



भा.कृ.अनु.प.-राष्ट्रीय लीची अनुसंधान केन्द्र
ICAR-NATIONAL RESEARCH CENTRE ON LITCHI

(भारतीय कृषि अनुसंधान परिषद, कृषि मंत्रालय)
(Indian Council of Agricultural Research, Ministry of Agriculture)

मुशहरी प्रक्षेत्र, मुशहरी, मुजफ्फरपुर-842002 (बिहार) भारत
Mushahari Farm, Mushahari, Muzaffarpur - 842002 (Bihar) India
ISO 9001:2008 Certified Institute



Ph: 0621-2289475, 2281162 Email: nrclich@yaho.co.in Fax: 0621-2281162

No.12-1(12)/P&S/2016-17/Chemicals/ 11496-1509

Date: 05.12.2019
Registered/Speed Post

To,
(As per enclosed list)

Sub:- Quotation for the Annual Rate Contract for the procurement of Chemicals, Glasswares etc.-regarding.

Sir,

I am directed to inform that this Institute desires to enter into rate contract during the year 2019-20 and 2020-2021 for the purchase of the following brand of Laboratory Chemicals, Reagents, Glassware, Plastic ware and other Laboratory Consumables as per Rate contract.

S. No.	Brand/Make
1.	Hi-Media
2.	SD Fine
3.	Sigma Aldrich
4.	E. Merck Biosciences (India)
5.	E. Merck Biosciences (Germany)
6.	Qiagen
7.	Thermo Fisher Scientific
8.	Agilent Technologies
9.	Cole-Parmer
10.	SRL
11.	Finar
12.	CDH
13.	Eppendorf
14.	Borosil
15.	Glassco
16.	Riviera
17.	Vensil
18.	Merck
19.	Whatman for filter papers
20.	Tarson

21.	Future Bioscience
22.	Xcerelis
23.	Ge Nei
24.	Nice
25.	Loba
26.	Ranbaxy
27.	Polylab
28.	Axiva


You are, therefore requested to furnish your offer with following information and also your terms and conditions for the supply of Laboratory Chemicals, Reagents, Glassware, Plastic ware and other Laboratory Consumables etc. to this Institute located at Pusa Road, Near Mushahari Block for our consideration and approval.

1. Whether you are authorized dealer/stokiest/Supplier of all on any of the above mentioned brand Chemicals, Glassware's, Filter paper and Plastic Labware. If so, please enclose certified copy of authorization.
2. **EMD Payment:**
 - a) The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs. 10,000/- (Rupees Ten Thousand only) by way of demand drafts or Bank Guarantee only. The demand drafts or Bank Guarantee shall be drawn in favor of "ICAR Unit-NRCL, Muzaffarpur" The EMD of the successful bidder shall be returned after the successful submission of Bank Guarantee/Security Deposit and for unsuccessful bidder (s) it would be returned after award of the contract. The demand drafts or Bank Guarantee for EMD must deliver to ICAR-NRCL, Muzaffarpur on or before last date/time of Bid Submission.
 - b) **Bid Security (EMD):** The units registered with National Small Industries Corporation (NSIC) or the concerned Ministry of Department shall be exempted from the payment of Bid Security (Earnest Money Deposit) as defined under General Financial Rules, 2017. In such case, copy of the certificate showing registration with the above mentioned institutions must be attached with the under documents.
3. The Hard Copy of original document in respect of cost of tender document, earnest money deposit etc. must be delivered to the ICAR-NRCL, Muzaffarpur on or before last date/time or Bid Submission as mentioned above. The quotation without EMD will be summarily rejected.
4. The terms and conditions and specification may be seen on institute website: [www: nrclitchi.org](http://www.nrclitchi.org) as well as CPP portal [URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app).
5. Bid Validity: 180 days
6. Whether you are ready to supply of chemicals, Glasswares, Filter paper and Plastic Laboratory ware as per manufacture's latest price list during the period of rate contract. The rate contract will be for year from the date of commissioned the rate contract.

7. Percentage of discount you will allow over and above the listed price of the chemicals, Glassware, filter paper and Plastic Laboratory ware as per manufacturer's price list should be clearly mentioned.
8. You have to ensure supply the chemicals, Glasswares, Filter paper and Plastic Lab ware on F.O.R. destination basis after allowing the discount as stated under item (3) above. Price list of quoted item (2019-20) from the company concerned must be enclosed failing which your quotation liable to be rejected.
9. The condition of payment of GST should be clearly stated.
10. Permanent Income tax No. along with Income Tax and Sales Tax Clearance Certificate should be furnished.

