



तेजपुर विश्वविद्यालय / TEZPUR UNIVERSITY

(केंद्रीय विश्वविद्यालय / A Central University)

कुल सचिव का कार्यालय / OFFICE OF THE REGISTRAR

तेजपुर-784028 :: असम / TEZPUR-784028 :: ASSAM

**EXPRESSION OF INTEREST (EOI)
FOR EMPANELMENT/ENLISTMENT OF VENDORS
FOR SUPPLY OF "Analytical Gases And Liquid Nitrogen"**

(ET-Eoi.....1197..... Dated 14-07-2025)

(This is in cancellation of earlier EOI floated on CPPP vide No. Eoi-1587 dt. 08-08-2024)

Tezpur University re-invites **Online Expression of Interest (Eoi)** for empanelment/enlistment of Company/Firm/Vendors etc. for supply of analytical gases as per the list of items enclosed at Annexure -I:

General Information about the EOI

Mode of publishing	Online (Through CPPP)	-
To be submitted	Online (Through CPPP)	-
Last Date of Submission	As per CPP Portal	-
Submission of Technical Bids	In the format Annexure-I along with all relevant documents as per Annexure-II	-
Submission of Financial Bids	In the Format Annexure-III	-
Earnest Money Deposit	Rs. 10,000/- in the form of Demand Draft to be drawn in favour of "Registrar, Tezpur University" payable at Tezpur University. The sealed envelope containing EMD should be addressed to, 'Deputy Registrar, S&P', Tezpur University.	-
Performance Guarantee / Security Deposit	Rs. 25,000/- to be submitted by the empanelled vendors in the form of Demand Draft to be drawn in favour of "The Registrar, Tezpur University" payable at Tezpur University, in sealed envelope, duly addressed to 'Deputy Registrar, S&P' Tezpur University. No interest shall be payable on the instrument by the University	This would be retained by the University for the entire period of empanelment, i.e. 03(three) years. If empanelment is not continued after 01 year, for any reason, the amount will be returned back.
Duration of Empanelment	Three (03) years.	To be renewed on yearly basis; the rate shall be obtained separately for each year.

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ELIGIBILITY CONDITIONS

A. The selection criteria for empanelment of Vendors:

1. On receipt of Expression of Interest, the University will make a panel of the suppliers based on the terms and conditions of the bid and highest discount offers.
 2. Compliance to the below-mentioned **terms & conditions** and **discounted prices** quoted by the Suppliers.
 3. OEM or by company's distributorship / dealership certificate / authorization certificate etc. for supply in Assam / NE region. The original copy of the authorization certificate is to be submitted along with the tender fee.
 4. List of products / company's catalogues along with specifications, make and model wherever necessary.
 5. Current dealership agreement from Principal / Manufacturer along with SSI / NSIC certificate.
 6. Audited Statement of Account for the last 03 (three) financial years.
 7. Court Affidavit for not being blacklisted by any Govt. Agency / Department.
 8. List of clients presently being served (IITs/IIMs/NITs/ Central Universities/Higher Educational Institutes separately in the last three years) preferably in Assam/NE with Contract name & address with mobile no.
 9. Bank Details on letter head along with a cancelled Cheque.
 10. Undertaking declaring acceptance to all the terms and conditions as mentioned in the EOI document.
 11. Submission of forged documents / wrong information of any kind shall disqualify a bidder and such bidder(s) may be blacklisted for future participations for any kind of tenders / bids in Tezpur University.
- B. Besides, the Bidder shall fulfil the Eligibility Criteria, which shall be backed by necessary documents as detailed in Annexure-II.

