

EXPRESSION OF INTEREST (EOI) FOR PROVIDING OF LABORATORY TABLE

Doc. No. : CIPET:IPT /BBSR/LT/EOI/21-22/02



**CIPET: Institute of Petrochemicals Technology (IPT)
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EXPRESSION OF INTEREST (EOI)

Sealed EOI are invited from the Registered Agencies/Suppliers/Manufacturers for providing Laboratory Table for Chemistry Lab at CIPET: IPT, Bhubaneswar.

IMPORTANT DETAILS

SR. NO.	DESCRIPTION	DATE	TIME
1.	Date of Advertisement in News Papers	13-07-2021	-
2.	Last date/time of submission of bid	03.08.2021	03:00 PM
3.	Date & Time of opening of Technical bid	04.08.2021	03:30 PM

CIPET: IPT, reserves the right to accept or reject any or all EOI either in whole or in part, without assigning any reasons thereof.

Purchase Officer
CIPET: IPT, Bhubaneswar

General Instructions and Terms & Conditions

1. ELIGIBILITY AND SELECTION CRITERIA

- A registered company, firm or agency having experience in similar work and Minimum Annual turnover more than Rs.20.00 Lakhs (Rupees Twenty Lakhs) during the last three financial years.
- The Tenderer should be registered with the Competent Authority and should have valid License/Registration.
- The Tenderer should not have been blacklisted by any Govt. Dep't./Semi-Govt./Dep't. or any other organization.
- The Tenderer must submit duly filled Tender form specified in (Technical Bid) of this document.
- Any EOI received after the scheduled date & time or incomplete in any manner will not be accepted.
- The bidder (Firm) is expected to examine all instructions, terms & Conditions, specifications in the EOI form. Failure to furnish information required in every respect will be the Bidders risk and may result into rejection of the bid(s).
- The contract for purchase of laboratory table shall remain valid initially for a period of One (01) year.

2. Amendment of Bidding Documents:

At any time prior to the submission of the bids, the Service Receiver may, for any reason, whether at their own discretion or in response to the clarification requested by the prospective Bidder, may modify the Bidding Documents through amendments.

3. Signing of Bid

The bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to Contract.

4. Submission of Bid

(a) The Bidder will be required to submit the EOI in two bid system in two separate envelopes as mentioned below:

Envelope No. 1 super-scribed as "Technical Bid" should contain an introductory letter of Agency/Firm along with copies of documents as evidences. The Agency/Firm has to fill up Annexure "A" with his signature along with all supporting documents.

Envelope No. II super/scribed as EOI for Financial Bid and should contain the EOI form duly signed in each page by Agency/authorized signatory along with price bid. The Agency/Firm has to fill up Annexure "B".

Both Envelope I & II should be placed in large envelope which should be super- scribed As "**EOI for Laboratory Table for Chemistry Lab**" and addressed to CIPET: IPT, Bhubaneswar, Odisha 751024.

5. If the envelope is not sealed and marked, the Service Receiver will assume no responsibility for the bid's Misplacement or premature opening
6. The Service Receiver may, at its discretion, extend this deadline for the submission of bids by amending the Bidding Documents, in which case all rights and obligations of the Service Receiver and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
7. Contacting the Service Receiver

No bidder shall contact the Service Receiver on any matter relating to its bids, from the time of bid opening to the time the contract is awarded.
8. Evaluation of Bid
 - (i) The large envelope (containing separate envelope I & II) will be opened first. Thereafter the envelope I i.e. Technical Bid will be opened.
 - (ii) Those tenderers who have not enclosed Technical Bid documents & not submitted. In such cases their Envelope II which contains the financial bid will not be considered.
 - (iii) The bidders will be pre-qualified in technical bid, who fulfill the following criteria:
 - Firm/Bidder must have valid license/registration.
 - Minimum Average annual turnover of more than Rs 20 Lakhs of last 3 financial years.
 - Experience in similar work
 - Valid GSTIN no
 - Valid PAN no.
 - Valid Bank Account No.
 - IFSC Code:
 - (iv) The envelope II i.e. Financial Bid will be opened for those parties who will qualify in Technical Bid.
9. The completion period should be strictly adhered to, which CIPET: IPT, reserves the right to cancel the order/advertisement without assigning any reasons whatsoever.
10. Payment 100% shall be paid within 15 days of submission of Invoice with supporting documents.
11. CIPET reserves the right to reject any or all EOI in full or part thereof without assigning any reason.
12. The Principal Director & Head, CIPET: IPT, is the final authority and his decision will be final and binding on the supplier for any disputes.
13. All legal disputes will have the jurisdiction of Bhubaneswar only.

Annexure: A

EXPRESSION OF INTEREST (EOI)

For Providing Laboratory Table for Chemistry Lab at CIPET: IPT, Bhubaneswar
Agency/Firm/Company/ Service Providers/Agencies Details for Technical Evaluation:

Sr. No	PARTICULARS		
1	Name of the authorized Individual/Firm/ Company/Agency/Manufacturer		
2	Postal address		
3	Name of Contact person		
4	Mobile No		
5	E-Mail ID		
6	Firms Registration Certificate(copy enclosed)		
7	PAN (Permanent Account Number) (copy enclosed)		
8	GST Registration No. as applicable (copy enclosed)		
9	Registration / License No. (copy enclosed)		
10	Annual Average Turnover valuing more than Rs.20 Lakhs and above during the last three financial year (2017-18,2018-19,2019-20) (copy enclosed)	2017-18	
		2018-19	
		2019-20	
		Average of 3 Yr	
11	Experience Certificate/Work Order/ Performance Certificate(Enclosed Separately)		
12	MSME/NSIC Certificate		
13	No Blacklisting Declaration		
14	Legal disputes with the clients, details if any (If Nil, give certificate to the effect that no legal Case/dispute is pending in any court against Firm/ its Executives etc. withany party)		

Date:

Seal & Sign. of the Bidder

Annexure-B

FINANCIAL BID (For Laboratory Table)

To

CIPET:IPT,BHUBANESWAR

B-25,CNI COMPLEX,PATIA, BHUBANESWAR- 751024

Subject: Providing Laboratory Table for Chemistry Lab – Reg.

Dear Sir/Madam,

In response to your Advertisement for “Providing Laboratory Table for Chemistry Lab at CIPET: IPT, BHUBANESWAR” we submit herewith our financial bid.

Financial bid for Laboratory Table

Sl. No	Specification	No's	Amount	Remarks
1	<p>The details of the chemistry laboratory table specification as mentioned below:</p> <ol style="list-style-type: none"> 1. Wooden table frame with Granite top(LxWxH=6ftx3ftx3ft),(Wood-Sal/Teak wood) 2. Reagent Rack for chemicals (Stainless steel rack with glass top of 6mm thick) 3. Gas inlet with Bunsen burner of IS/ISO make (4nos). 4. Table terminal in brass for gas supply (2nos.) 5. 1/2” mild steel gas pipe(heavy duty) of ISI mark /TATA make or ISI pipe 6. Provision of inlet water supply (1/2”UPVC pipe sch-80) and outlet for waste water of 2”UPVC pipe as per IS 4985:2000) and fitting of porcelain sink. 7. The chemistry lab table is the inbuilt facilities for storage of chemicals, consumables. 	6		

Important Notes:

- Rates quoted should be Exclusive of all taxes / Levis (G.S.T and any other statutory Central/State Govt. taxes).
- Rate quoted by the bidder must be Exclusive of all charges.
- Financial bid should be kept in separate sealed cover.
- In case of Tie, decision of CIPET will be final and will be binding on bidder.

**Authorized Signatory of the Bidders
with Seal**

