

Government ePublishing System		ePublishing System, Government of India		
		Tender Details		
		Date : 28-May-2019 05:57 PM		
		Print		
Basic Details				
Organisation Chain	Council of Scientific and Industrial Research IMT Chandigarh			
Tender Reference Number	IMT/PUR/RC/2019-20			
Tender ID	2019_CSIR_441889_1			
Tender Type	Open Tender	Form of contract	Rate Contract	
Tender Category	Goods	No. of Covers	1	
Payment Mode	Not Applicable	Is Multi Currency Allowed For BOQ	No	
Is Multi Currency Allowed For Fee	No			
Cover Details, No. Of Covers - 1				
Cover No	Cover	Document Type	Description	
1	Fee/PreQual/Technical/Finance	.pdf	NOTICE INVITING TENDER FOR RATE CONTRACT OF CHEMICALS GLASSWARE PLASTICWARES ETC	
Tender Fee Details, [Total Fee in ₹ * - 0.00]		EMD Fee Details		
Tender Fee in ₹	0.00	EMD Amount in ₹	0.00	
Fee Payable To	NA	EMD Exemption Allowed	NA	
Tender Fee Exemption Allowed	NA	EMD Fee Type	NA	
		EMD Payable To	NA	
		EMD Percentage	NA	
		EMD Payable At	NA	
Work / Item(s)				
Title	NOTICE INVITING TENDER FOR RATE CONTRACT CHEMICALS GLASSWARE PLASTICWARES ETC			
Work Description	NOTICE INVITING TENDER FOR RATE CONTRACT CHEMICALS GLASSWARE PLASTICWARES ETC			
Pre Qualification Details	Please refer Tender documents.			
Tender Value in ₹		Product Category	Miscellaneous Goods	
		Sub category	NA	
Contract Type	Rate Contract	Bid Validity(Days)	90	
		Period Of Work (Days)	45	
Location	CSIR-IMTECH, Sector 39-A, Chandigarh	Pincode	160036	
		Pre Bid Meeting Place	NA	
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	
		Bid Opening Place	CSIR-IMTECH	
Critical Dates				
Publish Date	28-May-2019 06:00 PM	Bid Opening Date	18-Jun-2019 11:00 AM	
Document Download / Sale Start Date	29-May-2019 11:00 AM	Document Download / Sale End Date	17-Jun-2019 05:00 PM	
Clarification Start Date	NA	Clarification End Date	NA	
Bid Submission Start Date	29-May-2019 11:00 AM	Bid Submission End Date	17-Jun-2019 05:00 PM	
Tender Documents				
NIT Document	S.No	Document Name	Description	Document Size (in KB)

1	Tendernotice_1.pdf	NOTICE INVITING TENDER FOR RATE CONTRACT CHEMICALS GLASSWARE PLASTICWARES ETC	1154.14
Work Item Documents			
S.No	Document Type	Document Name	Document Size (in KB)
1	Tender Documents	RC2019.pdf	1154.14
Tender Inviting Authority			
Name	Director, CSIR-IMTECH		
Address	CSIR-IMTECH, CHANDIGARH		
Tender Creator Details			
Created By	Dilip Kumar Gehlot		
Designation	SO		
Created Date	28-May-2019 05:51 PM		



वै.औ.अ.प.- सूक्ष्मजीव प्रौद्योगिकी संस्थान
CSIR –INSTITUTE OF MICROBIAL TECHNOLOGY (IMTECH)
SECTOR 39-A, CHANDIGARH-160036

Email : spo@imtech.res.in / purchase@imtech.res.in Telephone : 0172-6665106, 6665361

Tender Notice No. IMT/Pur/RC/2019-20

Dated: 28.05.2018

NOTICE INVITING TENDER FOR RC OF CHEMICALS, GLASWARES, PLASTIWARES ETC.

Sealed tenders are invited on behalf of Director, CSIR-IMTECH, Chandigarh from the reputed manufacturers/authorized distributors/dealers (who have the current authorization from the principal company) for entering into Annual Rate Contract for the supply of items grouped as under:

Tender Document No.	IMT/Pur/RC/2019-20
Annual Rate Contract for –	
1	Chemicals (Complete Range)
2	Glasswares (Complete Range)
3	Plasticwares/General Labware/Pipette- Micropipette/Surgical/Polyvinyl/Nitrile Gloves (Complete Range)
4	Services – Peptides, Oligos, Antibodies (polyclonal/monoclonal), Chip- Array/Chip Sequencing/Chip-on-chip, Micro-array, Genome Sequencing, Gene Synthesis, Protein Expression
5	Filter Papers and Disposable Filter Units
6	Animal Feed
7	CornCob bedding for Mice/Rabbit, Autoclavable, Grit size 4-5mm and packed in moisture proof autoclavable bag.
Contact Person	Stores & Purchase Officer.

