

**OPEN TENDER FOR SUPPLY OF ANALYTICAL GRADE  
CHEMICALS, GLASSWARES, PLASTIC WARES FOR THE  
LABORATORIES OF UTTARAKHAND POLLUTION CONTROL BOARD  
FOR THE YEAR 2020-21**



**TENDER DOCUMENT**

**UTTARAKHAND POLLUTION CONTROL BOARD  
46-B, SIDCUL, IT Park, Sahastradhara Road, Dehradun  
Uttarakhand**

**UTTARAKHAND POLLUTION CONTROL BOARD**  
**46-B, SIDCUL,IT Park, Sahastradhara Road,**  
**Dehradun (U.K)-248001**

**SUBJECT: Annual Rate Contract for supply of Analytical grade Chemicals,  
Glassware's, Plastic wares for the year 2020-21.**

**Cost of Tender document: Rs. 1000/- (One Thousand only)**

**NAME OF THE FIRM:-----**

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**ADDRESS OF THE FIRM & PHONE NO:-----**

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- |   |          |                   |
|---|----------|-------------------|
| <b>1. Date of publication of tender notice</b>            | <b>:</b> | <b>28-07-2020</b> |
| <b>2. Last date andtime for sale of tender document</b>   | <b>:</b> | <b>12-08-2020</b> |
| <b>3. Date and time of pre bid meeting</b>                | <b>:</b> | <b>22-08-2020</b> |
| <b>4. Last date andtime for submission of tender form</b> | <b>:</b> | <b>28-08-2020</b> |
| <b>5. Date andtime of opening of technical bid.</b>       | <b>:</b> | <b>31-08-2020</b> |
| <b>6. Date and time of opening of financial bid</b>       | <b>:</b> | <b>10-09-2020</b> |

[S.S. Pal]  
Chief Environment Officer  
Uttarakhand Pollution Control Board

**UTTARAKHAND POLLUTION CONTROL BOARD**  
**46-B, SIDCUL,IT Park, Sahastradhara Road,**  
**Dehradun (U.K)-248001**

**NOTICE INVITING OPEN TENDER**

Sealed Tender for Annual Rate Contract are invited from the Manufactures, authorized distributors/dealers/agents. who are authorized by the manufacturing firm in India must submit their proposal with proper authorization letter issued by the manufacturer along with their offer of discount on their price list.

A certificate to this effect may also be submitted that the discount offered by them is not less than what is being offered to any other Govt. Organization/Institutions under the ARC. The sole authorize distributor should enclose their sole authorization letter.

Non-transferable Tender documents for Annual Rate Contract can be obtained from office of Uttarakhand Pollution Control Board, 46 B, IT Park Shashtradhara Road, Dehradun on payment of Rs.1000/- (One Thousand only) the tender document can be download from Board site [www.ueppcb.uk.gov.in](http://www.ueppcb.uk.gov.in). In case of download Tender document, Draft may be prepared in favour of Uttarakhand Pollution Control Board, Dehradun submitted alongwith Tender Document. The tender document received without cost will be rejected. The sealed Tender Document must be reach in the Uttarakhand Pollution Control Board, 46-B, SIDCUL, IT Park, Sahastradhara Road, Dehradun.

An amount of **Rs. 10,000/- (Ten Thousand only)** towards Earnest Money Deposit (EMD) should be deposited in the form of crossed Demand Draft payable to Uttarakhand Pollution Control Board Dehradun. The tenders of the firms/dealers who do not deposit EMD in the above said manner is liable to be rejected. Incomplete tenders received after the due date and time will not be accepted. The tender sent by post, received after due date and time will also not be accepted.

The Uttarakhand Pollution Control Board reserves the right to reject any or all tenders without assigning any reason thereof. No correspondence shall be entertained in this regard.

