विज्ञान एवं प्रौद्योगिकी उच्च अध्ययन संस्थान
(विज्ञान तथा प्रौद्योगिकी विभाग, भारत सरकार के तहत एक स्वशासी संस्थान)
विज्ञान पथ, पश्चिम बड़ागाँव, गड़चुक, गुवाहाटी- 781035, असम, भारत
INSTITUTE OF ADVANCED STUDY IN SCIENCE AND TECHNOLOGY
(AN AUTONOMOUS INSTITUTE UNDER DST, GOVT. OF INDIA)
VIGYAN PATH, PASCHIM BORAGAON, GARCHUK, GUWAHATI- 35, ASSAM, INDIA

NOTICE INVITING TENDER

ANNUAL RATE CONTRACT FOR SUPPLY OF LABORATORY GASES, CYLINDERS AND REGULATORS FOR RESEARCH LABORATORY

Advt No.616 Date: 20.11.2026

Name of the tender**:**	**Annual Rate Contract for supply of Gases, Cylinders and Regulators for Research Laboratory**
Quantity required:	As and when required basis
Tender Fee:	1000.00 (Rupees one thousand only).
EMD Amount**:**	Rs. **10,000.00**
Delivery**:**	At IASST, Paschim Boragaon, Guwahati as per the order issued from time to time
Last Date of submission of Tender**:**	10.12.2026 up to 5:00 PM
Address for submission of Tender**:**	The Registrar, Institute of Advanced Study in Science and Technology, Paschin Boragaon, Vigyan path, Guwahati-35
Date of opening of technical bid**:**	**11.12.2026 at 11:00 AM**

SECTION 1: BID SCHEDULE

Tender Reference Number and Date	
Brief Description of the Tender	Annual Rate Contract for supply of Laboratory Gases, Cylinders and Regulators for Research Laboratory
Type of Tender	Two Bid System
Cost of Tender Document	Rs.1,000.00
Our web site address for downloading the Tender document	www.iasst.gov.in
Last Date and Time for receipt of tender	10.12.2026 up to 05:00 pm
Due Date, time & venue for Opening of Tender	Opening of technical bid on 11.12.2026 at 11:00 am by Bid opening committee in presence of company representatives.
Date and time of opening of Price bids	After evaluation of technical bids - the date, time and place of opening of the Price bid will be made available in the IASST website.
Procedure for submission of Bid	• The documents need to be submitted in hard copies addressed to the Registrar, IASST, Guwahati. • The original tender fee, EMD with Bid document should be submitted along with Technical Bid. In case of non-submission of the same bid will be rejected. • Technical Bid and Price Bid duly signed & stamped by vendors in their office letter head, should be submitted in separate sealed envelopes. • No bid will be accepted after the due date.

SECTION 2: ELIGIBILITY CRITERIA

1. The Bidder should be a manufacturer/distributor/authorized dealer/stockiest of the product for which the rate contract is sought for. Distributor/dealer/stockiest should submit the authorization certificate from the manufacturer. If manufacturer and/or authorized dealer submit bid for same product, then such bid will be considered as single bid.

2. The Bidder's Firm should have similar nature of business for minimum period of 3 years. (Copy of Certificate of Incorporation/ Registration Certificate of the Firm to be submitted).

3. Copy of the PAN card, GST registration of the firm should be enclosed.

4. Copy of the IEC Code certificate (if applicable) to be enclosed.

5. All the Technical Bid information related to the bidder must be furnished along with the form given in **Annexure-1**.

6. All the Financial Bid information related to the bidder must be furnished along with the form given in **Annexure-2**.

7. The Bidder must not be blacklisted/suspended or should not have any service related dispute with any Organization/ Govt. Organization in India or outside. A declaration to that affect has to be given as per **Annexure-3** in the letterhead of the firm.

8. If Bidder has rendered similar nature of Rate Contracts services in Govt. Organizations/PSU in the past three years, Copies of such rate contracts must be enclosed.

9. The Annual Average Turnover of the participating firm should be minimum of ₹10 Lacs (Rupees Ten Lacs only) for last 3 years. (Supporting documents should be submitted).

10. Acceptance of Terms and Conditions as per the format given in **Annexure-4** is mandatory**.**

11. The bidders should have to give an undertaking to the Director, IASST in the prescribed format given in **Annexure-5.**

12. NSIC/MSME certified agency in the respective field will be exempted as per Govt. rule (supporting documents should be provided).