The authorized distributor/dealer should produce an original letter from manufacturer for applying against our above tender. The tender form can be downloaded from our Website www.imtech.res.in (free of cost) and can be submitted alongwith authorization of manufacturer as above. Due date and time for receipt of tenders will be **17/06/2019 upto 5:00PM** in Purchase Section. The tender shall be opened on **18/06/2019 at 11:00 AM.** The envelope should be super scribed with Sr.No. and Category of the item applied for. For each category separate tender is to be submitted.

Director, IMTECH, Chandigarh reserves the right to reject any or all the tenders without assigning any reason or to accept them in part or full.

Stores & Purchase Officer.

The tender document contains the following:

Annexure-I	Instructions for off line Bid Submission
Annexure-II	Bid submission format
Annexure-III	Price reasonability Certificate
Annexure-IV	Tender Acceptance letter
Annexure -V	Manufacturer's Authorization Form
Annexure -VI	Format for price list in MS excel

CRITICAL DATE SHEET

Tender No	IMT/Pur/RC/2019-20
Name Of Organization	CSIR-IMTECH, CHANDIGARH
Tender Publishing Date	28/05/2019 at 6:0 PM(IST)
Last date of receipt of complete tenders	17/06/2019 upto 5:00 PM(IST)
Date and Time for Opening of Bids	18/06/2019 at 11.00 AM(IST) onwards
Address for Communication	The Director CSIR-Institute of Microbial Technology, Sector 39-A, Chandigarh Email:- spo@imtech.res.in , purchase@imtech.res.in

Stores & Purchase Officer

CSIR-INSTITUTE OF MICROBIAL TECHNOLOGY
Sector 39-A, Chandigarh-160039
Tel +91-0172-6665106 / 6665361, Email – purchase@imtech.res.in
GST IN - 04AAATC2716R2ZM

Institute of Microbial Technology, Chandigarh is a constituent establishment of CSIR located in Chandigarh, is engaged in the Research & Development activities. Being one of the major laboratories of CSIR chain of laboratories, IMTECH is using chemicals, solvents, glasswares, plasticware and filter papers etc. of high quality for 100% accuracy for its R&D work which may be procured directly from the manufacturer or through authorized dealer network.

As a policy decision, it has now been decided to enter into an Annual Rate Contract for supply of chemicals, glassware, plasticware/labware, filter papers, etc. stocked/stored by us for our R&D use.

You are, therefore, requested to offer your products range with rates on your company letter Head and in the printed form and CD/DVD in MS Excel format (as per Annexure A), duly authenticated by respective manufacturer. The annual Rate Contract so concluded will have to take care of the following conditions:

- 1 **Mention the name of Category and Brand name/Principal Company name on the envelope failing which the offer will be summarily rejected without opening the same. For separate category of items, separate tenders should be submitted. Single tender for multiple categories will be rejected summarily**
- 2 **The companies which cannot provide validity of rates for One Year need not apply.**
- 3 The firms should be clearly mentioned their GST number.
- 4 The Rate Contract will generally be valid for a minimum period of one year, however rates for more than one year will also be considered.
- 5 There will be no change in price structure during the currency of contract except of the statutory levies which are made applicable by the Govt. through notifications/regulations change.
- 6 **For Imported items the firms should give their quote in Foreign Currency. Any firm having Custom Bonded Warehouse shall be preferred, in such cases the modalities of supply and exemption shall be mentioned clearly. It will be at the sole discretion of the competent authority to conclude RC for any firm quoting the imported item in the INR.**
- 7 **The current Authorization/Dealership letter of principal company is to be attached along with tender.**

