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System**

eProcurement System Government of India

Tender Details

Date : 19-Jun-2025 12:16 PM

Print

Basic Details

Organisation Chain	National Institute of Technology Meghalaya Engineering Section - NIT Meghalaya		
Tender Reference Number	NITMGH/Lab.Cons/2025-26/1827		
Tender ID	2025_NITM_865233_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	EOI
Tender Category	Goods	No. of Covers	1
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Not Applicable	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Cover Details, No. Of Covers - 1

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical/Finance	.pdf	Technical cum financial

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	Nil	Fee Payable At	Nil
Tender Fee Exemption Allowed	No		

EMD Fee Details

EMD Amount in ₹	0.00	EMD Exemption Allowed	No
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	Nil	EMD Payable At	Nil

[Click to view modification history](#)

Work /Item(s)

Title	EXPRESSION OF INTEREST EOI FOR EMPANELMENT AS SUPPLIERS OF CHEMICALS, SOLVENTS, GLASSWARE, PLASTIC WARES AND SCIENTIFIC CONSUMABLES UNDER RATE CONTRACT AT NIT MEGHALAYA				
Work Description	As per tender document				
Pre Qualification Details	Please refer Tender documents.				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	No				
Tender Value in ₹	1	Product Category	Lab Chemistry Reagents	Sub category	NA
Contract Type	Rate Contract	Bid Validity(Days)	120	Period Of Work(Days)	NA
Location	NIT Meghalaya, Sohra, Meghalaya	Pincode	793108	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	Sohra, Meghalaya
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	19-Jun-2025 04:30 PM	Bid Opening Date	10-Jul-2025 06:00 PM
Document Download / Sale Start Date	19-Jun-2025 05:00 PM	Document Download / Sale End Date	09-Jul-2025 05:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	19-Jun-2025 05:30 PM	Bid Submission End Date	09-Jul-2025 05:00 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf	Notice Inviting Tender	72.54	
Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	EOI19062025.pdf	As per tender document	300.67

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	remond.swer@nitm.ac.in	Remond Swer	REMOND SWER
2.	myselpyngz@nitm.ac.in	Myselfmon Pyngrope	MYSELMON PYNGROPE
3.	lastmoon.kharpran@nitm.ac.in	R. Lastmoon Kharpran	R. LASTMOON KHARPRAN

GeMARPTS Details

Reason for non availability of GeMARPTS ID	Urgent nature of Procurement
Remarks	Not available on GeM
Document Name	GEMGARPTSEOI.pdf
Document Size (in KB)	50.67

Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	NIL	BoQ Compative chart decimal places	2
BoQ Comparative Chart Rank Type	NIL	Form Based BoQ	No

TIA Undertaking

S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	PPP-MII Order 2017	Agree	
2	MSEs Order 2012	Agree	

Tender Inviting Authority

Name	Registrar
Address	NIT Meghalaya, Sohra, Meghalaya - 793108

Tender Creator Details

Created By	Remond Swer
Designation	Junior Engineer Electrical
Created Date	19-Jun-2025 12:06 PM

Ref: NITMGH/PS/CSB/ Lab. Cons./2025-26/1827

Date: 19.06.2025.

**“EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT AS SUPPLIERS OF
CHEMICALS, SOLVENTS, GLASSWARE, PLASTIC WARES AND SCIENTIFIC
CONSUMABLES UNDER RATE CONTRACT AT NIT MEGHALAYA”**

NIT Meghalaya invites online Expression of Interest (EOI) through **CPP Portal** <https://eprocure.gov.in/> from eligible and reputed Manufacturers/Authorized dealers for empanelment as suppliers of chemicals, glassware, plastic wares and scientific consumables under Rate Contract **for the period of two year with effect from the date of issue of the contract.**

Prescribed Tender document, detailed fees and specifications, bid instructions and Terms & Conditions can be downloaded from the CPP Portal (<https://eprocure.gov.in/eprocure/app>) or from the Institute website (<http://www.nitm.ac.in/>). However, the bidding process (submission and finalization) will be done in online mode at CPP Portal. The bidders may submit their bid through uploading in the CPP Portal <https://eprocure.gov.in/eprocure/app>.