[S.S.Pal]  
Chief Environment Officer

**UTTARAKHAND POLLUTION CONTROL BOARD**  
**46-B, SIDCUL,IT Park, Sahastradhara Road,**  
**Dehradun (U.K)-248001**

**ANNUAL RATE CONTRACT FOR SUPPLY OF**  
**ANALYTICAL GRADE CHEMICALS/GLASSWARES/PLASTICWARES**

Terms & Conditions of Rate Contract

1. That the freight, insurance charges, if any will not be borne by the purchaser. Similarly shortage, pilferage in transit will be the sole responsibility of the supplier and the same will be intimated to the supplier on receipt of goods by the purchaser to make good the loss caused on this account. The defective supply will have to be replaced by the supplier within 7 days without freight/transport charge.
2. That the delivery/supply will be made on F.O.R. basis to this office and Regional Laboratories at Kashipur and Roorkee by road transport or passenger train.
3. GST will be paid as applicable.
4. That the delivery of goods will be taken at the risk and cost of the supplier from railway/transport.
5. That the supply of material will have to be completed one week from date of issue of purchase order. The liquidated charges @0.5% per week shall be imposed if supply made after expiry of delivery period subject to maximum 5% of the total value of goods/contract value.
6. The firm must clearly mention that the billing for supply of material will be done by them directly, or by their authorized dealer (s).
7. The Annual Rate Contract (ARC) will be effective for one year and can be extended if it is agreed mutually by both parties.
8. The firm should submit the list of Govt. Deptt/Organizations/Institutions, with which they have Rate Contract of Chemicals, Glasswares, and Plasticwares during the last five years. The firm will supply the material as per purchase order and short supply of material will not be accepted in any circumstances.
9. No revision in rate (on higher side) will be accepted during contract period.
10. That the order will be placed as per requirement irrespective of value of the order.
11. The firm may supply the required items as per unit price mentioned in the price list.
12. Supply should be made in full against the order and shortage will be procured

on the risk and cost of the supplier.

13. No payment will be made for unsatisfactory/damaged supply of good.
14. The perishable store and the rejected material must be replaced free of cost by the Manufacturer firm supplier immediately.
15. The articles should be securely packed to avoid damages etc. in transit.
16. Supply should be made from the latest batch of production with the maximum life period and of original packing.
17. Pre-receipted bills should be sent along with goods.
18. The bills may be prepared in the name of the Uttarakhand Pollution Control Board.
19. The Competent authority of the Board reserves the right to cancel the rate contract without assigning any reason thereof.
20. Bidders qualifying the technical bid (based on the documents submitted) will be intimated to submit the samples within a stipulated time period before opening of Price bid.
21. No advance payments towards cost of chemicals and glasswares will be made to the tenderer.
22. No claims shall be made against the Uttarakhand Pollution Control Board in respect of interest on earnest money deposit or any delayed payment.
23. The price of the items should be quoted inclusive FOR destination. The GST should be quoted in a separate column. The rate should be quoted for **each item** both in figures and words along with rebate in % for Chemicals/Glasswares.
24. Printed price list (Hard Copy) 2020-21 may be furnished in bound form. An undertaking may be given that the price list being furnished with the proposal will remain valid for the current rate contract. Photocopy of the price list in spiral binding will not be accepted.

[S.S.Pal]  
Chief Environment Officer

**The following documents should be enclosed in Cover “A” (Technical Bid) and Cover “B” (Financial Bid) by the tenderer. All the photocopies are to be self-attested.**

**TECHNICAL BID - COVER – A**

1. Checklist with detail of the documents enclosed in **Cover “A”** as per **Annexure-01** with page number.
2. List of Item (s) Quoted with name of the Manufacturer as per **(Annexure –02)**
3. Tender document fee of Rs.1000/- in shape of Demand Draft.
4. Earnest Money Deposit of Rs.10,000/- in shape of Demand Draft
5. Details of the tenderer & local contact person. **(Annexure -03)**.
6. The declaration form as per **Annexure - 04** duly signed by the tenderer before Notary Public / Executive Magistrate.
7. Manufacturer’s Authorization Format as per **Annexure –05** (In case the bidder is not the manufacturer)
8. Annual turnover statements. (as per **Annexure –06**)
9. Copy of Valid product standard certificate
10. Copy of Valid Manufacturing License of the manufacturer
11. Copy of valid GST registration certificate.
12. Copy of valid PAN certificate.
13. The Original Tender Book with Conditions and the schedules signed by the tenderer at the bottom of each page with his official seal duly affixed.

