



सी.एस.आई.आर.–हिमालय जैवसंपदा प्रोद्योगिकी संस्थान
CSIR-INSTITUTE OF HIMALAYAN BIORESOURCE TECHNOLOGY

पोस्ट बॉक्स नं.–6, पालमपुर–176 061, (हि.प्र.) भारत

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सं.4(1)2018–Pur

दिनांक 28.06.2018

निदेशक, सी एस आई आर – हिमालय जैवसंपदा प्रोद्योगिकी संस्थान, पालमपुर द्वारा प्रतिष्ठित विनिर्माताओं/प्राधिकृत डीलरों से मोहरबन्द निविदाएं निम्नलिखित सामग्रियों की आपूर्ति हेतु वार्षिक सविदा के आधार पर आमंत्रित की जाती हैं।

क्रम सं	सामग्री का विवरण
1.	रसायन एवं रीयजेंट्स,
2.	ग्लासवेयर (प्रयोगशाला की पूर्ण सामग्री)
3.	प्लास्टिकवेयर (प्रयोगशाला की पूर्ण सामग्री)
4.	फिल्टर पेपर, मेम्ब्रेन्स /सिरिन्ज फिल्टर
5.	प्राईमर्स/ऑलिगोस, मोलक्यूलस बायोलोजी एनजाईमस/डाईग्नोस्टिक किट्स
6.	क्रोमैटोग्राफी असैसरीज (एचपीएलसी/जीएलसी कॉलम/टीएलसी प्लेट्स) व अन्य वैज्ञानिक उपभोज्य सामग्री एलुमिनियम फाईल, गलोवस, टीसु पेपर इत्यादि
7.	पशु आहार व फार्म में प्रयोग होने वाली विविध सामग्रियां जैसे प्लास्टिक पॉट्स, पॉलीथीन सीट, नर्सरी बैग, सेडिंग नैट्स, कोकोपिट, बर्मीकुलेट इत्यादि

निविदा प्रपत्र को जमा करने की अंतिम तिथि (व्यक्तिगत/डाक द्वारा)	18.07.2018 समय 5:00 बजे सांय तक
निविदा प्रपत्रों को खोलने की तिथि	19.07.2018 समय 11:00 बजे सुबह से

इच्छुक आपूर्तिकर्ता हमारी वेबसाइट www.ihbt.res.in पर निविदा प्रपत्र एवं अन्य विवरण प्राप्त कर सकते हैं।

(सुरेश पंत)

भण्डार एवं क्रय नियंत्रक

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TENDER DOCUMENT

**Advt.No./Tender Notice No.01/2018
File No.4(1)2018-Pur**

**Rate Contract for Supply of Chemicals & Reagents, Glass wares,
Plastic wares, Filter Papers, Membranes/syringes, etc**

This Tender Document is Applicable to the Notice Inviting Tender(NIT) No.01/2018, File No.4/(1)2018-Pur for Rate Contract for various Chemicals,Glasswares,Plastic Ware,Filter Papers,etc.

TERMS & CONDITIONS:

1. **GENERAL:** Sealed quotations along with printed price list and catalogue duly sealed, signed and stamped are invited on behalf of the Director, CSIR-Institute of Himalayan Bioresource Technology, Palampur(H.P) from reputed manufacturers for the purpose of entering into Rate Contracts for various Items as per the above said Notice Inviting Tender(NIT). Quotations received by Fax/email will not be considered. The offer must be strictly as per general specifications and the tender terms & conditions. The sealed cover containing the offer/quote should be supercribed with Tender No., Due Date and Date of Opening of the Tender.
 2. EMD: Please note that no EMD is applicable for this Tender.
 3. Prices: Must be quoted on the basis of Discount on Net Dealer Price(NDP) for each category of items in terms of Percentage(%) discount on NDP. Additional Dealer Discount may also be mentioned clearly as and when applicable.
 4. The Rate Contract shall be in the nature of standing offer for the specified range of products from the supplier for the contracted period. However, there shall be no guarantee of drawls of any item for a minimum or specified quantity during the contract period.
 5. The Rate Contracted firm shall be fully responsible for any defects in any material supplied under the Rate Contract. In case after receipt and inspection of material or during its usage, any defect is found in the quality of material, the supplier shall have to provide free replacement of the supplied material or he shall have to refund the amount charged towards the same.
 6. The shelf life of material should be at least 50% for storage and use from the date of its supply.
1. **SUBMISSION OF OFFERS:**
 - (a) Rate contract offer should be submitted by the Original Manufacturer directly in case of foreign manufacturer or by their Indian counterparts with complete documents such as authorization or agreements etc. A copy of Authorization Certificate from the Manufacturer must be enclosed.
 - (b) Separate offer in separate envelope should be submitted for each category as per the NIT.
 2. **Due & Opening Dates:** The offer must reach this office on or before 18.07.2018 up to 5:00 PM. The tenders will be opened on 19.07.2018 at 11:00 AM for all items in the presence of bidders, who wish to be present themselves at the time of opening of tender. Late/Delayed Tenders will not be accepted.
 3. **PRICES:** The prices should be FOR, CSIR-IHBT Palampur Stores inclusive of packing, forwarding. If ex-works/godown prices are quoted, then, packing, forwarding, documentation, freight and insurance charges must be specifically mentioned separately. The Institute is exempted from payment of Custom Duty under notification No. 51/96. GST will be paid as per Notification No.47/2017-Integrated Tax (Rate) Dated 14th November 2017 issued by Ministry of Finance, Department of Revenue, Govt. of India. However, prevailing rates of GST may be mentioned separately. No other charges other than those mentioned clearly in the quotation will be paid.

4. Vague terms like “ packing forwarding transportation etc. extra” without mentioning the specific amount/percentage of these charges will not be accepted. Such offer shall be treated as incomplete and rejected.
5. **REASONABILITY OF PRICES:**
 - (a) The material will not be supplied by you on less than the Rate Contract prices to any other Govt. Institution. If the same is found, the proportionate recoveries will be made.
 - (b) Copies of Rate Contract with other CSIR Labs./Institutes, if any, may be submitted along with your offer.
 - (c) The supplies must be conformed to the specification of our supply order. If the same is found defective the same will be replaced immediately free of charges at IHBT.
 - (d) Kindly issue a certificate stating that maximum discount is being given and no other Govt. Organization including CSIR is being benefited more than this discount.
 - (e) The Rate List of Bulk Packages/Quantity should also be attached along with your offer. Bulk discount must be mentioned with the offer.
6. **PAYMENT CONDITION:** Payment on Bill Basis after supply: Normally the payment should be made within 30 days after receipt of materials if found in order, in quality and in quantity. Supplies will be made promptly within the delivery schedule. For local supplies, the payment will be made only after satisfactory supply at CSIR-IHBT and after certification by our user expert/scientist.
7. **LATE DELIVERY:**The material must be supplied within stipulated period/validity of supply date. In case of delay in supply from the side of supplier, a penalty of 0.5% per week of order value may be charged for the delayed period subject to maximum of 10% . Beyond this the Supply Order is liable to be treated as cancelled. It may however be noted that Force Majeure clause is acceptable to us. Extension of delivery schedule shall be considered only under exceptional circumstances and upon a written request from the Firm. LD shall not apply in case the extension is approved by the Competent Authority.
8. Only one bill will normally be accepted against one purchase order. If, due to urgency, material is supplied in more than one lots, it should be done only after obtaining prior approval from the undersigned.
9. **VALIDITY OF RATE CONTRACT:** The prices must be kept valid up to One year **from the date of award/acceptance of rate contract.** No upward changes in prices will be acceptable in any condition during the period of the rate contract. However, if there happens to be a downward revision in prices of the items concerned during the contract period, the benefit of the price reduction shall be passed on to the Institute. Force Majeure clause is accepted to us.
10. The firm and/or the purchaser are entitled to withdraw/cancel the Rate Contract by serving an appropriate notice on each other normally by giving 30 (thirty) days time.
11. **NON-SUBMISSION OF TENDER:** In case you are unable to submit your quotation against our tender enquiry, we would appreciate and accept a note of regret from your side giving in brief, reasons for not quoting.
12. **LATE /DELAYED/CONDITIONAL QUOTATION:** Late or delayed/conditional quotations/offers shall not be considered.