TERMS & CONDITIONS

1. If any requirement for supply of specific item(s) arises, the University shall invite limited quotations from the empaneled vendor(s) for that particular category of items required. The vendor offering the lowest price or the highest discount on the company's price list, whichever is applicable, shall be awarded the supply order, subject to fulfillment of the terms & conditions, if any, for that particular item(s). The vendor from the empanelment list, awarded the specific supply order will be responsible for supplying the items in required quality and quantity within the specified time.
2. The empaneled vendor must supply the required items at Tezpur University, for which transportation charges shall be quoted / billed separately.
3. The empaneled vendor shall furnish "Purity Certificate" for each item at the time of delivery.
4. The bidder needs to furnish a "**Bid Security Declaration**" (format enclosed at Annexure – IV) accepting that if they withdraw or modify their bids during period of validity of the contract, they will be suspended for the time specified in the EOI document.
5. Tezpur University shall select the panel of suppliers/distributors for a total period of 03 (three) years on satisfaction of the Eligibility Criteria and other Terms & Conditions as stated. Further it may be noted that the empanelment will be for an initial period of 01 year, which may be extended further from time to time on yearly basis up to a maximum of 03 (three) years, based on satisfactory performance. The agency engaged in the contract shall have to submit fresh quotes with revised rates during extension of the contract as specified above.
6. In case of more than one Vendor quoting the same rates, the Department/PI/Faculty member can choose the vendor for procurement of the required items as they deem fit.

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7. Bidders participating in the EOI should not be blacklisted /de-registered by any Govt. Institution/Organization.
8. The decision of Tezpur University on both the empanelment and award of specific order shall be final and no queries or appeal for review shall be entertained.
9. **The Performance Bank Guarantee (PBG) must be submitted within 15 days of communication after acceptance of the contract.** The same will be returned without any interest on receipt of satisfactory Performance Report from user departments after the expiry of this Contract.
10. Tezpur University reserves the right to cancel the panel and a specific job at any time without assigning any reason, whatsoever.
11. Tezpur University also reserves the right to restrict the opportunity to bid for a specific supply to a limited number of vendors in the panel.
12. The said empanelment only qualifies a particular vendor for consideration for issue of tender papers in case of limited tenders for relevant category only for which vendor is registered / empaneled. However, this will not give any claim to the party for award of work/ purchase order.
13. Tezpur University reserves the right to accept, consider or reject any or all applications without assigning any reason thereof. The decision of Tezpur University, in respect of registration of parties for various categories of work/ items shall be final & binding on all concerned registered firms/ vendors in the panel of Tezpur University.
14. Vendors once empaneled, shall have to promptly reply to all the enquiries and execute orders as per the order terms of Tezpur University.
15. Performance of the supplier/firm will be reviewed periodically (at least once a year) and for those whose services are not satisfactory, the University reserves the right to remove the agency from the empaneled list. Further, **Non-compliance of the terms and conditions mentioned in the purchase order(s) may lead to blacklisting of the suppliers and would be deemed to have defaulted the Bid Security Declaration.**
16. The University shall not have any obligation to award work compulsorily to any one empaneled/enlisted.
17. During the period of empanelment, the empaneled supplier/firm shall not assign or sublet their rights and benefits under this agreement.
18. Proposals received late, received via other means & conditional or not conforming with the above conditions or not complete in all respects will be rejected.
19. Tezpur University shall not be held responsible for any loss on transit and non-receipt of participation fees.
20. Deliveries not made within the specified time mentioned in the orders may attract penalties/actions as per Govt. of India's General Financial Rules.
21. Payment will be made after satisfactory execution of order as per terms and conditions of the supply order.
22. No advance payment will be made.

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INSTRUCTIONS TO BIDDERS FOR ONLINE BID SUBMISSION

Instructions to the Bidders to submit the bids online through the Central Public Procurement Portal for e Procurement at <http://eprocure.gov.in/eprocure/app>