**FINANCIAL BID- COVER – B**

1. The tender format giving the quoted rate for Lab analytical grade chemicals & Glasswares. should be sent in a separate sealed cover hereafter called **Cover “B” (Price Bid)**. Cover –B (Price Bid) will be opened only of the tenderers who qualify in Technical Bid.
2. Price schedule :- The price of the items should be quoted excluding GST the GST should be quoted in a separate column. The rate should be quoted for **each item** both in figures and words along with rebate in % for Chemicals/Glassware as per price schedule annexure at **Annexure-07**.
3. The Cover “B” of successful tenderers who qualifies in their technical bid will be opened at the office Uttarakhand Pollution Control Board in the presence of the tenderers or their authorized representatives if tenderers wish to attend.

**CHECK LIST**  
**(To be submitted in Technical Bid)**

**Note: The documents has to be arranged serially as per the order mentioned in the check list**

<b>COVER – A (TECHNICAL BID)</b>	<b>DOCUMENT : SUBMITTED YES OR NO</b>
1. List of Item (s)	_____
2. Tender documentFee	_____
3. Earnest MoneyDeposit	_____
4. Details of Manufacturing Unit/Contract person Liaisioning agent	_____
5. Declaration form signed by the Tenderer & affidavit before Notary Public/ Executive Magistrate	_____
6. Manufacturer's Authorization Format	_____
7. Proof of avg. Annual turnover of Rs. 02 Crore or more for preceding 3 financial years.	_____
8. Copy of valid GMP Certificate	_____
9. GST Copy	_____
10. Copy of Manufacturing License	_____
11. Copy of Valid ISO 13485 Certificate	_____
12. Photocopy of PAN	_____
13. Copy of original Tender, duly signed by the Tenderer	_____

**ANNEXURE – 2**

(To be submitted in Cover A – Technical Bid)

**LIST OF ITEM (S) QUOTED**

<b>Sl.</b>	<b>Name of Item (s)</b>	<b>Specification</b>	<b>Name of Manufacturer</b>	<b>Remarks</b>

**Signature of the Tendered :**

**Date :**

**Official Seal :**



**ANNEXURE – 3**

(To be submitted in Cover A – Technical Bid)

**DETAILS OF THE TENDERER & LOCAL CONTACT PERSON**

	<b>Corporate Office (The address in which the purchase orders and payment details will be communicated)</b>	<b>Local Contact Person/Branch Office/Zonal Office</b>
Name & Full Address		
Telephone Nos & Landline		
Mobile		
Fax		
E – Mail		

**Signature of the Tendered :  
With Seal**

**Date :**

**Official Seal :**

**ANNEXURE – 4**

(To be submitted in Cover A- Technical Bid)

**DECLARATION FORM**

I/ We ..... having My/  
our.....office  
at.....do declare that I / We have  
carefully read all the terms & conditions of tender of the \_\_\_\_\_, for the supply of  
Laboratory Chemicals and Glassware. The approved rate will remain valid for a period  
of one year from the date of approval. I will abide with **all the terms & conditions** set  
forth in the **Tender Reference no.**

I/We do hereby declare I/We have not been de-recognized / black listed by any  
State Govt. / Union Territory / Govt. of India / Govt. Organization / Govt. Health  
Institutions for supply of Not of Standard Quality (NSQ) items / non-supply.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money  
Deposit and blacklist me/us for a period of 2 years if, any information furnished by us  
proved to be false at the time of inspection / verification and not complying with the  
Tender terms & conditions.

Signature of the bidder :

Seal Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public.

**ANNEXURE – 5**

(To be submitted in Cover A – Technical Bid)  
**MANUFACTURER’S AUTHORISATION FORMAT**

To,  
UTTARAKHAND POLLUTION CONTROL BOARD  
46-B, SIDCUL, IT Park, Sahastraddhara Road,  
Dehradun (U.K.) - 248001

Ref: Tenderr No. \_\_\_\_\_ Dated \_\_\_\_\_  
for \_\_\_\_\_.

Dear Sir,

We, -----are the manufacturers of -----  
------(name of Chemicals &Glasswares having factories at -----  
-----.

1. Messrs -----(name and address of the agent) is our authorized agent for sale and supply of -----(name of Chemicals, Glasswares, etc).
2. We confirm that messrs -----(name of the above agent) is authorized to submit a tender, and enter into a contract with for the above items manufactured by us.
3. We will provide test reports of supply items, if required by the purchaser.

