

ICAR-NATIONAL RESEARCH CENTRE FOR BANANA
Thogamalai Road, Thayanur Post,
Tiruchirapalli – 620 102. Tamil Nadu.

**TENDER NOTICE NO:02/2016 FOR RATE CONTRACT FOR SUPPLY OF
CHEMICALS, GLASSWARES, PLASTICWARES, CONSUMABLES INCLUDING
MICROPIPETTES AND RESEARCH SERVICES**

F.No: 28(1)/2016-SP/

Date: 02.05.2016

Sealed offers are invited on behalf of the Director, ICAR-National Research Centre for Banana, Tiruchirapalli from reputed Manufacturers / Service providers for supply of following items on Annual Rate Contract (ARC) basis.

S.No.	Categories
1.	Chemicals
2.	Glass wares
3.	Plastic wares
4.	Consumables including micropipettes
5.	Research Services*

IMPORTANT NOTE :

1. Separate tender form should be submitted in separate envelopes if for more than one category from the above list is to be quoted.
2. **Last Date of submission of Tender is 23.05.2016 (Monday) at 02.00 PM. Opening of tender is on 23.05.2016 at 03.00 PM.**
3. Tender forms can be downloaded free of cost from the website : www.nrcb.res.in.
4. Tender submitted through e-mail or Fax will not be entertained.
5. **Posting the tender document through courier service to the Institute is not permitted. Bidders are advised to submit their tender(s) only through SPEED POST or in PERSON.**
6. *For Research Services like RNA/DNA sequencing, Isolation, Purification, Custom Oligo Synthesis (up to 50 nmol), Cloning & Sequencing of PCR products, HPLC Purification, Gene expression profiling, PAGE purification, Primer walking, Peptide Mass Finger (PMF) Printing with Trypsin Digestion and any other life science services also be quoted.

TERMS AND CONDITIONS

1. The Bidders are requested to submit their offer in their own letterhead neatly typewritten without any erasure or overwriting.
2. The Bidders shall have to indicate clearly the brand name of the product for which they have submitted the quotations.
3. This Institute is interested to enter into Rate Contract with only reputed manufacturers or with their authorized dealers / distributors. Hence, the Bidders are advised to attach the **LATEST AUTHORIZATION / DEALERSHIP LETTER** along with their offer. Bids without authorization/dealership letter will be rejected.
4. The Bidders should submit **VALID DOCUMENTARY PROOF** of Sales Tax / VAT registration number and the details of **INCOME TAX REGISTRATION, PAN Number**.
5. The offer should be sent in a sealed cover with Superscription on top of the envelope **“Tender for _____ for the supply against Annual Rate Contract from 01.06.2016 to 31.03.2017 and Due on 23.05.2016”** and addressed to **“The Director, ICAR-National Research Centre for Banana, Thogamalai Road, Thayanur Post, Tiruchirapalli – 620 102, Tamil Nadu”** and indicate our reference No: 28(1)/2015-SP/ on envelope. The ICAR-NRCB is not responsible for any postal/courier delay.
6. Tenders will be opened on **23rd MAY, 2016 at 03.00 PM** at the Centre in the presence of the Bidders who wish to be present.
7. Bidders may submit their clients/customers list (Government / Private Research Laboratories / Institutes of repute including ICAR/CSIR/ICMR laboratories / institutes). In the customer list shall include the name of contact person, designation, telephone, fax numbers and e-mail ids.
8. Quote the **MAXIMUM DISCOUNT** on your list price as applicable to Government / Public Funded Research Institutes. Discount must be indicated in words as well as in figures. Current price list (both hard copy & CD) **is to be valid from 1st June 2016 to 31st March 2017** and must be sent along with the offer, otherwise, the offer will not be considered. Price list must be stamped and signed with date by the Bidder.
9. The offer should be quoted on **FREE DELIVERY BASIS** at ICAR-NRCB Central Stores. Otherwise offer will not be considered.
10. The Bidder must agree for immediate free replacement in case of any discrepancy found with regard to quality / quantity of the material supplied by them under this Rate Contract.

