

**DIRECTORATE OF MINES, ODISHA
HEADS OF DEPARTMENT BUILDING
1ST FLOOR, BHUBANESWAR.
Email – dirmines _ Odisha@rediffmail. Com.**

TENDER CALL NOTICE


The Director of Mines, Odisha, Bhubaneswar invites sealed tenders on behalf of the Governor of Odisha, for purchase of Laboratory Materials for the year 2013-14 from the reputed Indian manufacturers or their authorized distributors / dealers so as to reach the Director of Mines, Odisha, Heads of Department Building, 1st Floor, Bhubaneswar-751001 by 07.12.13 (4.00 P.M.). The tender will be opened on 09.12.13 at 11.30A.M. for evaluation of Technical Bid / Price Bid. The tender paper consisting of terms and conditions, specification and list of laboratory Materials etc. can be obtained during the office hours of working days from the Directorate of Mines on payment of Rs.100/- (Rupees One hundred) only by cash in the cash counter or in shape of Bank Draft in favour of the Director of Mines, Odisha, Bhubaneswar payable in any Nationalised Bank / located at Bhubaneswar from 28.11.13 (11 A.M.) to 07.12.13 till 4.00 P.M. Those who are desirous of obtaining the tender paper by post may send an amount of Rs.200/- (Rupees Two hundred) only in shape of Bank Draft in favour of the Director of Mines, Odisha, Bhubaneswar payable in any Nationalised Bank located at Bhubaneswar which should reach the undersigned before the last day of sale of tender documents. The tender documents also available at the above mentioned mail address. The Director of Mines, Odisha shall not take any responsibility for loss of Tender Documents or any postal dislocation. The Director of Mines, Odisha reserves the right to cancel all the tender papers or a part without assigning any reason thereof. The Director of Mines also reserves the right to change the number of items enlisted to be procured for 2013-14 and change the specifications of any item if so necessary.


Director of Mines, Odisha

**TENDER TERMS & CONDITIONS FOR THE SUPPLY OF LABORATORY
MATERIALS TO RESEARCH LABORATORY, DIRECTORATE OF MINES
ODISHA, BHUBANESWAR FOR THE FINANCIAL YEAR 2013-14**

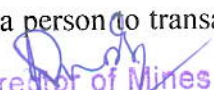
Tel. No.0674-2391537, FAX NO.0674-2391684
Email – dirmines_odisha@rediffmail.Com.

1. SALE OF TENDER DOCUMENTS → From 28.11.13 to 07.12.13
2. LAST DATE FOR SUBMISSION OF TENDER → 07.12.13
3. COST OF TENDER PAPER → 100/- (Rs. One hundred)
4. DATE & TIME FOR OPENING OF TECHNICAL BIDS AND PRICE BIDS → 09.12.13
5. PLACE OF OPENING OF THE TENDER → OFFICE OF THE DIRECTOR OF MINES, HEADS OF THE DEPARTMENT BUILDING, 1ST FLOOR, BHUBANESWAR -751001, ODISHA
6. ADDRESS FOR COMMUNICATION AND RECEIPT OF BID DOCUMENTS → DIRECTOR OF MINES, ODISHA, BHUBANESWAR.


Director of Mines
Orissa, Bhubaneswar

TENDER TERMS AND CONDITIONS FOR ACCEPTANCE OF TENDER FOR SUPPLY OF LABORATORY MATERIALS TO DIRECTORATE OF MINES, ODISHA, BHUBANESWAR FOR THE FINANCIAL YEAR 2013-14.

- 1.1. The Director of Mines, Odisha, Heads of the Department Building, Bhubaneswar invites sealed tender on behalf of the Governor of Odisha for purchase of Laboratory Materials from reputed manufacturers or their authorized distributors / DGS & D rate contract holders / reputed dealers in conformity with tender terms and conditions laid down in Tender documents.
- 1.2. The Tender Document is available in the Department Web-site www.orissaminerals.gov.in".
- 1.3. Sealed tenders should reach the Director of Mines, Odisha in the Directorate of Mines, Heads of the Department Building, Bhubaneswar-751001 for the purchase of Laboratory Materials by 07.12.13 Tender received beyond the aforesaid time and date will not be entertained & unopened. All the tender papers must be submitted by Regd. Post / Courier / Speed Post / is Hand at Directorate of Mines. Department will not be responsible for any postal delay.
- 1.4. The sealed tenders submitted by the Tenderer will be opened by the Directorate of Mines, Heads of Department Building, Odisha, Bhubaneswar on 09.12.13 in presence of the member of purchase committee. The tenderer or his / their authorized representatives are allowed to be present during opening of the tenders if they so like. If the tenderer or his/ their authorized representative fails to turn up or present at the time of opening of the tender that will not restrict the authority from opening the tender or carrying on the subsequent tendering process.
2. Two covers (Cover A & Cover B) containing the tender documents separately sealed should be put inside a third cover and super scribed as **"Tender for the supply of Laboratory materials to the DIRECTORATE OF MINES, ODISHA, BHUBANESWAR for the year 2013-14.**
3. **Cover 'A' (TECHNICAL BID):** The Technical bid shall contain the following documents.
 - 3.1. Earnest Money has to be deposited by the Tenderer @ 5% of the Tendered value of the total quantity of items quoted.
 - 3.2. Detailed address, Telephone No., e-mail, Fax of the tenderer of its Branches / Distributors / Repairing Centre in Odisha.
 - 3.3. Valid Power of Attorney / Authorisation paper belonging to a person to transact business of particular firm.


Director of Mines
Orissa, Bhubaneswar

Contd.3..

- 3.4. Photo copy of up-to-date VAT Clearance Certificate in Form - 612A duly attested by a Gazetted Officer / Notary with seal, signature and date.
- 3.5. A copy of the original tender terms and conditions and the schedules signed by the tenderer at the bottom of each page with his Office Seal duly affixed and returned along with the tender (Optional). **The tenderer should also enclosed original receipt towards purchase of tender papers along with original tender.**
- 3.6. The declaration form in **Annexure-I & Annexure- V** duly signed by the tenderer must be enclosed.
- 3.7. Service Tax Registration Certificate duly attested, if applicable.
- 3.8. Bank Account Number, Branch name and IFS code to be mention in lieu of its first page of bank account copy should enclosed.

4. **Cover- 'B' -PRICE BID**

The Price bid shall contain the following documents in a sealed cover supper scribing on "Cover B" PRICE BID

- 4.1. The tender format duly filled in for each item as per **Annexure- II** (in duplicate) giving the rates for various materials which should include all the taxes and incidental charges excluding Sales Tax, Entry Tax, CST and Service Tax, if any.

OPENING OF TENDER:

Cover- 'A' containing the Technical Bid would be opened first for evaluation.


The cover 'B' containing the price bid for items of the tenderer who are qualified after evaluation of the technical bids 'A' will be opened thereafter Cover 'B'.

EARNEST MONEY DEPOSIT:

- 5.1. The Earnest Money Deposit i.e. 5% of total aggregate vale must be paid in the form of Demand Draft in favour of Director of Mines, Odisha payable at any Nationalised Bank / Scheduled Bank located in Bhubaneswar only. This must be enclosed with the tender.
- 5.2. The EMD of the unsuccessful bidders will be returned back after publication of the approved list. The EMD of the successful tenderers will be returned back only after submission of performance security.

SECURITY DEPOSIT / PERFORMANCE SECURITY :

- 6.1. The successful tenderers shall be required to pay a Security Deposit within 10 days of getting purchase order in shape of Bank Guarantee in favour of Director of Mines, Odisha, Bhubaneswar equal to the amount of 5% of the supply order of the materials. This performance security should be in the form of an unconditional Bank Guarantee valid for 1 year (12 months) beyond the date of delivery of laboratory materials in case of supply of equipment.


Director of Mines
Orissa, Bhubaneswar

Contd.4..


- 6.2. The Security Money (Bank Guarantee) will be returned back to the tenderer after the tender expiry of the approved list and the extended period if any or completion of the supply/installation and quality testing or after the expiry of warranty period, whichever is later.

TENDER CONDITIONS:

- 7.1. The details of the materials required with specification and tendered quantity are shown in **Annexure-III**. The quantity mentioned is only the approximate requirement and may be increased or decreased as per the decision of the Director of Mines, Odisha, Bhubaneswar. The Materials supplied by manufacturers / authorized agents / dealers of the manufacturers will have preference over others.
- 7.2. The tenderers should quote the rates and taxes clearly for the items described as per the specification. (**Annexure-III**)
- 7.3. The rates should be quoted in **Indian Currency** only both in words and figures against each item. The Tenderer shall not quote his own rates for any item other than the item specified in this list. **Price quoted in any other currency will be rejected.**
- 7.4. The rates quoted and accepted will be binding on the tenderer for one year and on no account, any increase in the price will be entertained till the completion of this approved list.
- 7.5. If any information or document furnished by the tenderer along with the tender papers are found to be misleading or incorrect at any stage the tenderers of the relevant items in the approved list shall be cancelled and steps will be taken to black list the said firm for 3 (Three) years and legal actions will be taken against the firm as per law.
- 7.6. In the event of the date being declared as a closed holiday for Govt. of Odisha the due date of submission of bids and opening of bids will be the following working day at the appointed place and time.

GENERAL CONDITIONS:

- 8.1. All the materials must be covered with a guarantee / warranty period of 1 (One) year. Any material if found to be not in working condition, broken or rusted within 1 year from the date of supply due to manufacturing defect will be returned back to the supplier for replacement. If the supplier fails to replace action as per the terms of tender will be taken against the supplier.



/ Director of Mines
Orissa, Bhubaneswar

QUALITY TESTING:

- 9.1. Each material will be chosen at the point of supply or distribution / storage points for testing. The material will be sent to competent authority or tested at the point of supply by the authorized officer of **Directorate of Mines, Odisha**. If the material as per report is found to be not of standard quality in the test, the Director of Mines will ask the supplier to replace the full stock. The expenditure towards packing, forwarding and testing fees will be borne by the supplier.
- 9.2. If the materials do not confirm to standard quality, the tenderer will be required to replace the entire quality of the material declared NSQ (Not of Standard Quality) and take back the available stock (unused) within a period of 15 days of the issue of the letter from the Director of Mines, Odisha. The Director of Mines, Odisha has the right to destroy such sub-standard materials, if the tenderer does not take back the balance materials within 15 days of issue of the letter.
- 9.3. If the supplier does not replace the defective quality material it will be derecognized for that product and no further supplies will be accepted from him or order placed to him. The tenderer shall also not be eligible to participate in Director of Mines, Odisha for supply of Lab. materials for a period of 2 years.

ACCEPTANCE OF TENDER AND SUPPLY CONDITIONS:

- 10.1. The Director of Mines, Odisha reserves the right to reject the tenders or to accept the tenders for the supply of all articles or for any one or more of the articles tendered for in the tender without assigning any reason.
- 10.2. The Director of Mines, Odisha will be at liberty to terminate without assigning any reasons the contract either wholly or in part. The tenderers will not be entitled to any compensation whatsoever in such termination.
- 10.3. Purchase order shall be placed with the approved supplier by Regd. Post / Speed post / Email. The supply should be completed within two weeks from the date of issue of purchase order from the Director of Mines, Odisha unless otherwise specified in the order. If no supply is received within after 30 days of issue of the purchase orders from the Director of Mines, Odisha such orders would stand cancelled automatically without further notice. EMD will be forfeited after lapse of the specified period specification the purchase order No. further request/ claim in any form would be entertained.
- 10.4. If the approved supplier fails to execute the supply within the stipulated time, the Director of Mines, Odisha is empowered to make emergency purchases and claim the difference from the approved suppliers in addition to other penal clause.


Director of Mines
Orissa, Bhubaneswar

Contd.6..


- 10.5. Items having ISI mark and ISO Certificate /C.E. will be preferred to other items.
- 10.6. Selection of item will be done taking into consideration the quality, past performance as well as the price of the product.

TERMS AND PAYMENT:

- 11.1. No advance payment towards cost of materials will be made to the tenderer. No payment will be made to the supplier if he has not deposited the unconditional performance security / Bank Guarantee @ 5% of quoted value for 1 year.
- 11.2. No claim shall be made against the Director of Mines, Odisha, Bhubaneswar in respect of interest on earnest money deposit or security deposit.

PENALITIES:

- 12.1. If any articles supplied by the tenderer have been partially or wholly used or consumed after supply and are subsequently found to be in bad order, unsound, inferior in quality or description or are otherwise faulty or unfit for consumption / use and rusted than the contract price or prices of such articles on full will be recovered from the tenderer by legal procedure, if payment had already been made to him. The tenderer will not be entitled to any payment for that item and no further order will be given to him. For infringement of the stipulations of the contract or for other justifiable reasons, the contract may be terminated by the Director of Mines, Odisha, Bhubaneswar and the tenderer shall be liable for all losses sustained by the Director of Mines, Odisha, Bhubaneswar in consequence of the termination which may be recovered from the Security Deposited by the tenderer or other money due or become due to him.
- 12.2. Supply of sub-standard items or non-performance of tender terms and conditions will disqualify a firm to participate in the tender for the next two years.
- 12.3. In the event of any dispute arising out of the tender, such disputes would be subject to the jurisdiction of the Civil Court, Bhubaneswar, Odisha only.


Director of Mines, Odisha
Director of Mines
Orissa, Bhubaneswar

ANNEXURE-I


DECLARATION FORM

I / We having My /
Our Office at do declare that I / We
carefully read the terms and conditions as laid down in the Tender document of the Director of
Mines, Odisha for the supply of Laboratory materials for the tender period of one year. I will abide
by all conditions set forth in the tender paper for the year 2012-13.

I / We further declare that I / We possess valid manufacturing licence / Distributor
licence Bearing No.....Valid upto.....I/We
.....do hereby declare that I will
supply the materials as per the terms & conditions of the tender document.

I promise 1(one) year warranty on the items supplied by me against any manufacturing
defect / rusting, I will replace the item without any extra cost from the purchaser failing which the
cost of the materials will be recovered from my security / performance deposit & EMD.

Signature of the bidder :
Date :
Name & Address of the Firm:


Director of Mines
Orissa, Bhubaneswar

Contd.8..

ANNEXURE-11

MODEL TENDER FORMAT (PRICE SCHEDULE)

Sl. No.	Item Code	Name of the Item	Strength / Size & Specification	Basic price per each unit, which includes excise duty, customs duty (if any), packing, forwarding warranty & maintenance for I(one) years, insurance, transportation & excludes VAT, CST, Entry tax and service tax, if any for each item	Tendered Quantity	Total Value (5 X6) in Rs.	Remarks
1	2	3	4	5	6	7	8

Signature of the Bidder :

Name :

Address :

Place:

Date:

Note: Sl.No. should be as per numbering in the tender document.


 Director of Mines
 Orissa, Bhubaneswar

ANNEXURE-III

**LIST OF LABORATORY ITEMS TO BE
PROCURED BY DIRECTOR OF MINES,
GOVERNMENT OF ODISHA, BHUBANESWAR
FOR THE YEAR 2013-14 WITH TECHNICAL
SPECIFICATION AND OTHER CONDITIONS**



Director of Mines
Orissa, Bhubaneswar

Contd.10..

Equipment's


Sl. No	Name of the Items	Specifications	Quantity to be purchased
1.	Electrical Hot plate	WISO make (60×45×20)cm.	2 Nos.
2.	Electronic Balance	Sartorius / Denver. upto 4 digit (200 gm.)	1 No.
3.	Beaker holder with asbestos pad	Stainless Steel, length 12" for 500ml. beaker	5 Nos.

Chemicals

1.	Carbon Tetrachloride	GR, Merck	1×2.5 ltr.
2.	Sodium Acetate	GR, Merck	5×500gm.
3.	Hydrochloric Acid	GR, Merck, 37%	30×2.5ltr.
4.	Nitric Acid	GR, Merck, 69%	5×2.5 ltr.
5.	Potassium Pyrosulphate	GR, Merck	1×500gm.
6.	Potassium Bisulphate	GR, Merck	10×500gm.
7.	Stannous Chloride	GR, Merck	4×250gm.
8.	ISO-Amyl. Alcohol	GR, Merck	2×500ml.
9.	Mercuric Chloride	GR, Merck	2×250gm.
10.	Chloroform	GR, Merck	1×500ml.
11.	Ortho phosphoric Acid	GR, Merck, 88%	2×2.5 ltr.
12.	Aqua Pro Solution	C-723	10×10ml.
13.	Benzoic Acid	Tablet form	2 Strip (10 tablets / strip)
14.	Propan-2-ol	s.d. fines-AR	2×500ml.
15.	Staufen Cotton twist thread for coal ignition in Bomb Calorimeter		2×500gm.

Filter Paper

1.	Filter Paper No.-40	Whatman	30 Pkt.
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 Director of Mines
 Orissa, Bhubaneswar

CONSUMABLES

Sl. No.	Name of the Items	Specifications	Quantity to be Purchased
1.	Particulate Respirators (Mask)	Tarson (Code No. 800070) N95 with exhalation valve	10 Nos. (1 Pkt.)
2.	Gloves (Safe skin Purple Nitrile) Large	Tarson (Code No. 372030)	20 pairs (1 Pkt.)
3.	Hand Protector Grip	Tarson (Code No. 800000)	1 No.
4.	Pipette Bulb	Tarson (Code No. 034000) (Capacity upto 100ml.)	2 Nos.
5.	Dropping Bottle	Tarson (120ml.)	12 Nos.
6.	Measuring Scoop (Spatula)	Tarson (Code No. 922120)	12 Nos. (1 Pkt.)
7.	Glass marking pen	Tarson (Code No. 930022)	2 Pkts.
8.	Burette Clamp (Double)	Tarson (Code No. 121200)	3 Nos.
9.	Wash Bottle-500ml.	Tarson (Code No. 560030)	3 pkts.
10.	Dropping Bottle-250ml.	Tarson (Code No. 720070)	1 pkt.


Director of Mines
Orissa, Bhubaneswar

Contd.12..

ANNEXURE -IV

AFFIDAVIT /UNDERTAKING

I / Wehaving
My / Our Office at
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Do declare that I / We have carefully read the terms and conditions as laid down in the Tender documents of the Director of Mines, Odisha for the supply of Laboratory materials for the tender period of one year. I will abide by all conditions set forth in the tender paper for the year 2013-14.

I further declare that the firm is not registered under the VAT Act as we have not started any business in the State. I continue to say that we do not have any liability under the Act. I/ We do undertake that in the event of being selected for supply of any item, I / We will produce the VAT clearance certificate inform VAT-612A before award of the final contract.

Signature of the bidder :

Date :

Name & Address of the Firm:


Director of Mines
Orissa, Bhubaneswar

Contd.13..

ANNEXURE-V


DECLARATION FOR CURRENT MARKET RATE

I / We..... declare
that the price quoted by me / my firm in the tender is not more than the open market price or it is
not more than the current rates of DGS & D / EPM

Signature of the bidder:

Date :

Name & Address of the Firm :


Director of Mines
Orissa, Bhubaneswar