- 8 The prices may be quoted on Net Dealer Price (NDP) basis with discount, if any.
9 Price should be for delivery at Stores IMTECH, Sector 39-A, Chandigarh.
- 10 **Fall clause will be applicable. Prices charged for the stores supplied under Rate Contract should under no event be higher than lowest prices at which the principal company/authorized dealer sells the items of identical description to any other Govt. organization during the period of contract . A certificate to this effect may be provided by the principle company/authorized dealer that the lowest prices have been offered to IMTECH failing which the offer will not be considered. In case it is found that the prices charged by the firm are more than r/c, the same will be recovered from the subsequent/unpaid bill of the supplier.**
- 11 The manufacturer/sole Indian distributor should have 5 or more Rate Contract with the CSIR/ICMR/ICAR/IIT/Central Universities/DRDO. The tenderers should enclose the copies of Rate Contract of CSIR/ICMR/ICAR/IIT/Central Universities/DRDO Institutes for the past five years to whom they have supplied/entered into Rate Contract the same/similar nature of items (with complete address, telephone/fax no. and contact person). However Competent Authority may consider the offer of reputed manufacturer keeping in the view of requirement of the institute.
12. The stores shall be supplied immediately within a period of 3-4 weeks either directly or through authorized distributor/dealer failing which LD charges will be applicable.
13. IMTECH, Chandigarh reserves the right to enter into parallel Rate Contract for similar items during the period of Rate Contract with one or more parties.
14. **Termination of Rate Contract –** The rate contract can be terminated at anytime without assigning any reasons by giving one month notice by either side **Conditional, Unsigned, Late & Delayed tenders will not be considered.**
15. If the supplier fails to deliver the material within the delivery period as specified, purchaser may procure such items as deem appropriate for.
16. The supplier will be liable to the purchaser for any excess costs incurred for procurement of goods or services not delivered in time.
17. IMTECH, Chandigarh also reserves the right to test the chemicals, solvents and other consumables for their quality if it so desires.
18. The items, so supplied will have to be of high quality and grade and in the inspection/test if these are found to be of inferior quality, the same are to be replaced by supplier at their cost within the stipulated period, failing which the RC of the firm may be cancelled. Delayed supply / non-compliance of complete order may also lead to cancellation of Contract.
19. **Bidders are requested to provide complete Bank Address with code & Account No. so that payment can be sent electronically/RTGS.**

20. Discount, taxes and other levies if any are to be specified clearly in the bid.
21. The final acceptance/decision on the rate contract will be taken after screening the offers by a duly constituted committee and the Director reserves the right to accept/reject the tender wholly or partially without assigning any reasons thereof.
22. **Warranty** - The tenderer shall be fully responsible for the manufacturer warranty in respect of quality and workmanship of the materials covered in the Rate Contract. In case of any defects found at the time of use, the supplier will provide free replacement or refund the amount charged for that item
23. This Institute is exempted from payment of customs duty in terms of Government Notification No.51/96-Customs and Central Excise duty exemption in terms of Notification No.10/97-Central Excise valid from 29.8.2011. Actual User condition (Non-Industrial-R&D Institution). 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.
24. **Rate Contract offer should be quoted/submitted by manufacturers/authorized dealer alongwith Bid Submission Format. However, the RC will be entered with the manufactures/sole Indian distributor only.**
25. The offers must be submitted in a double sealed cover envelope duly superscribing the name of item of RC, on the envelope addressed to Director, IMTECH, Chandigarh and should reach by **17.06.2019 upto 5.00 pm** in Purchase Section and the same will be opened on **18.06.19 at 11.00 am onwards** in the presence of tenderer, if any. The tender received late, will not be considered.
26. All disputes will be subject to Chandigarh jurisdiction.
27. The tenders are also liable to be rejected if the above conditions are not complied with.

Stores & Purchase Officer

Bid Submission Format

(Please submit your bid in the given format) Tender Ref. No.	
Name of Manufacturer/supplier (Refer Sr.No.24)	
Category for which Rate Contract is applied	
Whether Current Price list is printed and duly certified computer generated/CD/DVD in MS Excel format (as per Annexure A)	
chemicals whether the firm have 5 or more rate contract as per tender condition no. 11	
In case of imported items, mention the name of manufacturer in the price list for which rate contract is applied.	
In case of imported items whether price list in foreign currency is attached.	
Copy of PAN card in the name of firm/Proprietor	
Copy of RTGS/Bank details of the firm	
Whether offer is for rate contract under Import Currency	
Whether offer is for rate contract under Indian Currency	
Whether all the current authorizations for all the manufacturers is/are enclosed	
Discount offered on the Net Dealer Price (NDP) by Principal company/authorized dealer. Confirm that the offered discount is/are the same as are offered to other R&D/ Educational/other Govt Organizations. Attach certificate as per annexure-III	
GSTIN	
Delivery period from ex- Stock, please refer sr.no.12. IMTECH reserves the right to cancel the order/not to accept the material for delayed order	
Whether attached last Year Rate contract copy	
Whether the firm is black listed/suspended for business by and organisation	
Whether you have read and understood the terms and conditions mentioned above from Sr. no. 1 to 27 and whether you accept it unconditionally.	

Signature of Authorized signatory With seal

PRICE REASONABILITY CERTIFICATE

(to be submitted on firm's letterhead)

This is to certify that we have offered the maximum possible discount to you in our Quotation No. _____ dated _____ for (Currency)_____.

We would like to certify that the quoted price are the minimum and we have not quoted the same item on lesser rates than those being offered to CSIR-IMTECH to any other customer nor they will do so till the validity of offer or execution of purchase order, whichever is later.

