>
13.	Your offer should be accompanied by purity of gases and other statutory requirements
14.	<p><b>PAYMENT:</b></p> <p>i) Payment will be made only after completion of supply to the entire satisfaction of the Purchaser. The payment will be made by wire transfer through RTGS/NEFT.FOR MAKING WIRE TRANSFER, THE SUPPLIER HAS TO FILL UP ONE FORMAT WHICH WILL BE GIVEN TO THE SELECTED VENDERS after entering in to rate contract.</p> <p>ii) No Advance Payment will be made.</p> <p><b>PAYMENT WILL BE MADE WITHIN 30 DAYS FROM THE DATE OF SUPPLY</b></p>

<b>15.</b>	<b>TENDERER SHALL SUBMIT ALONG WITH HIS TENDER:</b> <ol style="list-style-type: none"> <li>I. Submission of Income Tax clearance certificate is not required. However, they have to quote their PAN No.</li> <li>II. Name and full address of the Banker and their swift code.</li> <li>III. Proof of having ISO 9002 or other equivalent certification if any given by appropriate authorities.</li> <li>IV. Proof of registration with sales tax /VAT authorities like registration number, range etc. in clear terms.</li> </ol>
<b>16.</b>	<b>JURISDICTION:</b> All questions, disputes, or differences arising under, out of or in connection with the contract, if concluded, shall be subject to the exclusive jurisdiction at the place from which the acceptance of Tender is issued.
<b>17.</b>	<b>PENALTY CLAUSE</b> If there is a delay in supply without any valid reasons and not accompanied by proof for delay from the manufacturer, the penalty at the following rates will be levied while making payments, without any reference to your company. <ul style="list-style-type: none"> <li>• Delay of 8 to 15 days beyond the delivery time agreed – 1% of the total value of Invoice</li> <li>• Exceeding 15 days to 1 month beyond the delivery time agreed – 2% of the total value of Invoice</li> <li>• Beyond 1 month beyond the delivery time agreed – 5% of the total value of Invoice, in addition your company name will be removed from our mailing list for further enquires.</li> </ul>

Yours faithfully,

Deputy Registrar (S&P)

#### **ACKNOWLEDGMENT**

It is hereby acknowledged that we have gone through all the points listed under “Instructions & Special Conditions” outlined above, and those in the accompanying note on “Important Conditions”, and we agree to abide by them under the penalty of permanent disqualification for Tender participation and for related penal actions for non-abidance of the conditions.

**SIGNATURE OF TENDERER ALONG WITH  
SEAL OF THE COMPANY WITH DATE**

**SPECIFICATIONS OF TENDER**

<b>SL.NO</b>	<b>Description of item required</b>	<b>APPROXIMATE QUANTITY IN CUBIC METRE PER YEAR</b>
<b>1</b>	<b>HIGH PURE ARGON GAS GRADE 1 PURITY - 99.9995%</b>	<b>2500</b>
<b>2</b>	<b>HIGH PURE HYDROGEN O GRADE PURITY - 99.9995%</b>	<b>1000</b>
<b>3</b>	<b>HIGH PURE OXYGEN GRADE 1 PURITY - 99.95%</b>	<b>1000</b>
<b>4</b>	<b>U HIGH PURE NITROGEN GRADE 1 PURITY - 99.9999%</b>	<b>4500</b>
<b>5</b>	<b>HIGH PURE HELIUM 4.5 GRADE PURITY 99.995%</b>	<b>500</b>
<b>6</b>	<b>UHP He 99.999</b>	
<b>7</b>	<b>COMPRESSED OXYGEN</b>	<b>4000</b>
<b>8</b>	<b>DRY NITROGEN</b>	<b>6000</b>
<b>9</b>	<b>DISSOLVED ACETYLENE</b>	<b>500</b>
<b>10</b>	<b>HYDROGEN</b>	<b>1000</b>
<b>11</b>	<b>ZERO AIR</b>	<b>1000</b>
<b>12</b>	<b>CARBON DI OXIDE</b>	<b>5000 KGS</b>