1. Possession of valid Digital Signature Certificate (DSC) and enrollment/registration of the agencies/bidders on the e-Procurement/e-tender portal is a prerequisite for e-tendering.
2. Bidder should do the enrollment in the e-Procurement site using the "Online Bidder Enrollment" option available on the home page. Portal enrollment is generally free of charge. During enrollment/registration, the bidders should provide the correct/true information including valid email id. All the correspondence shall be made directly with the agency/bidder through email id provided.
3. Bidder need to login to the site through their user ID/ password chosen during enrollment/registration.
4. Then the Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by SIFY/TCS/nCode/eMudra or any Certifying Authority recognized by CCA India on eToken/SmartCard, should be registered.
5. The DSC that is registered only should be used by the bidder and should ensure safety of the same.
6. Agency/Bidder may go through the tenders published on the site and download the required tender documents/schedules for the tenders he/she is interested.
7. After downloading / getting the tender document/schedules, the Bidder should go through them carefully and then submit the documents as asked, otherwise bid will be rejected.
8. If there are any clarifications, this may be obtained online through the tender site, or through the contact details. Bidder should take into account the corrigendum published before submitting the bids online.
9. Bidder then logs in to the site through the secured log in by giving the user id/ password chosen during enrolment/registration and then by giving the password of e-Token/Smartcard to access DSC.
10. Bidder selects the tender which he/she is interested in by using the search option & then moves it to the 'my tenders' folder.
11. From my tender folder, he selects the tender to view all the details indicated.
12. It is construed that the bidder has read all the terms and conditions before submitting their offer. Bidder should go through the tender schedules carefully and upload the documents as asked; otherwise, the bid will be rejected.
13. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender documents/schedule and generally, they can be in PDF/xls/rar/jpg/dwf formats. If there is more than one document, they can be clubbed together and can be provided in the requested format. Bidders Bid documents may be scanned with 100 dpi with black and white option. It is advisable that each document to be uploaded through online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced through rar and the same can be uploaded, if permitted. However, if the file size is less than 1 MB the transaction uploading time will be very fast.
14. If there are any clarifications, this may be obtained through the site. Bidder should take into account the corrigendum published from time to time before submitting the online bids.
15. The Bidders can update well in advance, the documents such as certificates, annual report details etc., under My Space option and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids.
16. Bidder should submit the Tender Fee/EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission due date & time for the tender or as indicated in the tender. Scanned copy of the instrument should be uploaded as part of the offer.
17. While submitting the bids online, the bidder reads the terms & conditions and accepts the same to proceed further to submit the bid packets.

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18. The bidder has to select the payment option as offline to pay the Tender Fee/EMD as applicable and enter details of the instruments.
19. The details of the DD/ any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise submitted bid will not be acceptable or liable for rejection.
20. The bidder has to digitally sign and upload the required bid documents one by one as indicated. Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation they have read all sections and pages of the bid document including General conditions of contract without any exception and have understood the entire document and are clear about the requirements of the tender requirements.
21. The bidder has to upload the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid will be rejected.
22. If the price bid format is provided in a spread sheet file like BoQ_xxxx.xls, the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Price-bid BOQ template must not be modified/replaced by the bidder; else the bid submitted is liable to be rejected for this tender.
23. The bidders are requested to submit the bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). The **TIA will** not be held responsible for any sort of delay or the difficulties faced during the submission of bid online by the bidders at the eleventh hour.
24. After the bid submission (i.e. after Clicking "Freeze Bid Submission" in the portal), the acknowledgement number, given by the system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender and will also act as an entry pass to participate in the bid opening date.
25. The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
26. All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.
27. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers' public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
28. The confidentiality of the bids is maintained since the secured Socket Layer 128-bit encryption technology is used. Data storage encryption of sensitive fields is done.
29. The bidder should logout of the tendering system using the normal logout option available at the top right-hand corner and not by selecting the (X) exit option in the browser.
30. For any queries regarding e-tendering process, the bidders are requested to contact as provided in the tender document. Parallely for any further queries, the bidders are asked to contact over phone: 180030702232 or send a mail over to cphp-nic@nic.in.

