



కేంద్రీయ గిరిజన విశ్వవిద్యాలయం ఆంధ్రప్రదేశ్
केन्द्रीय जनजातीय विश्वविद्यालय आंध्रप्रदेश
Central Tribal University of Andhra Pradesh
(A Central University)

Transit Campus: Kondakarakam Village, Cantonment, Vizianagaram-535003, Andhra Pradesh

Ref. No. CTUAP/P&S/2026/333

Date: 02/03/2026

**“EXPRESSION OF INTEREST (EOI)
FOR
EMPANELMENT OF SUPPLIERS/ VENDORS FOR SUPPLY OF CHEMICALS AND
SCIENTIFIC CONSUMABLES ETC.
FOR CTUAP RESEARCH AND ACADEMIC ACTIVITIES.”**

CTUAP, Vizianagaram invites sealed Expression of Interest (EOI) from reputed Manufacturers / Authorized Dealers for empanelment as suppliers for supply of chemicals and scientific consumables for direct purchase from empaneled suppliers/ vendors for different Academic/Research activities as per the requirement of the University for the period of two years and extendable for further period of one-year subject to satisfactory performance.

INSTRUCTIONS:

- EOIs are to be submitted by email to osd.storepurchase@ctuap.ac.in with scanned copies of the documents duly self-attested.
- The address of the firm submitting the EOI should be available in the letter head of the vendor for correspondences either by email or by post.
- Further, in the covering scanned document, the following are to be written:

**“EXPRESSION OF INTEREST FOR EMPANELMENT AS SUPPLIERS OF CHEMICALS,
AND SCIENTIFIC CONSUMABLES”**

- Schedule of events:

| | |
|---|--------------------------|
| To download the EOI document | 02-03-2026 to 12-03-2026 |
| Last date & time for submission of hard copy (in sealed cover) | 13-03-2026 till 11 AM |
| Date and time of opening of EOIs | 13-03-2026 (4:00 PM) |
| Place of openings of EOIs | Conference room of CTUAP |

5. **Validity of Empanelment:** The period of Empanelment shall initially be for a period of two year with effect from date of issue of the order and is extendable for one more year on satisfactory performance, under the same terms and conditions or with such amendments as may be mutually agreed to, and also subject to the necessary approval of the Competent Authority. The entire period of contract shall not exceed three years, unless otherwise required.
6. The firms shall indicate discount offered on catalogue price in clear/visible figures as well as in words and shall not alter/overwrite/make cutting in the quotation. In case of a mismatch, the discount offered in words will prevail. Bidders are advised to strike out wrong entries and rewrite clearly beside them. In such cases, the bidder shall have to sign and place their official seal for every corrected entry.
7. If there is any change in catalogue price offered by original manufacturer, the vendors need to submit the new catalogue with an application to the University authority. However, the discount offered shall remain same as per original rate contract.
8. The firms must attach a copy of the GST Registration Certificate, failing which the quotation will be rejected. All future correspondences including invoices should bear the GST No. and Circle code.
9. All documents submitted should be self-attested with seal of the firm.
10. Firms must unconditionally accept all terms and conditions stipulated in this EOI and all pages of the EOI, including all enclosures should be numbered and must be duly filled in, signed and stamped by the authorized representative(s). Tender received without a copy of this EoI duly signed and sealed on all pages will be rejected.
11. Late and delayed submission of EOI: Late and delayed submission of the EOI will not be considered. In case any unscheduled holiday occurs on the prescribed closing/opening date the next working day shall be the prescribed date of closing/opening. The University (CTUAP) will not be responsible for any type of delay.
12. Submission of Compliance Certificate: Duly filled and signed Compliance Certificate (as per format Annexure I) must be submitted along with the other documents.
13. The submitted documents are not transferable and the seal and signature of the authorized official of the firm(s) must appear on all the papers and envelopes submitted.
14. At any time prior to the date of submission of Expression of Interest, CTUAP, Vizianagaram may, for any reason, either of its own or in response to a clarification from an interested firm, modify the Notice by an amendment / corrigendum. Any such amendment / corrigendum will be notified through

the University's website only. Interested firms are advised to check the University's website every now and then for any amendment / corrigendum. In order to provide reasonable time to take the amendment into account in preparing the documents, CTUAP Vizianagaram may extend the date and time for submission of EOIs.

15. The acceptance of the EOIs will rest solely with the Competent Authority, who, in the interest of the University is not bound to accept the lowest quotation / highest discount, offered and reserves the right to reject or partially accept any or all the EOIs received without assigning any reasons.

