

**OFFICE OF THE PRINCIPAL  
DIMORIA COLLEGE, KHETRI  
SHORT NOTICE INVITING QUOTATION**

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Ref: DCK/LAB/2020-21/001

Date:- 08/02/2021

**NOTICE INVITING QUOTATIONS FOR LABORATORY EQUIPMENTS IN DIMORIA COLLEGE**

Sealed quotations from reputed manufacturers/authorized dealers /suppliers are invited for supply and installations of some laboratory equipment and consumable items (for the Departments of Chemistry, Geology, Physics & Zoology) complete in all respect to the Dimoria College out of State Govt. Lab Equipment Fund to Colleges. Details Tender Paper may be obtained during the office hours on all working days up to 2:00 PM on 13/02/2021 on deposit of Rs.1000/-(Rupee One thousand) in cash, which is non-refundable . Last date of submission of quotation papers 15.02.2021 up to 2:00 PM.

The following terms and condition, in brief, will be applicable:

***Terms and condition:***

1. Two Bid Procedure: The quotation must be in a two-bid system. All technical documents along with the supporting documents in conformity with the terms and conditions are to be in a sealed envelope to be marked as “**Technical Bid**”. Price quotations for various components clearly indicating the amount quoted, various tax components etc. must be in the second envelope to be marked as “**Price Quotation**”. Both the envelopes are to be put in a single envelope and to be sealed and submitted to the Principal, Dimoria College.
2. All the terms and conditions are subject to the general terms and conditions of government purchase.
3. Sealed quotations are to be addressed to the Principal, Dimoria College, P.O. Khetri, 782403, Dist.- Kamrup (M), Assam and sealed cover should be superscribed as “(LAB EQUIPMENT)”.
4. The quotation must be supported by Earnest Money of Rs. 5,000/- (Rupees Five Thousand) only in the form of demand draft drawn in favour of Principal, Dimoria College.
5. The bid documents are not transferable and the seal and signature of the authorized official/ signatory must appear on all papers and envelopes submitted.
6. Photo copies of trade license, GST Registration Certificate, attested Balance Sheet of the last year, Income Tax Clearance Certificate, MAF Certificate and Pan Card must be submitted along with the quotation.
7. Rates should be quoted for the entire item including delivery/ freight charge for destination Dimoria College. The quoted rate should be shown with break up as follows,  
a. Basic Price b. GST.

8. Quotation should be supported by catalogue, brochure, technical literature and user manual for the item as available.
9. The quoted rates must be valid for 90 days from the date of opening of quotation/ tender.
10. In case of equipments where applicable the quoted equipment and components must be given irrevocable warranty for a minimum period of 3 years in favour of the Principal, Dimoria College, P.O. Khetri-782403, Dist.: Kamrup (M), Assam.
11. In case of imported goods, the vendor should clearly state the available nearest after sales service centre along with detailed address in India, preferably in Guwahati.
12. The successful bidders will be required to supply the ordered item(s) within 15 days from the date of issue of supply orders. In all aspects safe delivery shall be the exclusive responsibility of the vendor.
13. Request for advance payment in any case will not be entertained.
14. The language of the tenders shall be in English.
15. Payment will be made after successful delivery and acceptance of items in good condition at Dimoria College on submission of the following documents:
  - i.) Three copies of suppliers' invoice showing description/specification, quantity, unit price and total amount,
  - ii.) Consignee Receipt Certificate in original issued by the authorised representative of the consignee.
  - iii.) Inspection certificate issued by the nominated person/committee.
16. Purchase Committee, Dimoria College shall have the right to accept or reject any or all tenders without assigning any reason thereof, and is not bound to accept the lowest rates. The college authority reserves the right to vary quantities at the time of placement of purchase order.
17. The decision of the Purchase Committee, Dimoria College shall be final and binding in all cases.

Sd/-  
Principal  
Dimoria College, Khetri

***Copy to.:***

1. DHE, Assam
2. Chairman, Governing Body, Dimoria College
3. Office file,