## University of Calcutta
## 87/1, College Street, Kolkata-700 073

**Tender Ref. No: WBDST/DC/CONSUMABLE/26-27/4 (2nd call)** **Dated: 23.11.2026**

The University of Calcutta invites e-tenders for the following work from experienced & bonafide firms/ organizations having credential of similar nature of work in any Government/ Semi-Govt./State Aided University/Autonomous Govt. aided Institution.

**Name of work: Supplying the different types of chemicals and consumable items at Department of Genetics, Ballygunge Science College Campus, University of Calcutta.**

| Name of the Item | Bid Validity Days | Time of completion of work | Earnest Money (EMD) Rs. | Name of the Concerned Department |
|---|---|---|---|---|
| **Laboratory chemicals and consumable items** | **180 days** | **60 days** | **6000/-** (To be deposited Online) | **Department of Genetics, University of Calcutta** |

- **Time Extension:** Time is the essence of the contract, generally no time extension will be allowed. But, in the case of Force Majeure, the extension of time may be considered on the basis of the actual situation and subject to consideration of the Tender Inviting Authority.

- **Penalty Charges:** Penalty charges will be imposed @ 0.1 % per week on the tendered amount subject to a Maximum @ 10% of the tendered amount, if the work will not be completed within stipulated time period of the tender..

- **The bidder should either be an OEM or authorized dealer of the OEM.**

- **No extra payment will be paid beyond the tendered amount.**

- The Tender Inviting Authority reserves the right to accept or reject any tender without assuring any reasons.

**Eligibility criteria for participation in the tender:**
**Resourceful & bonafide bidders having Valid trade License, GST & PAN, ISO Certificate and credential for satisfactory completion of similar nature of job of amounting 75% of the quoted value in a single tender in the last (03) three financial years in Government /Government Undertaking or any State-run University. Original documents may be asked for verification of technical checking on the date of issuing tender paper. Failing to produce original documents, the tender will be rejected.**

**Bid Opening Place: - University of Calcutta at 87/1 College Street, Darbhanga Building, Ground Floor Kolkata-700073.**

## Technical Specifications

| Sl. No. | Description | MAKE | Cat. No. | Pack Size | Qty. |
|---|---|---|---|---|---|
| 1 | Phenol solution BioReagent, Molecular Biology | SIGMA or equivalent | P4557-400ML | 400 ML | 2 |
| 2 | Chloroform EMPLURA® | MERCK or equivalent | 1.94506.0521 | 500 ML | 2 |
| 3 | Ethanol Absolute For Analysis EMSURE® | MERCK or equivalent | 1.00983.1011 | 1 L | 1 |
| 4 | 2-Propanol For Analysis EMPARTA® | MERCK or equivalent | 1.07022.0521 | 500 ML | 2 |
| 5 | Millex 33mm PVDF .22um Sterile RUO | MERCK or equivalent | SLGVR33RS | PK of 50 | 1 |
| 6 | dNTP Mixture | TAKARA or equivalent | 4030 | 1.28 ML | 1 |
| 7 | Mx3000P Optical Strip Caps (120 count) | AGILENT or equivalent | 401425 | 1 BOX of 120 | 2 |
| 8 | AriaMx 96 Tube Strips (120 count) | AGILENT or equivalent | 401493 | 1 BOX of 120 | 2 |
| 9 | Agarose- Ultrapure | INVITROGEN or equivalent | 16500500 | 500 G | 1 |
| 10 | PowerUp™ SYBR™ Green Master Mix for qPCR | INVITROGEN or equivalent | A25742 | 5 ML | 2 |
| 11 | TRIzol™ Reagent | INVITROGEN or equivalent | 15596026 | 100 ML | 1 |
| 12 | GoTaq Flexi DNA Polymerase | PROMEGA or equivalent | M8295 | 500 UNITS | 2 |
| 13 | GoTaq Green Master Mix | PROMEGA or equivalent | M7123 | 1000 REACTIONS | 1 |
| 14 | dNTP Mix | PROMEGA or equivalent | U1515 | 1000 MICROLITRE | 1 |
| 15 | DNase I, RNase-free, 1000 units | THERMO or equivalent | EN0521 | 1000 UNITS | 1 |
| 16 | RevertAid First Strand cDNA Synthesis Kit, 100 x 20 µL rxns | THERMO or equivalent | K1622 | 100 REACTIONS | 2 |
| 17 | RNase A, DNase and Protease free, 10 mg | THERMO or equivalent | EN0531 | 10 MG | 2 |

