

**BANDA UNIVERSITY OF AGRICULTURE &
TECHNOLOGY, BANDA (U.P.) 210001**



**Tender No. 01/2025-26
Rate Contract. Supply of Laboratory
Chemicals, Glassware, Plasticware and
Filter paper**

Comptroller
BUAT, Banda

1. **Rate contract Notice – 01/2025-26**

- 1- The annual rate contract (ARC) bid are invited by offline tender through website www.buat.edu.in from manufacturer/supplier/authorized distributor/firms for the supply of Supply of Laboratory Chemicals, Glassware, Plasticware and Filter paper for Banda University of Agriculture & Technology, Banda.

Tender Fee	Rs. 1000/- (Rs. One thousand Only.)
Earnest Money Deposit (EMD)	20000/- (Rs. Twenty thousand only.)
The Start date for offline tender submission at 10.00 AM
Last date for submission of tender fee, EMD and other documents by RPAD/Speed- post/by hand.at 05.00 PM
Bid Validity Period	(Financial year 2025-26)
Technical documents available on	www.buat.edu.in
Tentative Opening of Technical Bid at 11.00 AM
Tender Opening Place	Comptroller Office, Administrative Building, Banda University of Agriculture and technology, Banda (U.P.) 210001

- 1- All rate contract documents can be downloaded from the website <http://www.buat.edu.in>
- 2- All bids should be submitted physically or through post at address given below.
- 3- Bidders who are interested to participate in more than one items, must be submit separate technical and financial bids along with DD, FDR and other relevant documents in sealed envelope clearly written on top as technical bid/financial bid for chemicals, if submitting for chemicals.
- 4- For submission of sealed technical documents and samples of Laboratory Chemicals, Glassware, Plasticware and Filter paper and all queries regarding rate contract (except item specification) should be addressed to personnel in office address provided below.

The Comptroller,

Administrative Building, 2nd Floor

Banda University of Agriculture & Technology,

Mawai Buzurg, Banda (Uttar Pradesh) 210001

E-mail: comptroller.mskjuat@gmail.com; Phone No.; 05192-232313



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2: Specific terms and conditions for Supply of Laboratory chemicals, Glassware, Plasticware and Filter papers

1. Distributors, dealers & Agents who are authorized by the manufacturing firm in India/abroad must submit their proposal with proper authorization letter issued by the manufacturer along with their offer of discount on their price list valid throughout India failing which document of Annual Rate Contract will be rejected.
2. A certificate may also be submitted that the discount offered by firm 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/certificate from the foreign Principal for the period of contract. The manufacturer company should be ISO certified or equivalent.
3. The firm should submit at least 2 copies of printed price list of Laboratory Chemicals, Glassware, Plastic ware and filter paper along with soft copy of the same for the year 2025-26. Price list once submitted with the tender document will not be changed during the period of ARC (Annual Rate Contract).
4. The Annual Rate Contract (ARC) will be effective for one year and can be extended for next year if it is agreed mutually by both parties.
5. No revision in rate (on higher side) and offered discount will be accepted during contract period.
6. That the order will be placed as per requirement irrespective of value of the order.
7. Supply should be made in full against the order and shortage will be procured on the risk and cost of the supplier to BUAT, Banda, U.P. 210001.
8. No payment will be made for unsatisfactory/damaged supply of good.
9. The perishable store and the rejected material must be replaced free of cost by the Manufacturer firm/ supplier immediately.
10. The articles should be securely packed to avoid damages etc. in transit.
11. Supply should be made from the latest batch of production with the maximum life period & original packing.
12. Pre-receipted bills (triplicate) should be sent along with goods/items.
13. Enlistment under Rate Contract with this institute does not ensure business of any quantum, whatsoever.
14. A Certificate to be given by the tenderer that the price list supplied is the only one in circulation.
15. Printed & bounded price list for 2025-26 duly signed & certified by authorized signatory must accompany the tender, in duplicate.
16. Trade discount along with certificate certifying that higher discount is not given to any other Department then offered.
17. Photocopy of the price list in spiral binding will not be accepted.

