



सेन्टर फॉर मेटिरियल्स फॉर इलेक्टॉनिक्स टेक्नोलॉजी (सी-मेट)
CENTRE FOR MATERIALS FOR ELECTRONICS TECHNOLOGY (C-MET)
(Scientific Society, Ministry of Electronics and Information Technology (MeitY), Govt. of India)
IDA PHASE – III, CHERLAPALLY, HCL (PO), HYDERABAD – 500 051
Phone: +91-40-27265587, 27267006 Fax: +91-40-27261658 Web: www.cmet.gov.in

ENQUIRY LETTER

ENQ. NO.: HD/PUR/CC-ADM/RC-GAS/134/2019-20/11574 Date: 30.01.2020

Subject: Rate Contract (RC) for supply of commercial/ industrial gases on refilling & rental basis – Regarding.

| | | | | |
|--|-----------|-----------|-------------|----------------------------|
| Due date for receipt of the quotations | 24 | 02 | 2020 | TIME BY:15.30 hours |
| Date of Opening of tenders | 25 | 02 | 2020 | TIME BY:12:00 Hrs. |

Sir,

Sealed quotations conforming to the specifications are invited for the following item(s). Quotation may please be submitted, keeping in view, the terms and conditions enclosed, given below and overleaf, otherwise quotations will be rejected.

| S. No. | Description of the item | Specifications |
|---------------|---|--|
| 01 | Rate Contract for supply of commercial/industrial Gases on refilling & rental basis | Gases as per ' Annexure – I ' Terms & Conditions as per ' Annexure – II ' |

Note:

- The envelope super-scribed with [a] Quotation No. [b] Due Date & [c] Description of the Item and be sent to the undersigned before the due date.
- Firms or their authorized representatives are requested to attend the opening of **Combined/Technical** bids after closing time i.e. **on 25.02.2020 at 12:00 hours**. If there is any delay in opening of technical bids will be intimated to all bidders.
- The quotation should be submitted as per enclosed format 'ANNEXURE – III'.**
- The Enquiry Letter No. & date should be clearly indicated in the quotation.**
- These details are also available in our website: <http://www.cmet.gov.in>

Thanking you,

Yours faithfully,


(G.K.VENKATESAN)
Administrative Officer
venkatesan@cmet.gov.in

Encl.: As above.

