



# भाकृअनुप-राष्ट्रीय जैविक स्ट्रेस प्रबन्धन संस्थान बरौडा, रायपुर, छत्तीसगढ़-493 225

ICAR-NATIONAL INSTITUTE OF BIOTIC STRESS MANAGEMENT  
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F.No. 9-37/NIBSM/RC/ Chemical & Glassware/2018-19

Date- 17/08/2018

## TENDER NOTICE No.01/ Consumable Item/ 2018-19

### **INVITING BIDS AGAINST RATE CONTRACT FOR SUPPLY OF LABORATORY CHEMICALS, GLASSWARE, PLASTICWARE, LAB/ FIELD CONSUMABLES ETC. AND SEQUENCING & ANALYSIS SERVICES FOR FINANCIAL YEAR 2018-19**

The Director, ICAR-National Institute of Biotic Stress Management, Baronda, Raipur (C.G) on behalf of the Secretary, ICAR, New Delhi invites sealed tenders directly from manufacturers for Laboratory Chemicals, Glassware, molecular biology reagents, custom oligos, kits, liquid handling systems, peptide synthesis, antibody production, Plastic wares, Lab/Farm & field consumables items etc. & sequencing NGS sequencing and analysis services for entering into Rate Contract with ICAR-NIBSM, Baronda, Raipur (C.G).

The ICAR Research Institutes are exempted from Excise and Customs Duties on research consumable in terms of Govt. Notification No. 51/96-Customs dated 23.7.1996 and Central excise Duty Exemption in terms of Govt. notification No. 10/97-Central Excise dated amended from time to time and accordingly the prices are required to be quoted by Manufactures on Ex-works basis without including any Excise /Customs Duty component. Rate Contract will be made only in Indian Rupees.

Tender forms along with terms and conditions can be downloaded from our Institute's website [www.nibsm.org.in](http://www.nibsm.org.in) A crossed Demand Draft (non refundable) in favour of ICAR Unit-NIBSM, Raipur (C.G) for **Rs.500/- should be enclosed along with tender as tender fee for downloaded tender document**. The Demand Draft for downloaded tender should be drawn on or before the last date for downloading of tender document. Tenders/ Quotations received without tender fee will not be considered.

Tenders/Quotations which will be received up to due date and time only will be opened in the presence of the tenderers/ authorized representatives who choose to attend at the address given below at 2:30PM on 10/09/2018 in the committee room of this Institute.

<b>Start date for download of bidding document</b>	:	<b>19/08/2018 from 10.00 AM</b>
<b>Last Date for Submission of Sealed Bids</b>	:	<b>10/09/2018 up to 1.00 PM</b>
<b>Date of Opening of Bids</b>	:	<b>10/09/2018 at 2.30 PM</b>

**Place of Opening Bids: ICAR-National Institute of Biotic Stress Management, Baronda, Raipur (C.G.)**

**BRIEF TERMS AND CONDITIONS OF RATE CONTRACT FOR SUPPLY OF LABORATORY CHEMICALS/GLASSWARES/PLASTICWARE/LAB OR FIELD CONSUMABLES ETC. & SEQUENCING AND ANALYSIS SERVICES ARE AS UNDER:-**

1. The outer main cover should be super scribed “Tender for rate contract for supply of laboratory chemical, glassware, plastic ware, lab/field consumables etc. & sequencing and analysis services”. The Bidding Firm should give their complete address on the bottom left corner of the Main Cover. The main cover should also be wax sealed.
2. The material is to be supplied on F.O.R. basis at ICAR-NIBSM, Baronda, Raipur (C.G) as appropriate.
3. Tender to remain open for acceptance up to 90 days from the date of opening. Corrigendum, if any for change or correction in the tender document by the Institute, may kindly be seen on our website/ CPP Portal only. If the date up to which the tender is open for acceptance is declared to be a holiday the Tenders shall be deemed to remain open for acceptance till the next working day.
4. GST/VAT/Service Tax and other Govt. levies will be paid extra as applicable.
5. Commercial Tax @4% / TDS @2% will be deducted from the bill amount, if applicable.
6. No FORM 'C' OR 'D' will be issued by this institute.
7. The name of only authorized dealer(s) for the supply of above items to ICAR-NIBSM, Baronda, Raipur (C.G) may be mentioned in the rate contract offer.
8. The manufacturer/firm must clearly mentioned that billing and supply will be done by them directly or their authorized distributors and disclosed it in the bid itself and same for EMD deposit.
9. The tender of the firms which have either been black listed or stopped dealing with any ICAR Institute/ICAR-NIBSM, Baronda, Raipur (C.G) will not be accepted.
10. The Manufacturer should submit at least three copy of latest printed price list for year 2018-19 without which the Rate Contract will not be accepted.
11. No revision in rate (on higher side) will be accepted during the contract period. During the contract period, if there is a decrease in rate of any item, then the firm will have to pass the benefit to the Institute.
12. Registration/Authorization certificate in the case of Indian Agent should be enclosed.
13. The Director, ICAR-NIBSM, Baronda, Raipur (C.G) reserves the right to reject any/all tenders at any stage without assigning any reason thereof.
14. The annual turnover of the company should be at least 2 crore. Annual turnover of the company and company having certification of being an ISO or equivalent certified firm would be given weightage during selection of the firm for the rate contract.

