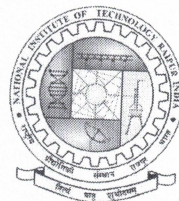




राष्ट्रीय प्रौद्योगिकी संस्थान रायपुर
NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR

(An Institute of National Importance)
Under Ministry of Education, Govt. of India



No./NITRR/S&P/RC-CH/2025/ 1515

Raipur, Dated 12/01/2026

CIRCULAR

Subject: Annual Rate contract for supply of Chemicals/Solvents, Glassware, Plasticwares, metals and gases.
Reference: Tender No. NITRR/RC-CH/2025/556, Date: 15.07.2025

The undersigned is directed to inform that the Competent Authority has accorded approval for the new rate contract for supply of Chemicals/Solvents, Glassware, Plasticwares, metals and gases effective from 12/01/2026. The contract is valid for a period of one year and includes the empanelment of Six OEMs/resellers /authorized dealers. The list of firms and authorized dealers along with the applicable discounts on the catalogue prices has been attached as **Annexure-1** for your reference.

The Purchase procedure to be followed for processing a proposal through the rate contract in the Institute, along with applicable terms and conditions detailed below:

Purchase Procedure through Rate Contract:

1. **Direct Purchase:** The faculty/officer in charge may directly contact the desired firm, to procure the materials according to the rate contract and submit the invoice directly to the Finance and accounts office adhering to the Direct Purchase limit prescribed by the Institute.
2. **Purchase Orders up to Rs. 5,00,000/-:** For purchases beyond the direct purchase limit, the faculty/officer in charge may initiate a purchase requisition detailing their requirement through Departmental Purchase Committee of the concerned department for LR Grade, this requisition must include copy of enquiry sent to the specific OEM/reseller/ authorized dealer, quotation of the L1 chemical based upon the discount on the catalogue price of Chemicals/Solvents,

Glassware, Plasticwares, metals and gases and catalogue price as price proof along with the copy of rate contract order. For AR Grade, the department/Indentor was need to place the order to any supplier/firm with justification for the requirement. Upon Pre-audit and approval by the appropriate authority, the Store & Purchase office will proceed to place an order directly with the firm.

3. **Procurement Procedure for High-Value Orders:** Single chemical/lab ware procurement exceeding Rs. 1,00,000/- or purchase orders exceeding Rs. 5,00,000/- must be processed through Local Purchase/Limited Tender/e-Procurement mode as per rules, or approved by the competent authority.
4. It shall be the responsibility of the Indentor/Indenting dept/HOD to comply with the quality of the items procured while ensuring economy.

Terms and Conditions of Rate Contract:

1. **Tenure of contract:** The Rate Contract will be valid for a period of ONE YEAR i.e. from 12/01/2026 to 11/01/2027 (Extendable for two more years on yearly basis subject to satisfactory performance during the review and assessment at the end of the each year.)
2. **Prices:** As per the prevailing catalogue price proof and applicable discounts in the rate contract. Any further discounts/offers above the rate contract are encouraged to be provided by the suppliers.
3. **Taxes:** GST will be paid extra as applicable after calculating the discount at the time of PO/delivery.
4. **Custom Duty/GST:** It may be noted that the Institute is availing custom duty exemption for imports in terms of notification no.51/96-Customs dt.23 07.1996, Notification no.-28/2003-Customs dt.01.03.3003. Notification No.43/2017-Customs dt.30.06.2017, and the Notification let. No. TU/V/RG-CDE(227)/2021, Dated: 08,10.2021 as amended from time to time for research purposes only. (As Applicable)
5. **Delivery Period:** Within one month from the date of issue of Purchase Order.

6. **Terms of Delivery:** Items should be delivered at the consignee's location at the cost/expenses of the firm/supplier.

7. **Payment Terms:** 100% payment for the supply of items will be made to the firm within 30 days of the receipt and acceptance of materials at our site subject to the inspection of materials by the Indenter.

No advance payment will be made to the suppliers. No Bill for- part payment will normally be entertained. No payment will be made for unsatisfactory/ defective supply. Payment shall be released on receipt of the original bills in triplicate, which shall be completed in all respects accompanied with original delivery challans of all the items duly signed and stamped by the authorized representative of the user department.

The payment being claimed should be strictly in compliance with terms of the contract and all obligations on the part of the supplier for claiming the said payment must have been fulfilled as required under the contract.

8. **Packing:** The items shall be well packed meeting the standard safety norms in such a way that it reaches the NIT Raipur without any damage or loss.

9. **Supply:** The supply shall be arranged directly by the manufactures or through their authorized dealers. No part supply will be accepted by the institute without permission of the competent authority.

10. **Inspection:** All the goods supplied shall be as per the standard specifications. If the goods supplied are found to be defective or not as per the specifications the same shall be removed at manufacturers/supplier cost and will be replaced with fresh supplies by the firm within 07 days at NIT Raipur.

