



# **BERHAMPUR MUNICIPAL CORPORATION**

## **QUOTATION CALL NOTICE**

Letter No.5623

Dt.17.04.2025

BerhampurMunicipalCorporationinvitessealedcompetitiveBid/tenders in single bid system in sealed cover from the reputed manufacturers / Authorized Dealers / firms / Companies / Registered suppliers who are willing to undertake for supply and installation of laboratory equipment, chemicals and Glass ware for FSTP plant at Mohuda and Sitalapaili as per specification as mentioned in the Appendix- II of tender/Quotation Document.

- The Tender Quotation Documents can be viewed and Downloaded from the website [www.berhampur.gov.in](http://www.berhampur.gov.in) with effect from 17:00 Hrs on Date 17.04.2025 to 17:00 Hrs. on Dt 03.05.2025.
- The Quotation Documents should be accompanied with a tender fee. (Non-Refundable) amounting to Rs. 4720.00 (inclusive of 18% GST) and Earnest Money Deposit (EMD) amount to Rs. 8000.00 (Rupees Eight Thousand) payable by way of demand draft drawn in favour of Commissioner, Berhampur Municipal Corporation. Payable at Berhampur.
- Quotationers are requested to go through the general instruction, instruction to Bidders, technical specification and must submit the Quotations complete in all respect strictly in accordance with the instructions mentioned in the Quotation Document failing which the Quotations are liable to be rejected.
- Quotation documents shall be submitted through Registered Post/ Speed Post or to be delivered in the single window system of BeMC. Superscripted with Laboratory Equipment,Glassware&ChemicalsforFSTPMohuda/Sitalapallionorbefore17.00 Hrs on Dt. 03.05.2025 Addressed to Commissioner of Berhampur Municipal Corporation In front of the Police Station, RamlingeswarPark Road, Berhampur, Ganjam, Odisha.76002.
- Tenders will be opened at 11.00 AM on Dt. 05.05.2025 in the Presence of such quotationers or their Authorized Representative who wish to attend.
- Corrigendum if any would be appear only on the website [www.berhampur.gov.in](http://www.berhampur.gov.in) and not to be published. Any queries regarding the terms of reference can be obtained from the office of the Municipal Commissioner, BeMC on any working days upto 15.00 Hrs on date 03.05.2025 through email- [mcbemc08@gmail.com](mailto:mcbemc08@gmail.com) addressed to Commissioner BeMC.
- Incomplete quotations, conditional quotation, quotation received without EMD and quotation received after the stipulated time shall out rightly be rejected.

- In case of any dispute in the terms and condition of award and execution of works the decision of the Commissioner, BeMC is final and binding on all parties. BeMC reserves the right to reject any one or all the quotations (s) without assigning reason thereof.
- In case the office of BeMC happens to be closed on last date and time mentioned for any event such as opening of technical bid/ financial bid etc. The said event will take place on the next working day at the same time and same venue if any bandh / strike/any unexpected holidays occur on date of opening of tender/quotation the same will be opened on the next working day.
- The successful quotationer should execute the agreement in non-judicial stamp paper Rs 10/- ( rupees ten) only at the supply of items and furnish the security deposit of 5% of total cost of items quoted in form of term deposit/bank guarantee/ demand draft drawn in favour of Commissioner Berhampur Municipal Corporation in the format provided vide Annexure-2
- Firms who are exempted from payment of EMD & bid processing fees should furnish copy of currently valid certificates issued by competent authority.
- The cost of the item rate should be inclusive of all taxes for the supply and installation at the worksite i.e. FSTP at Mohuda & Sitalapalli of BeMC. The exact specifications, details of make, model, name of manufacturer, warranty details etc. of the item must be clearly specified. Copies of detailed technical literature and illustrated brochures of the units quoted are to be included along with the offer. Details of maintenance service contract offered after expiry of normal warranty, spare parts availability and after-sales service facilities available should be indicated. Offers without these are liable to be rejected.
- Prices quoted should be valid up to 180 days from the finalization of tender quotation.
- On acceptance, the supply order will be placed and the invoice should be addressed to the Commissioner, Berhampur Municipal Corporation. The payment will be effected only after satisfactory supply, installation of the item at the FSTP plant at Mohuda and Sitalapalli, in working condition and necessary demonstration by authorized service personnel.
- Tenders insisting payment in advance either full or part for releasing the payment through bank guarantee are liable for rejection.
- List of users giving the exact address of the contact persons and the model number of the units available at these locations, have to be provided. Evidence of exclusive/authorized distributorship from foreign principals should be provided along with the offers for overseas products.