**Important Dates:**

| Sl. No. | Items | Publishing Date (s) |
|---|---|---|
| 1 | Date of uploading of N.I.T. & Tender documents (online) from this end | **23.11.2026 ; 06:00 pm** |
| 2 | Documents downloading, Starting date (online) | **23.11.2026 ; 06:00 pm** |
| 3 | Bid submission, starting date (online) | **23.11.2026 ; 06:00 pm** |
| 4 | Bid submission, closing date (online) | **01.12.2026 ; 01:00 pm** |
| 5 | Bid opening date for Technical Proposal (online) | **03.12.2026 ; 01:00 pm** |
| 6 | Date of uploading of the list of Technically qualified Bidder (online) | **To be communicated later** |
| 7 | Date and Place for opening of Financial Proposal (online) | **To be communicated later** |
| 8 | Date of uploading of the list of bidders along with the approved rate | **To be communicated later** |

## INSTRUCTIONS TO BIDDERS

**Instructions / Guidelines for electronic submission of tenders have been annexed for assisting the contractors to participate in e- tendering.**

I. **Registration of Bidder:** - Any bidder willing to take part in the process of e –tender will have to be enrolled & registered with the Government e – Procurement system through logging on to **https://wbtenders.gov.in.**The bidder is to click on the link for e – Tendering site as given on the web portal.

II. **Digital Signature Certificate (DSC): -** Each bidder is required to obtain a class - II or class – III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider.

III. **Collection of Tender documents: -** The bidder can search & download NIT & Tender documents electronically from computer once he logs on to the website mentioned Clause 1 using the Digital Signature Certificate. This is the only mode of collection of Tender documents.

**IV. Cost of Earnest Money (EMD)**

| **Earnest Money (EMD) Quoted INR** | **Transaction No. & Date** | **Bank Name** |
|---|---|---|
| **6000/-** (To be deposited Online) | | |

**Earnest Money (EMD):-** Intending bidders are requested to deposit Rs. **6000/-** (to be deposited online by each bidder) only to be deposited by the bidder concerned electronically: online – through his net banking enabled bank account, maintained at any bank or: offline – through any bank generating NEFT/RTGS Challan from the e–tendering portal. Intending bidder will get the beneficiary details from e–tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank name (ICICI Bank) & IFSC Code and e–Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E–Procurement site.

*Bidders are also advised to submit EMD of their bid, at least 3 working days before the closing date for bid submission as it requires considerable time for processing of Payment for EMD.*

**For getting exemption of EMD: - Bidders are requested to upload the relevant NSIC / MSME Registered Certificate against each item work for getting exemption of EMD, failing which their Tender will be rejected. For that they need to select the EMD page as Yes and provide the exemption type as fixed and put the actual EMD amount in Rupees and upload the exemption document.**

***N.B.: During evaluation, the bidders may be invited and clarification/ information or additional documents or original hard copy of any of the documents already submitted may be sought from them & if these are not produced within the stipulated time frame, their bid will be liable to rejection.***

**Rejection of Bid:**

*Tender Committee reserves the right to accept or reject any Bid and to cancel the Bidding processes& reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected*

*Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Tender Committee's action.*

**I. Submission of Tenders:-**

a. **General process of submission: -** Tenders are to be submitted through online to the website **https://wbtenders.gov.in** in two folders at a time for each work, one is Technical bid and other is Financial Bid before the prescribed date and time using the Digital Signature Certificates.

b. **Technical Bid:-** Technical Bid contain scanned copies of the followings further in two cover (folder).

c. **Online bid submission process (Bidder/Contractor) in https://wbtenders.gov.in portal, download the pdf file.**

**II. Statutory Cover Containing**

i) NIT and Corrigendum if any (Download the NIT and upload the same by digitally sign).

**III. NON-STATUTORY/MY DOCUMENTS containing the following documents:**

| Sl.No. | Category | Sub Category | Sub-Category Description |
|---|---|---|---|
| A. | Certificates | Certificates | 1. PAN Card |
| | | | 2. Professional Tax Registration |
| | | | 3. GST Registration Certificate |
| | | | 4. Valid Trade License |
| | | | 5. ISO Certificate |
| | | | 6. *NSIC / MSME Registered Certificate for getting Exemption of EMD.* |
| | | | 7. For non-registered organizations under NSIC/MSME, EMD documents are to be enclosed. |
| | | | 8. Certificate of sole Authorized agent for supplying foreign instrument. |
| B. | Credential | Credential for satisfactory completion of **similar nature of job amounting to 75% of the quoted value** in a single tender in the last three (03) financial years in Government, or Government Undertaking or any State Aided University. **Only completion certificate of the work will be considered as Credential of works.** | |

**Note: Failure of submission of any of the above-mentioned documents will render the tender liable to be summarily rejected for both statutory &non statutory cover.**

**IV. Financial Bid: - BOQ in INR (in excel sheet)**

i) The financial bid should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the rate through online in the space marked for quoting rate in the BOQ.

ii) Only downloaded copies of the above documents are to be uploaded, virus scanned & digitally signed by the contractor.

iii) The lowest bidder should be the sole authorized agent of the foreign instrument as per specification mentioned in BOQ and purchase order will be issued either to the Indian sole authorized agent(Lowest bidder) or in favour of the manufacturer(For foreign organization only ) duly certified by the lowest bidder( sole authorized agent) and as per terms & condition of the lowest bidder.