15. The firm may clearly indicate discount, if any on the price list in the catalogue.
16. The discount offered by the firm to this institute should be equal than that of given in other rate contract offered to any person/organization/ICAR institutes during the currency of the rate contract.
17. The packing of the goods should be in good condition to prevent the material from damage or deterioration during transit to their final destination. The supply of perishable store and the rejected material must be replaced free of cost by the Manufacturer firm/authorized dealer to the purchaser.
18. The following documents must be enclosed/ furnished with the tender notice:
  - a. Manufacturer's Authorization letter in original and of latest date as per attached Annexure-I.
  - b. Tender Acceptance Undertaking as per attached Annexure-II.
  - c. Format for detail of Payee through e-payment as per attached Annexure-III.
  - d. Duly signed GAR-43 form for refund of EMD comprising details of EMD amount to be deposited with the tender as per attached Annexure-IV.
  - e. Copies of Audited balance sheets of the manufacturer/company for last 2 years.
  - f. Hard and soft copy (CD) of printed catalogue for year 2018-19.
  - g. Certificate of registration of firm and ST/VAT Certificate.
  - h. TIN/VAT No. and PAN No. copy should be enclosed.
  - i. The firm may submit certificate that the firm is not black-listed or stopped dealing by any Govt. organization/Institute.
  - j. Tender Form/Document duly signed/initialized and stamped on each page.
  - k. List of Govt. Deptt./Organizations/ ICAR Institutes with whom the firm has rate contract for chemical & glassware etc. for last three years.
19. **Validity:** The rate contract will be valid for the financial year 2018-19 (One year) from the date of award of rate contract and may be further extendable for six month on mutual consent with the different successful bidders/ firms on the price/rate list of 2018-19
20. The dispute(s), if any, arising in relation to the rate contract between manufacturer/ supplier/ authorized agent and purchaser will referred to Arbitrator appointed by the Director, ICAR-NIBSM, Baronda, Raipur (C.G)for which sole arbitration and decision there on will be binding upon both the parties i.e. manufacturer/ supplier/ authorized agent and purchaser.  
The Quotation without tender fee, Earnest Money Deposit (EMD) and Latest Printed Price list will not be entertained in any condition and no correspondence in this regard will be entertained by the Institute.
21. The firms should submit the list of Govt. Deptt./Organizations/ ICAR Institutes with whom they have rate contract of chemicals & glassware items etc. during last three years.
22. The firms should mention clearly the item or category for which rate contract proposal is submitted & enclosed price list of those items or category without which bid will not be considered for that category.
23. Awarding of rate contract to a particular manufacturer firm do not means that Institute will be bound to purchase the items from that firm. Institute at its own discretion as per requirement of Scientists and after following all norms & procedures will place order to a firm out of all firms selected for rate contract.
24. The supplier shall deliver the goods within the delivery period mentioned in the purchase order. In case of any delay in executing the contract, the supplier shall promptly inform the Institute in writing, the fact of delay and duration of supply before the expiry of the delivery period. Otherwise liquidated damage @ 0.5 % per week of the cost of purchase order will be deducted subject to a maximum of 10%.

