

Government of Assam  
Directorate of Museums: Guwahati-1

No. DMA.6P/2019/19-M & S/14

Dated, Guwahati, the 14<sup>th</sup> January, 2021.

**Expression of Interest and Request for quotation**

Sealed tenders affixing non refundable court fee of Rs. 8.25 ( Rupees Eight and Paise Twenty five) only , are invited firms/ company dealing in supply and installation of Conservation materials/ tools/repository Equipment's to Museums/ libraries/ Archives for supply of Conservation materials ,tools repository, archival equipment's to the office of the unsigned within 1300 hrs , 25-01-2021. Details can be downloaded in the website [www.museums.assam.gov.in](http://www.museums.assam.gov.in).

**(A) Scope of work :**

**1. Supply of equipment's for Conservation laboratory :**

Sl. No	Items	Specification
1.	pH meter	Flat tip electrodes for Surface measurements ( paper, cardboard, leather etc.with automatic calibration. Carrying case with solutions. Desired accuracy $\pm 0.01$ pH and precision $\pm 0.05$ pH.
2.	Infrared thermometer	Portable with built in laser pointer and LCD display
3.	Demineralizer	To provide high purity water with no salts with flow rate of atleast 300 l/hr
4.	Stereoscopic zoom microscope	With tricolour optical head, inclined and rotatable with floor stand , illuminator, colour video camera with resolution at least 5.1 megapixels
5.	Electric Hot plate	With 1 plate, 220V single phase
6.	Mobile filtering extractor	For extracting dusts, vapours etc with output to outdoor environment

**A. Documents to be submitted:**

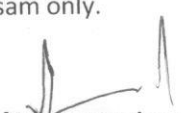
1. Forwarding letter with letter head with court fees
2. Copy of Valid Trade Licence
3. Copy of PAN
4. Copy of GST
5. Copy of Experience and client base- Minimum 3 years
6. Copy of Tax clearance certificate- Last Three years
7. Copy of the tender notice duly signed and bearing the seal.

**B. Financial bids :**

1. Per unit Prices may be quoted against the items as indicated in "Scope of work" in a separate column in a separate sheet.
2. Additional sheet may be attached for showing detailed pricing of any item.
3. Taxes, any other cost be shown separately
4. Total figure inclusive of all .

**C. Terms and conditions :**

1. The bids made with a forwarding letter in the letter head with affixed non refundable court fee of Rs 8.25.
2. The cover envelope should be super scribed with the work(s) mentioned in the "Scope of work" and at left bottomed self addressed with contact no and addressed to the undersigned.
3. All documents be signed and bear the stamp of the firm.
4. The actual value of the work shall be determined based on required quantity and quoted price.
5. The selection of vendor (s) would be based upon the coverage/price of material that can be supplied and credentials of the firm.
6. Submitted Bills shall be paid upon successful completion of the work and subject to release of fund by higher authority.
7. The Undersigned reserves the exclusive right to select or reject any or all firm/firms without assigning any reason thereof.
8. The selected vendor has to supply all materials to Assam State Museum, Guwahati and no extra charges shall be paid other than the quoted price.
9. The vendor has to replace or rectify any damage to materials during delivery or noticed shortly afterwards at their own cost within 7 days of being informed.
10. Vendor must ensure the on site after sales maintenance for first year with no extra cost and attend the repair and maintenance as and when called for .
11. The submission countersigned tender notice is considered as acceptance of all terms and conditions by the tenderer .
12. Selection of equipments shall be as per requirement and specifications.
13. All disputes are subject to jurisdiction in Kamrup ( Metro) , Assam only.

  
Director of Museums, Assam  
Guwahati-1

Government of Assam  
Directorate of Museums: Guwahati-1

No. DMA.6P/2019/19-M & S/16

Dated, Guwahati, the 14<sup>th</sup> January, 2021.

**Expression of Interest and Request for quotation**

Sealed tenders affixing non refundable court fee of Rs. 8.25 ( Rupees Eight and Paise Twenty five) only , are invited firms/ company dealing in supply Conservation materials/ tools/repository Equipment's to Museums/ libraries/ Archives for supply of Conservation materials ,tools repository, archival equipment's to the office of the unsigned within 1300 hrs , 25-01-2021. Details can be downloaded in the website [www.museums.assam.gov.in](http://www.museums.assam.gov.in).

**(B) Scope of work :**

**2. Supply of conservation materials :**

Sl. No	Items	Specification
1.	Blotting paper	Handmade and acid free
2.	Tissue paper	6 gsm, acid free
3.	Nylon Brush	2 inch with dense bristles
4.	Nylon Brush	1 inch with dense bristles
5.	Methyl alcohol	Organic solvent, Laboratory grade.
6.	Ethyl alcohol	Organic solvent, Laboratory grade.
7.	Xylene	Organic solvent, Laboratory grade.
8.	Toluene	Organic solvent, Laboratory grade.
9.	Silica gel	Laboratory grade
10.	Paraloid B72	Consolidant
11.	Perxil 10	Worm deterent
12.	Beaker	Small size
13.	Petri dish	
14.	Measuring cylinder	500 ml
15.	Funnel	Small
16.	Spatula	Various size
17.	Varnish	Readymade
18.	Tweezer	Various size
19.	Plastic tray	Solid plastic mid size
20.	Epoxy	
21.	PV acetate	
22.	Thymol	
23.	Para di chloro benzene	
24.	Starch powder	
25.	Multipurpose trolley	Plastic/steel
26.	Digital video microscope	
27.	Data Logger	For indoor and outdoor environments for temperature and humidity with compatible software .

**D. Documents to be submitted:**

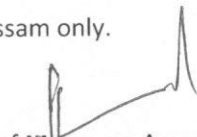
1. Forwarding letter with letter head with court fees
2. Copy of Valid Trade Licence
3. Copy of PAN
4. Copy of GST
5. Copy of Experience and client base- Minimum 3 years
6. Copy of Tax clearance certificate- Last Three years
7. Copy of the tender notice duly signed and bearing the seal.

**E. Financial bids :**

1. Per unit Prices may be quoted against the items as indicated in "Scope of work" in a separate column in a separate sheet.
2. Additional sheet may be attached for showing detailed pricing of any item.
3. Taxes, any other cost be shown separately
4. Total figure inclusive of all .

**F. Terms and conditions :**

1. The bids made with a forwarding letter in the letter head with affixed non refundable court fee of Rs 8.25.
2. The cover envelope should be super scribed with the work(s) mentioned in the "Scope of work" and at left bottomed self addressed with contact no and addressed to the undersigned.
3. All documents be signed and bear the stamp of the firm.
4. The actual value of the work shall be determined based on required quantity and quoted price.
5. The selection of vendor (s) would be based upon the coverage/price of material that can be supplied and credentials of the firm.
6. Submitted Bills shall be paid upon successful completion of the work and subject to release of fund by higher authority.
7. The Undersigned reserves the exclusive right to select or reject any or all firm/firms without assigning any reason thereof.
8. The selected vendor has to supply all materials to Assam State Museum, Guwahati and no extra charges shall be paid other than the quoted price.
9. The vendor has to replace or rectify any damage to materials during delivery or noticed shortly afterwards at their own cost within 7 days of being informed.
10. Vendor must ensure the on site after sales maintenance for first year with no extra cost and attend the repair and maintenance as and when called for .
11. The submission countersigned tender notice is considered as acceptance of all terms and conditions by the tenderer .
12. All disputes are subject to jurisdiction in Kamrup ( Metro ) , Assam only.

  
Director of Museums, Assam  
Guwahati-1