Deputy Registrar- S&P
Tezpur University



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Annexure – I

(List of Items to be supplied)

Sl. No.	Particulars	Bidders to indicate their willingness for empanelment for the particular category in 'Yes' or 'No'
	Analytical Gas and Liquid Nitrogen	
1	Nitrogen (Commercial) gas of 99.9% purity, 7cum capacity	
2	Nitrogen gas of 99.999% Ultra High Purity, 7 cum capacity	
3	Oxygen (Commercial)gas of 98.5% purity, 7 cum capacity	
4	Oxygen gas of 99.999% Ultra High Purity, 7 cum capacity	
5	Hydrogen gas of 99.995% Ultra High Purity, 7 cum capacity	
6	Argon gas of 99.995% Ultra High Purity, 7 cum capacity	
7	Helium gas of 99.995% Ultra High Purity, 7 cum capacity	
8	Carbon Di Oxide gas of 99.995% purity , 31 kg capacity	
9	Nitrous Oxide gas of 99.995% Ultra High Purity, 7cum capacity	
10	Dissolve Acetylene gas of 98% purity , 6 cum capacity	
11	Zero Air gas of 99.9% purity, 7 cum capacity	
12	Liquid Nitrogen of 99.999% purity, 47 Ltr capacity	



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ANNEXURE-II

Sl. No.	Description	Documentary evidence to submit
1	GST No./ PAN / TIN The bidder should have valid PAN & GST registration etc. in India or any regulatory requirement in this region.	Copy of GST Certificate
2	Proof of Work Experience (Work Order): <ul style="list-style-type: none">Bidder should have executed work orders of value not less than Rs. 10 Lakhs during the last 3 (three) financial years.Bidders expressing their willingness to get empanelled for a particular category must have previous work experience in that particular category.	Copy of Work Orders / Letter of Awards
3	Proof of satisfactory service (Completion of work): Bidder shall submit completion certificate in respect of the experience of work claimed by bidder against proof of work experience	Certificate issued by client
4	Certificate of Incorporation Memorandum of Association or Partnership Deed or Proprietorship Deed	Copy of Certificate of incorporation
5	Average Annual Turnover: <ul style="list-style-type: none">Bidder should have an average annual financial turnover of at least Rs. 20 Lakhs (Rupees twenty lakhs only) during last 3 financial years.	Copy of Audited Balance Sheet for the last three financial years must be submitted
6	Authorization Letter Authorization for the official who will sign all documents on behalf of the bidder.	Authorization Letter
7	Undertaking for Non-Debarment/Non-Blacklisting Bidder shall submit an undertaking stating that they have not been debarred for participation in any PSU/Govt. Tender	
8	Bid Security Declaration	As per Annexure-IV



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ANNEXURE-III (Financial Bid)

Sl. No.	Particulars	Price (in Rupees) (for the current year to be effective from the date of empanelment to be notified on our website)
	Analytical Gases And Liquid Nitrogen	
1	Nitrogen (Commercial) gas of 99.9% purity, 7cum capacity	
2	Nitrogen gas of 99.999% Ultra High Purity, 7 cum capacity	
3	Oxygen (Commercial)gas of 98.5% purity, 7 cum capacity	
4	Oxygen gas of 99.999% Ultra High Purity, 7 cum capacity	
5	Hydrogen gas of 99.995% Ultra High Purity, 7 cum capacity	
6	Argon gas of 99.995% Ultra High Purity, 7 cum capacity	
7	Helium gas of 99.995% Ultra High Purity, 7 cum capacity	
8	Carbon Di Oxide gas of 99.995% purity , 31 kg capacity	
9	Nitrous Oxide gas of 99.995% Ultra High Purity, 7cum capacity	
10	Dissolve Acetylene gas of 98% purity , 6 cum capacity	
11	Zero Air gas of 99.9% purity, 7 cum capacity	
12	Liquid Nitrogen of 99.999% purity, 47 Ltr capacity	



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Annexure-IV

(To be submitted on Company's/Firm's Letterhead signed and Sealed)

Bid-Security Declaration Form

Date: _____

Bid No. _____

To (insert complete name and address of the purchaser)

I/We, the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of three year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

(a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

(b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or recuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration).

Name: (insert complete name of person signing he Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of: (insert complete name of Bidder) Dated on

_____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)