25. Supply should be made in full against the order. Part Supply shall not be accepted until and unless it is supported by convincing reasons and approved by the Competent Authority of this Institute.
26. Payment shall be made within reasonable time after satisfactory execution of supply. No payment shall be made for unsatisfactory supply.
27. Challan and the pre-receipted bills should be sent along with goods to Director, ICAR-NIBSM, Baronda, Raipur (C.G.).
28. While submitting the tender document, the tenderer should specifically sign on each page of the tender document. Incomplete proposals and tenders received after due date and time will not be entertained.
29. Any equipment including minor equipment will not be covered under this rate contract. Tenderers should submit a consolidated E.M.D. of Rs 10,000=00 (Rupees Ten Thousand Only) in shape of Bank Draft /Banker Cheque/FDR/Bank Guarantee along with the tender, drawn in favour of **ICAR unit NIBSM, Raipur** which is refundable (without interest) after finalization of the rate contract.
30. The bidders who are registered with the Central Purchase Organisation (DGS&D) of GOI, National Small Industries Corporation (NSIC) for manufacture and supply of items for which rate contract is applied by the firms are exempted from depositing tender fee and EMD only on submission of self certified copy of said certificate issued by the concerned authority for said purpose along with bid document. The exemption in EMD will be accepted only to the extent as per the limit of exemption given in the said certificate. The firm, if any, is advised to take exemption accordingly as per the limit mentioned in said exemption certificate, if not 100% exempted and deposit the remaining amount as EMD without which the tender will not be accepted. Bid security (EMD) should be refunded to the successful bidder on receipt of Performance Security.
31. Successful bidder/s will have to deposit Security Deposit /Performance Security of Rs.30,000=00 (Rupees Thirty Thousand Only) in form of Account Payee Demand Draft, Fixed Deposit Receipt/ Bank Guarantee from a Commercial bank within 15 days after the issue of letter of award of rate contract by the Institute which shall remain with the Institute till the mentioned service period and shall thereafter be returned, without any interest, only after complete supply of the material & completion of Rate Contract obligations satisfactorily. Performance security is to be deposited by every successful bidder irrespective of its registration status etc.
32. **Fall Clause:** If the rate contractor holder reduces its price or sells or even offers to sell the rate contracted goods following conditions of sale similar to those of the rate contract, at a price lower than the rate contract price, to any person or organization during the currency of the rate contract, the rate contract price will be automatically reduced with effect from that date for all the subsequent supplies under the rate contract and the rate contract amended accordingly.
33. The duly filled and signed tender document along with requisite enclosures should be sent to Director- ICAR-National Institute of Biotic Stress Management, Baronda, Raipur (C.G.)-493225. The last date of receipt of Tender is **on 10/09/2018 up to 01.00 PM through Registered post /Speed Post/ /Dropped in tender box at Director, NIBSM, Baronda, Raipur (C.G.) only. Tenders sent through private courier or any other mode will not be accepted. The tenders will be opened on 10/09/2018 at 02.30 PM.**

Copy to: I/C AKMU to upload the same on Institute's website.

  
Sr. Administrative Officer

MANUFACTURER'S AUTHORIZATION LETTER

No. :

Date:

Dear Sir,

I/We í who is established and reputed Manufacturer having factory at (address of factory) do hereby authorize M/s í í í í í í í í í (Name and address of authorized distributor/dealer) as our authorized distributor/dealer to submit a bid, negotiate and receive the order from you against the rate contract tender F.No.9-37/ RC/Chemical & Glassware/18-19 dated í í í í ...

I/We also hereby authorize M/s (Name and address of authorized distributor/dealer) for supply and billing of materials at F.O.R. basis at ICAR-NIBSM, Baronda, Raipur (C.G).

We hereby extend our full guarantee and warranty as per General Conditions of Contract and relevant Clause of the Special Conditions of Contract for the goods and services offered by the above firm.

Yours faithfully

(Authorized Signatory)

(Name & Seal of Manufacturer)

**Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included by the Bidder in its bid.**

**Tender F.No. 9-37/ RC/Chemical & Glassware/18-19**

**Annexure-II**

**(To be returned by Tenderer along with the Tender duly signed)**

**TENDER ACCEPTANCE UNDERTAKING**

To

The Director,  
ICAR-National Institute of Biotic Stress Management,  
Baronda, Raipur (C.G.)-493225

Sir,

Having examined the tender document for supply of CHEMICALS, GLASSWARES, PLASTICWARE, LAB/FIELD CONSUMABLES ETC. & SEQUENCING AND ANALYSIS SERVICES under rate contract, I/we, the undersigned hereby agreed to enter into rate contract for supply of chemicals, glassware, plastic ware, lab/field consumables & sequencing and analysis services etc.