(For queries related to item specifications only, contact in office hours only)

S. No.	Name of Faculty	Contact Number
1.	Dr. Sunil kumar Assistant Professor Department of Plant Pathology, College of Horticulture, Secretary BUAT Banda (U.P.)	9889557340



3: Terms and Conditions

1- General Terms & Conditions

Rate contracts invited on behalf of the "Comptroller, Banda University of Agriculture and Technology, Banda U.P. 210001 Uttar Pradesh State from the reputed original manufacturer, supplier or its sole authorized distributor/firms. The rate contract must be strictly as per required specifications and the rate contract terms & conditions. **Financial bid must be submitted along with technical bid in separate envelope only or otherwise bid will be rejected.**

- 1- Banda University of Agriculture & Technology, Banda requires supply of Supply of Laboratory Chemicals, Glassware, Plasticware and Filter paper intended to invite rate contract at BUAT Banda campus, Banda District of UP state. It is compulsory to submit the original / attested photocopies of all the required documents (except financial bid), company printed literature/ catalogue, sample of Laboratory Chemicals, Glassware, Plasticware and Filter paper and other necessary documents physically in hardcopy packed in a sealed envelope to be submitted in the Office of the Comptroller, Banda University of Agriculture & Technology, Banda on or before
- 2- Rate contract bidder has to submit non-refundable rate contract Fee Rs. 1000/- (Rs. One thousand Only) in the form of Bank Draft in favour of "Comptroller, Banda University of Agriculture & Technology", payable at Banda (U.P.).
- 3- Rate contract bidder has to submit Earnest Money Deposit Rs. 20000/- (Rs. Twenty thousand only.) in the form FDR drawn on Nationalize bank in favour of "Comptroller, Banda University of Agriculture & Technology", payable at Banda. Rate contract shall be accompanied by an Earnest Money Deposit, without which rate contract will not be considered. Minimum validity for EMD should be minimum six months. No interest will be paid by the institute for refund of EMD. The earnest money of unsuccessful firms will be refunded.
- 4- Technical Supporting Documents (TSD) should contain original rate contract Fee in the form of Demand Draft in favour of Comptroller, Banda University of Agriculture and Technology, Banda and Earnest Money Deposit (EMD) in form of FDR (Fixed Deposit Receipt) in favour of Comptroller, Banda University of Agriculture and Technology, Banda, Banda. In addition to these, TSD should also contain the original / photocopy of relevant documents as per checklist of the rate contract (except financial bid), company literature / catalogue, GST registration certificate or any other relevant document. The technical brochures, bid processing fees (rate contract Fee) and EMD should be sealed in three separate labeled envelopes and should be enclosed in one single large envelope. The envelope must be marked as "rate contract -01/2025-26": Technical Supporting Documents (Technical rate contract).
- 5- Bidders who are interested to participate in more than one items, must be submit separate technical and financial bids along with DD, FDR and other relevant documents in sealed envelope clearly written on top as technical bid/financial bid for chemicals, if submitting for chemicals.



- 6- The financial bid will only be opened after, if technical bid is found complete and qualified
- 7- The prices shall be inclusive of all (freight, packaging and forwarding, transit insurance, applicable taxes like GST, Custom Duty, Other prevailing taxes/ charges) as per government rules & regulations as well as FOR destination as mentioned in purchase order. The rate should be quoted per unit as specified.
- 8- The rate contract supporting documents should contain **(1)** income tax return for last 3 Financial Year & **(2)** Certified turnover certificate by CA for the last 3 financial years. These two documents are compulsory for qualifying the technical bid.
- 9- Only those firms can apply who have PAN Card.
- 10-Only those firms can apply who have GSTIN No./Certificate.
- 11-Amendment of bidding documents (corrigendum)
 - a) At any time prior to the deadline for submission of bids, BUAT may, for any reason, whether its own initiative or in response to the clarification request by a prospective bidder, modify the bidding documents.
 - b) The corrigendum will be published on website www.buat.edu.in only.
 - c) In order to allow prospective bidders reasonable time to take into consideration the amendments while preparing their bids, at its discretion, BUAT may extend the deadline for the submission of bids.
- 12-The successful firm shall have to execute the purchase orders placed on any date during the validity of the rate contract at the rate, terms and conditions of the rate contract.
- 13-BUAT may not issue 'C' or 'P' form of sales tax or any other type of tax relaxation form of Government and the bidders are therefore requested to quote the rates of sales tax or any other taxes payable in absence of such forms/declarations.
- 14-The lowest price is not the criteria and emphasis will be placed on quality, grade, purity and specifications of the chemicals, Glassware, Plasticware and filter papers. The BUAT, has right to reject any or all the offers and invite fresh quotations if need arises. The BUAT, further reserves the right of selecting the brand and accepting or otherwise any of the conditions stipulated by firms.
- 15-If in any case, the quoted item is not available in the market, the successful bidder will have to supply higher version/ replacement of that item in the quoted cost in the same time duration with prior approval of BUAT Banda.
- 16-The successful firm will be held responsibility for the items sufficiently and properly packed for transport so as to ensure their being free from loss/damage /injury on arrival of destination BUAT premises. The material should be supplied in the original company's packing which shall indicate packing details and other particulars as required under the statutory provisions. Inner and outer packing of boxes/cartons should be of standard design. The final packing of cartons of corrugated boxes shall comply with ISS standards. A packing slip shall indicate clearly and legibly the name of the product, batch number, quantity, date of manufacture, gross and net weight, and consignee's name & address and other particulars as required. In the event of breakages or loss of items during transit/installation against requisition order the said quantity will have to be replaced/supply by the supplier (Selected bidder) without any additional charges.
- 17-Rate contract Supporting Documents (RSD) received late and/ or not submitted in the prescribed formats or in the prescribed manner, incomplete in any respect or not accompanied by prescribed documents are liable to be rejected. BUAT, Banda will not

