



भाकृअनुप - सरसोअनुसंधाननिदेशालय
सेवर, भरतपुर - 321 303 (राजस्थान)
ICAR-Directorate of Rapeseed-Mustard Research
Sewar, Bharatpur - 321 303 (Rajasthan)
(Indian Council of Agricultural Research)



F. No. 4-86/SP/21-22

Dated: 14-06-2021

(E-Tender Notice No. 01) 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-
ERPCHOREMENT WEBSITE

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 (2021-22) for Research Chemicals, Glassware, Plastic ware, Filter Paper, Sequencing, Reagents, enzymes & other laboratory consumables.** (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: <https://eprocurement.gov.in>** from the original manufacturers having ISO Certification/ Foreign Principal of said items and from the authorized Indian stockiest 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 along with their TIN /CST /RST /VAT etc. **along with DD worth Rs. 500/- separately (Rupee: Five hundred only) for each Brand as processing charge (Non-refundable) 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.

Note: - The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The tender form and information useful for submitting online bids on the Central Public Procurement Portal may be obtained at: <https://eprocurement.gov.in/eprocure/app> Manual bid shall not be accepted. 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.

Yours faithfully,

Sr. Adm. Officer

The following information is required for entering into Annual Rate Contract for the purchase/ supply of Chemicals, Glassware, Plastic ware, Filter Papers, Sequencing etc. for 2021-22.

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) Sequencing 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.	
8.	Certified copies of GST Registration No.	
9.	Whether Price List is inclusive of GST & all other taxes	
10.	Maximum discount offered on manufacturers price list	
11.	Effective date of price list (validity must be up to 31-03-2022) (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.	
12.	Product catalogue is in circulation, if so, please enclose one copy/ set	
13.	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	
14.	Please indicate name & full address of your Banker	
15.	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 2021-22 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. **Bidder should prepare the Tender fee as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.**
16. **The Bidder shall not tamper/modify downloaded template in any manner.**
17. In case the proposal is accepted, the firm shall sign an agreement with us while entering rate contract.
18. The Director, ICAR-DRMR reserves the right to cancel the rate contract at any time without assigning reason.
19. The Rate Contract will be valid for a period of one year (upto March, 2022) from the date of award of Rate Contract.
20. A certificate is to be given by the applicant that the price list supplied is the only one in circulation.

21. Printed and bounded price list for 2021-22 duly signed & certified by the authorized signatory must be sent.
22. **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/Organization is offered.**
23. In case of discrepancy between unit price & total price, the unit price shall prevail.
24. In case of supply of goods made through dealer, their name and mail address may be declared/indicated.
25. Where ever applicable, minimum warranty should be one year.
26. No revision in rate (on higher side) will be accepted during contract period.
27. That the order will be placed as per requirement irrespective of value of the order.
28. No payment will be made for unsatisfactory supply.
29. Pre-receipted bills should be sent along with goods. The bills may be prepared in the name of the Director. ICAR-DRMR. Sewar, Bharatpur 321303 (Rajasthan)
30. Authorization. Letter: Authorization letter from the manufacturer for the current financial year should the Submitted along with quotation, failing which quotation will not be considered.

Dated:

Signature.....

Complete address of the firm.....
.....

Phone No.....

E-Mail Id.....

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

Date.....

To,
The Director,
ICAR-DRMR,
Sewar, Bharatpur, Rajasthan 321 303
Sub: - Acceptance of terms and Conditions of tender
Tender Reference No.-

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 the I/we have read the entire terms and conditions of the tender document including all document 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 to 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 the 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 therefore or summarily reject the bid or terminated the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money 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 and all other related documents carefully & unconditionally accept to abide by all these documents).

Note: - All documents have also been uploaded on website <https://eprocurement.gov.in/eprocure/app>

You're faithfully,

(Signature of the bidder of the seal)

(B) Technical Bid- DOCUMENTTATION COMPLANCE

S. No.	Documents strictly as per details below	Attached Yes/No	Page no.	Particulars
1	Scan copy of DD			
2	Firm Registration Certificate (Copy)			
3	GST Registration (Copy)			
4	PAN Card (Copy)			
5	Non-black listing undertaking on non-judicial stamp paper that they not then principal publishers/suppliers have been black listed by any state/Central University/Government department /other organizations.			
6	Duly filled & Signed Tender Acceptance Letter			
7	Duly Signed & Stamped Tender			
8	Authorization letter from the manufacturer of the current financial year.			

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

Date:
Place:

AUTHORISED SIGNATORY & STAMP

Technical Bid
PRICE BID UNDERTAKING

From: (Full name and address of the Bidder)-----

To,

Dear Sir/ Madam,

1. Submit the Price Bid for -----and related
Activities as envisaged in the Bid document.

2. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document,
and agree to abide by them.

3. Offer to work at the rates as indicated in the price Bid, inclusive of all applicable taxes except Service tax.

Yours faithfully,

Signature of the firm with seal

(Price bid & Discount are must be clearly in Financial bid)
(Only BOQ file uploaded)

Sr. No	Name of Chemical	Flat discount offered	Name of Glassware	Flat discount offered	Name of Plastiwares	Flat discount offered	Name of filter paper	Flat discount offered	Name of Sequencing	Flat discount offered

Note: -

- Price must be including all charges such as freight charges; GST, Discount and any other charges incurred and should not include any hidden charges.
- **Financial bid must include price schedule as per the tender document.**