**TERMS & CONDITIONS:**

1. THE INSTITUTE WILL BE USING NEARLY 800 TO 1000 CYLINDERS AT ANY POINT OF TIME. FOR THAT THE INSTITUTE WILL NOT PAY ANY DEPOSIT. ORDERS WILL BE PLACED ONLY ON THOSE SUPPLIERS WHO ARE WILLING TO FORGO CYLINDER DEPOSIT AND ABLE TO SUPPLY ALL THE GASES WITH OUT ANY DELAY AND DEFAULT.
2. THE SUPPLY MUST BE REGULAR AND EXACT QUANTITY OF REQUIREMENTS WILL BE *INTIMATED OVER PHONE OR EMAIL BEFORE 24 HOURS IN ADVANCE*. *The penalty clause at Page 5 (Sl. No.17)* will apply in the case of delay in the supply.
3. THE PRICE SHOULD BE QUOTED WITH BREAKUP DETAILS SUCH AS BASIC PRICE, TRANSPORT CHARGES, TAXES AND ANY OTHER CHARGES IF ANY IN OUR DOWNLOADABLE FORMAT ONLY DULY SIGNED. SUBMISSION OF QUOTE IN FORMAT OTHER THAN SPECIFIED FORMATS WILL NOT BE CONSIDERED AND REJECTED AT OPENING STAGE ITSELF.
4. RENTAL CHARGES AND FREE LOAN PERIOD SHOULD BE MENTIONED SEPARTELY. THE RENTAL CHARGES ARE TO BE CLAIMED ON QUARTERLY BASIS.

5. DELIVERY CHARGES SHOULD BE MENTIONED SEPARATELY PER CYLINDER TOWARDS DELIVERY OF FILLED CYLINDER AND COLLECTION OF THE EMPTY ONE TO/FROM THE INSTITUTE.
6. THE QUANTITY INDICATED IS ONLY APPROXIMATE. WE HAVE TO ENTER INTO RATE CONTRACT WITH THE SELECTED SUPPLIERS FOR ONE YEAR PERIOD I.E., FROM 1.8.2015 TO 31.7.2016. THIS MAY BE RENEWED FOR A FURTHER PERIOD AFTER OBTAINING CONFIRMATION FROM YOUR COMPANY. HOWEVER, PURCHASE ORDER WILL BE ISSUED BY THE INDIVIDUAL DEPARTMENTS/CENTRES SEPARATELY AS AND WHEN REQUIRED FOR THEIR REQUIREMENTS. IF THE SUPPLY IS NOT SATISFACTORY OR IF THERE IS ANY DELAY, THE CONTRACT WILL BE TERMINATED FORTHWITH WITH OUT ASSIGNING ANY REASON.
7. THE PRICES QUOTED ARE FIRM TILL THE COMPLETION OF THE RATE CONTRACT PERIOD. NO PRICE REVISION DURING THE PERIOD OF CONTRACT IS ALLOWED. HOWEVER IF THERE IS ANY REDUCTION IN THE COST DUE TO GOVERNMENT POLICY ETC, THIS REDUCTION IN COST MUST BE PASSED ON TO THE INSTITUTE. IF THERE IS ANY CHANGE IN TAX RATE BY GOVERNMENTS, IT WILL BE AUTOMATICALLY APPLICABLE TO THIS RATE CONTRACT.
8. THE CAPACITY OF THE CYLINDER MUST BE 7 CUM PER CYLINDER, FOR CO2 THE CAPACITY MUST BE 31 KG PER CYLINDER& FOR DISSOLVED ACETYLENE 6.5 CUM PER CYLINDER.
9. SUPPLY & COLLECTION OF CYLINDERS MAY BE EFFECTED AT THE STORES OF OUR DEPARTMENTS / CENTRES AS INTIMATED FROM TIME TO TIME.
10. The supplier has to furnish the following along with supply
  - a) Batch details with cylinder number details
  - b) Testing Certificate should carry impurity/specification details
  - c) Minimum one cylinder/Batch to be analyzed and certified

**FORMAT**

SL.NO	Description of item required	PURITY	AMOUNT Rate per CUM Without Cylinder (Rs.) (Inclusive of taxes)	AMOUNT Rate for full capacity of Gas with Cylinder (Rs.) (Inclusive of taxes) (Ref. Sl. No.8 at page No.7
1	HIGH PURE ARGON GAS GRADE 1			
2	HIGH PURE HYDROGEN O GRADE			
3	HIGH PURE OXYGEN GRADE 1			
4	HIGH PURE NITROGEN GRADE 1			
5	HIGH PURE HELIUM 4.5 GRADE			
6	COMPRESSED OXYGEN			
7	DRY NITROGEN			
8	DISSOLVED ACETYLENE			
9	HYDROGEN			
10	ZERO AIR			
11	CARBON DI OXIDE			

**OTHER PARTICULARS**

- 1) Cylinder deposit : Waived
- 2) Transport Charges : \_\_\_\_/- Per Cylinder
- 3) Free holding period : \_\_\_\_ No. of days
- 4) Holding charges after : \_\_\_\_/- Per Cylinder  
the free period  
(1,3 & 4 applicable for supply of Gas without cylinder)
- 5) Discount if any in the : 

<u>Slab</u>	<u>% of Discount</u>
2 – 5	
6 -10	
10 and above	
- 6) Delivery period :
- 7) Excise duty : Exempted
- 8) The Rate per empty cylinder :
- 9) Other terms and conditions :

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