- BeMC has the right to accept or reject any or all of the offers without assigning any reason. All the rules and regulation applicable to Government Tenders will be applicable to this tender also.

Sd/17.04.2025

Commissioner  
Berhampur Municipal Corporation

## TENDER FOR SUPPLY OF LABORATORY EQUIPMENTS/CHEMICALS GLASSWARE

To,  
Commissioner  
Berhampur Municipal Corporation,  
Berhampur

Dear Sir,

1. In response to the tender notice published at web site [www.berhampur.gov.in](http://www.berhampur.gov.in) we submit here with the tender form for the supply of Laboratory Equipments Glassware, Chemicals for FSTP plant at Mohuda & Sitalapalli.
2. I/We have thoroughly examined and understood the terms and conditions of the tender mentioned in Appendix-II, and I/We agree to abide by them in full.
3. I/We offer to undertake the supply of laboratory equipment, chemicals, glassware and quoted the rates inclusive of all taxes etc. as given in Appendix-I & II. It is agreed that no additional charges other than those mentioned in Appendix-I & II would be payable by the BeMC.
4. I/We accept that the rates offered shall remain valid for a period up to 180 days of submission of bid. I/We further agree that if the date up to which the offer would remain open be declared as holiday for office, then offer will remain open for acceptance till next working day.
5. I/We shall be bound by communication of acceptance of the offer, dispatched within prescribed time.
6. I/We accept that the right to accept or reject whole or part of the tender without assigning any reason is reserved with the BeMC. The decision of the Corporation will be final and shall be binding on me/us.
7. I/We agree to undertake to supply the laboratory equipments, glassware & chemicals at the location of office mentioned in final supply order and as per the specification of the final order, within 60 days from the date of the order.
8. As per the terms and conditions Part-I of Appendix-1, I/We are submitting my/our offer in two sealed envelopes enclosed in envelope No.3. Envelope No.1 contains documents as per the condition of Part-1 of Appendix-1. Envelope No.2, includes rates quoted by me/us in Appendix-II & (Part -1 and Part -2).

9. I/We also agreed that BeMC has full rights to open/consider the second envelope if the BeMC is satisfied with information contents in Envelope No.1. The decision of the BeMC in this regard will be final and will be binding on me/us.
10. I/We hereby declare that the entries made in this tender form, i.e. in Part II of Appendix-I and Appendix-II are binding on me/us. I/We, or any of my/our authorized representatives and of any other person who in future may be appointed by me/us in his place to carry on the business of this concern/agency/firm shall be bound by the offer made in Appendix II, for the entire period of contract.
11. I/We solemnly affirm that my/our firm has not been blacklisted or debarred from participating in future tenders by any State/Central Government. Our products have neither been blacklisted nor banned by any authority concerned.
12. I/We affirm that the offered prices quoted for laboratory equipments, glassware & chemical gases are not higher than the charged to other identical Government institutions/organizations.
13. The following documents duly filled in and signed are enclosed along with the tender.

**List of Documents (Checklist)**

**ENVELOPE I**

- i) Tender form
- ii) GST Registration certificate / GST returns certificate
- iii) Certificate of Sole Manufacturers / authorized supplier / dealer
- iv) Clients / Users list of item(s) of Company / Dealer and total experience in this field.
- v) Part II of Appendix -1

**ENVELOPE-2 (Containing price quote)**

Place:

Date:

Signature of the Supplier

Capacity in which signing: \_\_\_\_\_

Name and Address of the firm/supplier/tenderer: \_\_\_\_\_

Registration No. of Supplier/tenderer: \_\_\_\_\_

Signature of authorized representative

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name & Address: \_\_\_\_\_

## APPENDIX-I

### **TERMS AND CONDITIONS GOVERNING "SUPPLY OF LABORATORY EQUIPMENTS,CHEMICALS&GLASSWAREFORFSTPPLANT ATMAHUDA&SITALAPALLI"**