TO

Specific terms and conditions to the tender:-

1. Please submit the Technical Details/Catalogue/Data Sheets.
 2. The offer should be valid for a period of 90 days from the date of opening of Tender.
 3. Please send the quotations ONLY in 'SEALED COVER' indicating our tender enquiry No. and due date by Hand/speed post/courier so as to reach us on or before the due date & time. C-MET will not be responsible for any postal delays.
 4. **E-Mail/fax quotations 'WILL NOT BE ACCEPTED'.**
 5. **All Tax invoices shall invariably bear your GST Registration No. (GSTIN) and the applicable GST rates. In the absence of which, the invoice(s) shall not be processed for payment.**
 6. Our standard delivery term is FOR, C-MET. In case any vendor offers delivery term of Ex-works, Packing and Forwarding charges if any should be indicated separately either as a percentage of the quoted rate or as a Lumpsum amount.
 7. **PAYMENT OF GST/IGST:** C-MET is registered under Department of Scientific and Industrial Research (DSIR) and eligible for concessional GST rates @ 5% for Research Institutions as per Notification No. 45/2017- Central Tax (Rate) AND 47/2017 - IT(Rate) both dated 14.11.2017. The requisite certificate for availing concessional IGST/GST Rate along with documents will be provided. **PAYMENT OF CUSTOM DUTY:** We are ELIGIBLE for concessional custom duty @ 5.15% as per DSIR issued certificate in terms of **Notification No. No. 51/96-Customs dated 23.07.1996** and necessary exemption certificate shall be issued upon request.
 8. Our standard payment term is 100% within 30 days for indigenous orders and sight draft for foreign orders. Firm should provide Bank details for RTGS remittance.
 9. **Liquidated Damages:** – The delivery period quoted should be realistic. The delivery period so quoted and mentioned in the order is the essence of the order/contract. In case of delay in delivery of material as per the delivery schedule, Liquidated Damage @ 0.5% per week or part thereof on the undelivered portion subject to a maximum of 10% of the contract value shall be levied. Wherever, installation and commissioning is also involved, the supply will be deemed to have been completed only when the entire stores is supplied, installed and accepted.
 10. **Security Deposit:-** Wherever the offer value is Rs. 5.00 lakhs or above, the successful tenderer should submit Security Deposit@10% of the order value by way of Bank Guarantee /FC Receipt. The Bank Guarantee shall be obtained from any Scheduled Bank on Rs. 200/- Non Judicial Stamp paper and should be valid beyond 2 months from the completion of all contractual obligations.
Note: Clause NO. 9 & 10 are mandatory and offers of the vendors who have not agreed for the above conditions will be excluded from the procurement process. Micro and Small Vendors are not exempted from the submission of Security Deposit.
 11. In order to avail of the benefits extended to by Govt. of India to the Micro and Small Sectors, please submit attested copy of the valid Entrepreneur Memorandum Part-II signed by the General Manager, District Industries Centre/ Udyog Adhar / NSIC Registration Certification along with your offer.
 12. If any bidder submits forged / false document along with the tender, offer of such vendors will be summarily rejected and such bidders will be blacklisted for all future tenders.
 13. Wherever samples are required to be submitted along with the quotation, offer without sample will not be considered.
 14. **Price Reasonability Certificate:** Prescribed form enclosed.
 15. **Detailed information regarding previous supply of similar item:** Prescribed form enclosed
 16. **Manufacturer's authorization letter:** A copy of **manufacturer's authorization letter** for participating in the bid should be attached. BID WILL BE REJECTED IF IT IS NOT ATTACHED WITH TECHNICAL BID.
- NOTE: Bidder should sign on each of the page as read and accepted thereof with signature and official stamp of the firm.**


Administrative Officer
C-MET, Hyderabad



ANNEXURE – I

Subject: Rental / Refilling of own cylinders of Commercial / Industrial Gases on RC basis.

The party should clearly mention the following terms & conditions:

1. GST Registration Number (submit a copy for proof).
2. Payment terms: Within 30 days from the date of delivery and acceptance thereof. Payment shall be on RTGS basis. Firms should provide bank details along with their acceptance letter.
3. The RC shall be initially for a period of one year and shall be extendable on year to year basis for a maximum period of 3 years (1+2) on the recommendations of the internal committee. The Rate quoted should be valid during the first twelve (12) months of rate contract. However, price increase due to statutory levy will be approved subject to production of notification.
4. Maximum delivery period: Within 1 week OR immediately in case of urgency.
5. Free Rental Period:

| | | | |
|------|---------------------------------|---|------------------------|
| (i) | For Commercial Gases | - | Free for first 15 days |
| (ii) | For Specialty/High Purity Gases | - | Free for first 30 days |
6. Door delivery: Free / Payment; if payment – rate per load
7. Cylinder Deposit for Rental cylinders: Being a Govt. organization, we are not in a position to pay cylinder deposit for rental cylinders. However, in exceptional cases, it shall be at the discretion of the competent authority. Maximum deposit per cylinder shall be ₹5000/-. Firm should provide supporting BG for the deposit made by this laboratory.
8. Cost for Cylinder Repairs / replacement of standard parts.
9. Any damages / loss occurred to C-MET (own) cylinders will be replaced / repaired at your cost vice-versa in the case of rental cylinders. The firm should take utmost care in handling of our cylinders while sent for refilling with insurance etc., if it is sent out of Hyderabad.
10. The firm should maintain quality and quantity of gas at all times as per their quotation. If C-MET is not satisfied with the quality or quantity of Gas or services, the Contract will be terminated without notice.
11. The firm should submit impurity content certificates along with the tender.
12. Whether the firm/supplier is Manufacturer/Distributor/Dealer of Gas. In case of distributor/dealer of gas, the firm should produce a copy of certificate issued by manufacturer. **(Please submit a copy of dealership/manufacturer certificate for proof).**
13. Any other terms covering the subject.
14. Party should quote PAN NO.