11. ICAR-NRCB is exempted from payment of Central Excise Duty under Government Notification No: 10/97-Central Excise dated 01st March, 1997 and exempted from payment of Customs Duty under Government Notification No: 51/96-Customs dated 23rd July, 1996. The bidders are advised to go through these Notifications thoroughly and mention clearly regarding the Excise Duty / Custom Duty in their offer.
12. **Payment(s) will be made only after the receipt and acceptance of material in correct quantity and quality. No other payment term(s) will be acceptable to us. Payment will be made directly to the suppliers by e-payment mode (RTGS/NEFT).**
13. The manufacturers may indicate the names and addresses of their Local Authorized Dealer in Tiruchirapalli, in case they wish to supply the material through their authorized dealer(s). If the manufacturer has no dealer at Tiruchirapalli, then the name and address of dealer(s) in rest of Tamil Nadu may be indicated.
14. There will be **no separate packing and forwarding charges payable** for supply against this Rate Contract.
15. Fall Clause :

The price to be quoted (Price as indicated in the price list less discount plus taxes and duty if applicable) by the Bidder under the Rate Contract should in no event exceed the lowest price at which the Bidder sells the stores of identical description to any other organization during the currency of Rate Contract. If Rate Contract holder reduces its price or sells or even offers to sell the same item(s) during the currency of the Rate Contract to any supplier, price will be automatically reduced to that extent with effect from that date for all the subsequent supplies under Rate Contract.

An **UNDERTAKING** is required to be given by all the manufacturers that the rates offered by them are not more than the rate offered to any other Government Agencies / Institutions and the discount offered is not less than the discount offered to any other Government Agencies / Institutions. In case any such discrepancy is noticed, they shall refund the amount to ICAR-NRCB and the Rate Contract shall also be liable to be cancelled.

16. During the Rate Contract period, **special offer introduced by manufacturer/supplier must be offered to ICAR-NRCB, Trichy** and should be intimated in advance. However, the Director, ICAR-NRCB, Trichy will retain the right to avail the offer.
17. Bidder will have to supply the ordered material under this Rate Contract within 30 days of placement of Purchase Order in **FULL** quantity, **PART SUPPLIES WILL NOT BE ACCEPTED**, otherwise, order can be cancelled and further action as deemed proper shall also be taken.

18. The rate and terms of **Rate Contract would also be applicable for the purchase made by the Scientists / Students of ICAR-NRCB, Trichy on Cash/Credit basis** and hence, the firms or their Agents shall not be allowed to charge higher prices than those approved under the Rate Contract.
19. **Belated and unsigned offers will not be considered** at all.
20. Compliance with National / International standards if any should be specified.
21. Rate Contract for similar items can be placed at any time during the period of Rate Contract with one or more **FIRMS**.
22. The Director, ICAR-NRCB reserves the right to terminate the Rate Contract without any notice, in case the performance of the Bidder is found consistently unsatisfactory or due to the serious lapse on the part of the Bidder.
23. The Director, ICAR-NRCB reserves the Right to accept or reject any offer in part or in full without assigning any reasons thereof.
24. All disputes are subject to Tiruchirapalli jurisdiction only.

The Bidders will have to confirm in writing in their offer that all the terms and conditions mentioned above are acceptable to them.

-sd/-
DIRECTOR

CHECK LIST (to be filled, signed and attached with tender documents)

S.No.	Description	√ / X
1.	Superscription in the outer cover “TENDER FOR _____” and Tender Enquiry No: _____ due on 23.05.2015 (Monday) at 02.00 pm”.	
2.	Submitted separate Tender for each category.	
3.	Price list (Hard copy & CD) enclosed along with the offer.	
4.	List of organizations by whom RC awarded in 2015-16.	
5.	List of organizations by whom RC awarded in 2016-17 (till date)	
6.	Enclosed latest Authorization/Dealership Letter from manufacturer (in case dealer/stockists submits offer)	
7.	Endorsed signature in the Tender form.	
8.	Copies of Sales Tax, VAT, PAN Card enclosed.	
9.	Avoided over writing or erasures or correction.	
10.	Complete clear address, telephone and Fax numbers, e-mail address and contact person’s name provided below.	
11.	Duly signed Price & Discount table is attached.	

Read the terms and conditions (25 points) mentioned in the Tender form and I accept them.

Signature :

Address :

Seal :

PRICE & DISCOUNT TABLE FOR CHEMICALS

S.No.	Brand name	Price	Maximum Discount in %	VAT %	CST %	Other Tax (pl. specify)
1	3	4	5	6	7	8
1.		As per price list				
2.						
3.						
4.						
5.						
6.						
7.						
8.						

Signature :

Address :

Seal :

NOTE :

1. There should be no blank rows at all.
2. All the fields must be filled. Where value is nil indicate NIL.
3. Column No: 5, 6, 7 & 8 - entries to be made as percentage – (numerical only).

IMPORTANT : Separate Tender (offer) has to be submitted for each category (viz., chemicals, glass wares, plastic wares, consumables & services). The price list (hard copy & CD) should be labelled accordingly with Name of the Principal (Manufacturer) on the label.

PRICE & DISCOUNT TABLE FOR GLASSWARES

S.No.	Brand name	Price	Maximum Discount in %	VAT %	CST %	Other Tax (pl. specify)
1	3	4	5	6	7	8
1.		As per price list				
2.						
3.						
4.						
5.						
6.						
7.						
8.						

Signature :

Address :

Seal :

NOTE :

1. There should be no blank rows at all.
2. All the fields must be filled. Where value is nil indicate NIL.
3. Column No: 5, 6, 7 & 8 - entries to be made as percentage – (numerical only).

IMPORTANT : Separate Tender (offer) has to be submitted for each category (viz., chemicals, glass wares, plastic wares, consumables & services). The price list (hard copy & CD) should be labelled accordingly with Name of the Principal (Manufacturer) on the label.

PRICE & DISCOUNT TABLE FOR PLASTICWARES

S.No.	Brand name	Price	Maximum Discount in %	VAT %	CST %	Other Tax (pl. specify)
1	3	4	5	6	7	8
1.		As per price list				
2.						
3.						
4.						
5.						
6.						
7.						
8.						

Signature :

Address :

Seal :

NOTE :

1. There should be no blank rows at all.
2. All the fields must be filled. Where value is nil indicate NIL.
3. Column No: 5, 6, 7 & 8 - entries to be made as percentage – (numerical only).

IMPORTANT : Separate Tender (offer) has to be submitted for each category (viz., chemicals, glass wares, plastic wares, consumables & services). The price list (hard copy & CD) should be labelled accordingly with Name of the Principal (Manufacturer) on the label.

PRICE & DISCOUNT TABLE FOR CONSUMABLES

S.No.	Brand name	Price	Maximum Discount in %	VAT %	CST %	Other Tax (pl. specify)
1	3	4	5	6	7	8
1.		As per price list				
2.						
3.						
4.						
5.						
6.						
7.						
8.						

Signature :

Address :

Seal :

NOTE :

1. There should be no blank rows at all.
2. All the fields must be filled. Where value is nil indicate NIL.
3. Column No: 5, 6, 7 & 8 - entries to be made as percentage – (numerical only).

IMPORTANT : Separate Tender (offer) has to be submitted for each category (viz., chemicals, glass wares, plastic wares, consumables & services). The price list (hard copy & CD) should be labelled accordingly with Name of the Principal (Manufacturer) on the label.

PRICE & DISCOUNT TABLE FOR RESEARCH SERVICES

S.No.	Name of the service	Price	Maximum Discount in %	VAT %	CST %	Other Tax (pl. specify)
1	3	4	5	6	7	8
1.		As per price list				
2.						
3.						
4.						
5.						
6.						
7.						
8.						

Signature :

Address :

Seal :

NOTE :

1. There should be no blank rows at all.
2. All the fields must be filled. Where value is nil indicate NIL.
3. Column No: 5, 6, 7 & 8 - entries to be made as percentage – (numerical only).

IMPORTANT : Separate Tender (offer) has to be submitted for each category (viz., chemicals, glass wares, plastic wares, consumables & services). The price list (hard copy & CD) should be labelled accordingly with Name of the Principal (Manufacturer) on the label.