#### **Part-1**

- 1.Sealed tenders are invited from manufacturers authorized dealers/authorized suppliers/stockiest, who are willing to undertake supply of Laboratory Equipments Chemicals/Glassware as per the specifications mentioned in Appendix-II ( Part -1 and Part - 2)
- 2.The offers will be accepted from manufacturers and authorized dealers/suppliers/stockiest of branded indigenous items specified in Appendix II. In the case of imported items, the tenders are to be submitted by manufacturers or authorized distributors only.
- 3.The concerned authorized distributors/dealers must enclose adequate documents to prove their authorization claims, i.e. the authority letter from the manufactures having the details of principal supplier/manufacture regarding their full address, contact person, e-mail address, fax no. and address of the website. The authorization of the manufacturer should have validity upto 2025. The BeMC reserves the right to accept or reject tenders of those agencies, which are not accompanied by relevant authorization documents. The decision of the BeMC in this regard will be final and shall be binding on bidder.
- 4.The bid may be submitted by Registered post/Speed Post between 10.30 hrs and 17.00 hrs on all working days. As stipulated in bid data sheet the last date for receiving sealed tenders is 03.05.2025 (17.00 hrs.). Tenders received late either in person or by post will not be considered. The tender opening date is on Dt: 05.05.2025 at 11.00 AM and authorized representatives of the agency/firm may attend the same if they desire so, authorized with a letter of representation from the tender signing authority the bidders may also submit the Bids / Quotations in the single window system of BeMC.
- 5.As soon as the tender is delivered/received in the office of the BeMC, it shall be binding on the tendering firm and shall not be allowed to be withdrawn or amended.
- 6.The bidding firms Bidders whose bids, whose rate contracts have been cancelled in any of the previous three years (if any), will not be entitled to participate in the tender process.
7. All entries specified in the tender document should be in English language. In case a certificate or license is in a different language, a translated copy in English (by an authorized translator)alongwithacopyoftheoriginalcertificate/licensewillbeaccepted.Thetranslatedcopyshouldbedutycertified/attestedbythecompetentauthority.
8. The copies of price lists applicable for 2023-2024 (for Customs Duty exempted items as well as for those without exemption) should be submitted without fail. The price list/catalog should have been published by the principal manufacturer and duly signed by the authorized signatory while enclosing the same in Envelope No.1. Only this will be treated as valid and acceptable for the whole contract. Additional benefits from the supplier will be considered while accepting the offer. Cases where the catalog for the year 2023-24 is not yet

published, the tenderer shall explicitly indicate in writing, the applicable catalog rates on which the discount is offered and also the period up to which such an arrangement will be in force.

9. Tenderers will have to supply Laboratory Equipments /Glassware& Chemicals, as per Appendix II. & (Part -1 and part -2 )
10. The Tenderer should submit his offer in two separate envelopes i.e in first envelope with superscription "TENDER FOR SUPPLY OF LABORATORY EQUIPMENTS CHEMICALS/GLASSWARE/ (TECHNICAL INFORMATION)

#### ENVELOPE NO. I

- i) Tender Form
- ii) GST Registration certificate / GST returns certificate
- iii) Printed Price list / catalog of the appliances offered for 2023-24
- iv) Certificate of authorized distributorship / dealership, valid upto 31 December 2025
- v) Clients / Users list of item(s) of Company / Dealer and total experience in this field.
- vi) Part II of Appendix-1

and ENVELOPE 2, containing price quote. (Part 1 Part 2 of Appendix II)

