

**EOI FORM FOR ENTERING INTO ANNUAL RATE CONTRACT FOR SUPPLY OF LABORATORY CHEMICALS / GLASSWARE / PLASTIC WARE / MOLECULAR BIOLOGY PRODUCTS / CONSUMABLES / GENOMICS FOR THE YEAR 2024-25 WITH PJTSAU, RAJENDRANAGAR, HYDERABAD – 500 030, TELANGANA STATE**

1	Name & Full address of the applicant		
2	Items / material for which rate contract desired/ applied for		
	a	Chemicals	
	b	Glassware	
	c	Plastic ware	
	d	Diagnostic kits	
	e	Sequencing	
	f	Oligonucleotide/ primer synthesis	
3	If the Firm is under Rate Contract with other Govt. Departments/ Research Institute. Give details along with certified copies of rate contract and service providing issued by Institutes/ Departments		
4	Annual turnover of the Firm/company during the last three financial years (enclosed documents in support of claim)		
5	Annual business volume with PJTSAU for the year 2023-24	Rs. _____ lakhs	
6	Whether the firm is registered under Companies Act, 1956? If yes, enclose certified copies: In case firm is registered with other Govt. Departments/ Agency the same may be stated with documentary evidence.		
7	Certified copies of		
	a	VAT/GST Reg. No. with date of validity	
	b	Central Sales Tax Reg. No.	
	c	Latest copy of Sales Tax Return (please enclose copies of relevant papers)	
8	a	Income Tax PAN No. (In the name of the firm/company & not individual)	
	b	Latest copy of return filed with Income Tax Department	

9	Whether latest printed original price list by manufacturers is enclosed.					
10	Effective date of price list [the current price list as effective will accepted (validity must be indicated)]					
11	Whether price list is inclusive of Excise Duty					
12	Whether product catalogue is in circulation, if so please enclose <b>a copy</b>					
13	Maximum discount offered on manufactures price bid duly signed by responsible authority					
14	State whether you have been currently banned/blacklisted by any Ministry/ Department of Central Govt. Authority body or any State Govt. / University If so, give details					
15	Bank Details for e-payment					
	a	Bank A/c No.				
	b	Bank Name				
	c	Branch Name				
	d	IFSC Code				
e	Other details					
16	In case you wish to enter into rate contract for imported goods, please furnish details as given below along with original latest printed catalogue:					
	Name of the Principal Firm	Brand/ Make of the goods	Date of acquiring Dealership	Date of expiry of dealership	Prices in foreign currency or in Indian Rupees	Whether certified copy of dealership enclosed (say Yes/No)
17	Name & Address of authorized/valid local dealer, if any should enclose authorization certificate to this format					
18	Discount along with certificate of not giving higher discount to any other department in India					
19	Any other information vital for entering into rate contract					
20	Non-refundable fee <b>DD</b> for <b>Rs.1,000/-</b> drawn in favour of <b>“The Comptroller”, PJTSAU, Rajendranagar, Hyderabad</b>			DD.No. _____ Date: _____		Drawee Bank & Branch

21	<p>Refundable Fee Details: The applicant must enclose <b>EMD</b> for <b>Rs.10,000/- (Rupees Ten thousand only)</b> drawn in favour of <b>“The Comptroller”, PJTSAU, Rajendranagar, Hyderabad</b> which will be refunded after satisfactory supply of items and completion of Rate Contract period. The EMD shall not carry any interest.</p> <p>If the applicant had in approved Rate Contract with PJTSAU during the last year i.e. 2023-24 ending with 31.03.2024 and the EMD of the applicant (Rs.10,000/-) is with PJTSAU, the same EMD amount of Rs.10,000/- submitted during last year can be considered for the current year Rate Contract i.e. 2024-25 ending with 31.03.2025. To this effect submit the details of EMD – D.D.No. and date submitted during last year (2023-24).</p>	<p>DD.No. _____ Date: _____</p> <p>Drawee Bank &amp; Branch.</p>
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We have carefully read the terms and conditions of the EOI and are agreeing to abide by these in letter and spirit.

**Date:**

**Signature of the applicant / authorized signatory**

**Address:**

**Phone No.**

**Email:**

**Fax No.**

## **TERMS & CONDITIONS FOR RATE CONTRACT WITH PJTSAU-2024-25.**

1. No equipment, apparatus, Gel electrophoresis apparatus and Analytical services etc. are covered under the rate contract.
2. The packing, freight, forwarding, insurance charges, if any, will not be borne by the purchaser. Similarly any loss, damage, pilferage etc. of the material on transit will be sole responsibility of the supplier. The defective supply, breakage(s) if any, is to be replaced by the supplier within 7 days freight/transport charges.
3. The delivery supply will be made on F.O.R basis to the PJTSAU, Rajendranagar, Hyderabad – 500 030.
4. Sales Tax/VAT/GST, Excise Duty and other Govt. levies will be paid extra as applicable under rule.
5. The supply of material will have to be completed within 30 days from the date of issuing purchase order. In case of delay or non-compliance of this order liquidated damages will be levied @ 2% per week subjected to maximum of 10% of the order value. After 10 week's orders shall stand cancelled automatically.
6. No payment will be made in advance even through Bank. But the payment will be released after receiving goods in full in satisfactory conditions. Triplicate pre-receipted bills on a revenue stamp, should be sent to the Officer concerned, PJTSAU. No interest will however, be payable in case of delay payments.
7. Payment will be made according to the current pricelist as accepted by the PJTSAU under rate contract and no price revision in rate (on higher side) will be accepted during the period of rate contract.
8. The order will be placed as per requirement irrespective of value of the order.
9. The firm may supply the required items as per unit price mentioned in the price list.
10. Any dispute arising between the manufacturer and the purchaser will be referred to institute for which sole arbitration and decision thereof shall be final and binding upon the parties i.e. manufacturer/supplier and purchaser.
11. Supply should be made in full against the order and no part supply will be accepted.

12. No payment will be made for unsatisfactory supply.
13. The articles should be securely packed to avoid damages etc. in transit.
14. Supply to be made from the latest batch of production with maximum life period in original packing.
15. In case the proposal submitted for the firm is accepted, the same will be intimated through University rate contract proceeding.
16. The Director of Research, PJTSAU reserves the right to cancel the rate contract at any time without assigning reason.
17. The rate contract will be valid for a **period upto 31.03.2025** from the date of award of Rate Contract.
18. A certificate is to be given by the applicant that the price list supplied is the only one in circulation.
19. Printed and bounded current effective price list duly signed & certified by the authorized signatory must be sent.
20. Discount, if any on the ruling prices may be mentioned clearly with trade discount certifying that higher discount is not given to any other Department as offered.
21. All questions, disputes or difference under, out or in connection with the contract, if concluded shall be subject to the executive jurisdiction of the court within the local limits of Hyderabad.
22. In case of discrepancy between unit prices and total price, the unit price shall prevail.
23. In case of supply of goods made through dealer, their name and mail address may be declared / indicated.
24. Wherever applicable, minimum warranty should be one year.

25. Non-refundable EOI Fee of **Rs.1,000/- (Rupees One thousand only)** in the form of Demand Draft in favour of **“The Comptroller”, PJTSAU, Rajendranagar**, payable at Hyderabad should be submitted along with **EOI**. Failing which, submitted EOI will be rejected.
26. The Earnest Money Deposit (EMD) of **Rs.10,000/- (Rupees Ten thousand only)** in the form of **Demand Draft** in the favour of **“The Comptroller”, PJTSAU, Rajendranagar, payable at Hyderabad** should be submitted by the interested firm along with their application. Failing which the application will be rejected.
27. Suppression of any relevant/factual information if found later, the contract will be terminated immediately and appropriate action will be taken accordingly.
28. The interested firms should submit their filled EOI application along with all relevant enclosures only by **Post/Courier** to the undersigned on all working days (10.00 AM to 4:30 PM).
29. If the printed catalogue price list for the year 2024-25 is not ready by the time of application, the firms if desired may submit their application by enclosing price list of 2023-24 & issuing a Certificate in this respect stating that the price list of 2023-24 is valid for 2024-25.
30. The last date for submission of EOI for Rate Contract is on or before **30.03.2024**.

**Dr.P.Raghu Rami Reddy**  
**Director of Research**  
**Admin. Building,**  
**PJTSAU, Rajendranagar,**  
**Hyderabad - 30**

**Annual Rate Contract for the year 2024-25 for supply of Laboratory  
Chemicals/Glassware/Plastic Ware/Molecular Biology Products/Consumables/  
Genomics**

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**CERTIFICATE REGARDING DISCOUNT OFFERED**

This is to certify that as a company's policy we offer \_\_\_\_\_ discount on our price list 2024-25. Further, discount offered by us on our Price List for Rate Contract is not less than what is being offered to any other Government organization/institutions. The price list supplied is the only one in circulation.

This is also certified that this is the maximum discount which we offered and we are not giving higher discount to any other Govt. Organizations/Institutions under Annual Rate Contract.

Yours faithfully,

(Signature & Designation)

For and on behalf of M/s. \_\_\_\_\_  
(Name & address of the manufactures)

**Annual Rate Contract for the year 2024-25 for supply of Laboratory  
Chemicals/Glassware/Plastic Ware/Molecular Biology Products/Consumables/  
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**CERTIFICATE REGARDING PRICE LIST**

This is to certify that the hard copy of price list for the year \_\_\_\_\_ is enclosed to the application. We further certify that it is the only one price list in circulation and the enclosed price list for the year \_\_\_\_\_ is valid until **31.03.2025**.

Yours faithfully,

(Signature & Designation)

For and on behalf of M/s. \_\_\_\_\_

(Name & address of the manufactures)