Yours faithfully,

-----  
-----

(Signature with date, name and designation)

For and on behalf of Messrs -----  
(Name & address of the manufacturers)

Seal

Note:

1. This letter should on the **letterhead** of the **manufacturer** and should be signed by a person having the power of attorney to legally bind the manufacturer.
2. Original letter shall be attached to be the technical bid.

**ANNEXURE – 6**

(To be submitted in **Cover A – Technical Bid**)

(To be furnished in the **letter head** of the Auditor)

**ANNUAL TURN OVER STATEMENT**

The Annual Turnover for products of M/s \_\_\_\_\_  
W  
ho is a manufacturing unit/Authorized distributor for the last 03 years are given below  
and certified that the statement is true and correct.

Sl. No.	Year	Turnover in Crores (Rs.)
1.		
2.		
3.		

Average Annual Turnover (for the above three years) in Crores (Rs.) \_\_\_\_\_

Date :  
Place:

Signature of Auditor/  
Chartered Accountant  
(Name in Capital)

Membership No. –  
Registration No. of firm

**Note:**

- a) To be issued in the **letter head** of the Auditor.
- b) **Separate certificates** should be furnished for different manufacturer in case the bidder is quoting products of different manufacturers.

**ANNEXURE-07**

( PRICE SCHEDULE)

**List of the Analytical Grade chemicals**

SI No	Name of the Chemicals	Unit/Pack size	Specification	Name of the Manufacturer	Rate/unit	GST	Total Price	Rebate %
1	Manganese sulphate (Monohydrate) AR	500gm						
2	Sodium hydroxide AR	500gm						
3	Sodium iodide AR	250gm						
4	Sodium azide AR	500gm						
5	Conc. Sulfuric acid	2.5ltr						
6	Sulfuric acid N/50	500ml						
7	Sulfuric acid N/10	500ml						
8	Soluble starch powder (EX POTATO) AR	500gm						
9	Salicylic acid AR	500gm						
10	Sodium thiosulfate pentahydrate AR	500gm						
11	Potassium bi-iodate	500gm						
12	Standard pH buffers i.e (4.0, 7.0 and 9.2 pH)	500ml each						
13	Potassium chloride AR	500gm						
14	Potassium nitrate AR	500gm						
15	Chloroform AR	500ml						
16	Conc. Hydrochloric acid AR	2.5ltr						
17	85% phosphoric acid	500ml						
18	Sulfanilamide AR	500gm						
19	N-(1-naphthyl)-ethylenediamine dihydrochloride [NEDA] AR	25gm						
20	Sodium oxalate AR	500gm						
21	Ferrous ammonium sulphate hexahydrate AR	500gm						
22	Sodium nitrite AR	500gm						
23	Potassium permanganate AR	500gm						
24	Lauryl tryptose(lactose) broth	500gm						
25	brilliant green lactose bile broth	500gm						
26	EMB Agar	500gm						
27	EC broth	500gm						
28	EC-MUG medium							
29	Azide dextrose broth	500gm						