11. Enclose sealed envelope No. 1 and 2 in envelope No.3 with superscription "Tender for supply of laboratory equipments Chemicals/Glassware/ be submitted to the undersigned.
12. The BeMC reserves full right to open/consider the second envelope if and only if it is satisfied with the contents in Envelope No.1. The decision of the Corporation in this regard will be final and shall be binding on tenderer.
13. The intending supplier should quote the rates in Indian Rupees, inclusive of all expenses. All charges with free delivery as mentioned in Appendix-II at respective destination of the BeMC. However, payment of GST will be considered, if applicable.
14. If the supplier fails to deliver the materials within the delivery period as specified, BeMC may procure goods or services similar to those undelivered upon such terms and in such manner as it deems appropriate from any other firm and the supplier will be liable to the excess cost on the purchase. The liability will be adjusted in the future invoices raised by the vendor.
15. The materials should be packed and delivered at the destination on the direction of BeMC without any extra charges and when indented through a formal Purchase Order. The materials should be sealed properly and delivered at the destination.
16. The BeMC also reserves the right to obtain the materials by negotiations from one or more supplier in case the rates, quality, make, specifications or other terms and conditions etc. of a particular supplier are not found suitable.

17. On acceptance of the rates as per the approved tender, the supply order will be placed by respective authority of the BeMC to the selected supplier(s) only on the basis of requirement from time to time. Award of contract does not necessarily imply that supply order will follow. No guarantee can be given as to the minimum quantity, which will be ordered against this rate contract.
18. The BeMC also reserves the right to reject the supplies in part or full, which do not strictly conform to the specifications. The supplier shall arrange for free replacement of any item and ordered quantity, which may have deteriorated in potency, strength, etc., before the date of expiry marked on the labels. Supplies made in damaged packings shall not be accepted.
19. The tenderers are bound to supply only genuine branded laboratory equipments, chemicals and glassware of the make/model/ordered by the BeMC. BeMC will have right to verify with the manufacturer without notice tenderer for genuineness of Laboratory Equipments, chemicals, glassware also the authority delegated to supplier.
20. The requirement of Laboratory Equipments, Chemicals, Glassware, depends upon the analytical work to be undertaken by the researcher working at the BeMC. Hence, the contract terms shall be applicable to the complete range of products of the manufacturers and purchase shall be as per requirement.
21. In case of poor response, from the suppliers, from the first call, the respective items will be retendered if necessary.
22. Final payment of bills for supply of Laboratory Equipments, Chemicals, and Glassware will be made by way of NEFT mode, only after complete delivery of the material/goods and after the completion of the entire official formalities of the BeMC. No advance payment will be admissible.
23. The credit bill for a minimum period of 30 days should be presented in triplicate in the BeMC. Delay in supply within the prescribed time limit or the extended time limit, making of supplies not up to the standard specification and performance or non-observance or non-acceptance of these terms and conditions by the tenderers shall constitute breach of contract, which may lead to blacklisting.
24. Every page of tender should be numbered and signed with seal by the Tenderer BeMC.
25. The BeMC reserves the right to accept or reject whole or part of the tender or all tenders without assigning any reasons thereof. Tender bids containing conditions or not in sealed form, not signed and stamped, sent through e-mail or with unlisted enclosures, etc., will not be accepted.
26. Any disputes arising out of the contract shall be within the jurisdiction of Berhampur only. The provision of the Indian Arbitration and Reconciliation Act 1996 and of rules framed there under and any statutory modifications thereof shall be deemed to apply.



Encl:1)Appendix-1 (Technical)

2)Appendix-II(Price/rate/ discount)

Wehaveacceptedaboveterms&conditionsandagreetoabidebythem. Date

&Signature with seal of tenderer:-

Capacityinwhich signing:-

Nameandaddressofthefirm/supplier/tenderer:- Registration

No. of firm/tenderer:-

## **Part-II**

### **(Undertaking to be given by the tenderer for supply of Laboratory Equipment, Chemicals, & Glassware,)**

Whereas, Berhampur Municipal Corporation (BeMC) has called for the tenders through the tender call notice No 5623 Dt. 17.04.2025 for suppliers of laboratory Equipments chemicals, Glassware as per enclosed Appendix-II ( part -1 & Part -2 )

I/We hereby offer our tender at the rates given in the enclosed Appendix -II (Part-I & Part-II) duly filled in and signed by me/us and hereby also affix my/our signature(s) below this tender voluntarily and full acceptance of all the terms and conditions of this tender, which shall be the agreement between the above tender calling authority and myself/us.

Signature of the Supplier: \_\_\_\_\_

Name of the Supplier: \_\_\_\_\_

Capacity in which signing: \_\_\_\_\_

Full address of the Supplier with Seal/ Stamps

Place:

Date:

**Appendix(2)part -1****Supplying of Laboratory Equipment, Glassware For FSTP plant at Mohuda and Sitallapalli****Bidder Name and Address****GST NO.****PAN NO.**

<b>SL NO</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rates Quoted in figures (in Rs.)</b>	<b>Rates Quoted in Words (in Rs.)</b>
1	Weighing Balance-Electronic Make Automatic external calibration Capacity : 220 gm Sensitivity : 0.001 mg ACZET/SAFFRON	01	No		
2	All Glass Distillation Unit (Double) RIVIERA Make With Borosilicate boiler & Condenser. With quartz heater, horizontal type, Double distillation with power supply unit Capacity: 2.5ltr/hr	01	No		
3	COD Digester or equivalent EURO Make With aluminum dry heating block. With 15 nos. cavities to accommodate 40mm dia tube temp. up to 200°C, controlled by digital temp. controller cum indicator fitted with timer. Supplied with 15 sets of glass reaction vessel & air condenser with standard joint fitting.	01	No		
4	Dissolved Oxygen Meter (DO Meter) Make Portable with memory of 50 results LUTRON/LABTRONICS	01	No		

5	TDSMeterMicro controller based. ConductiveRange:0.1usto200 ms(6 decades) TDS Range : 0.1 PPM to 200 PPT(6decades) Temperature Range : 0C to 100 C (Auto temp. compassion) Complete with standard accessories (Model:TCM-15) Toshniwal (Toshcon)	01	No		
6	PH Meter-Micro Controller LABTRONICSMakePHRange:0-14 Accuracy:0.001PH Temp : Auto comp: 0-100Cwith 2 point calibration	01	No		
7	BOD Incubator EURO Make Temp Range: 5C to 50C, +/- 0.5C. Inner chamber highly polished stainless steel sheet. Door operated illumination, forced air circulation with best quality motor blower with air ducting system for positive air flow for consent room. PUF insulation, fixed hermetical sealed compressor with relay guard, heat exchanger with eco-friendlySFC free refrigerant. Provided with 2 door, inner transparent, auto temp by digital temp controller cumindicator. InnerSize:505*415*830mm	01	No		
8	Desiccatorwithporcelainplate RIVIERA Make (BOROSIL GLASS)				
(a)	150mm dia	01	Each		
(b)	200mmdia	01	Each		
(C)	250mmdia	01	Each		
(d)	300mmdia	01	Each		

9	Muffale Furnace EURO Make Outer casing is mild steel powder coated, kanthal A-1 heating elements are provided by high temp. Ceramic wool. Temp Range : Max Temp 1000C Operating Temp: 950C controlled by digital temp controller-cum-indicator, complete set. Inner Size: 150*150*300mm	01	No		
10	Hot Plate EURO Make Made of mild steel with cast iron top Temp. controlled by energy regular - 30*45cm	01	No		
11	Hot Air Oven EURO Make Double walled, inner stainless steel, fitted with high grade mineral wool insulation, fitted with air circulation fan with two ventilators, Gasket made of neoprene, Adjustable shelves, Elements are placed in Ribs. Force convention system Temp. Range: 50C to 250C +/- 2C Temp. Controller: Through digital temp. indicator cum controller, operated 220/230 Volt AC Inner Size: 605*605*605mm	01	No		
12	Water Bath-Rectangular EURO Make Inner Chamber & outer body made of stainless steel concrete rings are made of SS Temp Range: Ambient + 5C to 95C +/- 0.5C. Controlled by digital size : 300*250*100mm-6holes	01	No		
13	Thermometer Range: 0-100C / 0-250C / 0-360C (anyone)	01	No		
B	APPARATUS (Glass Ware)				
14	Beaker (RIVIEAR Make) Capacity				
(a)	1000ml	01	No		
(b)	500ml	01	No		
(C)	250ml	01	No		
(d)	100ml	01	No		
15	Measurement Cylinder				

