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सीएसआईआर -उत्तर पूर्व विज्ञान एवं प्रौद्योगिकी संस्थान
पूर्व क्षेत्रीय अनुसंधान प्रयोगशाला
(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद)
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स्पीड पोस्ट द्वारा / BY SPEED POST.

संख्या: No. 13(PZ)/09/RC - GASES/17 - 18/PUR.

दिनांक: Date: 18.09.2017.

M/S

Sub: Tender for Annual Contract for Refilling and Servicing of Various Laboratory Gas cylinders.

This Laboratory is interested in refilling of various gas cylinders used for research purposes in the laboratory on an Annual Rate Contract Basis. Besides refilling, servicing & repairing of cylinders will also have to be taken up by the contracted firm.

The detailed terms and conditions of Annual Rate Contract are enclosed in Annexure-A The bid sheet is enclosed as Annexure-B.

You are requested to fill in your rates in the enclosed Bid Sheet only (Annexure - B) and submit the same to us with your tender.

It may be noted that while comparing the bids weightage will be given as follows:

- i) Weighted Average unit rate of all Gases.....40%
 - ii) Average rate of replacement cost of cylinder parts.....20%
 - iii) Average rate of pickup and delivery charges per trip40%
- (A maximum of 10 cylinders can be accommodated in one trip)

The bid must be accompanied by an EMD of Rs. 20,000.00 by way of Demand Draft/Banker Cheque/BG in favour the Director, CSIR-NEIST, Jorhat. Exemption will be provided as per government rule against proper documents.

The bid envelop must be superscribed with Tender No. and opening date & time

Last Date and time of Submission: 11.10.2017 2.30 P.M

Time and Date of Opening: 11.10.2017 3.00 P.M

The bids received after due date & time and incomplete in any respect, shall be rejected without assigning any further reason.

आपको धन्यवाद, / Thanking you,

भवदीय, / Sincerely,

Enclosed: As above

भंडार एवं क्रय अधिकारी
Stores & Purchase Officer

Tel: 91 - 0376 - 2372710, Fax: 91 - 0376 - 2372921, E-mail: spo@neist.res.in



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उज्ज्वल भविष्य के लिए विज्ञान एवं प्रौद्योगिकी का समन्वय

हम हिन्दी में किये गये पत्राचार का स्वागत करते हैं ।

TERMS & CONDITIONS OF CONTRACT

1. Contract Period: The contract will be for a period of one year from the date of signing of the contract. The duration of the contract can be extended for a further period at the discretion of the Director, CSIR-NEIST, Jorhat.

2. Validity of Rates and Bid:

- (i) The bid must be valid for a minimum period of 60 days from the date of submission.
- (ii) The rate quoted for refilling of gases/servicing & repairing of cylinders must be valid for 18 months from the date of submission.
- (iii) Rates are also required for Gas Mixtures as per Annexure D. But the same will not be considered for evaluation for award of contract.

3. Pickup & Delivery: The firm shall pick up the empty cylinders from CSIR-NEIST Stores and deliver the filled cylinders back in CSIR-NEIST, Stores. Pick up and delivery charges are to be quoted separately in the bid sheet.

4. Evaluation: The evaluation will be done as per the system given in Main Tender Notice and Bid Sheet. All the firms are requested to give their rates for all type of gases. If any firm fails to give rates for all type of gases as required in Bid Sheet (Annexure-B), consideration of that bid and evaluation will be depended upon the CSIR-NEIST authority and the decision taken by CSIR-NEIST will be bind on all the firms participated without assigning any reason.

5. Delivery Schedule: Normally the orders for refilling have to be executed within 45 days of placement of order. Delay beyond the due date of delivery shall be treated as per Clause No. 6.

6. Delay in delivery& Liquidate Damage:

- (i) Delay upto 10th day (or next working day if 10th day happens to be holiday) Liquidated Damage @ 10% of the order value shall be deducted from the bill.
- (ii) For delays beyond 11th day and up to 20th day Liquidated damage @ 15% of the order value shall be deducted.
- (iii) For delays beyond 21st day up to 30th day Liquidated Damage @ 20% of the order value shall be deducted.
- (iv) For delays beyond 30th day, Liquidated Damage @ 25% of the order value shall be deducted. Repeated delays beyond the due date of delivery may lead to forfeiture of redeeming of Performance Security of the firm.
- (v) Notwithstanding the Clause (i) to (iv) above Director, CSIR-NEIST, Jorhat reserves the right to waive off any Liquidated Damage if he is satisfied at the explanation given by the firm.

7. Performance Security: On being shortlisted on the basis of the lowest Quotation, the contract firm has to produce a Performance Security of Rs. 50,000.00 either by way of DD in favour Director, CSIR-NEIST, Jorhat or Bank Guarantee of the equivalent amount from a Scheduled/Nationalised Bank (as per format to be provided by (CSIR-NEIST) with validity period of Rate Contract Period plus two months. Failure to submit the Performance Security contract shall lead to cancellation of the contract without assigning any reason.



Contd.....

8. Scope of the contract:

(i) It shall be responsible of the firm to lift the cylinder from CSIR-NEIST Stores and return the same duly filled with the requisite gas back in CSIR-NEIST, Stores within stipulated delivery schedule.

(ii) The firm shall paint if so required, on each CSIR-NEIST Cylinders such identification mark as may be necessary in consultation with Stores Officer, CSIR-NEIST, Jorhat.

(iii) The firm shall also undertake minor repair/replacement of damaged parts of CSIR-NEIST Cylinders e.g. nozzles, valves, spindles etc. at pre-fixed rates as given in the bids. However, the repair required for the cylinders must be identified and stated to the Stores Officer, at the time of taking delivery of cylinders from Stores.

(iv) The firm shall be solely responsible for total safety of the CSIR-NEIST, Jorhat Cylinders right from the time of collection from CSIR-NEIST, Stores till its delivery back in CSIR-NEIST, Stores. If any loss or damage takes place during this period the Book Value or any amount as may be decided by the Director, CSIR-NEIST, shall be realised from the firms the outstanding bill or Performance Security.

(v) The firm shall support their bills for refilling ordered cylinders with a certificate from the ultimate gas refilling firm that the cylinders have been filled to the billed quantity. CSIR-NEIST Stores will take delivery after proper weighing of the cylinders.

(vi) **CSIR-NEIST is free to have parallel rate contract or parallel procurement for the same items with/from other firms, if required.**

9. Payment: The firm shall raise their bills on or after delivery of the cylinders at CSIR-NEIST Stores and such bills if found in order, shall be paid within 30 days Part billing is strictly prohibited.

10. General: Director, CSIR-NEIST, Jorhat reserves the right to cancel the contract or forfeit the Performance Security at any time during the currency of the contract if he is satisfied that the terms and condition mentioned here in above are not being followed by the firm in letter and spirit or if the firm is resorting to any unethical practices.

Sd/-
भंडार एवं क्रय अधिकारी
Stores & Purchase Officer

BID SHEET

ANNUAL RATE CONTRACT FOR REFILLING OF GASES

Tender Ref:

Due date of Submission:

From: M/S _____ (Pl. fill in)

Name of the Contact Person. _____

Phone No. _____ Fax No. _____

GST Reg. No. _____ PAN. No. _____

A: RATES OF GASES

Sl. No.	Name of Gases	Unit (Like Per Cu Meter, Per Kg. etc.)	Rate per unit in Rs.
1.	Argon		
2.	Argon (pure 99.9%)		
3.	Argon (pure 99%)		
4.	Air Dry		
5.	Air Dry (Pure 99%)		
6.	Air Dry (Pure 99.999%)		
7.	Acetylene		
8.	Acetylene (Pure 99.9%)		
9.	Ammonia		
10.	Carbon Dioxide		
11.	Carbon Monoxide		
12.	Helium		
13.	Helium (Pure 99.999%)		
14.	Hydrogen		
15.	Hydrogen (Pure 99%)		
16.	Hydrogen (Pure 99.999%)		
17.	Nitrogen		
18.	Nitrogen (Pure 99%)		
19.	Nitrogen (Pure 99.9%)		
20.	Nitrogen (Pure 99.99%)		
21.	Nitrogen (Pure 99.999%)		
22.	Oxygen		
23.	Oxygen (Pure 99%)		
24.	Oxygen (Pure 99.999%)		

Note: For Having an Idea of Annual Consumption Please see the Annexure-C

(B): RATES FOR REPLACEMENT COST OF CYLINDER SPARES

SINO	Cylinder Spares/ Parts	Unit	Rate in Rs.
1	Cylinder Valves	One No.	
2	Set of Valve washers.		
3	Valve Gland Nut		
4	Valve Spindle		
5	Drilling out of broken spindle		
6	Cleaning Charges		
7	Cylinder Cap		
8	Valve Repairing		
9	Cylinder Testing		
10	Painting of Identification Mark		

(C) RATES FOR PICK UP AND DELIVERY CHARGES:

(I)	Pick up charges per trip (Up to a maximum of 10 Cylinder	PER TRIP	
(II)	Delivery Charges:	PER TRIP	

NB:

1. One trip will mean up-to a maximum of 10 Cylinders of one or more orders delivered at a time. Delivery in one day will be treated as one trip for upto 10 cylinders.
2. Cylinders ordered for refilling in a single order up to maximum of 10 cylinders shall be treated as single trip for pick up and delivery even if delivery is made in more than one trip by the firm.

3. Evaluation Method:-

For calculating LQ the weightage will be given as follows:

- (i) Weighted Average unit rate of all Gas 40% (on the basis of assorted requirements)
- (ii) Average rate of replacement cost of cylinder parts in (B) 20%
- (iii) Average rate of Pickup and Delivery charges per trip (of a minimum of ten cylinders) 40%

D) GST: Extra as applicable.

E) No other charges other what is stipulated above shall be admissible.

____ We undertake that we have gone through the terms and conditions given in Annexure A of the Tender Enquiry and we accept the same unconditionally.

Authorized Signatory

ANNEXURE- C

REQUIRMENT OF NORMAL REGULAR GASES FOR ONE YEAR

1. Argon (assorted)	:	38 Cylinders
2. Air Dry (assorted)	:	60 Cylinders
3. Acetylene (assorted)	:	20 Cylinders
4. Ammonia (assorted)	:	1 Cylinder
5. Carbon Dioxide (assorted)	:	49 Cylinders
6. Carbon Monoxide (assorted)	:	1 Cylinder
7. Helium (assorted)	:	38 Cylinders
8. Hydrogen (assorted)	:	59 Cylinders
9. Nitrogen (assorted)	:	256 Cylinders
<u>10. Oxygen (assorted)</u>	:	<u>142 Cylinders</u>
TOTAL	:	664 Cylinders

RATES OF GAS MIXTURE:-

Sl. No.	Name of Gas Mixtures	Unit (Like Per Cu Meter, Per Kg. etc.)	Rate Per Unit Rs.
1.	Argon 90%) and H (10%) (47 L WC)		
2.	Hydrogen Calibration Standard (47 L WC)		
3.	Co and CO ₂ Calibration Standard (47 L WC)		
4.	Nitrous Oxide (10 L WC)		
5.	SO ₂ Calibration Standard H ₂ S		
6.	N ₂ O Calibration Standard (10 L)		
7.	Methane (Argon Balanced)		
8.	N ₂ O Calibration Standard (3 L)		
9.	[Methane, Ethane, CO, CO ₂ , H ₂ Mixture (3 Ltr)] (3 L, WC)		
10.	Nitrogen & Hydrogen Mixture (47 L, WC)		
11.	Nitrogen & Hydrogen Mixture		
12.	Syngas		

REQUIRMENT OF GAS MIXTURES FOR ONE YEAR

1. Argon (90%) and H (10%) (47 L WC)	:	1 Cylinder
2. Hydrogen Calibration Standard (47 L WC)	:	1 Cylinder
3. Co and CO ₂ Calibration Standard (47 L WC)	:	1 Cylinder
4. Nitrous Oxide (10 L WC)	:	1 Cylinder
5. SO ₂ Calibration Standard H ₂ S	:	1 Cylinder
6. N ₂ O Calibration Standard (10 L)	:	1 Cylinder
7. Methane (Argon Balanced)	:	1 Cylinder
8. N ₂ O Calibration Standard (3 L)	:	1 Cylinder
9. [Methane, Ethane, CO, CO ₂ , H ₂ Mixture (3 Ltr)] (3 L, WC)	:	1 Cylinder
10. Nitrogen & Hydrogen Mixture (47 L, WC)	:	1 Cylinder
11. Nitrogen & Hydrogen Mixture	:	1 Cylinder
12. Syngas	:	1 Cylinder
TOTAL	:	12 Cylinders