



भारतीय  
प्रौद्योगिकी  
संस्थान  
काशी हिन्दू विश्वविद्यालय

IIT

INDIAN  
INSTITUTE OF  
TECHNOLOGY  
BANARAS HINDU UNIVERSITY

DEPARTMENT OF CIVIL ENGINEERING

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QUOTATION ENQUIRY

Ref: IIT(BHU)/2019-20/QTN/CE/2776 Due Date: 24-02-2020 (by 3 PM)

Date: 14-02-2020

Dear Sir,

Please submit your lowest quotation for supplying the under mentioned item. Quotation in duplicate must reach us before the date marked above.

Quotation must be send in a **sealed envelope** with word "QUOTATION", our reference number and due date as given above, clearly marked over it.

SI No	Item and Technical Specification	Approx Qty.
1	<p>ROTARY EVAPORATION APPARATUS, (As per EN 12697-3), 230v (or better), 50 hz (or better).</p> <p>Standard accessories, composed of:</p> <ul style="list-style-type: none"><li>• distillation flask, 1000ml,</li><li>• variable speed motor,</li><li>• condenser,</li><li>• solvent recovery flask 1000ml,</li><li>• heated oil bath,</li><li>• glass tubing with three way valve, transparent hose</li></ul> <p><b>Specifications</b></p> <ul style="list-style-type: none"><li>• VACUUM VALVE WITH DIGITAL GAUGE, 1 MILIBAR (or better)</li><li>• DIATHERMIC OIL, CAN OF 5 KG (or more)</li><li>• Vacuum regulator, complete with vacuum gauge dia. 80 mm, regulation cock, suction filter.</li><li>• Flat Evaporation Baloon, 3 litres (minimum)</li><li>• Digital and analog vacuumeter</li><li>• Right-left running (change of direction) of the evaporator piston in seconds.</li><li>• Digital speed display with Speed range of rotation: 20-270 rpm (or better)</li><li>• Adjustable head angle (0 deg. To 45 deg, or better)</li></ul>	1 No

**Please Note:**

You are requested to kindly go through the detailed Terms & Conditions mentioned below and overleaf and submit your most competitive bid applicable to Educational and Research Institutes/IITs.

1. Please mention the enquiry no. & due date on the Bid envelop.
2. Full specification and make of the item offered and its rate F.O.R. Varanasi.
3. GST at concessional rate as applicable to IITs.
4. Your GST registration number, PAN number.

5. Conditions of supply and terms of payment.
6. If you are a manufacturer of the item or if you have proprietary right over it, please mention it in the quotation and provide a certificate.
7. Please give undertaking as per Annexure-I-A, I-B
8. If the bidder is an authorized dealer, then copy of authorization certificate should be enclosed with the quotation.
9. The Bank/RTGS detail must be submitted along with the quotations/Tenders on the letter head.
10. All communications related to this tender should be addressed to the undersigned only.

### Terms & Conditions

1. **Taxes and Levies:** Taxes as applicable should be mentioned clearly in percentage (%) and in exact Figure. If No Tax is mentioned it will be presumed that the Price is inclusive and the Bidder is responsible for all Tax related Compliances. Statutory Levies will be accepted on production of valid documents.
2. **Concessional GST is applicable to IITs.** Certificate will be provided as and when required.
3. **Discounts:** The bidder need to mention clearly the exact figure of discount offered to IIT (BHU) being a premier Academic Institution and also the Percentage, if any.
4. **Custom Exemptions:** IIT BHU, Varanasi being an academic Institute is entitled for payment of Concessional Customs Duty on import of Scientific Instruments for Academic and Research purposes in terms of *Govt. Notifications* and payment of IGST on Import. Institute will provide the required certificates as and when required.
5. **Validity of the Quote:** The validity period of the offer should be clearly specified. It should be at least for **90(Ninety) days** from the last date of submission of quotations.
6. **Delivery Terms:** FOR, IIT BHU, Varanasi destination Campus. Rates should be quoted accordingly.
7. **Terms of Acceptance:** The items will be treated Accepted only after Inspection for Features and Functions. This includes delivery, installation & commissioning, inspection, demonstration, Training schedule etc.
8. **Specification and Make:** Quotation should confirm the same/similar specifications as mentioned. **In the view of the supplier there is any other alternative item which can serve out purpose, quotation may also be given for the same separately client list along with the order copy of similar equipment supplied to any IITs/ any Govt. Organization including detail of price & all charges must be attached.**
9. **Insurance:** The date of delivery should be strictly adhered to failing which the purchase order is liable to be cancelled. Penalty may be imposed as per P.O. terms & conditions. Goods should be securely, safely and adequately packed & dispatched and delivered at the risk of supplier. In case of damage consignment the same should be replaced without any cost to the Buyer and the supplier can collect the damaged consignment after satisfactory replacement.
10. **Payment:** Payment will be released through wire transfer/bank RTGS transfer/Cheque after arrival, testing, inspection, installation of the item(s) and if found satisfactory with regard to quality, quantity and specifications ordered. The payment will be released after statutory deductions. For the payment, the firm has to submit bill(s), challan(s), warranty certificate, bank details/cancelled cheque, installation report, performance bank guarantee (if required) etc.

11. **Guarantee/Warranty:** The equipment should be guaranteed onsite against any manufacturing defect for a period of at least 01 year by OEM from the date of installation and final acceptance.

12. In case any part or whole of the equipment is found to be defective during the guarantee period, then the same will have to be replace/repaired free of cost at our premises. In case the Part or Equipment is to be taken out of IIT (BHU), Varanasi, the Supplier has to furnish an undertaking and also take it at their own cost and Risk.

13. **Cancellation:** IIT BHU, Varanasi reserves the right to accept or reject or cancel any or all enquiries or quotations at any stage without assigning any reason thereof.

14. In case of cancellation of order due to Non-compliance of the Terms and Condition and Breach of the Contract, No compensation will be paid towards progress of order/procurement.

15. For any dispute, the place of jurisdiction shall be Varanasi, UP, India only.

The sealed quotations will be opened within one week from the due date in the office of the **Head, Department of Civil Engineering, IIT (BHU), Varanasi.**

पुस्तान  
**Head of the Department**

विभागाध्यक्ष/HEAD  
जानपद अभियांत्रिकी विभाग  
Department of Civil Engineering  
भारतीय प्रौद्योगिकी संस्थान (बी.एच.यू.)  
Indian Institute of Technology (B.H.U.)  
वाराणसी-221005/Varanasi-221005

Handwritten signature in blue ink.

## INDIAN INSTITUTE OF TECHNOLOGY (BHU) VARANASI

## TO BE RETURNED

Following proforma should be filled in and duly signed by the firm and sent alongwith the quotation. (Please refer to the detailed instructions/notes before filling this proforma).

1. Validity of the offer : .....
2. Approximate Delivery Period : .....
3. (a) Whether rates have been quoted F.O.R. site and covers packing forwarding and insurance charges. : YES / NO  
(b) If not, please mention the same : .....
4. (a) Whether the prices are inclusive of GST and : YES / NO  
other taxes. : YES / NO  
(b) If not, kindly specify the amount / rate : .....
5. If the GST is charged extra, please mention the rate : .....
6. (a) Whether supply will be made directly or through any Local / Regional / Authorized Dealer / Stockist : Directly/Stockist/Authorized Dealer  
(b) If through a Stockist / Dealer: -  
(i) Name and full address of the Party : .....  
.....  
(ii) Whether the order to be placed with the : Principal / Stockist / Dealer  
(iii) Who will raise the bill : Principal / Stockist / Dealer  
(iv) Payment will be made in favour of : Principal / Stockist / Dealer  
Dealer  
(v) Whether any Delivery, Packing and Forwarding Charges will be payable to local Stockist/Dealer : YES / NO  
(Please specify the amount/percentage etc, if any)
7. Our terms of payment : 100% Payment on bill basis
8. Whether any installation charges are payable extra. : YES / NO  
If yes, amount to be specified. : .....
9. Whether any discount for educational institution : YES / NO  
offered on the printed price list of the manufacturer. : YES / NO  
Please mention the amount / percentage. : .....
10. Whether the product is on DGS &D/D.I. Rate contract. : YES / NO  
If yes, please enclose a photocopy of the same. : YES / NO
11. Whether the product bears I.S.I. Mark. : YES / NO  
If yes, please mention the I.S.I. License no. : .....
12. (a) Whether the firm is GST payer. : YES / NO  
If yes, please mention the GST Number. : .....
- (b) Whether the Local Dealer(s) is / are GST payer(s) : YES / NO  
If yes, please mention the GST number of each : .....
13. Whether printed / authenticated price list of the Firm's Products and Catalogue etc. enclosed. : YES / NO

Signature of the Authorised Official with Seal

TO BE RETURNED WITH QUOTATION

**UNDERTAKING**

***WE HEREBY UNDERTAKE THE FOLLOWING:***

1. We will not sell the product (s) to other institutions, bodies and also in the market on the rates less than those quoted by us to IIT (BHU).
2. The GST levied is as per Govt of India norms amended from time to time.
3. The goods / Stores / articles offered shall be of the best quality and workmanship and their supply will be strictly in accordance with the technical specifications and particulars as detailed in the quotation.
4. The information furnished by us in the quotation is true and correct to the best of our knowledge and belief.
5. We have read and understood the rules, regulations, terms and conditions and agree to abide by them.

***Authorized  
Signatory (Seal)***