Your offer along with all enclosures as mentioned above should reach this office in sealed cover on or before 27.12.2019 positively, offer received after the due date will not be considered.

Yours faithfully,


Administrative Officer (I/c)
ICAR-NRC on Litchi, Muzaffarpur
nrclitchi@yahoo.co.in

Contract Form

TENDER FORM-1- TECHNICAL INFORMATION AND UNDERTAKING.

(Tenderer may use separate sheet wherever required)

S. No.	Details of the Firm/Bidder	Page No.	Remarks
1.	Name & Address of the Manufacture/Authorized Distributor		
2.	State clearly whether it is sole proprietor of Partnership firm or a company or a Government Department or a Public Sector Organization		
3.	Details of the Earnest money Deposit (EMD) (Yes/No) DD No.: Dated: Drawn of Bank: Amount : Rupees.....		
4.	Details of the cost of the Tender documents (Yes/No) DD No. Dated: Drawn on Bank: Amount : (Rupees		
5.	Copy of Registration of firm		
6.	Copy of GST Registration		
7.	Copy of PAN/TAN Card		
8.	Authorization certificate from the manufacturer/principal		
9.	Certificate for No Deviation		
10.	Certification for Price Justification		
11.	Non Blacklisting Certificate		
12.	Copy of Income Tax Return for last 3 years		
13.	Whether each page of NIT and its annexure have been signed and stamped		
14.	List of Major Customer may be given on a separate sheet and proof of satisfactory supply if any		
15.	Quality Assurance Certificate (Please specify)		
16.	List of quoted companies and category as mentioned in Chapter-V		
17.	Have you previously supplied these items to any government/private organization? If yes, attach the relevant proof. (Also provide an Undertaking that you have not quoted the price higher than previously supplied any government institute		
18.	Name and Mobile Number of a Key person, who can be contacted at any time. The person should be		

	capable of taking orders and making arrangement for supply of the desired items.		
19.	Any other information important in the opinion of the tenderer		

Page number/serial number may be given to each and every page of Tender Documents and Photocopies of the documents attached. Mention Page number, wherever the copy (ies) of the documents (s) are kept.

In case of non-fulfillment of any of the above information/documents (s), the Tender will be summarily rejected without giving any notice.

(Dated Signature of the Tenderer with stamp of firm)

Dated:

Place:

Undertaking

1. That I/we have carefully studied all the terms & conditions of NIT and shall abide by it.
2. That I/We shall supply the items of requisite quality.
3. That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.

(Dated Signature of the Tenderer with stamp of firm)

Date:

Place:

NON BLACKLISTING CERTIFICATE

[To be submitted on letter head]

I/We hereby certify that the [Name of the company/firm] has not been ever blacklisted/debarred by any Central/State Government/Public Undertaking/Institute on any account.

I/We also certify that firm will be supplied the item as per the specification given by ICAR-NRCL, Muzaffarpur and also abide all the terms and conditions stipulated in Rate Contract.

I/We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and ICAR-NRCL, Muzaffarpur may imposed any action as per NIT rules.

Date :

Place:

Name :

Business Address :

Signature of Bidder :

Seal of the Bidder :

FORMAT FOR MANUFACTURER'S AUTHORIZATION

To,
The Director,
ICAR-Unit-NRCL
Mushahari Farm, Mushahari, Muzaffarpur (Bihar)

Reference:

Subject: Manufacturer's Authorization Letter

Dear Sir,

Ref: _____ Your _____ NIT
No. _____ dated _____ We, _____

_____ who are proven and reputable manufacturers of
_____ (name and description of the Items/category offered in
the Quotation) having factories at
_____, hereby authorize Messrs.
_____ (name and address of the agent) to submit a Quotation,
process the same further and enter into a Rate Contract with you against your requirement as
contained in the above referred Quotation Form for the above items manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs. (name and address of the above agent) is authorized to submit a tender, process the same further and enter into a Rate Contract with you against your requirement as contained in the above referred Quotation Form for the above items manufactured by us.

We also hereby confirm that we would be responsible for the satisfactory execution of supply contract placed on the authorized agent.

We also confirm that the price quoted by our agent shall not exceed than that which we would have quoted directly.

Yours faithfully,

[Signature with date, name and designation]
Messrs. _____
[Name & address of the manufacturers]

Note:-

1. This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.

List of quoted Company (ies) and Category (ies)

S. No.	Company (ies)	Category (ies) i.e. Cultural Media, Chemicals, Glassware, Plastic ware, Filter Paper etc.
1.		

Note:

1. Authorization (s) for quoted company (ies) must be attached by the distributor with the technical bid.
2. Category (ies) are required to mentioned on Authorization for which a distributor is authorized to supply.