



**ISLAMIC UNIVERSITY OF SCIENCE & TECHNOLOGY
AWANTIPORA, KASHMIR**

**Tender notice for supply of Essential oil Steam distillation unit for Extracting
Essential Oils and Refrigerator**

For and on behalf of Vice Chancellor Islamic University of Science and Technology, Awantipora, sealed tenders affixed with revenue stamp of Rs. 5/- are invited from the authorised dealers/suppliers and manufacturers for supply and installation of Essential oil Steam distillation unit and Refrigerator to the Islamic University of Science and Technology, Awantipora. The tender document can be obtained from the office of **Assistant Registrar (Procurement & Stores)** or can be downloaded from the University website: www.islamicuniversity.edu.in against DD of **Rs. 500/-** (non refundable) favouring Islamic University of Science and Technology, Awantipora Pulwama (J&K) as cost of the tender document and to be submitted by or before **24-09-2018** (2.00pm). Terms and Conditions apply.

Sd/-

**Assistant Registrar (Procurement & Stores) /
Member Secretary Central Purchase Committee.**

No. IUST/Reg_P&S/Tender/18/804
Dated: 04 -09-2018

The Bidders are expected to go through all instructions, terms & condition as specified in the bidding document. Failure to furnish complete required information or submission of a bid with incomplete information may result in rejection of the bid.

GENERAL TERMS & CONDITIONS

1. The tender duly completed and signed shall be submitted in a sealed envelope upper-scribed “**Tender for supply of Essential oil Steam distillation unit and Refrigerator**” shall be addressed to the **Assistant Registrar (Procurement & Stores)** Islamic University of Science and Technology, Awantipora Pulwama and shall be submitted on or before 24-09-2018 2.00 pm.
2. The intending bidders shall have to paste transparent tape on the rates quoted by them in Indian Rupees (INR) only both in figures and in words **FOR IUST Stores Awantipora**, inclusive of supply, installation excluding GST (**GST shall be paid as applicable at the time of supply of the items.**). In case of a discrepancy, the amount quoted in words will be taken as final.
3. The Tender should be accompanied with Earnest Money Deposit (EMD) of Rs. 10,000/- (Ten Thousand only) in the shape of FDR/CDR of any nationalised Bank drawn in favour of “Islamic University of Science and Technology”, payable at Awantipora, Pulwama (J&K).
4. The tender submitted shall remain valid for a period of **90 days** from the date of opening of the bid.
5. The supply, transportation, installation etc. of the item shall be sole responsibility and at the risk of the firm till the acceptance by the University.
6. The supplied items made under this tender will be inspected by a Committee specially constituted for the purpose and in case the Committee is of the opinion that the supplies are not of the required specifications, the supplies shall be rejected and responsibility of lifting back the supplies will devolve on the supplier. Besides, in such event, the EMD shall stand forfeited and the extra cost incurred in arranging the supply from the alternative sources shall also be recovered from the defaulting supplier apart from initiating the proceedings for blacklisting.
7. The University reserves the right to reject or accept any Proposal without assigning any reason or cancel or withdraw the tender. The University reserves the right to relax any condition enumerated or arising out of this tender, without assigning any reason/s thereof. If the supply of the required items are not affected before the specified period, the University shall have the authority to cancel the order or to take any action deemed fit in the circumstances.
8. In case of any dispute the jurisdiction will be courts at Srinagar only.
9. The EMD may be forfeited:
 - (a) If a Bidder withdraws its bid during the period of bid validity.
 - (b) If at any stage it is proven that the information given by the bidder is incorrect.
 - (c) In case of a successful Bidder, if the Bidder fails:
 - to execute the supply within the stipulated time.
 - if the items are not as per the specifications.
10. The University may, for any reason, whether suo-moto or in response to a clarification requested by a prospective bidder, modify the bidding documents by an amendment, any time prior to the last date for submission of bids.
11. Tenders received after due date, improperly sealed, or with incomplete marking or with overwriting/corrections are liable to be rejected.
12. During evaluation of bids, the University may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted.

13. All the item(s) supplied through this Tender shall be covered by a **warranty not less than one year**. During the period of warranty, no charges will be paid by the University on any kind of service or repairs carried out by the supplier.
14. The warranty period takes effect from the date of acceptance of the items by the University.
15. Failure of the successful bidder to comply with the requirements of the University shall constitute sufficient ground for the annulment of the award and forfeiture of the bid security, in which event the University may make the award to the next lowest bidder or call for new bids.

Compulsory Documents to be placed in the tender:

- a. GST Registration.
- b. EMD of Rs. 10,000/-
- c. DD of Rs. 500/-
- d. Experience proof documents in shape of supply orders of similar nature of work.

I/We hereby declare that the information furnished in this tender document by us is true and correct and also we have gone through the terms and conditions stipulated in the Tender Document and confirm to abide by the same. In case the provided information is found incorrect at any stage, the University may take appropriate action as warranted.

Name and sign of the authorized person of the firm along with seal

Place:

Date:

S.No.	Item	Specification	To be filled by the bidder	
			Make/ Model	Rate per unit in INR excluding GST
1	Essential oil Steam distillation unit for extracting essential oils	Glass essential oil distillation unit with separate Borosilicate boiling flask, filling flask and Glass Condenser with Support Stand Borosilicate Glass Oil Water Receiver-Separator. Capacity 5 kgs.		
2	Refrigerator	Frost Free Double Door Refrigerator, Top Freezer, built-in stabilizer, Capacity 260 Litre.		

Note:-

1. Bidders shall quote rates including of all charges including installation, freight etc. but excluding GST which shall be paid as applicable at the time of supply of items.
2. The supply order shall be issued as per requirement of the university.

Name and sign of the authorized person of the firm along with seal

Place:

Date: