



email: purchase@inst.ac.in
Phone No.: 0172-2210075/74
Date: 5th April, 2018

Ref. No. INST/12(311)/2017 – PUR

To,

NOTICE INVITING QUOTATION

Dear Sir,

Sealed Quotations are invited on behalf of Director, INST Mohali for the Purchase of **Oxygen Cylinder** so as to reach latest by **25/05/2018** on or before 2.00 pm. The Quotations will be opened on the same day at 3.00 pm in the presence of bidders, if any.

Specifications:

- i) Gas Description: Oxygen 5.0
- ii) Cylinder / Valve: T type (50 Ltr WC) CG 540
- iii) Gas Quantity per cycle: Approx. 9.50
- iv) Purity: O₂ ≤ 999990ppm
- v) Impurity
 - CO₂ ≤ 1 ppm
 - CO ≤ 1 ppm
 - Ar ≤ 5 ppm
 - Kr ≤ 3 ppm
 - N₂ ≤ 5 ppm
 - Water ≤ 1ppm
 - THC ≤ 0.5ppm

Suppliers must provide either COA (certificate of analysis) or COC (certificate of conformance) depending on from where you are exporting cylinder.

Before quoting, please read the instructions and technical specifications carefully as enclosed.

NIQ can also be downloaded from INST website i.e. www.inst.ac.in or CPPP website i.e. www.eprocure.gov.in

Note: Please attach the copies of previous supply order to any Government Institutes/ autonomous bodies/ PSU, if any, with the quotation and provide the contact person and his contact Nos.

Sd/-
Chief Finance and Administrative Officer



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INSTRUCTIONS

1. Inquiry, if any, may be sent by Courier or Speed Post. INST will not be liable for any kind of postal delay.
2. The Quotation Should be addressed to the Director INST, Mohali invariably giving on the envelop Quotation for _____, Reference No. With date and due date with time.
3. The Quantity mentioned in this inquiry shall be deemed to be only approximate and will not in any manner be binding on the Institute.
4. The quotation should be enclosed in a sealed envelope.
5. Firms will quote separately for each article.
6. The rates offered should be FOR Mohali in case of firms situated outside Chandigarh and free delivery at the Institute premises in case of local firms.
7. GST: The Institute is not exempted from the payment of GST. The rate (i.e., percentage of taxes applicable should be clearly indicated, wherever chargeable.
8. In case of Ex-godown terms the amount of packaging forwarding freight etc. should clearly be indicated by percentage or lump sum amount. Current rate of GST must be mentioned. The institute is exempted from Customs and Excise Duty.
9. The delivery period should be specifically stated. Ex-Stock and earlier delivery may be preferred.
10. The firms are requested to give detailed description and specifications together with the detailed drawings, printed leaflets and literature of the Article quoted.
11. The name of the manufacturers and country of manufacture should also invariably be stated. In the absence of these particulars the quotation is liable for rejection.
12. Quotation should have minimum validity of 90 days from the date of opening.
13. The rates quoted should be for each item separately otherwise your quotation is liable to be ignored.
14. Late or delayed quotation will not be accepted.
15. Director has the right to reject to the quotations and to split up the requirements or change any or all the above conditions without assigning any reason.
16. Self-declaration on company letter head for price reasonability.
17. The tender has to be submitted before the due date. The offers received after the due date and time will not be considered.
18. The offer/bid will be opened by a committee duly constituted for this purpose. The bidders if interested may participate on the tender opening Date and Time. The bidder should produce authorization letter from their company to participate in the tender opening. Only one representative will be allowed to participate in the tender opening.



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19. In event of failure of supply of the item/equipment within the stipulated delivery schedule, the purchaser has all the right to purchase the item/equipment from the other source on the total risk of the supplier under risk purchase clause.
20. Notices: For the purpose of all notices, the following shall be the address of the Purchaser and Supplier.
 - i. **Purchaser:** The Director,
Institute of Nano Science and Technology,
Habitat Centre, Sector – 64, Phase X, Mohali – 160064.
 - ii. **Supplier:** (To be filled in by the supplier)
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21. Payment: 100% payment shall be made by the Purchaser after delivery, inspection, commissioning and acceptance of the material at INST in good condition and to the entire satisfaction of the Purchaser.
22. User list: Brochure detailing technical specifications and performance, list of industrial and educational establishments where the items enquired have been supplied must be provided.
23. Acknowledgement: It is hereby acknowledged that we have gone through all the conditions mentioned above and we agree to abide by them.

SIGNATURE OF TENDERER
ALONG WITH SEAL OF THE COMPANY WITH DATE