



भा.कृ.अ.प.सरसों अनुसंधान निदेशालय
ICAR-DIRECTORATE OF RAPESEED MUSTARD RESEARCH
सेवर, भरतपुर 321 303 (राज०)
Sewar, Bharatpur-321303(Rajasthan)
(An ISO 9001-2008 Certified Organization)



F. No. 4-86/SP/19

Dated: 29-04-2019


(E-Tender) Through e-procurement
INVITATION TO ONLINE TENDER FOR ANNUAL RATE CONTRACT FOR PURCHASE OF
CHEMICALS, GLASSWARE, PLASTICWARE & FILTER PAPERS & OTHER LABORATORY
CONSUMBLES AT ICAR-DRMR, SEWAR, BHARATPUR

TENDER OPENING CLOSING AND OTHER RELATED DATES TO BE AS PER THE DATES OF THE E-
PROCUREMENT WEBSITE

Note: The tender form and other details are available on website <https://eprocurement.gov.in>. The interested agency/ Contractor/firm of repute may download the tender document from above websites and upload the same after completing in all respect in the e-procure.gov.in portal as per guidelines mentioned in the portal by or before the due date & time.

On behalf of the Secretary, Indian Council of Agricultural Research, the Director, Directorate of Rapeseed Mustard Research, Sewar, Bharatpur – 321 303 (Raj.) invites the e-Tender for entering into **Annual Rate Contract (2019-20) for Research Chemicals, Glassware, Plastic ware, Filter Paper, Reagents, enzymes & other laboratory consumbles** (Super scribed as such on the application whether indigenous or imported as the case may be) are invited in the prescribed form which can be downloaded from **Website: <http://eprocure.gov.in>** from the original manufacturers having ISO Certification/ Foreign Principal of said items and from the authorized Indian stockist of foreign manufacturers having custom based warehouse in India, if any, as the Directorate is exempted from the payment of Custom/ Excise duty, for the purpose of Annual Rate Contract of these items. The firms applying for contract must attach their latest price list, catalogue and should clearly mention the percentage of discount they wish to offer on their products along with a certificate that the discount offered is the maximum which is being given by the company to any organization whether Government or Private. All the manufacturer/ authorized dealers are requested to send their proposals alongwith their TIN /CST /RST /GST etc. **alongwith DD worth Rs. 5,000/- (Rupee: Five thousand only) as Earnest Money in the name of ICAR Unit- DRMR payable at Bharatpur. Bank Draft payable at outside Bharatpur will not be considered.** proposals/ e-Tenders received after due date will not be considered. The Director, ICAR-DRMR, Bharatpur reserves the right to reject any or all the proposals at his discretion without assigning any reason what so ever to any of the concerned.

Yours faithfully,


(Ram Sahay Meena)
Asstt. Admn. Officer

The following information is required for entering into Annual Rate Contract for the purchase/ supply of Chemicals, Glassware, Plastic ware & Filter Papers etc. for 2019-20.

1. Name & full address of the applicant (in Block letters)
2. Items/ material for which rate contract needed (a) Chemicals (b) Glass wares (c) Plastic ware (d) Filter Paper (e) etc.
3. If the firm is under Rate Contract with other Govt. Department/ Research Institute, give details along with certified copies of the rate contract issued by the Department/ Institute.
4. Annual Turnover of the firm/ company during the last three financial years. (enclose documents in support of claim)
5. Annual business volume with ICAR Institutes
6. Whether the firm is registered under Company Act 1956? If yes, enclose certified copies.
7. In case, the firm is registered with other Govt. Dept/ Agency, the same may be stated with documentary evidence.
(a) Certified copies of GST Registration No.
(b) Furnish a latest copy of Income tax return.(please enclose copies of relevant papers)
8. Whether Price List is inclusive of GST & all other taxes.
9. Maximum discount offered on manufacturers price list.
10. Effective date of price list (validity must be up to 31-03-2020)
(a) Income Tax PAN No. (in the name of firm/ company & not individual)
(b) Furnish a latest copy of Return filed to Income Tax Dept.
11. Product catalogue in circulation, if so, please enclose one copy/ set
12. State whether business /dealing with you have been Currently banned by any Ministry/ Dept. of Central Govt. or any State Govt. If so, give details
13. Please indicate name & full address of your Banker
14. In case you wish to enter into rate contract for imported goods, please furnish details as given below

Name of the Principal firm	Brand/ Make of the goods	Date of acquiring dealership	Date of expiry of Dealership	Prices in foreign currency or in Indian Rupees	Whether certified copy of Dealership enclosed (Say Yes/ No)

15. Name & Address of dealers for Hqr. & Research Station, if any
16. Trade Discount along with certificate for not giving higher discount to any other Departments
17. Any other information vital for entering into rate contract

Dated:

Signature of the Applicant

TERMS & CONDITIONS FOR RATE CONTRACT

1. No equipment, apparatus, Gel electrophoresis apparatus etc. are covered under the rate Contract.
2. The packing, freight, forwarding, insurance charge, if any, will not be borne by the purchaser. Similarly, any loss, damage, pilferage etc. of the material on transit will be sole responsibility of the supplier. The defective supply, breakage (s) if any is to be replaced by the supplier within 7 days without freight/transport charges.
3. The delivery supply will be made on F.O.R. basis to this Directorate.
4. GST, Excise Duty and other Govt. levies will be paid extra as applicable under Rule.
5. The supply of material will have to be completed within 30 days from the date of issuing purchase order or within any other time frame as specified in the supply order. Delay in supply in will be penalized at the rate of 2% per week (maximum 10%).
6. No payment will be made in advance even through Bank. But the payment will be released within 30 days through a crossed demand draft only after receiving goods in full in satisfactory conditions. Triplicate pre-receipted bills on a revenue stamp should be sent to the concerned Division for payment. No interest will however, be payable in case of delay payments.
7. Payment will be made according to the latest price list 2019-20 and no price revision in rate (on higher side) will be accepted during the period of rate contract.
8. The order will be placed as per requirement irrespective value of the order.
9. The firm may supply the required items as per unit price mentioned in the price list.
10. Any dispute arising between the manufacturer and the purchaser will be referred to Secretary, ICAR, Krishi Bhawan, New Delhi for which sole arbitration land decision Thereof shall be final and binding upon the parties i.e. manufacturer/ supplier and purchaser.
11. **Supply should be made in full against the order and no part supply will be accepted.**
12. No payment will be made for unsatisfactory supply.
13. The articles should be securely packed to avoid damages etc. in transit.
14. Supply to be made from the latest batch of production with maximum life period in original packing.
15. In case the proposal is accepted, the firm shall sign an agreement with us while entering rate contract.
16. The Director, DRMR reserves the right to cancel the rate contract at any time without assigning reason.
17. The Rate Contract will be valid for a period of one year (upto March, 2020) from the date of award of Rate Contract.
18. A certificate is to be given by the applicant that the price list supplied is the only one in circulation.
19. Printed and bounded price list for 2019-20 duly signed & certified by the authorized signatory must be sent.
20. **Discount, if any on the ruling prices may be mentioned clearly with trade discount certifying that higher discount is not given to any other Department/Organisation.**
21. In case of discrepancy between unit price & total price, the unit price shall prevail.
22. In case of supply of goods made through dealer, their name and mail address may be declared/ indicated.
23. The competent authority reserves the right to accept or reject any or all the proposals without assigning any reason, whatsoever.
24. Wherever applicable, minimum warranty should be one year.
25. No revision in rate (on higher side) will be accepted during contract period.
26. That the order will be plced as per requirement irrespective of value of the order.
27. No payment will be made for unsatisfactory supply.
28. Pre- receipted bills should be sent alongwith goods. The bills may be prepared in the name of the Director, ICAR-DRMR, Sewar, Bharatpur (Rajasthan)
29. In case a proposal is accepted the firm shall sign an agreement with us while entering into rate contract.
30. **Authorization Letter: Authorization letter from the manufacturer for the current financial year should be Submitted alongwith quotation, failing which quotation will not be considered.**

Dated:

Singnature.....

Complete address of the firm

Technical Bid

(A)TENDER ACCEPTANCE LETTER (To be given on Company letter head)

Date:

To,
The Director,
ICAR-DRMR,
Sewar, Bharatpur, Rajasthan 321303

Sub: Acceptance of terms and Conditions of tender
Tender Reference No:
Name of the Tender/work: -

Dear Sir,

I/we have downloaded the tender document for the above mentioned tender/work from the website

(s) Namely:

As per your advertisement, given in the above mentioned website(s).

I/we hereby certify that I/we have read the entire terms and conditions of the tender documents including all documents like annexure(s), schedules(s), etc., which form part of the contract agreement and i/we shall abide hereby the terms/ conditions/clauses contained therein and also the tender documents (general tender document common for all tenders i.e Standard bidding documents for ICAR-For purchase of goods) the corrigendum(s) issued from time to time by your department/organization too has also been taken into consideration, while submitting this acceptance letter.

I/we hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.

I/we do hereby declare that our Firm has not been blacklisted/debarred by any Govt. Department/Public Sector Undertaking.

I/we Certify that all information furnished by our firm is true and correct and in the event the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason thereof or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

I/We have read all the documents related to this tender available on ICAR-DRMR website – Tender notice e-Procurement & general tender documents (stamped bidding documentation & all other related documents carefully & unconditionally accept to abide by all these documents).

Note :- All documents have also been uploaded on our website www.drmr.res.in.

Your faithfully,

(Signature of the Bidder, with Official seal)

(B.) Technical Bid - DOCUMENTATION COMPLIANCE

S.N.	Documents Strictly as per detailed below	Attached Yes/no	Page No.	Particulars
1.	Scanned Copy of DD (EMD)			
2.	Firm Registration Certificate (Copy)			
3.	GST Registration (Copy)			
4.	PAN Card (Copy)			
5.	Details of past experience			
6.	List of institutions to which supplied in last three (03) years along with documentary proof			
7.	Attested copy of income tax & sales Tax Clearance Certificate (up to date)			
8.	Turnover of last three (03) Financial Years/Audit Reports			
9.	Balance sheet last 3 financial year			
10.	Non-black listing undertaking on non-judicial stamp paper that they nor their principal publishers/suppliers have been blacklisted by any state/Central University/Government departments/other organizations.			
11.	Duly filled & Signed Tender Acceptance Letter			
12.	Duly Signed & Stamped Tender Document			
13.	Other important documents viz. Authorization certificate etc.			

Note: Scanned copy of all necessary document duly self-attested must be uploaded for the purpose Technical evaluation.

Date:

Place:

AUTHORISED SIGNATORY & STAMP