be responsible for non-receipt of rate contract document within the specified date and time due to any reason including postal delays.

18-All rights are reserved with the Banda University of Agriculture and Technology, Banda Authority to accept or reject any or all the rate contract received without assigning any reasons thereof.

19-Do not provide other unnecessary documents like explaining company profiles, nature of the company, services and miscellaneous things which is not inquired.

20-Do not put financial bids of the Items anywhere in the Technical rate contract Document submission under physical submission

21-The BUAT may place repeat orders against the acceptance of rate within a period of validity, subject to the same terms and conditions originally provided in advertised in rate contract and selected bidder shall accept the same.

22-All documents uploaded as well as sent in physical form must BEAR PAGE NUMBERS in sequence, including sequential fresh page numbers given on each page of printed /photo copy material. The same page numbers are required to be mentioned in CHECKLIST provided.

2- Payment:

Advance or part payment will not be entertained. Payment will be made only after delivery of the material and verification of quality (expiry date for chemicals, demanded grade and manufacturer) of chemicals, plasticware and glassware and filter paper as per the term and condition demanded in rate contract certified by our technical expert/scientist. The payments by the purchaser to the selected supplier will be made in Indian currency only by crossed multicity Cheque or RTGS/NEFT.

3- Delivery

Successful firm has to provide the purchased item within 15 days to maximum one month for supply from date of issue of supply order. The application for extension of delivery period shall be sent to concern ordering office of Banda University of Agriculture and Technology, Banda at least 5 days prior to the expiry of delivery period of each item. The officer in charge, who is placing the order, may grant extension or reject the application and their decision in the matter shall be final and binding to all.

4- Demonstration:

Supplier has to supply catalogue (financial year 2025-26) of respective companies of Chemicals, Plastic ware, Glassware and filter paper to the university and final decision on award of contract to the concern rate contract bidder is subjected to after approval of committee.

5- Execution of Agreement:

The firm whose tender is accepted shall be required to execute an agreement within fifteen (15) days of the date of issue of BUAT and start the work from the date as mentioned in the communication. Failure to start the work from the date as mentioned in communication. Failure to do so shall constitute a breach of the contract.

6- Dispute:

In case of any dispute between BUAT, Banda and firm, final decision of The Vice Chancellor, Banda University of Agriculture and Technology, Banda will be binding upon all. In case of any dispute arises in respect of this rate contract, a suit in that behalf shall be subject to Banda, Jurisdiction.

Duration of order: The tenderer will be required to keep the offer open for a financial year 2025-26.

7- Reasonability of prices:

- a) Please quote best minimum prices applicable for a premiere Research Institution, leaving no scope for any further negotiations on prices.
- b) "Banda University of Agriculture and Technology, Banda" reserves all rights to invite quotations and yet procure or not procure any or all of the accessories of the quoted instrument depending upon the availability of funds and/or approval or any reason at the time of procurement of the instrument. However, the quotation for all accessories will necessarily be valid 365 days from date of opening of financial bid.



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BANDA UNIVERSITY OF AGRICULTURE & TECHNOLOGY, BANDA (U.P.) 210001

Rate Contract Form (supported by document proof)

1. Name of supplier/ firm :
2. Name of the owner of firm :
3. Complete postal address :
(Document copy)
4. Telephone Number :
5. FAX Number (if any) :
6. E-mail address :
7. GSTIN No. (Document copy) :
8. PAN No. (Document copy) :
9. Company/Firm Registration No :
(Document copy)
10. Whether, supplier/firm has been blacklisted, Yes or No, if yes,
attach oath letter :
11. Whether, any dispute/legal action has been occurred or in under process of legal action against
you and your firm, Yes or No, if yes, attach detail :
12. Any other details :

We agree to abide by the terms and conditions of supply mentioned in this rate contract document.