INSTRUCTIONS:

1. The offer must be submitted in Two Bid – Two Files/Covers only through uploading in the CPP Portal, before the last date & time for bid submission. Bidders must submit their digitally signed bids. The covers will contain the following documents:
 - I. Cover 1 which consists of technical requirements and general terms & conditions
 - II. Cover 2 which consists of the Price Bid (in BoQ Ms-Excel format).
2. After evaluation of technical bids, financial bids of the successful bidders will be opened on a later date which will be duly notified.
3. **Validity of Rate Contract:** The period of contract shall initially be for a period of **02 (two) years** with effect from the date of issue of the contract and is extendable for one more year on satisfactory performance, under the same terms and conditions or with such amendments as may be mutually agreed to, and also subject to the necessary approval of the Competent Authority. The entire period of contract shall not exceed three years, unless otherwise required.
4. **Experience Criteria:** The Bidder must have 03 years' experience in as a Suppliers of chemicals, solvents, glassware, plastic wares and scientific consumables under rate contract at other IITs/NITs or Central/State Govt. Organizations or Central/State Govt. Funded Academic and Research & Development Institute or University/Autonomous bodies/Reputed originations/ educational institute. List of the Organizations/Institutions where similar supplies under rate contract have been made in last three financial years along with the photocopies of purchase orders, records and satisfactory certificates duly signed and stamped by the user(s) may be provided with the bid documents.
5. **Past Performance:** The bidder must have at least Three Years' experience for Supply of chemicals, solvents, glassware, plastic wares and scientific consumables under rate contract to other IITs/NITs

or Central/State Government/ PSUs/ Nationalized Banks/ Autonomous bodies/ Reputed Organizations. Out of all successfully executed supply orders during last Three years, at least one successfully executed supply order shall be for any IITs/NITs/ Central/ State Government/PSUs/Nationalized Banks/ Autonomous bodies. The bidder must have successfully completed 03 Supply Orders of chemicals, solvents, glassware, plastic wares and scientific consumables under rate contract in any Central/ State Government/PSUs/Nationalized Banks/ Autonomous bodies/ Reputed Organizations, over the last 03 financial years ended 31st March, 2025.

6. The bidder should not have been blacklisted or debarred by any Central/State Government/agency of Central/Sate Government/Public Sector Undertaking/Regulatory Authority of India in the last 05 years. The Bidder must upload undertaking to this effect with their technical bid.
7. The bidders are required to provide the minimum percentage discount offered by the bidder on the chemicals/consumables on the Printed MRP of the items. No extra above the price after discount on MRP shall be paid on any account. The bidder must provide higher discount rates for items where the normal discount is higher than the offered discount.
8. The firms shall indicate discount offered on catalogue price in clear/visible figures as well as in words and shall not alter/overwrite/make cutting in the quotation. In case of a mismatch, the discount offered in words will prevail. Usage of “White ink” to erase and then rewrite the discounts will not be accepted. Bidders are advised to strike out wrong entries and rewrite clearly beside them. In such cases, the bidder shall have to sign and place their official seal for every corrected entry.
9. If there is any change in catalogue price offered by original manufacturer, the vendors need to submit the new catalogue with an application to the Institute authority. However, the discount offered shall remain same as per original rate contract.
10. Supplied of chemicals and consumable should have a validity of at least one year from the date of delivery, i.e. date of expiry of the chemicals should be at least after a period of one year from the date of delivery. In case the supplied chemicals doesn't offer validity of one year from the manufacture then such chemicals can be accepted as per the actual validity.
11. Bidder must be solely liable to supply the genuine and valid chemicals/consumable items.
12. Either OEM or Reseller only can participate in the Bid/Tender and if both participates in this Bid/Tender, then the bid of both bidders will not be considered and both the bids will be Technically disqualified.
13. Firms must unconditionally accept all terms and conditions stipulated in this Notice and all pages of the Notice, including all enclosures should be numbered and must be duly filled in, signed and stamped by the authorized representative(s). EOIs received without a copy of the Notice duly signed and sealed on all pages will be rejected.
8. In case any unscheduled holiday occurs on the prescribed closing/opening date the next working day shall be the prescribed date of closing/opening.
9. **Submission of Compliance Certificate:** Duly filled and signed Compliance Certificate (as per format Annexure I) must be submitted along with the other documents through CPPP.
10. The submitted documents are not transferable and the seal and signature of the authorized official of the firm(s) must appear on all the papers and envelopes submitted.
11. At any time prior to the date of submission of Expression of Interest, NIT Meghalaya may, for any reason, either of its own or in response to a clarification from an interested firm, modify the Notice by an amendment / corrigendum. **Any such amendment / corrigendum will be notified through the CPP Portal or in the Institute's website only.** Interested firms are advised to check the CPP Portal and Institute's website every now and then for any amendment / corrigendum. In order to provide

reasonable time to take the amendment into account in preparing the documents, NIT Meghalaya may extend the date and time for submission of EOIs.