11. **Fall Clause:** The prices charged for the stores supplied under Rate Contract should under no event be higher than lowest prices at which the party sells the items of identical specification to any other Govt. Organization/ PSUs/ Autonomous Bodies/Private Organizations during the period of contract failing which the "FALL CLAUSE" will be applicable. In case, if the price charged by your firm is more, NIT Raipur will have the right to recover the excess charged amount from the subsequent/unpaid bill of the supplier. Furthermore appropriate action as deemed fit shall be take.

12. **Liquidated Damages:** The date of delivery should be strictly adhered to; otherwise the Institute reserves the right to impose liquidated damages @ 0.5% per week or part thereof in respect of the value of order undelivered and subject to a maximum of 10% of the value of the order shall be imposed and recovered from the firm. Alternatively, the order will be cancelled, and the undelivered stores shall be purchased from elsewhere at the risk and expense of the firm. Once the delay period reaches to the maximum period, the Institute may cancel the Empaneled Rate Contract, of which a notice of cancellation shall be sent to the supplier in writing.

13. **Arbitration:** As stated in the tender document all disputes or differences arising out of the contract shall be settled by Conciliation or Arbitration in accordance with the Arbitration and Conciliation act 1996 and subsequent amendments thereof. In the event of failure of conciliation and arbitration, the dispute shall be subject to exclusive jurisdiction of courts at Raipur, Chhattisgarh.

All Terms and conditions enumerated in the tender document shall remain in force and form an integral part of the rate contract.



**Registrar
National Institute of Technology
Raipur C.G.**

Cc to:- 1. Accounts Section NIT Raipur

S.No.	Item name	Firm 2		Firm 1		Firm 3		Firm 4		Firm 5		Firm 6	
		Firm name of Submitted Authorization	Percentage of discount quoted by the firm	Firm name of Submitted Authorization	Percentage of discount quoted by the firm	Firm name of Submitted Authorization	Percentage of discount quoted by the firm	Firm name of Submitted Authorization	Percentage of discount quoted by the firm	Firm name of Submitted Authorization	Percentage of discount quoted by the firm	Firm name of Submitted Authorization	Percentage of discount quoted by the firm
1	Chemicals/ Solvents	Aceto Pharma (India) Pvt.Ltd.	20% & 5%	Merck life Science Pvt. Ltd	20%	Invitrogen Bioservices India Pvt Ltd	10%	Molychem	10%	Himedia	10%	Sisco Research Laboratories Pvt Ltd	10% & 5% Extra On special case
		Bioscience Biotechnologies (India) Pvt.Ltd.	10%	Loba Chemie Pvt Ltd	40%	Pvt. Ltd	10%	Himedia	10%	Himedia	10%		
		BR Biochem Life Science	10%	Sigma Aldrich chemicals Pvt Ltd	5%			TCI	10%				
		Central Drug House Pvt.Ltd.	10%					Genel	10%				
		Genetix Biochem Asia Pvt.Ltd.	5%	Hyclone Life Sciences Solutions India Pvt Ltd	5%			Genax	10%				
		Glasi Scientific Industries	5%	Perkin Elmer India Pvt Ltd	5%								
		Lab India Instruments (RESTEK)	10%	Toshyin Analytical Pvt Ltd	5%								
		Qiagen	5%										
		Titan Biotech Limited	10%	Qiagen India Pvt Ltd	5%			Qiagen	5%				
		Top Class Enterprises	5%										
2	Glasswares	Avantor Performance Materials India Pvt Ltd	20%	Avantor Performance Materials India Pvt Ltd	20%								
		BR Biochem Life Science	10%	Borosil Scientific Ltd	15%								
		Genetix Biochem Asia Pvt.Ltd.	5%	Asi Analytical Pvt Ltd	20%	Thermo Fisher Scientific India Pvt Ltd	10%	Omsons	10%				
		Glasi Scientific Industries	5%	Brand Scientific Equipments Pvt Ltd	5%			Agarwal Glass	10%				
		Jain Scientific Glass Work	10%					Genax	10%				
		ABDOS Labtech Pvt.Ltd.	10%										
		BR Biochem Life Science	10%	Tarson Products Pvt Ltd	10%	Accumax Lab Devices Pvt Ltd	12%	Polylab	5%				
		Glasi Scientific Industries	5%	Polylab Industries Pvt Ltd	10%	Thermo Fisher Scientific India Pvt Ltd	10%	Genax	10%				
		Genetix Biochem Asia Pvt.Ltd.	5%	Borosil Scientific Pvt Ltd	5%	Glascos Laboratory Equipments Pvt. Ltd.	5%	Himedia	10%				
		Jain Scientific Glass Work	10%	Hyclone Life Sciences Solutions India Pvt Ltd	5%	Invitrogen Bioservices India Pvt Ltd	10%						
3	Plasticwares	Qiagen	5%	Genel Laboratories Pvt Ltd	5%								
		Titan Biotech Limited	10%										
		Top Class Enterprises	5%										
		Avantor Performance Materials India Pvt Ltd	20%										
4	Metals & Gases (O ₂ , CO ₂ & Liquid Nitrogen)			Sigma Gases & Services Pvt Ltd	5%	Glascos Laboratory Equipments Pvt. Ltd.	5%						
				Virtira Technologies	3%								

Jalender

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National Institute of Technology

RAIPUR-492010 (C.G.)