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esV), gSnjckkn

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 FOR RATE CONTRACT

ENQ. NO.: HD/PUR/CC-ADM/RC-GAS/109/2017-18/9326

Date: 31.07.2017

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

Due date for receipt of the quotations	21	08	2017	TIME BY:15.30 hours
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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:

- (i) 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.
- (i) Firms or their authorized representatives are requested to attend the opening of **Combined/Technical bids** after closing time i.e. **on 21.08.2017 at 15:45 hours**. If there is any delay in opening of technical bids will be intimated to all bidders.
- (ii) **The quotation should be submitted as per enclosed format 'ANNEXURE – III'.**
- (iii) **The Enquiry Letter No. & date should be clearly indicated in the quotation.**
- (iv) The Technical & Financial bids should be in separate sealed covers-NOT APPLICABLE
- (v) These details are also available in our website: <http://www.cmet.gov.in>

Thanking you,

Yours faithfully,
Sd/- XXX
(G.K.VENKATESAN)
Administrative Officer
venkatesan@cmet.gov.in

Encl.: As above.

TO



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Rate Contract for supply of Gases

TERMS AND CONDITIONS

1. The specifications for the items quoted should be explicit, clear and all available technical literature, catalogues and other data in support of the specifications of the items should be furnished along with the quotation.
2. Quotation should be valid for a minimum period of NINETY DAYS from the due date.
3. The sealed quotation should reach on or before the specified date to the Administrative Officer, Centre for Materials for Electronics Technology, IDA Phase-III, Cherlapally, HCL (PO), Hyderabad -500 051.
4. It should be mentioned specifically whether the price quoted includes all taxes and duties. GST and / or other duties and levies where legally leviable and intended to be claimed should be distinctly shown separately in the tender. GST registration No. and date up to its validity should be indicated.
5. **We are exempted from Customs Duty as per Notification No. No. 51/96-Customs dated 23.07.1996 & No. 24/2007-Customs dated 01.03.2007 respectively.**
6. C-MET takes no responsibility for delay, loss or non-receipt of quotations/documents sent by post and reserve the right to accept or reject any part of the tender without assigning any reasons.
7. Corrections if any must be attested. All rates shall be indicated both in words as well as in figures. Where there is a difference between rates quoted in words and figures, rate quoted in words will prevail.
8. Terms and Conditions for the contract to be signed for the supply of items should be provided along with the quotation.
9. Tenders should submit along with their quotation, details of similar equipments / machineries supplied to Scientific / Technical Institutions during the past 3 years in India and the reference to that effect may be clearly mentioned.
10. In case you are an Authorized Agent and can arrange supply of the items, please forward your quotation F.O.R. Destination Hyderabad only along with the authorization letter from the manufacture.
11. **CHECK LIST**
Please ensure to check the following before submitting quotation otherwise quotation will be liable for rejection:

1	Price	Verify price quoted both in figures and words are correct.
2	Validity of offer	Please indicate that Offer is valid for a period of 90 days from the date of opening of price bid.
3	Payment terms quoted *	100% after delivery & installation of the item. No advance/part payment will be effected. <u>* our normal mode of payment is 100% within 30 days after receipt and acceptance of materials in good condition (i.e. within 30 days after satisfactorily installation & commissioning).</u>
4	Delivery period	Should be clearly indicated. Delivery of the item within Time limit is the essence of the contract failure will attract Penalty.
5.	Packing & forwarding charges	Should be clearly indicated. Mentioning "EXTRA" will not be acceptable.
6	Payment of statutory levies	GST - Full CESS - Full Custom duty - Exempted
7	Freight charges	Clearly indicate delivery charges Paid or FREE up to CMET stores, Cherlapally, Hyderabad- 51.
8	Transit Insurance	Clearly indicate to be borne by the party or C-MET.
9.	Guarantee / Warrantee	Party should clearly indicate period of warrantee and after sales service/AMC

Sd/- XXX

Administrative Officer



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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 Rate quoted should be valid during the entire period 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. Rental charges for each type of Gas viz., Argon / Hydrogen / Nitrogen etc.,
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.
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 of 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.

Sd/- XXX
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		
		Capacity	Purity	Pressure
1	Argon (Com. Gr.)			
2	Argon (Gr. I)			
3	Argon UHP			
4	Nitrogen (Com. Gr.)			
5	Nitrogen (Gr. I)			
6	Nitrogen UHP			
7	Nitrous Oxide			
8	Oxygen			
9	Helium Gr. I			
10	Chlorine			
11	Ammonia			
12	Hydrogen (Gr. I)			
13	Hydrogen UHP			
14	Acetylene			
15	Methane			

SPECIAL NOTES:

- (i) 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.
- (ii) 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.

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- (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 which is not subject to wear and tear for ease of identification and the same shall be maintained in Challan/Bill(s) etc.

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							
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]=[7]+[8]	[10]	[11]	[12]= [9]+[10]+[11]
1	Argon (Com. Gr.)										
2	Argon (Gr. I)										
3	Argon UHP										
4	Nitrogen (Com. Gr.)										
5	Nitrogen (Gr. I)										
6	Nitrogen UHP										
7	Nitrous Oxide										
8	Oxygen										
9	Helium Gr. I										
10	Chlorine										
11	Ammonia										
12	Hydrogen (Gr. I)										

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							
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]=[7]+[8]	[10]	[11]	[12]=[9]+[10]+[11]
13	Hydrogen UHP										
14	Acetylene										
15	Methane										

1	Other Specifications, if any	
2	Cylinders supplied for:	
2.1	Free Period	
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