Administrative Officer



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ANNEXURE – II

1. TECHNICAL SPECIFICATION & S.O.R. OF INDUSTRIAL GASES

| Sl. No. | Name of the Gas | Specifications & Standards conforming to (attach separate sheet, if space is insufficient) Cylinder specifications | | | Name of the Manufacturer of bulk Gas |
|---------|-------------------|---|--------|----------|--------------------------------------|
| | | Capacity | Purity | Pressure | |
| 1. | Argon 5.0 | | | | |
| 2. | Argon Com. Gr. | | | | |
| 3. | Argon Gr. I | | | | |
| 4. | Argon UHP | | | | |
| 5. | Nitrogen Com. Gr. | | | | |
| 6. | Nitrogen Gr. I | | | | |
| 7. | Nitrogen UHP | | | | |
| 8. | Nitrous Oxide | | | | |
| 9. | Oxygen | | | | |
| 10. | Helium Gr. I | | | | |
| 11. | Chlorine | | | | |
| 12. | Ammonia (50 kg.) | | | | |
| 13. | Ammonia (200 kg.) | | | | |
| 14. | Hydrogen Gr. I | | | | |
| 15. | Hydrogen UHP | | | | |
| 16. | Acetylene | | | | |
| 17. | Methane | | | | |

SPECIAL NOTES:

- Cylinder: All gases to be supplied in contractor's returnable cylinders. The gas cylinder must conform to Gas Cylinder Rules 1940 and any other Rules as current and to the specification approved by the Chief Controller of Explosives, Govt. of India.
- Valid explosive license is mandatory.

- (iii) A Photocopy of applicable I.S. for offered Gases duly signed and stamped must be submitted along with the offer as a token of undertaking for conformity to relevant I.S. provisions.
- (iv) The respective empty cylinder weight for all offered Gases are to be mentioned as well as weight per Cum of offered gases at room temperature and in filled condition to be mentioned supported by relevant and authentic documents etc.
- (v) The cylinder free loan period and the rental, if any thereafter may clearly be specified.
- (vi) The tenderer may specify the charges, if any in case of loss of cylinder or accidental damage to any component of the cylinder.
- (vii) Ensuring delivery of correct quantity of gases: The firm must have all in-house arrangements for weighment etc., in their delivery depot and shall prove to the satisfaction of consignee the correct filled quantity of gas through weighment of cylinder. An undertaking to this effect is to be given in the offer along with details of arrangement for showing correct quantity at the time of delivery.
- (viii) Evaluation of offer: The unit price of gases (as per Annexure) shall be offered separately as also the applicable charges towards cylinder rental, if any.
- (ix) In case of different L-1 firm for gases (as per Annexure), composite price evaluation in following manner shall be made: Cost of one unit of gases (as per Annexure) shall be considered together and rental charges of one cylinder for a period 105 days including free rental period shall be added to arrive at composite L-1.

2. Eligibility Criteria

The manufacturers/dealers of Industrial Gases having their depots within twin cities are eligible to quote.

The bidder has to submit a copy of valid documentary proof for being a manufacturer/dealers of Industrial Gases along with copy of valid explosive license.

3. Proven-ness Criteria

The bidders shall be considered as proven if they furnish the following documents:

- (i) The bidders must submit a copy of Rate Contract / Firm order copy of tendered items issued by Government/Semi Govt. organization/PSUs if any not be less than six (06) months and more than three (03) years old on the date of opening of Tender.
- (ii) The bidders must submit an undertaking that *"The items covered in the Purchase Order copies enclosed with their offer have been fully executed and no qualify or any compliant is pending against their supply"*.

4. Delivery

The prompt delivery of gases shall be the essence of contract. The delivery must be made off-the-shelf against any bulk order given one week in advance. The tenderer must indicate their capacity and an undertaking for off-the-shelf delivery against any order placed by the consignee.