12. The acceptance of the EOIs will rest solely with the Director, NIT Meghalaya, who, in the interest of the Institute, is not bound to accept the lowest quotation / highest discount, offered and reserves the right to reject or partially accept any or all the EOIs received without assigning any reasons.

TERMS & CONDITIONS:

1. Prices quoted should be in Indian Rupees only.
2. Rates/discounts quoted should be on DOOR DELIVERY, NIT Meghalaya, Sohra, basis.
3. **Discounts** offered shall be clearly mentioned in terms of percentage on the manufacturer's price list.
4. **Special discount(s)**, if any, applicable to the Institutions aided by the Government of India should be quoted separately.
5. Vague terms like "packing, forwarding, transportation, etc. extra" without mentioning the specific amount will not be accepted. Such offers shall be treated as incomplete and rejected.
6. Authorized dealers quoting for the supply should attach authorization letter from the manufacturers to ensure prompt supply.
8. The rate contract can be terminated at any time by giving one month's notice from either side. However, if the selected supplier(s) fail(s) to comply with the terms and conditions of the contract, then the Institute is empowered to terminate the contract with short notice of one week.
9. The firm shall make sure that no items/products under this Rate Contract is sold at a lesser price to other party (ies). If the rate contract is signed at a lower price with any other organization subsequent to award of contract by NIT Meghalaya, the firm(s) must supply the items/materials under the rate contract at those rates.
10. The bidder shall provide separate price list (both hard and soft copies) in case of imported consumables. NIT Meghalaya has been issued the Excise Duty Exemption Certificate by DSIR, Ministry of Science and Technology, Govt. of India.
11. Discount on bulk chemicals and fine chemicals shall be indicated separately.
14. Please mention the catalogue No., Part No., and Model No. and Make wherever required.
15. **Loss, Damage and Shortage:** The firm shall be responsible for any loss, damage and shortage during transit. Payment shall be made for materials received in good conditions only. Any damage or shortage noticed on delivery, the same must be replaced within 7 (seven) days after intimation.

16. Enclosure:

The bidder must attach the suitable, valid supporting documents as per particulars of Annexure-B, Annexure-C and Annexure-D. The Bid should be submitted in the specific format of this tender document in sealed envelope. All the enclosures attached with the bid shall also be signed and stamped. The bid must comprise of followings:

- (i) Duly filled, signed and stamped photocopy of the Compliance Certificate (as per format Annexure I) must be submitted along with the other documents through CPPP.
- (ii) The bidder may submit the list of other IITs/NITs and other reputed academic Institutions where similar supplies under rate contract have been made in last three financial years along with the photocopies of purchase order, records and satisfactory certificates of supplying similar items in

other IITs/NITs/ Central or State Government Organizations/PSU/Autonomous Organizations in last three financial years.

- (iii) Signed and stamped photocopy of valid BIS Certificate (ISI) for Manufacturer.
- (iv) Distributorship Certificate: Sole selling Agents/ Distributors of a particular make should submit a Certificate from their Principals to the effect that they are the authorized Agents of the manufacturers and that they are authorized to import and supply to NIT Meghalaya.
- (v) Photocopy of valid GST/PAN certificate of proprietor/firm.
- (vi) Photocopy of the GST Registration No. and Circle code. All future correspondences including invoices should bear the GST No. and Circle code.
- (vii) Photocopy of the Manufacturer certificate/Authorized Dealership certificate/distributorship certificate (in case of manufacturer/dealers/agents) as the case may be.
- (viii) Photocopy of the Product Catalogue and Price list.
- (ix) Valid statutory registration/license for supply of chemicals/glassware/plasticware/solvent etc.

All documents submitted must be signed and seal by the authorized signatory of the company/firm and in the letterhead of the Company/firm. Additional sheets, duly authenticated may be attached to elucidate specific issue, if any. **Non-compliance of any of the above may result in rejection of the bid.**

17. For all chemicals, solvents, glassware, plastic wares and scientific consumables under rate contract the price should be on F.O.R. NIT Meghalaya, Saitsohpen, Sohra, inclusive of all levies and duties, wherever applicable, it should be indicated separately. Also, the rates of GST should be clearly indicated along with HSN code wherever chargeable.

18. Delivery:

- (a) **Time Limit:** Maximum within 15 (fifteen) days from the date of issue of purchase orders.
- (b) **Safe Delivery:** All aspects of safe delivery shall be the exclusive responsibility of the vendor.
- (c) **Part Delivery:** Acceptance of part delivery shall be a prerogative of the Institute.
- (d) **Penalty for delay in delivery:** The date of delivery should be strictly adhered to otherwise the Director, NIT Meghalaya reserves the right not to accept delivery in part or full and also to impose penalty, as deemed fit, for the delay.

