

**University College of Engineering and Technology,  
Karni Industrial Area, Pugal Road,  
Bikaner-334004**

**INVITATION LETTER**

**Package Code:**

**Date:** 29/01/2020

**Package Name:** Consumables

**Method:** Shopping Goods

To,

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**Sub: INVITATION LETTER FOR Consumables**

Dear Sir,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications,

S.No.	Proposed Chemicals /laboratory ware	Specifications	Number of units
1.	Glass Beakers	25ml, 50ml, 100ml, 250ml, 500ml	1 Box ( 6 pc) each
2.	Volumetric flask	100 ml, 250 ml	1 Box ( 6 pc) each
3.	Droppers	3 ml	2 Pkt (100Pc)
4.	Desiccators	Material:- Premium Plastic/Polycarbonate Dia. :- 300mm	01pc
5.	Petri Dish	BFC Borosilicate Glass Petri Dish Glass - 100 X 17mm	10pc
6.	Wash Bottle	Low Density Polyethylene Made WASH Bottles 1000ML	05pc
7.	Spatula	6'',8'',10'',Semi micro 8'', Stainless Steel	02 pc each
8.	Furnace Gloves	High Temperature Safety Gloves for Heat Resistant Upto 300 degree Celsius	02
9.	Filter Paper	110 mm dia, Whatmann no. 40, 42	1 pkt (100 sheet) of each
10.	Sieve	Brass Test Sieve 8 Inch Dia of 45 microns, 63 microns, 75 microns, 90 microns, 250 microns with lid and pan.	1 pc of each
11.	Tissue Paper Roll	Laboratory Grade	6 pc
12.	Burette cleaning brush	Laboratory Grade	6 pc
13.	Calcium oxide	AR grade	500 gm
14.	Magnesium oxide	AR grade	500 gm
15.	Aluminium oxide	AR grade	500 gm
16.	EDTA (Di sodium salt )	AR grade	500 gm
17.	Sodium hydroxide pellets	AR grade	5 kg
18.	Zinc acetate	AR grade	500 gm

19.	Hydrofluoric acid	AR grade	2 bottles of 500ml
20.	Nitric acid	AR grade	2.5 L
21.	Hydrochloric acid	AR grade	2.5 L
22.	Acetone	AR grade	5 L
23.	Sulfuric Acid	AR grade	2.5 L
24.	Ammonia Solutions	AR grade	5 L
25.	Tri-ethanol amine	AR grade	500 ml
26.	Tartaric acid	AR grade	500 gm
27.	1,10-Orthophenanthroline	AR grade	5 gm
28.	Hydroxyl ammonium chloride	AR grade	100 gm
29.	Hydrogen peroxide (6%)	AR grade	1 L
30.	Phosphoric acid	AR grade	500 ml
31.	Sodium acetate	AR grade	500 gm
32.	Acetic acid	AR grade	2.5 L
33.	Ammonium chloride	AR grade	500 gm
34.	Titanium dioxide	AR grade	500 gm
35.	Ferrous ammonium sulphate	AR grade	500 gm
36.	Standard Aluminium sheet	AR grade	1 roll
37.	Perchloric acid	AR grade	500 ml
38.	Methyl orange	AR grade	25 gm
39.	Xylenol orange	AR grade	10 gm
40.	Orthocresolphthalein complexone	AR grade	25 gm
41.	Eriochrome black-T	AR grade	25 gm
42.	P & R indicator	AR grade	500 gm
43.	Potassium pyrosulphate	AR grade	500 gm
44.	Anhydrous potassium sulphate	AR grade	500 gm
45.	Sodium carbonate	AR grade	500 gm
46.	Fusion mixture	AR grade	500 gm
47.	Potassium carbonate	AR grade	500 gm
48.	Sodium fluoride	AR grade	500 gm
50.	Ferric oxide	AR grade	500 gm
51.	Potassium dioxide	AR grade	500 gm
52.	Sodium dioxide	AR grade	500 gm
53.	Barium chloride	AR grade	500 gm

## 2. Quotation

- 2.1 The contract shall be for the full quantity as described above.
- 2.2 Corrections, if any, shall be made by crossing out, initialling, dating and re writing.
- 2.3 All duties and other levies payable by the supplier under the contract shall be included in the unit Price.
- 2.4 Applicable taxes shall be quoted separately for all items.
- 2.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- 2.6 The Prices should be quoted in Indian Rupees only.

3. Each bidder shall submit only one quotation.

4. Quotation shall remain valid for a period not less than **55**days after the last date of quotation submission.

5. Evaluation of Quotations: The Purchaser will evaluate and compare the quotations determined to be Substantially responsive i.e. which

5.1 are properly signed; and

5.2 Confirm to the terms and conditions, and specifications (as per annexure-I)

6. The Quotations would be evaluated for all items together.

7. Award of contract The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

7.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of Contract.

7.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be Incorporated in the purchase order.

8. Payment shall be made in Indian Rupees as follows:

### **Satisfactory Acceptance - 100% of total cost**

9. Liquidated Damages will be applied as per the below:

Liquidated Damages Per Day Min % :0.01

Liquidated Damages Max % : 10

10. All supplied items should be delivered in **30 Days** at **Department of Ceramic Engineering, University College of Engineering and Technology, Karni Industrial Area, Pugal Road, Bikaner-334004.**

11. You are requested to provide your offer latest by **12:00** hours on **12/02/2020**. **Quotations received will be opened on same day at 13.00 hours.**

12. Detailed specifications of the items are at Annexure I.

13. Training Clause **NA**
14. Testing/Installation Clause (if any) **NA**
15. Performance Security shall be applicable: **05 %**
16. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for in hard copy.
17. Sealed quotation to be submitted/ delivered at the address mentioned below, **University College of Engineering and Technology, Karni Industrial Area, Pugal Road, Bikaner-334004**
18. We look forward to receiving your quotation and thank you for your interest in this project.

**PI-CRS**  
**Department of Ceramic Engineering**  
**UCET, Bikaner**

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**FORMAT FOR QUOTATION SUBMISSION**

(In letterhead of the supplier with seal)

Date: \_\_\_\_\_

To: \_\_\_\_\_  
\_\_\_\_\_

Sl. No.	Description of goods \ (with full Specifications, Make and Model No.)	Qty.	Unit	Quoted Unit rate in Rs. (Including Ex-Factory price, excise duty, packing and forwarding, transportation, insurance, other local costs incidental to delivery and warranty/ guaranty commitments)	Total Price (A)	Sales tax and other taxes payable	
						In %	In figures (B)
<b>Total Cost</b>							

Gross Total Cost (A+B): Rs. \_\_\_\_\_

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. \_\_\_\_\_ (Amount in figures) (Rupees \_\_\_\_\_ amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of \_\_\_\_\_ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No. \_\_\_\_\_