	(RIVIEAR Make)				
(a)	25ml	01	No		
(b)	50ml	01	No		
(C)	100ml	01	No		
(d)	250ml	01	No		
16	Test Tube (RIVIEAR Make)				
(a)	10ml	01	No		
(b)	20ml	01	No		
17	Volumetric Flask (RIVIEAR Make)				
(a)	100ml	01	No		
(b)	250ml	01	No		
(C)	500ml	01	No		
(d)	1000ml	01	No		
18	Pipette Graduated (RIVIEAR Make)				
(a)	2ml	01	No		
(b)	10ml	01	No		
19	BOD Bottles (RIVIEAR Make) capacity 300 ml	01	No		
20	Conical Flask (RIVIEAR Make)				
(a)	100ml	01	No		
(b)	250ml	01	No		
(C)	500ml	01	No		
21	Burette (RIVIEAR Make)				
	50ml	01	No		
22	Funnel (RIVIEAR Make)				
(a)	75ml	01	No		
(b)	100ml	01	No		
23	Glass Dropper				
(a)	Glass Rod 4"	01	No		
(b)	Glass Rod 6"	01	No		
24	Petridish (Borosil glass make) 80mm	01	No		
C	OTHER APPARATUS				
25	Metal Spatula-S.S- 80mm	01	No		
26	Porcelain crucible-15ml	01	No		
27	Porcelain crucible-30ml	01	No		
28	Silica Crucible-50ml	01	No		

29	Filterpaper-WhatmanNo.41-11cm-pkt	01	No		
30	Pipette Stand-Tarson- vertical or equivalent	01	No		
31	Testtubestand-Tarsonor equivalent	01	No		
32	Testtubeholder	01	No		
33	PipettePump-Pktofnos (TARSONS Make)	01	No		
34	Imhoff cone with stand (TARSONS Make)	01	No		
35	Glassbeads-2mm-500gm	01	No		
36	Reagent Bottle Plastic (TARSONS Make) 250ml	01	No		
37	Reagent Bottle Plastic (TARSONS Make) 1000ml	01	No		
38	ChemicalGloves- pair	01	Pkt		
39	Nosemasks-Pktofnos	1	Pkt		
40	Appron-Cloth	1	No		

**Appendix(2)part -2**

**Schedule of Requirement of Chemical For FSTPAT Mohuda & Sitallapali**

<b>SL NO</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rates Quoted Figures(inRs.)</b>	<b>Rates Quoted in Words (inRs.)</b>
1	Ammonium Ferrous Sulphate For COD Test Brand /make:Merck/Qualigen/LOBA.	1200	gram		
2	Pottassium Dichromate For COD Test Brand/make:Merck/Qualigen/LOB A.	1200	gram		
3	Mercuric Sulfate For COD Test Brand/make:Merck/Qualigen/LOB A.	500	gram		
4	Silver Sulfate For COD Test Brand/make:Merck/Qualigen/LOB A.	100	gram		
5	Ferroun Indicator For COD Test Brand/make:Merck/Qualigen/LOB A.	250	ml		
6	Manganese Sulfate For BOD Test Brand/make:Merck/Qualigen/LOB A.	1000	gram		
7	Sodium Azide For BOD Test Brand/make:Merck/Qualigen/LOB A.	1000	gram		
8	Sodium Iodide For BOD Test Brand/make:Merck/Qualigen/LOB A.	600	gram		
9	Starch Indicator For BOD Test Brand/make:Merck/Qualigen/LOB A.	1000	gram		
10	Sodium Thiosulfate For BOD Test Brand/make:Merck/Qualigen/LOB A.	1000	gram		
11	Potassium Iodide For BOD Test Brand/make:Merck/Qualigen/LOB A.	250	gram		
12	Sodium Hydroxide For BOD Test Brand/make:Merck/Qualigen/LOB A.	1000	gram		



13	PotassiumChlorideForBOD Test Brand/make:Merck/Qualigen/LO BA.	1000	gram		
14	BufferPH4ForpHTestBrand /make:Merck/Qualigen/LOBA.	1000	ml.		
15	SulfuricAcidForCODTestBrand /make:Merck/Qualigen/LOBA.	12	litre		
16	HydrochloricAcidForcleaning of glassware.Test Brand/make:Merck/Qualigen/LOB A.	1	litre		