**V. Opening & Evaluation of Tender:-**

**Opening of Technical Bid:**

i) Technical bid will be opened by the University of Calcutta Officials. Intending bidders may remain present if they so desire. Statutory Cover (folder) would be opened first & if found in order and correct Non Statutory Cover (folder) will be opened. If there is any deficiency in the Statutory & Non statutory documents the tender will summarily be rejected.

ii) Decrypted (transformed in to readable formats) documents of the non statutory cover will be downloaded & handed over to the evaluation committee.

iii) List of technically qualified bidders would be uploaded.

**NB: While evaluation, the committee may invite the bidders & seek clarification/ information or additional documents or original hard copy of any of the documents already submitted & if they are not produced within the stipulated time frame, their bid will liable for rejection.**

**VI. Opening and evaluation of Financial Bid:**

Financial bid of bidders declared technically eligible by the Committee will be opened electronically from the web portal on the prescribed date and time.

**VII. Penalty for suppression / distortion of facts:**

Submission of false document by bidder is strictly prohibited and will be liable for rejection of the tender.

## GENERAL TERMS AND CONDITIONS

**1. Refund of Earnest Money Deposit (EMD):** Earnest Money Deposit (EMD) furnished by all unsuccessful bidders should be returned to them without any interest whatsoever, at the earliest after the expiry of the final bid validity period but not later than forty five days after the award of the contract. Earnest Money Deposit (EMD) of the successful tenderer should be returned, without any interest whatsoever, after receipt of performance security Deposit from him as stipulated in the contract.

**2. Forfeiture of Earnest Money Deposit (EMD):** Earnest Money Deposit (EMD) of a tenderer shall be forfeited, if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of his tender. Further, if the successful tenderer fails to furnish the required performance security within the specified period, his Earnest Money Deposit (EMD) shall be forfeited.

**3. Termination Clause:**

i. **Failure to supply and commission** the items as per the work order within the stipulated time will result in the **cancellation of the contract** and forfeiture of the EMD, except under the application of the Force Majeure clause.

ii. If any deviation in quality or specification from the stipulated **Bill of Quantities (B.O.Q.)** is observed, the work order will be cancelled and the EMD will be forfeited.

**4. Force majeure Clause:** If the work(s) be delayed for the following reasons:-
Due to war, internal emergency and other conditions such as abnormally bad weather, flood, cyclone natural calamity or serious loss or damage by fire or civil commotion, the contractor shall immediately give notice thereof in writing to the Central Tender Committee but shall nevertheless use constantly his/her best endeavors to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of the Central Tender Committee to proceed with the works.

**5. Rejection of Bid:**

**The Tender Committee reserves the right to accept or reject any Bid, to cancel the Bidding process, and reject all Bids at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Tender Committee's action.**

**6. Special conditions related to Payment Terms:**

- The quoted rate must be on a **CIP Kolkata** basis and inclusive of all applicable Government taxes, freight, insurance, clearing charges, loading, unloading, delivery, and complete commissioning at the University of Calcutta.

- The quotation must be submitted in a **single currency only**. Clearing charges must be incorporated into the main system cost in the same currency.

- The bidder must be the sole authorized Indian agent of the foreign manufacturer. The Purchase Order (PO) will be issued either to the Indian authorized agent (L1 bidder) or directly in favor of the foreign manufacturer (duly endorsed and certified by the Indian agent).

7. **Terms of Payment:**

- **For Foreign Order / Import:** Payment will be made through **100% Letter of Credit (LC)** against submission of clean shipping documents (or as mutually agreed per University financial rules).
- **For Indigenous / Local Supply (INR): 100% payment** will be released after physical delivery, successful installation, testing, and commissioning of the equipment.

8. The bidder must explicitly declare and upload their acceptance of these payment terms in the Technical Bid cover under **NON-STATUTORY / MY DOCUMENTS**.

Dipankar Chakraborti

Prof. Dipankar Chakraborti
Department of Genetics
University of Calcutta

Dr. Dipankar Chakraborti
Professor
Department of Genetics
University of Calcutta