Signature of firm
(with Stamp, Name and Designation)

* Kindly upload readable and self signed certificate/document/letter of above mentioned information.

Letter for Rate Contract

From:
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To,
Comptroller,
Administrative Building,
Banda University of Agriculture & Technology,
Mawai Buzurg, Banda (Uttar Pradesh) 210001
E-mail: comptroller.mskjuat@gmail.com
Phone No. 05192-232313

Subject: Submission of rate for the supply of Laboratory Chemicals, Glassware, Plasticware and Filter paper.

Sir,

I/We hereby submit the offer (duly filled) in response to the advertisement/rate contract notice 01/2025-26 for supply of Laboratory Chemicals, Glassware, Plasticware and Filter paper, in accordance with the terms and conditions of such supply and declare as under: I/We hereby offer to supply to Banda University of Agriculture & Technology, Banda in accordance with the terms and conditions, here to annexed and at the prices given by me/us in Financial bid document. I/We enclose herewith rate contract Fee in favour of "Comptroller, Banda University of Agriculture & Technology, Banda" and EMD in the form of DD/FDR in favour of "Comptroller, Banda University of Agriculture & Technology, Banda " drawn on nationalized bank having branch at Banda(U.P.) with following details.

Fee	Amount (Rs.)	Amount in words	DD/FDR No. and Date
Rate contract fee	1000		
EMD	20000		

I/We carefully read and understood and agree to abide by the said terms and conditions set in the rate contract document here to annexed and the description/specifications of the items.

I/We agree to hold this offer open till 365 days from the date of due date of opening of the rate contract.

I/We agree that in case of dispute, if any, the decision of the Competent Authority of Banda University of Agriculture & Technology, Banda shall be final and binding upon me/us.

Signature of rate contract bidder
(with Stamp, Name and Designation)

Check list-COMPULSORILY DULY COMPLETED

Sr. No.	Document/ Certificate	Attached Yes/No	Sequential Page Number
1.	Rate Contract Fee: Demand draft of Rs. 1000/- Non-Refundable).		
2.	EMD: DD/FDR as applicable (Refundable)		
3.	Technical bid form (only given format) with self signed required mentioned documents.		
4.	Valid Registration Certificate of bidder's firm.(Shop Act Registration/ Partnership deed/ Memorandum of article / Registration of firm/ Small Scale Industry Registration etc.)		
5.	Original affidavit from the bidder that business entity is not blacklisted.		
6.	Income tax return for the last 3 financial years.		
7.	Certified Turnover Certificate by CA for the last 3 financial years.		
8.	Notarized Manufacturer certificate/ subsidiary company certificate/Fresh Authorization Certificate.		
9.	Specification Supporting Documents with colour catalogue.		
10.	Valid quality certificate like ISO or equivalent.		
11.	Signed Terms & Conditions.		

Note:

- 1- All documents uploaded as well as sent in physical form must BEAR PAGE NUMBERS in sequence, including sequential fresh page numbers given on each page of printed/photocopy material and same should be provided in the CHECK LIST above
- 2- All photocopied documents must be attested with seal and signature bearing page numbers.
- 3- Client list with complete address and contact number where supply of quoted items has been made, is preferable to submit with technical bid.

DECLARATION

I/We solemnly declare that we have attached all the documents mentioned here above and mentioned in the rate contract. It is verified that all the certificates/permissions/ documents are valid and current as on date and have not been withdrawn/cancelled by the issuing authority.

I/We further undertake to produce on demand the original certificate/ permission/ document for verification at any stage during the processing of the rate contract.

I/We also understand that non-compliance of any documents will be treated as non-respective rate contract and we will lose our claim to participate in the rate contract Enquiry automatically and our rate contract will be liable to reject.

Name of the Firm: -



Signature of rate contract bidder
(with Stamp, Name and Designation)



BANDA UNIVERSITY OF AGRICULTURE & TECHNOLOGY, BANDA (U.P.) 210001

Financial Bid Form

Sl. No.	Description	Name of Brand	Discount in Figure	Discount in Words
1	Chemicals			
2	Glassware			
3	Plasticware			
4	Filter Paper			

Signature of bidder
(with Stamp, Name and Designation)