SECTION 3: INSTRUCTION TO THE BIDDERS

SUBMISSION OF OFFER:

Tenders are invited two bid system (Technical Bid and Financial Bid) from the reputed Manufacturers/Authorized Distributor/Dealer/Stockiest (who have the current authorization from the Principal Company) for entering into Annual Rate Contract initially for a period of one-year which may be extended for another two years based on satisfactory performance for the supply of following items:

List of Items

Sl. No.	Items Description	Capacity	Rate (INR)
	1	2	3
1	Empty Brand Oxygen Gas Cylinder	7.0 cum., W.C.: 47 ltrs.	
2	Empty Brand Hydrogen Gas Cylinder	7.0 cum., W.C.: 47 ltrs.	
3	Empty Brand Argon Gas Cylinder	7.0 cum., W.C.: 47 ltrs.	
4	Empty Brand Nitrogen Gas Cylinder	7.0 cum., W.C.: 47 ltrs.	
5	Empty Brand Air Gas Cylinder	7.0 cum., W.C.: 47 ltrs.	
6	Empty Brand Nitrous Oxide Gas Cylinder	7.0 cum., W.C.: 47 ltrs.	
7	Empty Brand Acetylene Gas Cylinder	7.0 cum., W.C.: 47 ltrs.	
8	Empty Brand Carbon Di Oxide Gas Cylinder	7.0 cum., W.C.: 47 ltrs.	
9	Empty Brand Helium Gas Cylinder	7.0 cum., W.C.: 47 ltrs.	
10	Empty Brand Liquid Nitrogen Container	Cap. 35 ltrs.	
11	Empty Brand Liquid Helium Container	Cap. 35 ltrs.	
12	Cost of Oxygen Gas	99.999% Purity	
13	Cost of Hydrogen Gas	99.999% Purity	
14	Cost of Argon Gas	99.999% Purity	
15	Cost of Nitrogen Gas	99.999% Purity	
16	Cost of Air Gas	99.999% Purity	
17	Cost of Nitrous Oxide Gas	99.999% Purity	
18	Cost of Acetylene Gas	99.999% Purity	
19	Cost of CO_2 Gas	99.999% Purity	
20	Cost of Helium Gas	99.999% Purity	
21	Cost of Liquid Nitrogen	99.999% Purity	
22	Cost of Liquid Helium	99.999% Purity	
23	Gas regulator for above mentioned gas ('ESAB' make Dura series double stage)	NA	
24	Gas regulator for above mentioned gas ('Aneer' make Dura series double stage)	NA	

Note: Bidders must submit the latest catalogues with rates from the manufacturer on the items for which they are bidding.

SECTION 4: GENERAL TERMS AND CONDITIONS:

a) There shall NOT be any price component in the submitted technical bid. If for any reason, it is found that the technical bid reveals the price of the product, the bid document shall be summarily rejected in the first instance itself.

b) The Bidder have to furnish the Financial Bids as per the format given in **Annexure-2**. GST and other tax (if any) should be mentioned clearly.

c) If financial bid is not quoted as per the format provided in this tender document, IASST will have the right to reject the bid.

d) Price quoted should be in Indian Rupees only. Price should be for delivery at IASST. Freight, Insurance charges, if any, is to be borne by the Supplier. Similarly, shortage, pilferage, damage if any in transit will be the sole responsibility of the Supplier and the same will be intimated to the Supplier on receipt of goods. The short/defective supply will have to be replaced by the Supplier within 7 (seven) days from the date of delivery without any additional cost including freight/insurance charges. It is mandatory to submit the quotes in the same format as per **Annexure-2** and if some items are not available making it unable to quote, it should be mentioned as NQ (Not Quoted) and the items should not be deleted. Quoted price should be valid for a minimum period of one year.

e) Prices charged for the stores supplied under Rate Contract should under no circumstances be higher than the selling prices of identical description to any other Govt. Organization /Private Organizations during the period of contract failing which may lead to the "**FALL CLAUSE**". A certificate to this effect may be provided by the firm that the lowest prices have been offered to IASST (as per Annexure IV). In case it is found that the price charged by the firm is more, the same will be recovered from the subsequent/unpaid bill of the supplier and will be forfeited security deposit.

f) Communication with bidders will be carried out electronically and /or in hard copy. All bidders must provide their current valid email address with documents of address proof.

g) It is the responsibility of the supplier to supply such item(s) in the respective lab at IASST ensuring the quality of the item.

h) Overwriting and corrections in the bid documents will not be accepted. The bid documents should be complete in all respects and should duly be signed by the authorized signatory(s) in each and every page with seal. Incomplete and unsigned bids will not be considered. Delayed/ Late bids will not be accepted under any circumstances.

i) There will be no change in price structure during the period of contract except of the statutory levies which are made applicable by the Govt. through notifications / regulations.

j) The selected firm/agency shall submit non-interest bearing performance security of ₹10,000/- (rupees ten thousand only, in the form of DD/BG/FD), wherever applicable, will be refunded after the expiry of the contract period. In case of Bank Guarantee and Fixed Deposit, the validity should be 90 (ninety) days beyond the expiry of rate contract period.

