PURCHASE SECTION
ICAR-NATIONAL DAIRY RESEARCH INSTITUTE
KARNAL

No. F. 1-1/RC/Chem/2018-19/S(P)-1- Dated: 4th June, 2018

CORRIGENDUM

Minutes of the proceeding :-

1. The bidder (the principal firm as well as their representative/authorized dealer) were appraised that the bid will be opened on 18-06-2018 at 11.00 AM and all the firms have been requested to quote maximum discount to the Institute being a National Institute for Chemical, Glassware, Plasticware, Liquid Handling Systems, Filter Papers and Sequencing etc. for the year 2018-19.

2. Security Money Rs. 25,000/- :- Some of the representative of firms requested to adjust the security money of previous year with the new rate contract instead of submitting fresh DD alongwith tender document.

The committee discussed the said issue and decided to adjust previous security money with the fresh rate contract in respect of those firms whose security money is already deposited with the institute. In this regard, an amendment in the relevant clause is to be uploaded stating that "If the bidder has already deposited Security Money during previous year they may need not submit the same again with the fresh tender document".

3 Turnover: – The representatives of firms pointed out that it is not clear whether the turnover in respect of Principal Supplier or their authorized distributor/dealer is to be taken into consideration. The bidders also stated that submission of certified copies of Profit & Loss account in addition to submission of details of turnover on prescribed Annexure-II is not justifiable.

The committee after discussion decided that Minimum turnover of Principal firm shall only be taken in to consideration for the last three consecutive financial years (2014-15, 2015-16, 2016-17) on prescribed Annexure-II which should be certified by Chartered Accountant and no need to submit any additional document. Necessary amendment in the relevant clause of tender document needs to be uploaded.

4 Authorization letter:- During discussion, it was observed that authorization letter should be issued by Principal firm to their distributors/dealers on separate Annexure-V as under:
ANNEXURE-V

"We (Principal firm) authorize M/s (name of distributor/dealer with full address) for sale of our products, billing and payments purposes on behalf of our concern. Our firm is fully responsible for the quality of the products being sold to NDRI".

Authorized Signatory

5 Liquidated Charges: - It was reported by some of the representatives of firms that LD charges are being deducted on full amount of bill which should only be deducted on basic cost. The committee was also of the view that LD charges should be deducted only on basic cost (excluding GST) and the same may be reduced from the full amount of bill by AAO (CS).

6 On the point of Security Money/EMD exemption allowed option shown "Yes" inadvertently on the website, instead of "No". As per terms and conditions of tender notice listed at Sr.No.6, Bid Security money amounting to Rs. 25,000/- may now be read as No exemption even in case of firms registered with NSIC/CPO or concern Ministry or Department. Bid security money is mandatory.

[Signature]
Asstt. Adm. Officer (P)