TERMS & CONDITIONS:

1. Prices/ discount quoted should be in Indian Rupees only out of the acceptable brands as mentioned in Annexure-II.
2. **The bidder will be shortlisted based on the maximum discount offered against each brand.**
3. Rates/discounts quoted should be on DOOR DELIVERY, CTUAP, Vizianagaram as is. The discount rates once approved by the Competent Authority shall be firm and fixed during the period of contract.
4. **Discounts** offered shall be clearly mentioned in terms of percentage on the manufacturer's price list.
5. Special discount(s), if any, applicable to the University aided by the Government of India should be quoted separately.
6. Other terms like "packing, forwarding, transportation, etc. extra" will not be accepted. Such offers shall be treated as incomplete and rejected.
7. Authorized dealers quoting or the supply should attach authorization letter from the manufacturers to ensure prompt supply.
8. The contract can be terminated at any time by giving one month's notice from either side. However, if the selected supplier(s) fail(s) to comply with the terms and conditions of the contract, then the University is empowered to terminate the contract with short notice of one week.
9. If the contract is signed at a lower price with any other organization subsequent to award of contract by CTUAP, the firm(s) must supply the items/materials under the rate contract at those rates.
10. Authenticated copy of the Product Catalogue and Price list should be submitted by email to osd.storepurchase@ctuap.ac.in with copy to the Registrar of the University vide email id registrar@ctuap.ac.in.
11. The bidder shall provide separate price list in case of imported consumables.
12. Discount on bulk chemicals and fine chemicals shall be indicated separately.
13. Distributorship Certificate: Sole selling Agents/ Distributors of a particular make should submit a Certificate from their Principals to the effect that they are the authorized Agents of the manufacturers and that they are authorized to import and supply to CTUAP, Vizianagaram.
14. Please mention the catalogue No., Part No. and CAS No. and Make wherever required.
15. Loss, Damage and Shortage: The firms shall be solely responsible for any loss, damage and shortage

during transit. Payment shall be made for materials received in good conditions only. Any damage or shortage noticed on delivery, the same must be replaced within 7 (seven) days after intimation.

16. **Delivery:**

(a) **Time Limit:** Maximum within 30(thirty) days from the date of issue of purchase order.

Further extension may be considered on request, but not later than 45 days maximum.

(b) **Safe Delivery:** All aspects of safe delivery shall be the exclusive responsibility of the vendor.

(c) **Part Delivery:** Acceptance of part delivery shall be a prerogative of the University.

(d) **Penalty for delay in delivery:** The date of delivery should be strictly adhered to otherwise the CTUAP, Vizianagaram, AP reserves the right not to accept delivery in part or full and also to impose penalty for the delay @10% for delay above 1 month & 2% for less than one month on the cost of purchase.

17. **Statutory levy increases** like taxes, duties, etc. if any during the period of contract, will be allowed extra on submission of documentary evidence as per rule.

18. Total estimated value of the Contract: Maximum ₹ 25 Lakh per order (Approx) or as per the prescribed limit issued by MoF, GOI.

19. **Performance Security:** Successful Suppliers/ Vendors should deposit an amount of 5% of the awarded value as Performance Security in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Commercial bank in an acceptable form within a period of 10 days of issue of award letter. The Bank Draft/ Banker's Cheque may be drawn in favour of "Central Tribal University of Andhra Pradesh" or through online in favour of "Central Tribal University of Andhra Pradesh" payable at State Bank of India, Cantonment Branch, Vizianagaram (A/c No. 39718955709 IFSC: SBIN0006647). If no PBG has not been deposited within stipulated time after issue of purchase order, 5% value of the supply shall be deducted from the bill amount towards Performance Bank Guarantee as per the terms of reference. No, interest shall be paid on Performance Bank Guarantee till the expiry of contract and disbursement of Performance Bank Guarantee.

20. **Signing of Agreement:** Successful bidder has to sign an agreement on Stamp paper of ₹100/- by both the parties.

21. **Payment:** 100% payment shall be made after the delivery and satisfactory acceptance of the item(s) within 30 days of submission of the Bills/Invoices.

22. **Conditional EOIs not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the firms. Conditional EOIs shall not be accepted on any ground and shall be rejected straightway. Conditions mentioned in the EOIs submitted by vendors will not be binding on CTUAP, Vizianagaram.

