

Guru Angad Dev Veterinary & Animal Sciences University, Ludhiana

(Established under Punjab Act No. 16 of 2005)

Advertisement No.: GADVASU/PC/2018-19/_____

Dated, Ludhiana the _____

Annual Rate Contract 2018-19 for the supply of Scientific Items

Offers are invited on prescribed Performa from only authorized Distributors/Dealer/Stockist of reputed firms **OR** Manufacturing firms (only those manufacturing firms can submit an offer who have no dealer/distributor/stockist channel and they sell their products directly) for Annual Rate Contract 2018-19 for supply of scientific items (i.e. Chemicals, Glassware and Glass apparatus, Plastic ware and Plastic apparatus, Micro slides & Micro cover glasses, Filter paper, filter membrane & Filter products and Lab & Surgical Equipments & Instruments etc.) for the period from 01-10-2018 to 30-09-2019. The rate contract offer will be accepted upto ____ pm on _____ by hand only in the office of Purchase Cell, Administrative Block, **Guru Angad Dev Veterinary & Animal Sciences University, Ludhiana**, Near Verka Milk Plant, Ferozepur Road, Ludhiana. The offers received by post/courier will not be accepted in any case. All the details, terms & conditions and prescribed performa can be downloaded from University's website www.gadvasu.in. For any details contact 0161-2553353 during office hours on working days.

AAO(Purchase Cell)

O/o Comptroller

Terms & Conditions

1. The Rate Contract offer should be sent on the **firm's original letter pad on prescribed Performa duly stamped and signed by authorized signatory.**
2. **Must Attach** three self-addressed envelopes with **Postage Stamps as per Indian Postal office Rates.**
3. A firm being authorized Distributors/Dealer/Stockist of various manufacturing firms can apply rate contract offers of different manufactures firms in a single offer. i.e only one offer will be accepted form authorized Distributors/Dealer/ Stockist firm.
4. Manufacturing firms can apply their own rate offer directly only if they have no dealer/distributor/stockist channel and they sell their products directly.

5. The rate contract offers will be accepted upto _____ pm on _____ by hand only after verification of all documents/Performa etc. on the spot by the official of Purchase Cell. If there is any shortcoming in Rate Contract Offer documents, the offer will not be accepted. **The Offer Received by post/courier will not be accepted in any case. The offers are to be submitted by hand in the O/o Purchase Cell, Administrative Block, Guru Angad Dev Veterinary And Animal Sciences University, Near Verka Milk Plant, Ferozepur Road, Ludhiana-141001 only.**
6. The departments/offices of University can purchase the scientific items upto the amount of maximum Rs. 2 lac in a single purchase case from the approved Authorized Distributors/Dealer/Stockist.
7. Offer(s) received after the due date and time, incomplete, conditional, without requisite Security money and offer submitted in any other office of university will be rejected straightway.
8. The Offer(s) containing over writing/cutting etc without authentication will not be entertained.
9. The offers of firms which have been banned for supply/black-listed by any Govt. Deptt./Govt. Undertaking/University/institute etc. will not be accepted.
10. The firm must submit its Registration Certificate, GST Registration Details, firm's PAN No. and Bank details for e-payment i.e. Name of the bank with full address, Branch Code, Account No. and type of account, IFSC Code (India Finance Code).
11. The firm should submit the list of Govt. Deptt./Organisations with whom they have already entered into rate contract for the supply of scientific items alongwith minimum three copies of current/latest rate contracts.
12. Rates should be quoted F.O.R to indenting department of University/KVK/Research station. Octroi charges, packing and forwarding charges, dry ice charges if any, will have to be borne by the supplier/dealer. Similarly shortage, pilferage in transit will be sole responsibility of the supplier and the defective/shortage supply will have to be replaced by the supplier within 7 days without any extra charges.
13. **The University is entitled for Discounted GST @ 5% on items which are covered under Notification No 47/2017- Integrated Tax (Rate) Dt 14th Nov, 2017, Notification No. 45/2017- Central Tax (Rate) Dt 14th Nov, 2017 and Amendment no. 10/2018- Integrated Tax (Rate) Dt 25th Jan, 2018 and University shall provide Declaration for GST Benefit.** Therefore all charges including GST according to above circulars and any other levies payable by University should be clearly indicated otherwise it would be presumed that the rates quoted are inclusive of all these charges and will not be paid.
14. Supplies are to be made on bill basis as the University usually makes payment within 30 days from the receipt of the material in good condition.
15. Manufacturer's printed and properly bounded price list in respect of complete range of their products being quoted be supplied with the offer.
16. A following certificate from the manufacturer on their letter head addressed to Asstt Account Officer (Purchase Cell), O/o Comptroller, Guru Angad Dev Veterinary And Animal Sciences University, Ludhiana is mandatory to be furnished:

"It is certified that M/s _____ (name of dealer/distributor/stockist) is hereby authorized to quote rates on the behalf of M/s _____ (name of manufacturing firm). The material supplied through this dealer/distributor/stockist as per the terms and condition of Annual Rate Contract 2018-19 shall be fully covered for quality and guarantee/warranty issues. M/s _____ (name of manufacturing firm) will be responsible for providing customer support and after sale services to GADVASU."

17. If there is any DGS & D Rate Contract for the supply of the scientific item(s) for which offer is being submitted or rates for the same stand approved by the Controller of Stores Punjab, copies of the same may invariably be supplied with the offer.
18. The supply shall have to be made within stipulated period of the placement of order failing which the material may be rejected and returned at the expenses of the supplier.
19. The quotations must be accompanied with the security (amount to be calculated as given below criteria) in the shape of Bank Guarantee in favour of **“Asstt. Accounts Officer (PC), GADVASU, Ludhiana”** on any bank approved by RBI (FDR/Demand Draft/Cheque etc will not be accepted in any circumstances). This Security amount will be released after One year of the expiry of Rate Contract period i.e. **it will be released only after 30-09-2020**. The security already available with this office, deposited for other rate contract period, will not be considered & will be released separately after the guarantee period is over.

Criteria for calculation of amount of security

| No. of manufacturing firms for which rate contract offer is submitted | Amount of Security in shape of Bank Guarantee | In case the firm fails to comply with the terms and conditions of rate contract, the total security amount submitted by them will be forfeited irrespective of number of manufacturing firms for which offer has been submitted. |
|---|--|--|
| Single | Rs. 1,00,000/- | |
| More than one firm | Rs. 1,00,000/- + Rs. 50,000/- for every additional firm | |
| Note: The firm will have to submit a single Bank Guarantee equivalent to the total amount of security calculated as per above criteria. | | |

20. The Authorized Distributors/Dealer/Stockist must enclose an undertaking as Annexure "A" duly attested by the Notary Public on the non-judicial stamp paper worth **Rs. 25/-** with Annual rate contract offer to ensure compliance of terms and conditions of the rate contract with the university during the validity period of the rate contract. Non-compliance of these terms and conditions shall be liable to forfeiture of the security money or black listing of the firm for dealing in future or both or any other action as deemed fit by Central Purchase Committee with the approval of Worthy Vice – Chancellor and decision in this regard shall be final.
21. To ensure more benefits of any promotional offers/schemes launched by the manufacturer/distributor to this university, the rate contract firms will be bound to offer every promotional scheme/offer to GADVASU as offered by the manufacturing firms in addition to the discount already offered.
22. No firm shall have any claim for renewal of the rate contract for the next year on the basis of previous rate contracts and no correspondence in this regard shall be entertained.
23. All the approved rate contracts will be uploaded on university website i.e. www.gadvasu.in.

24. All disputes shall be subject to Ludhiana jurisdiction only.
25. The University reserves the right to reject or accept any or all the quotations without assigning any reason. The University may enter into rate contract with more than one firm(s) as may be considered necessary.
26. For any enquiry contact Purchase Cell on 0161-2553353 during working hours.

Enclosures:

1. Prescribed performa for Annual Rate Contract Offer.