SECTION 5: CANCELLATION OF THE TENDER:

Notwithstanding anything specified in this tender document the Director, IASST in his sole discretion, unconditionally or without assigning any reason thereof, has the right

(i) The institute is not bound to accept the lowest tender.
(ii) To accept OR reject lowest tender or any other tender or all the tenders.
(iii) To accept any tender in full or in part.
(iv) To reject the tender, not conforming to the tender norms.
(v) To give purchase preference to Public Sector Undertakings when applicable as per Govt. Policy/Guidelines.

The Rate Contract can be terminated at any time without assigning any reasons by giving one-month prior notice by IASST. Conditional, Unsigned, Late & Delayed tenders will not be considered.

TRANSFER AND SUBLETTING:
The seller shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without the prior written permission of the Purchaser.

EVALUATION OF OFFER:

1. The final acceptance/decision on the Rate Contract will be taken after screening the offers by a duly constituted committee at IASST which reserves the right to accept/reject the tender wholly or partially without assigning any reasons thereof.

2. The agency/firm/vendor who has quoted the lowest price for a given item will be selected for that product. In case of more than one agency quoting the same lowest price for a product, the Institute reserves the right to place order with the agency who has quoted lowest for maximum number of items.

3. In case the bidder is silent on any clauses mentioned in this tender document, IASST shall construe that the Bidder had accepted the clause as per the invitation to tender. No further claim will be entertained.

SECTION 6: TERMS AND CONDITIONS FOR SELECTED BIDDERS

AWARD OF CONTRACT:

1. A panel of bidders/suppliers shall be selected for rate contract.
2. The empaneled suppliers will abide by all the Terms and Conditions of the tender document.
3. The Rate Contract will be valid for a minimum period of 1 year, which could be extended for a period of another two years on satisfactory performance of the firm/company and on mutual consent on the rates and terms and conditions at the discretion of Director, IASST.
4. The performance of the empaneled supplier's will be reviewed by Committee during contract

period and IASST reserves the right to add or delete suppliers in rate contract based on performance, if necessary, without prior intimation.

5. The IASST reserves the right to enter into parallel Rate Contract for similar items during the period of Rate Contract with one or more parties.

EARNEST MONEY DEPOSIT (EMD):

The Bidder should submit an Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees ten thousand only) in the form of a Demand Draft to be drawn in favour of 'The Director, IASST. EMD of unsuccessful bidders will be returned within 45 days after the award of the contract. The EMD /Security Deposit will not carry any interest.
MSME/NSIC agency will be exempted to submit the EMD as per Govt. Rule.

DELIVERY SCHEDULE:

1. Delivery of ordered items should be made within a period as per the Purchase Order either directly or through dealer (no deviation will be accepted in this regard). If the ordered material is not supplied in the above-mentioned period, then the IASST reserves the right to cancel the order or not to accept the ordered materials and to impose liquidity damage as applicable as per rule. In case of any urgent requirements, the delivery period may be changed. Partial delivery of ordered items will not be accepted.

2. If the supplier fails to deliver the material within the delivery period as specified, IASST may procure goods or services from other suppliers but the excess cost towards such procurement will be levied on the supplier with whom the rate contract exits. The supplier will be liable to pay IASST any such excess costs incurred for procurement of goods or services not delivered in time.

3. The items, so supplied will have to be of high quality and grade and in the inspection/test if these are found to be of inferior quality, the same are to be replaced by supplier at their cost within the stipulated period, failing which the Rate Contract of the firm may be cancelled. Delayed supply/non- compliance of complete order may also lead to cancellation of Contract.

LIQUIDITY DAMAGE**:**

The date of delivery should be strictly adhered to; the IASST reserves the right not to accept the delivery in part or full. The liquidity damage @0.5% per week subject to a maximum of 5% of the ordered value shall be imposed in case of delay in delivery.

TAXES AND DUTIES:

Taxes and duties will be applicable as per prevailing Govt. rate.

PAYMENT TERMS:

The payment for the supply of items will be made to the firm only after receipt and inspection of materials by the IASST Indenter. **No advance payment will be made for the supplies.** No Bill for part delivery will be entertained. No payment will be made for unsatisfactory supply.

WARRANTY: The bidder shall be fully responsible for the manufacturer warranty in respect of quality and workmanship of the materials covered in the Rate Contract. In case of any defects found at the time of use, the supplier will have to provide free replacement or refund the amount charged for that

item.

DISPUTES: The dispute(s) if any, arising in relation to the Rate Contract, shall be subject to Guwahati jurisdiction only.

ANNEXURE-1: BIDDERS' INFORMATION TECHNICAL BID

APPLICATION FORM FOR ENTERING INTO RATE CONTRACT FOR CHEMICALS, REAGENTS, MEDIA AND LABORATORY WARES

1. Name & Full address of the applicant: _____
   _____
2. Items/ materials for which rate contract desired/ applied for: _____

3. Annual Turnover of the participating bidder for the last three financial years:

   FY 2023-24 Rs. ……. Lacs
   FY 2024-25 Rs. ……. Lacs
   FY 2025-26 Rs. ……. Lacs
   (Enclose certified documents in support of the claim)

4. Certificates:
   (a) Certified copies of Registration No. …….
   (b) IEC copy, if applicable …….
   (c) GST No. ……..
   (d) PAN No. ……..

5. (a) Income Tax PAN No. (in the name of firm/ company & not individual :
   (b) Latest copies of return filed with Income Tax Department for last three years should be enclosed:

6. State whether you have been currently banned / blacklisted by any:
   (a) Ministry/ Dept. of Central Govt., or any
   State Govt. If so, give the details.

7. Bank details for payment
   (a) Name of the Account:
   (b) Bank A/c No.:
   (c) Bank name:
   (d) Branch name:
   (e) IFSC Code:
   (f) Other details:

8. Any other information vital for entering into Rate Contract.

9. Required Documents placed at page(s).
   - Turnover Details: YES/NO. ……
   - PAN Copy: YES/NO. ……
   - GST Certificate Copy YES/NO. ……
   - Authorization Certificate for dealers YES/NO. ……
   - Copies of having Rate Contracts (s) with any other Govt. Organization in the past three years: YES/NO. ……

ANNEXURE-2: DECLARATION REGARDING CLEAN TRACK

Declaration of Clean Track Record (On Company/ Firm's Letterhead)

To Date:
The Registrar
Institute of Advanced Study in Science & Technology
Vigyan path, Paschim Boragaon, Guwahati-781035.

Subject: Declaration regarding Clean Track Record of business.

Reference: Sub Tender Ref. No. …….. for Annual Rate Contract for the Supply of laboratory gases, cylinder and regulator.

Sir
I/We carefully gone through the Terms & Conditions contained in the above referred tender. I/We hereby declare that my Organization/Firm is not currently debarred / black listed by any Government/Semi Government Organizations/ Institutions in India or abroad. I /We further certify that I'm competent officer in my Organization / Firm to make this declaration.

Or,

I/we declare the following

Sl. No.	Country in which the company is debarred / blacklisted / case is pending	Black listed / debarred by Government / Semi Government Organizations / Institutions	Reason	Since when and for how long

(NOTE: In case the Company / firm was blacklisted previously, please provide the details regarding Period for which the company / firm was blacklisted and the reason/s for the same)

Yours faithfully,

(Signature of the Bidder)
Designation
Seal

ANNEXURE-3: Declaration for Acceptance of Terms and Conditions

(in Company/ Firm's Letterhead)

To Date:
The Registrar
Institute of Advanced Study in Science & Technology
Vigyan path, Paschimboragaon, Guwahati-35

Subject: **Declaration for Acceptance of Terms and Conditions**

Ref: Tender Ref. No. …….for Annual Rate Contract for the Supply of laboratory gases, cylinder and regulator.

Sir,
I/We have carefully gone through the Terms & Conditions as mentioned in the above referred Tender document. I declare that all the provisions of this Tender are acceptable to my/our organization. I/We further certify that I am an authorized signatory of my organization and competent to make this declaration.

Yours faithfully,

(Signature of the Bidder)
Designation, Seal
Date:

ANNEXURE-4: UNDERTAKING

(On Company / firm's Letterhead)

I/We hereby declare that all the particulars given in this bid document are true and complete to the best of our knowledge and belief and we will produce all the relevant documents promptly, if necessary or as and when asked for by IASST, Guwahati. We understand that information provided by us will serve as pre•qualification Criteria for enlistment on ANNUAL RATE CONTRACT and in the event of any information being found false or incorrect or ineligibility being detected even after the approval of Rate Contract, the contract may be canceled and all my/our claim may be forfeited by the IASST, Guwahati. We have read and understood all the terms and conditions of rate contract tender document and fully agree to it.

We also declare that we will not sell our products at a lesser price in other place than those given to you and in the event of happening of such situation, we will be bound to refund the difference and our enlistment may be cancelled at the discretion of IASST, Guwahati. We also undertake that all the terms and conditions such as Product Range, Price, Discount, Delivery/other charges, Terms of payment and also the name(s) of the Dealer/Distributor will remain unchanged during the period and no alteration will be done without your prior official approval. However, we will promptly change our distributor / supplier if a request/complaint is received from your end with regard to this effect due to any valid reason.

(Signature of the Bidder)
Name Designation
Seal Date:

Business Address
Signature with Seal of the Bidder Date:

Place:

Note: This letter of authority should be on the letterhead of the quoting firm and should be signed by a person competent and having the power of attorney to bind the same.