30	Bile EsculineAzide Agar plate	50 plates						
31	Phenolphthalein indicator 1% AR	125ml						
32	Methyl orange AR	125ml						
33	Potassium chromate AR	500gm						
34	Silver nitrate AR	500gm						
35	Sodium chloride AR	500gm						
36	Murexide (ammonium purpurate) indicator AR	25gm						
37	EDTA N/50	500ml						
38	EDTA powder AR	500gm						
39	Anhydrous boric acid AR	500gm						
40	Carmine reagent	500ml						
41	Potassium dichromate AR	500gm						
42	Silver sulphate AR	100gm						
43	Ferroun indicator solution AR	100ml						
44	Mercuric sulfate AR	250gm						
45	Sulfamic acid AR	500gm						
46	Potassium hydrogen phthalate	500gm						
47	Sodium tetraborate [Na <sub>2</sub> B <sub>4</sub> O <sub>7</sub> ] AR	500gm						
48	Potassium sulfate AR	500gm						
49	Methyl Red indicator solution	125ml						
50	Ethyl Alcohol	500ml						
51	Methylene Blue	125ml						
52	Digestion reagent	500ml						
53	Zinc sulphate AR	500gm						
54	Rochelle salt AR	500gm						
55	Mercury iodide [HgI <sub>2</sub> ] AR	100gm						
56	Potassium iodide [KI] AR	500gm						
57	Ammonium chloride AR	500gm						
58	Potassium chloroplatinate AR	1gm						
59	Cobaltous chloride AR	500gm						
60	Ammonium molybdate AR	100gm						
61	Stannous chloride AR	500gm						
62	Benzene AR	500ml						
63	Isobutyl alcohol AR	500ml						
64	Methyl alcohol AR	500ml						
65	Glycerol AR	500ml						
66	Ammonium buffer solution	500ml						
67	EBT [Eriochrome Black T] AR	25gm						
68	Hydrazine sulfate AR	100gm						
69	Hexamethylene tetramine AR	500gm						
70	Sodium Fluoride AR	500gm						
71	SPADNS Reagent AR	1gm						
72	Zirconyl Chloride Octahydrate AR	100gm						
73	Sodium Arsenite AR	250gm						

74	Magnesium Chloride Hexahydrate AR	500gm						
75	Sodium Acetate Anhydrous AR	500gm						
76	Acetic Acid AR	500ml						
77	Sodium Sulphate Anhydrous AR	500gm						
78	Barium Chloride AR	500gm						

### List of the Glasswares

S. No	Name of the Glasswares	Unit/Pack size	Specification	Name of the Manufacture	Rate/unit	GST	Total Price	Rebate %
1	BOD bottle	300ml						
2	Measuring Cylinder	10 ml, 25 ml, 50 ml, 100 ml, 250 ml, 500 ml, 1000 ml						
3	Pipet	0.02 ml, 0.05 ml, 0.1 ml, 0.2 ml, 1 ml, 2 ml, 5 ml, 10 ml						
4	Conical flask	100ml ,250ml, 500ml, 1000ml						
5	Beurate	50ml, 100ml						
6	Dropper	-						
7	Bottle brush	Small, Medium & Large						
8	Volumetric flask	250ml, 500ml, 1000ml						
9	Beakers	10 ml, 50ml, 100ml, 500 ml, 1000 ml						
10	Glass-Stoppered borosilicate glass bottle	250ml, 500ml, 100ml						
11	Glass wool plug	-						
12	Hot plate	-						
13	Test tubes	27 ml						
14	Inverted vial / Dram's Tubes	3-3.5 mm diameter loop						
15	Petridish	50*12mm, 80*15mm, 90*15mm						
16	Test tube Rack /stand	-						
17	Foreceps	-						
18	Test tubes with Cap /Lead	-						
19	MPN Bottle	125 ml						
20	Spatulas	1 end flat & 1 end spoon-8 inch Size						
21	Inoculated tubes	27 ml						
22	Centrifuge tube	-						
23	Refluxing Flask	250ml, 500ml						
24	Glass beades	-						
25	Kjeldahl flask	100ml, 500ml						

26	Distillation apparatus for TKN	-						
27	Nessler tubes-	50ml Tall Form						
28	Filter paper	whatmann no. 42 or equivalent.						
29	pipetting Bulb	0.1 ml, 0.2 ml, 1 ml, 2 ml, 5 ml, 10 ml						
30	Sample tubes (Clear colorless glass)							
31	Filter Paper whatman	GF/C 125mm						
32	Funnel	50mm, 75mm, 100mm						
33	Sample dish made of Porcelain or platinum or high silica glass	Approximately 90mm diameter & 100ml capacity						
34	Wide bore pipetes class B in glass	-						
35	Graduated cylinders Class A	-						
36	Glass fiber filter disk	22-125 diameter						
37	Filtration Apparatus: Membrane filter funnel	50mm, 75mm, 100mm						
38	Suction flask	100ml, 250ml, 500ml						
39	Weighing dishes or Pans Constructed of Aluminium	-						
40	Funnel	50mm, 75mm, 100mm						
41	Measuring spoon	0.2 to 0.3ml Capacity						

**Signature of the bidder**

**Name :**

**Seal**

**Date :**

**Place:**