5. Guarantee/Warranty

The materials will be covered by manufacturer's warranty and the supplier will be responsible for any defects in their supplied products including the non compliance of basic characteristics as per order. The materials supplied shall be in accordance with the order specification and the same shall be free from faulty materials, design and workmanship.

6. Warranty Replacement

The Manufacturer/Dealer shall submit an undertaking that the Gas Cylinder will be replaced free of cost in case it is found of substandard quality of Gas within two weeks of receipt of intimation.

7. Inspection

The cylinder duly filled with gases will be checked and inspected by user/consignee before acceptance.

8. Identification

Identification marks i.e., Logo/Trade Mark etc. should be embossed/engraved/punched on the cylinder, in which the Industrial Gases will be supplied, at a prominent place with is not subject to wear and tear for ease of identification and the same shall be maintained in Challan/Bill(s) etc.

9. TDS

TDS under GST Act will be deducted @ 2%, if the total supplies value is more than ₹2.50 lakhs in a financial year.

ANNEXURE – III

(Use own Letter Head for providing details)

FOR RENTAL / C-MET OWN CYLINDERS REFILLING

| Sl. No. | Product Description | Technical details (attach separate sheet, if space is insufficient) | | | HN Code of the product | Cost of Cylinder | GST | Total Amount (₹) | Rental Charges | GST on Rental Charges, if any | Grand Total (₹) |
|---------|---------------------|---|----------|--------|------------------------|------------------|-----|------------------|----------------|-------------------------------|--------------------|
| | | Cylinder specification(s) | | | | | | | | | |
| | | Capacity | Pressure | Purity | | | | | | | |
| | | [3] | [4] | [5] | | | | | | | |
| [1] | [2] | | | | [6] | [7] | [8] | [9]=[7]+[8] | [10] | [11] | [12]=[9]+[10]+[11] |
| 1. | Argon 5.0 | | | | | | | | | | |
| 2. | Argon Com. Gr. | | | | | | | | | | |
| 3. | Argon Gr. I | | | | | | | | | | |
| 4. | Argon UHP | | | | | | | | | | |
| 5. | Nitrogen Com. Gr. | | | | | | | | | | |
| 6. | Nitrogen Gr. I | | | | | | | | | | |
| 7. | Nitrogen UHP | | | | | | | | | | |
| 8. | Nitrous Oxide | | | | | | | | | | |
| 9. | Oxygen | | | | | | | | | | |
| 10. | Helium Gr. I | | | | | | | | | | |
| 11. | Chlorine | | | | | | | | | | |
| 12. | Ammonia (50 kg.) | | | | | | | | | | |
| 13. | Ammonia (200 kg.) | | | | | | | | | | |

| Sl. No. | Product Description | Technical details (attach separate sheet, if space is insufficient) | | | HN Code of the product | Cost of Cylinder | GST | Total Amount (₹) | Rental Charges | GST on Rental Charges, if any | Grand Total (₹) |
|---------|---------------------|---|----------|--------|------------------------|------------------|-----|------------------|----------------|-------------------------------|--------------------|
| | | Cylinder specification(s) | | | | | | | | | |
| | | Capacity | Pressure | Purity | | | | | | | |
| | | [3] | [4] | [5] | | | | | | | |
| [1] | [2] | | | | [6] | [7] | [8] | [9]=[7]+[8] | [10] | [11] | [12]=[9]+[10]+[11] |
| 14. | Hydrogen Gr. I | | | | | | | | | | |
| 15. | Hydrogen UHP | | | | | | | | | | |
| 16. | Acetylene | | | | | | | | | | |
| 17. | Methane | | | | | | | | | | |

| | | |
|-----|-------------------------------------|--|
| 1 | Other Specifications, if any | |
| 2 | Cylinders supplied for: | |
| 2.1 | Free Period (Mandatory) | 15 days for Commercial Gas & 30 days for Specialty/High Purity Gas |
| 2.2 | Rental Period | |
| 3 | Transport charges per Cylinder/Load | |
| 4 | Lead Time required for supply | |
| 5 | Lead Time required for Refilling | |
| 6 | Any Other information | |

Authorized Signature
With Company Seal & Date