**(mention clearly only the items or category whichever is/are applicable for which annual rate contract proposal is being submitted by the firm)** as per terms and conditions set out in the tender document **9-37/RC/Chemical & Glassware/18-19** dated: ..... by the Institute. In case of downward price movements during the rate contract period, we promise to pass on the advantage to ICAR-NIBSM, Baronda, Raipur (C.G.).

Certified that the latest Price List/Price Catalogue of \_\_\_\_\_ (name of manufacturer firm) for \_\_\_\_\_ . (category or items for which rate contract is applied by the firm) of financial year 2017-18 submitted along with rate contract tender is uniform price list throughout the territory of India. The discount offered to this institute is not lower than that of given in other rate contract offered to any person/organization/ICAR institutes during the currency of the rate contract.

We have enclosed all the relevant documents as per the tender.

**Date:**

**Name:**

**Signature of Bidder:**

**Seal:**

**Designation:**

**Tender F.No. 9-37/ RC/Chemical & Glassware/18-19**

**Annexure-III**

(To be returned by Tenderer along with the Tender duly signed)

**Format for details of PAYEE through e-Payment**

1.	Name of Account Holder/Firm (Payee Account name)	
2.	PAN No.	
3.	TIN No.	
4.	Nature of Account (Saving/Current)	
5.	Name of Bank	
6.	Bank Account No.	
7.	Branch Address	
8.	IFSC Code of Bank	
9.	Permanent Postal Address	

**Date:**

**Name:**

**Signature of Bidder:**

**Seal:**

**Designation:**

**Tender F.No. 9-37/ RC/Chemical & Glassware/18-19**

**Annexure -IV**

Kind Attention: Bidder should fill the details of DD/BC in the columns & also signature on Claimant's for returning of EMD affixing with Rs. 1 Revenue stamp.

ICAR- National Institute of Biotic Stress Management, Baronda,  
Raipur (C.G.)-493225  
G.A.R. 43

[See Rule 186 (1)]

APPLICATION-CUM-BILL FOR REFUND OF DEPOSIT

Month.....

Bill No.....

Head of Account.....

Original Challan/DD/BC of Receipt No. & date	Bank/Office in which deposited	Name of Depositor	Amount originally deposited

Received this..... day of.....  
Rupees.....  
describe above.

20 the sum of  
being repayable on account release of deposit

Claimant's Signature.....  
(with revenue stamp affixed whenever necessary)

1. Received payment of Rs..... (Rupees.....  
.....) for arranging disbursement of Rs..... to  
..... Claimant(s)

2. Passed for payment of Rs..... Rupees  
.....

Date :

Drawing & Disbursing Officer

**For in pay and Accounts Office in case of endorsement I above**

Admitted for payment of Rs..... (Rupees.....) payment

by Cheque No.

Date

Finance and Account Officer

Delete whichever of endorsement 1 or 2 inapplicable.





F.No. 9-37/RC/Chemical & Glassware/18-19

Date 17-08-2018

**TENDER NOTICE NO. 02/2018-19**

The Director, ICAR- National Institute of Biotic Stress Management, Baronda, Raipur (C.G.) on behalf of the Secretary, ICAR, New Delhi, invites sealed tender directly from manufacture for entering into rate contract for supply of Laboratory Chemical/ Glassware, molecular biology reagents/ custom oligos, liquid handling systems peptide synthesis, antibody production, sequencing NGS sequencing and analysis services Plastic ware, Lab/Farm & Field Consumables items etc. for financial year 2018-19. Those manufactures intend to enter into rate contract should submit their proposal to the Director, ICAR-NIBSM, Baronda, Raipur (C.G.)-493225 between 10/09/2018 up to 1.00 PM through registered post/speed post/dropped in tender box only at Director, ICAR-NIBSM, along with a tender fee of Rs. 500/- (Non-refundable) for downloaded tender document in from of crossed Demand Draft and EMD of Rs. 10,000/- in form of Demand Draft/ FDR/ Banker Cheque/ Bank Guarantee in favour of ICAR Unit NIBSM, Raipur. The tender will be opened on 10/09/2018 at 2.30 PM at ICAR-NIBSM, Baronda, Raipur (C.G.). The Director, ICAR-NIBSM, Baronda, Raipur reserves the right to accept or reject any or all the tenders without assigning any reasons thereof. Tenders without tender fee & EMD will not be considered. The tender document, further details and terms & conditions of the rate contract is available in our website [www.nibsm.org.in](http://www.nibsm.org.in) may be downloaded.

Sr. Administrative Officer