Seal and Signature of the tenderer

To

Date :

Sub.: **Acceptance of Terms & Conditions of Tender**

Tender Reference No. _____

Name of Tender: _____

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned tender from the website (s) namely: _____
2. I/we hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. _____ to page No. _____ (including all documents like annexure(s), schedule(s) etc, which form part of the contract agreement and I/we shall abide hereby the terms/conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organisation too has also been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.
5. I/We do hereby declare that our firm has not been blacklisted/debarred by any Govt. department/Public Sector Undertaking.
6. I/We certify that all information furnished by our firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organisation shall without giving any notice or reason therefor 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 deposited, absolutely

Yours faithfully,

(Signature of the Bidder with official seal)

MANUFACTURERS' AUTHORIZATION FORM

(The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer.)

Date: (insert date (as day, month and year) of Bid submission)

Tender No: (insert number from Invitation for Bids)

To (insert complete name and address of Purchaser)

WHEREAS

We (insert complete name of Manufacturer), who are official manufacturers of (insert category of goods manufactured), having factories at (insert full address of Manufacturer's factories), do hereby authorize (insert complete name of Bidder) to submit a bid the purpose of which is to provide the Goods, manufactured by us (insert the category of Goods), and to subsequently negotiate to sign the Contract.

We hereby confirm that we shall be solely and fully responsible in case of discrepancy with regard to quality, quantity, Packages or defects at the time of supply/usage. In such cases we shall provide free replacement immediately.

Signed (insert signature(s) of authorized representative(s) of the Manufacturer) Name:

(insert complete name(s) of authorized representative(s) of the Manufacturer) Title (insert Title)

Duly authorized to sign this Authorization on behalf of: (insert complete name of Bidder)

Dated on.....day of, (Insert date of signing)

Price list under Excl Format - SAMPLE / MODEL FORMAT

1	2	3	4	5	6	7	8	9	10	11
S.No.	Item Category	Item Subcategory	Catalogue No.	Item Description	Item Type	Item Unit	Rate	Discount	Tax1	Tax2
1	CHEMICALS	MERCK	194500521	Acetone Empura BOTTLES, MC CAPTIVE, FLAT	Consumables	500 ML	290.00	5	5	0
2	Glassware	ACROSSEL	12401	Consumables	No.	140.00	7.5	5	0
3	Chemicals	Sigma Aldrich	T3828	Perosnase	Consumables	50 KU	13146.00	5	5.15	14.5
4	Chemicals	Sigma Aldrich	T3754	L-Tyrosine	Consumables	100 g	487.5	5	5.15	5.5

Notes:

1. There is valid no check rows at all.
2. In column 7 rates should be reported in xxx.xx format only. No comma or special characters should be used.
3. In column 5, item description should not contain apostrophe.
4. ALL the special letters must be intact. Where value is 0 indicate (Zero) only.

Important: The Price list has to be submitted separately for each category and brand and the CD should be labelled accordingly.

Price list under Excel Format

2	3	4	5	6	7	8	9	10	11
Item Category	Item Subcategory	Catalogue No.	Item Description	Item Type	Item Unit	Rate	Discount	Tax1	Tax2

Note:

1. There should be no blank rows at all.
2. In column 8 rates should be quoted in xxx.xx format only. No comma's or special characters should be used.
3. In column 5 i.e. Item description should not contain apostrophe
4. All 11(Eleven) fields must be intact. Where value is nil indicate (Zero) nil.

Important: The Price list has to be submitted separately for each category and brand and the CD should be labelled accordingly.

Price list under Excel Format – SAMPLE / MODEL FORMAT

1	2	3	4	5	6	7	8	9	10	11
Sl.No.	Item Category	Item Subcategory	Catalogue No.	Item Description	Item Type	Item Unit	Rate	Discount	Tax1	Tax2
1	CHEMICALS	MERCK	1.94500.0521	Acetone Empura BOTTLES, MC CARTNEY, FLAT	Consumables	500 ML	290.00	5	5	0
2	Glassware	BOROSIL	136041	CARTNEY, FLAT	Consumables	No.	140.00	7.5	5	0
3	Chemicals	Sigma Aldrich	T3824	Tyrosinase	Consumables	50 KU	10146.00	5	5.15	14.5
4	Chemicals	Sigma Aldrich	T3754	L - Tyrosine	Consumables	100 g	4987.5	5	5.15	5.5

Note:

1. There should no blank rows at all.
2. In column 8 rates should be quoted in xxxx.xx format only. No comma's or special characters should be used.
3. In column 5 i.e. item description should not contain apostrophe
4. All 11(Eleven) fields must be intact. Where value is nil Indicate (Zero) nil.

Important: The Price list has to be submitted separately for each category and brand and the CD should be labelled accordingly.

2/2