19. **Statutory levy increases** like taxes, duties, etc. if any during the period of contract, will be allowed extra on submission of documentary evidence.

20. **Payment:** 100% payment within 30 (thirty) days from date of delivery and acceptance.

21. **Bill and Certification:** The Successful vendor (Rate Contract holder) shall have to furnish the following certificate to NIT Meghalaya along with each bill for payment of supplies made: *“ I/We certify that there has been no reduction in the sale price of the goods of description identical to the goods supplied under this contract and such goods have not been offered/sold by me/ us to any person /organization including the purchaser or any department of Central Government or any as the case may be upto the date of bill/ the date of completion of supplies against all supply orders placed during the currency of the Rate contract at a price lower than the price charged under the contract.”*

22. **Conditional EOIs not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the firms. Conditional EOIs shall not be accepted on any ground and shall be rejected straightway. Conditions mentioned in the EOIs submitted by vendors will not be binding on NIT Meghalaya.

23. **Enquiry during the course of evaluation not allowed:** No enquiry from the firm(s) shall be entertained during the course of evaluation of the EOIs till final decision is conveyed to the successful firm(s). However, the Institute Authorities may make enquiries/seek clarification from the firm(s). In such a case, the firm(s) must extend full co-operation. The firm(s) may also be asked to produce samples or arrange demonstration of the offered items, in a short period of notice.
24. **Force Majeure:** If the performance of the obligation of either party is rendered commercially impossible by any of the events hereafter mentioned that party shall be under no obligation to perform the agreement under order after giving notice of 15(fifteen) days from the date of such an event in writing to the other party, and the events referred to are as follows:
- a) Any law, statute or ordinance, order action or regulations of the Government of India,
 - b) Any kind of natural disaster, and
 - c) Strikes, acts of the Public enemy, war, insurrections, riots, lockouts, sabotage.
25. **Termination for default:** Default is said to have occurred
- (a) If the chemicals or consumables are found to be of bad quality, bad packaging, leaking or broken.
 - (b) If the equipment or any of its component is found having poor workmanship, faulty designs, poor performance and bad quality of materials used.
 - (c) If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by NIT Meghalaya.
 - (d) If the supplier fails to perform any other obligation(s) under the contract.
- Under the above circumstances NIT Meghalaya may terminate the contract / purchase order in whole or in part. In addition to the above, NIT may at its discretion also take the following actions: NIT Meghalaya may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate NIT Meghalaya for any extra expenditure involved towards goods and services obtained.
24. **Applicable Law:**
- a) The contract shall be governed by the laws and procedures established by Govt. of India and subject to exclusive jurisdiction of Competent Court and Forum in Shillong / India only.
 - b) Any dispute arising out of this purchase shall be referred to the Director, NIT Meghalaya, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Director of the Institute. The decision of such Arbitrator shall be final and binding on both the parties.

Registrar

Encl.: ANNEXURE-I, ANNEXURE-II

ANNEXURE -I

COMPLIANCE CERTIFICATE

(To be enclosed along with the Quotation)

Sl. No.	NIQ Terms and Conditions	Yes/No
1.	Discounts quoted as per instruction	
2.	Payment term agreed	
3.	Delivery terms agreed	
4.	Authorized Dealership / distributorship certificate (in case of dealers/agents) provided	
5.	Manufacturer certificate provided (if applicable)	
6.	Applicable law terms agreed	
7.	Copies of purchase orders issued by IITs/ NITs/ etc submitted	
8.	GST No. and Circle code provided	
9.	Distributorship Certificate (if applicable) provided	
10.	Softcopy and hardcopy of Product Catalogue and Price list submitted as instructed	

Signature with Seal:.....

Name of Supplier/Firm:

ANNEXURE –II

Format of Financial Bid

(To be submitted in the Bidder's letterhead)

Soft copy should be submitted in the following format

Category	Cat. No.	Description	Make/ Brand/ Mark	Unit	Rate in Rupees	Percentage of discount		Special discount	
						Figures	Words	Figures	Words

Certified that the Price List/Product Catalogue of M/s. (Name of the company) _____ for Item Sr. No. _____, submitted against Rate Contract Notice **NITMGH/PS/CSB/ Lab. Cons./2025-26/.....dated.....2025** for the year 2024-26 is uniform price list throughout the territory of India and we are not giving higher discount to any other Institute/Department, etc.

We have carefully read and understood the terms and conditions of the bid document and we do hereby undertake to supply as per these terms and conditions.

Signature with Seal:.....

Name of Supplier/Firm:

Address.....

Phone/ Mobile No.

Email

Date