

Office of the Dean Research and Development
Indian Institute of Engineering Science & Technology (IEST), Shibpur,
Howrah-711 103

Project Code: DRC/MOT/SMSE/SC/027/16-17

Dr. M. N. Dastur School of Materials Science and Engineering
Indian Institute of Engineering Science and Technology,
Shibpur, Howrah-711 103

Notice Inviting Quotations

Sealed quotations are invited for the supply of **Commercial Chemicals and Raw materials** as per the requirement provided in section II. The relevant bidding document can be downloaded from the website. The document can be also obtained from the Dr. M.N. Dastur School of Materials Science and Engineering (contact: Prof. Subrata Chatterjee) between 11.00 a.m. and 3.00 p.m. on all working days for **ten working days** except Saturday and Sunday from the date of publication. The sealed quotations should be submitted at the office of the M.N. Dastur School within **10** working days from the date of publication of the notice till 5.00 P.M. The quotation should include the delivery charges (in INR) of the item to MNDSMSE, Indian Institute of Engineering Science & Technology, Shibpur.

Dean (R & D)

(A. Code DRC-T095/16-17)

This is downloadable

**Indian Institute of Engineering Science and Technology,
Shibpur, Howrah-711 103**



BIDDING DOCUMENT

(Project Code: DRC/MoT/SMSE/SC/027/16-17)

Under

Ministry of Textiles

(DRC/MoT/SMSE/SC/027/16-17)

Dr. M. N. Dastur School of Materials Science and Engineering

March, 2017

SECTION I: TERMS & CONDITIONS AND IMPORTANT INSTRUCTIONS FOR BIDDERS

1. Bidders are invited to submit sealed quotation as per the technical specifications for tendered item to Professor Subrata Chatterjee, Head, Dr. M.N. Dastur School of Materials Science and Engineering, on or before **ten working days from the date of publication** between **10.30 a.m. to 5.00 p.m.** except Saturday, Sunday and other public holidays.
2. The tender should reach the office address (mentioned below) **within 10 working days from the day of publication**. Quotations received later will not be entertained under any circumstances.
3. The tender will be opened on the **next working day of due date at 02.00 p.m.** and the place of opening of bid is Director's Office of Dr. M. N. Dastur School of Materials Science and Engineering, Indian Institute of Engineering Science and Technology (IEST), Shibpur, Howrah-711103.
4. Bidders are to submit the quotations in Sealed Cover to the School of Materials Science and Engineering at the following address:

**Professor SUBRATA CHATERJEE
PROFESSOR & HEAD
Dr. M.N.DASTUR SCHOOL OF MATERIALS SCIENCE AND
ENGINEERING
INDIAN INSTITUTE OF ENGINEERING SCIENCE AND
TECHNOLOGY (IEST)-SHIBPUR
P.O-BOTANIC GARDEN, HOWRAH-711 103, WB, INDIA**

5. TECHNO-COMMERCIAL BID - giving Detailed Specifications, International Standards (BIS/INTERNATIONAL), payment terms, warranty, etc. along with PRICE BID.
Enquiry Number must be mentioned on cover
6. Bid requirements
 - a) Rate to be quoted in INR per unit basis for each item and should be inclusive of all charges, taxes, and other payables, if any.

- b) The bids submitted by the vendors should be valid for a minimum period of **60 days** from the date of the opening of tender and the prices should be valid till execution of purchase agreement.
- c) All the items to be supplied should be new, of good quality and standard and as per the technical specifications mentioned in technical bid document.
- d) Interlineations, corrections, erasure sand / or over writings shall be valid only if signed by the persons or persons signing the bid.
- e) Bidders are required to submit self-attested photocopies of valid Trade-License, Professional tax, VAT-Registration, PAN Card.
- f) For the proprietary items, the bidders/manufacturers should submit proper proprietary certificate.
- g) Envelope containing bids must bear, on the cover itself, name and full address of the bidder, advertisement number and date.
- h) For bids submitted by post or courier, it is bidder's responsibility that bids reach the purchaser's office before the scheduled time of closure of submission of bids. The tenders submitted by telex/telegrams/fax/email will not be considered. No further correspondence will be entertained on this matter

7. Evaluation of Quotations: The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e., which (a) are properly signed; (b) conform to the terms and conditions, and technical specifications. Evaluation of bids shall be made item wise severally. For this purpose, all sub-items and accessories, if any, of an item will be taken together and considered as one item.

8. Delivery All goods to be supplied and/or installed under this contract must be delivered to and installed at the Institute on working days (except Saturday, Sunday and holiday) between 11 a.m. and 4 p.m. The tenderer will be responsible for any breakage, damage or defect in the materials detected subsequently. The supply of the above equipments shall be made by the vendor within **20 days** from the date of issue of the purchase order failing which appropriate action will be taken as per university rules.

9. If the supply is not completed within the stipulated period as indicated in the Work Order, a Liquidated Damage @ ½ per cent per week will be imposed subject to maximum of 5% of the value of work order.

10. Bills in triplicate should be presented for payment within **45** days of Supply /Completion of work. **No Advance Payment can be made.** All bills are to be accompanied by Order copies and Challan Receipt. The Order Number is to be noted on both the Challan and the Bill.

11. Customs Duty & Excise Duty

- The University will not issue any C or D form availing of concessional Sales Tax/VAT.
- The University will issue Customs Duty Exemption Certificate for foreign purchase or Excise Duty Exemption Certificate, if required.

12. Indian Institute of Engineering Science and Technology (IEST), Shibpur, Howrah reserves the right to accept / reject all or any of the tenders without assigning any reason whatsoever. Indian Institute of Engineering Science and Technology would not be under any obligation to give any clarifications to those vendors whose tenders have been rejected.

We accept the above terms and conditions.

Dated:

Signature of Bidders/Suppliers

With date & Seal

SECTION II: TECHNICAL SPECIFICATIONS

ITEM (1): Laboratory Commercial Grade Chemicals and Raw materials

Item Specifications:

SI No.	Items Names	Quantity (kg)
1.	Jute Fabric 300 GSM	50
2.	Jute Fiber (Carded sliver)	10
3.	Epoxy Resin with hardener (hardener should be provided as per the resin requirement)	10
4.	Unsaturated Polyester resin with accelerator and catalyst (room temperature and high-temperature accelerator and catalyst should be provided as per the resin requirement)	10
5.	Cardanol	20
6.	Cashew Nut Shell Liquid	10
7.	Commercial Grade Styrene	10
8.	Cold-setting phenolics with hardener	10
9.	Non-woven Jute fabric (300-500 gsm)	10
10.	Hexa(methoxymethyl)melamine (HMM)	10