23. **Enquiry during the course of evaluation not allowed:** No enquiry from the firm(s) shall be entertained during the course of evaluation of the EOI still final decision is conveyed to the successful firm(s). However, the University Authorities may make enquiries/seek clarification from the firm(s). In such a case, the firm(s) must extend full co-operation. The firm(s) may also be asked to produce samples or arrange demonstration of the offered items, in a short period of notice.

24. The bid containing all relevant documents with Annexure-I, II, III and IV duly signed and complete in all respect should be emailed to osd.storepurchase@ctuap.ac.in and registsrar@ctuap.ac.in before the last date and time of EoI.

25. **Force Majeure:** If the performance of the obligation of either party is rendered commercially impossible by any of the event thereafter mentioned that party shall be under no obligation to perform the agreement under order after giving notice of 15(fifteen) days from the date of such an event in writing to the other party, and the events referred to are as follows:

- a) Any law, statute or ordinance, order action or regulations of the Government of India,
- b) Any kind of natural disaster, and
- c) Strikes, acts of the Public enemy, war, insurrections, riots, lockouts, sabotage.

26. **Termination for default:** Default is said to have occurred

- (a) If the chemicals or consumables are found to be of bad quality, bad packaging, leaking or broken.
- (b) If the equipment or any of its component is found having poor workmanship, faulty designs, poor performance and bad quality of materials used.
- (c) If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by CTUAP, Vizianagaram.
- (d) If the supplier fails to perform any other obligation(s) under the contract.

Under the above circumstances CTUAP, Vizianagaram may terminate the contract / purchase order in whole or in part. In addition to the above, CTUAP, Vizianagaram at its discretion also take the following actions: CTUAP, Vizianagaram may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate CTUAP, Vizianagaram for any extra expenditure involved towards goods and services obtained.

27. Applicable Law:

- a) The contract shall be governed by the laws and procedures established by Govt. of India and subject to exclusive jurisdiction of Competent Court and Forum in Vizianagaram only.
- b) Any dispute arising out of this purchase shall be referred to the Registrar, CTUAP, Vizianagaram, AP, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the CTUAP, Vizianagaram. The decision of such Arbitrator shall be final and binding on both the parties.

Registrar

Encl.: ANNEXURE-I, ANNEXURE-II, ANNEXURE-III, ANNEXURE-IV

ANNEXURE-I

BID SECURITY DECLARATION FORMAT
(to be printed on letter head of bidder)
(GFR-2017, Rule 170 (iii))

Date:

To

The Registrar
Central Tribal University of Andhra Pradesh

Sub.: Bid Security Declaration-Reg.

Ref. : Tender Ref. No.dated.....

I, (name of authorized signatories), on behalf of M/s.(bidder's name and address), duly authorized to sign the tender document and enter into contract, if awarded, herewith accept that if the bidder withdraw (or) modify our bid during period of validity, etc, the bidder will be suspended/ debarred/ blacklisted for a period of one year/ two years from the due date of the tender.

(Signature of authorized signatory)

Designation:

Name of Bidder:

Seal:

ANNEXURE-II
Scope of Work

The tentative brands/make of Laboratory Consumables/Chemicals required by CTUAP to provide in the organization when necessary are as follows:

| S. NO | Chemical Brands | S. NO | Chemical Brands |
|--------------|------------------------------------|--------------|------------------------------------|
| 1. | Sisco Research Laboratory Pvt. Ltd | 17. | Promega Corporation |
| 2. | Sigma Aldrich Chemicals | 18. | Bio-Rad Laboratories |
| 3. | Thermo Fisher Scientific | 19. | Qiagen |
| 4. | AVRA Chemicals | 20. | Takara Bio |
| 5. | SRL Chemicals | 21. | Invitrogen (Thermo Fisher brand) |
| 6. | Spectrochem | 22. | Gibco (Thermo Fisher brand) |
| 7. | Alfa Aesar India | 23. | Cytiva (formerly GE Healthcare LS) |
| 8. | Dr Ehrenstorfer GmbH | 24. | Roche Diagnostics |
| 9. | Himedia Laboratories | 25. | Santa Cruz Biotechnology |
| 10. | CDH Fine Chemicals | 26. | Aurobindo Pharma |
| 11. | AccuStandard | 27. | Qualigens |
| 12. | TCI Chemicals India | 28. | Aurobindo Pharma |
| 13. | Merck Life Science India | 29. | BLD Pharma |
| 14. | Finar Ltd | 30. | TCI Chemicals India |
| 15. | SD fine-Chem Ltd | 31. | New England Biolabs (NEB) |
| 16. | AccuStandard | | |

| S. NO | Glassware Brands | S. NO | Glassware Brands |
|--------------|-------------------------------------|--------------|---------------------------------------|
| 1. | Borosil | 11. | Borosilicate Ltd. |
| 2. | Glacier Glass Works / Glacier India | 12. | DURAN – DWK Life Sciences |
| 3. | Glassco Laboratory Equipment | 13. | Corning Life Sciences (Pyrex) |
| 4. | GP Scientific Glass | 14. | SCHOTT AG (Borosilicate 3.3) |
| 5. | Omsons Labs | 15. | Kimble Chase (DWK Life Sciences, USA) |
| 6. | Rankem Glassware | 16. | Jain Scientific Glass Works (India) |
| 7. | ASGI Lab Glassware | 17. | Religlas |
| 8. | Labco | 18. | HiMedia Laboratories |
| 9. | Tensil Lab Glass | 19. | Corning |
| 10. | Supertec | 20. | Religlas |

| S. NO | Plastic Brands | S. NO | Plastic Brands |
|--------------|-------------------------|--------------|---|
| 1. | Tarsons Products | 9. | SPL Life Sciences |
| 2. | PlastX Labs Pvt. Ltd. | 10. | Corning Life Sciences (Axygen) |
| 3. | ESAW India | 11. | Dispovan (disposable lab products) |
| 4. | Polylab | 12. | Thermo Fisher Scientific (Nunc / Nalgene) |
| 5. | Abdos Labtech Pvt. Ltd. | 13. | Eppendorf |
| 6. | Hi-Media Laboratories | 14. | Abdos Labtech |
| 7. | Genaxy Scientific | 15. | Urban Plant |
| 8. | M Labs | | |

ANNEXURE-III
COMPLIANCE CERTIFICATE
 (To be enclosed along with the Quotation)

| Sl.No. | EoI Terms and Conditions | Yes/No |
|--------|--|--------|
| 1. | Discounts quoted as per instruction | |
| 2. | Payment term agreed | |
| 3. | Delivery terms agreed | |
| 4. | Authorized Dealership /distributorship certificate (in case of dealers/agents) provided | |
| 5. | Manufacturer certificate provided (if applicable) | |
| 6. | Applicable law terms agreed | |
| 7. | Copies of purchase orders issued by any other Academic / Research Institutions | |
| 8. | GST Certificate provided | |
| 9. | Distributorship Certificate (if applicable) provided | |
| 10. | Bid Security Declaration form duly filled in submitted | |
| 11. | Copy of Product Catalogue and Price list submitted as instructed | |
| 12. | Declaration/ Certificate that the firm is not debarred by any CU, PSU, Govt. Office(s) | |

Signature with Seal:.....

Name of Supplier /Firm :.....

ANNEXURE-IV
Format of Financial Bid
(to be submitted in the Bidder's letter head)

| Sl. No. | Item Description | Item Code / Make | Discount on catalogue price (Percentage To be entered by the Bidder) | Remarks |
|---------|------------------------------------|------------------|--|---------|
| | Chemicals | | | |
| 1. | Company 1 | Item 1, 2 ,3 etc | | |
| 2. | Company 2 | Item 1, 2 ,3 etc | | |
| 3. | Company 3 | Item 1, 2 ,3 etc | | |
| | Glass Ware | | | |
| 1. | Company 1 | Item 1, 2 ,3 etc | | |
| 2. | Company 2 | Item 1, 2 ,3 etc | | |
| 3. | Company 3 | Item 1, 2 ,3 etc | | |
| | Plastic Ware & Lab Ware | | | |
| 1. | Company 1 | Item 1, 2 ,3 etc | | |
| 2. | Company 2 | Item 1, 2 ,3 etc | | |
| 3. | Company 3 | Item 1, 2 ,3 etc | | |

Certified that the Price List/Product Catalogue of M/s. (Name of the company)_____for Item Sr. No._____, submitted against EoI Ref. No. CTUAP/P&S/2026/333dated..... for the year 2025-26is uniform price list throughout the territory of India and we are not giving higher discount to any other University/Institute/Govt. Department, etc.

We have carefully read and understood the terms and conditions of the bid document and we do hereby undertake to supply as per these terms and conditions.

Signature with Seal:..... Name of Supplier/Firm:

Address:

Phone/ Mobile No:

Email: Date: