Sealed tenders are invited for Rate Contract for supply of Laboratory Chemicals, Glasswares, Plasticwares, Filter Papers & Sequencing etc. for the year 2017-18. The detailed terms and condition of Rate Contract are available on NDRI Website www.ndri.res.in and www.cppp.nic.in also. The cost of Tender Notice/Document is Rs.1000/- and the amount may be deposited in cash with Institute’s Cashier or in the shape of Demand Draft in favour of “ICAR UNIT, NDRI”, payable at Karnal. The last date for submitting the tenders alongwith EMIX(Bid Security) of Rs.25,000/-in the shape of DD/FDR/Bank Guarantee in favour of ICAR UNIT, NDRI payable at KARNAL is **12.06.2017** **upto 10.30 AM.**

Asst. Admin. Officer (P)
On behalf of Director, NDRI

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Not to be published:-

No. F.No.1-1/RC/Chem/17-18/S(P)-1


Asst. Admin. Officer (P)
On behalf of Director, NDRI
PURCHASE SECTION
ICAR-NATIONAL DAIRY RESEARCH INSTITUTE
KARNAL-132001(HARYANA)

F. No.1-1/RC/Chem/17-18(S)P-1

NOTICE INVITING TENDER FOR RATE CONTRACT OF CHEMICALS, GLASSWARES,
PLASTICWARES, FILTER PAPERS & SEQUENCING ETC.

1. The National Dairy Research Institute, Karnal on behalf of President, ICAR, New Delhi invites sealed Tenders from the Manufacturers of Laboratory Chemicals, Glassware, Plasticware, Filter Papers & Sequencing etc. for entering into an Annual Rate Contract for supply of these items to NDRI, Karnal (including its Regional Station viz. Southern Regional Station, NDRI, Bangalore and Eastern Regional Station, Kalyani) and its sister Institutes viz. CSSRI , IIW&BR and NBAGR, Karnal during the year 2017-18.

2. The ICAR Research Institutes are exempted from Excise and Customs Duties on research consumable in terms of Govt. Notification No. 51/96-Customs dated 23.7.1996 and Central excise Duty Exemption in terms of Govt. notification No. 10/97-Central Excise dated amended from time to time and accordingly the prices are required to be quoted by Manufacturers on Ex-works basis without including any Excise/Customs Duty component. Freight & Insurance are required to be quoted extra as per actual. RC will be made only in Indian Rupees.

3. A complete set of Tender Notice/Document in English may either be downloaded from NDRI website (i.e. www.ndri.res.in/tenders) or may be purchased by interested eligible firms on the submission of a written application to Asstt. Admn. Officer (Procurement), NDRI, Karnal alongwith non-refundable fee of Rs.1000/- (Rupees One Thousand Only) in both cases in the form of a Demand Draft, drawn on a scheduled Commercial Bank in India, in favour of “ICAR Unit, NDRI, Karnal”, payable at Karnal. In the event of any of the above mentioned dates being declared as a holiday/closed day for the purchase organization, the Tender Notice will be sold/received/opened on the next working day at the appointed time.

4. The Manufacturer or their authorized dealer/agent has to submit Rs.25000/- (Rupees Twenty Five thousand only) as security money in the shape of DD drawn in favour of ICAR UNIT, NDRI payable at KARNAL with the Tender Bid.

5. The detailed terms and condition of Rate Contract are available on NDRI Website www.ndri.res.in /NDRI/Design/Tenders/hpm1.

6. Pre-Bid Meeting : 29.05.2017 at 11.00 AM

7. Last Date for submission of Sealed Bids : 12.06.2017 at 10.30 AM

8. Date of Opening of Bids in Mini Auditorium : 12.06.2017 at 11.00 AM

Asstt Admn Officer (P)
On behalf of
Director, N.D.R.I.
Tel.No. 0184-2259025 & 2259067
Fax. No. 0184-2259042
PURCHASE SECTION
ICAR-NATIONAL DAIRY RESEARCH INSTITUTE
KARNAL-132001 (HARYANA)

NOTICE INVITING TENDER FOR RATE CONTRACT

The National Dairy Research Institute, Karnal invites sealed tenders on behalf of the President, ICAR, New Delhi from the Indian Manufacturers and Authorized Indian Agent of abroad firms for entering into Annual Rate Contract for supply of Laboratory Chemicals, Glasswares, Plasticware, Filter Papers & Sequencing etc. to NDRI, Karnal (including its regional station viz. Southern Regional Station, NDRI, Bangalore and Eastern Regional Station, Kalyani) and its sister Institute viz. CSSRI, IIW&BR and NBAGR, Karnal during the year 2017-18.

BRIEF TERMS AND CONDITIONS OF ANNUAL RATE CONTRACT FOR PURCHASE OF LAB CHEMICALS/GLASSWARES/PLASTICWARE ARE AS UNDER:-

1. The ICAR Research Institutes are exempted from Excise and Customs Duties on research consumable in terms of Govt. Notification No. 51/96-Customs dated 23.7.1996 and Central excise Duty Exemption in terms of Govt. notification No. 10/97-Central Excise dated amended from time to time. However, for availing the aforesaid Duty Exemption benefits, the prices are required to be quoted by Manufacturers essentially on Ex-works basis, without including any excise/customs duty component.

2. Destination will be for supply of material on FOR, NDRI, Karnal and its sub Stations (SRS of NDRI, Bangalore and ERS, NDRI, Kalyani) and ICAR sister Institutes located at Karnal viz. CSSRI, IIW&BR and NBAGR, Karnal. However, the FOR conditions in respect of Regional Stations of CSSRI, IIW&BR and NBAGR, will be decided by respective Institute separately.

3. The Institute will not issue any “C” or “D” form. ST/VAT and any Govt. levies, if applicable, will be paid extra. However, the firm must clearly indicate the rate of ST/CST/VAT clearly otherwise it will be treated as the rates are inclusive of all taxes. NDRI is exempted from paying octroi charges.

4. The firm must clearly mention that billing and supply will be done by them directly or their authorized dealer.

5. The Principal firm or their authorized agent/dealer has to submit the Security Money of Rs. 25000/- in the shape of DD drawn in favour of ICAR UNIT, NDRI payable at Karnal. The firm who are registered with CPO/NSIC or concern Ministry or Department may also submit Bid security along with the bid as the same will be converted into performance security after award of RC, otherwise bid will not be considered. The same will be refunded only after satisfactory completion of Rate Contract. The Bid Security will be valid for a period of 60 days beyond the final bid validity period. The Bid Security / Performance Security will be forfeited if the firm fails to honour the orders of the Institute.

6. The Tender without following documents will not be entertained:-
   i) Security Money
   ii) Latest two copies of printed Price List and catalogue with soft copy in Excel Format/ (CD)
   iii) Tender Notice duly signed/initiated with stamp/seal
No correspondence will be entertained in this regard. Price List once submitted with the Tender will not be changed during the entire period of Rate Contract. An undertaking as per ANNEXURE-I is to be submitted to the effect that there is no change in the prices of items mentioned in the soft copy in Excel Format/CD and Price List submitted by the firm. In case if it is found at any stage that there is a change/difference of prices in the items mentioned in the soft copy in Excel Format/CD and printed copy as comparison to pdf copy, the recovery of excess amount will be realized from the firm in addition to cancellation of Rate Contract immediately as well as to stop the future dealing with the firm.

7. The Manufacturer firm submitting the bid should have minimum turnover of Rs. 1.00 crore during the last three consecutive financial years i.e. 2013-14, 2014-2015 & 2015-16. The details of turn over should be given on the enclosed format (ANNEXURE-II). The format has to be duly certified by the Chartered Accountant of the firm.

8. The firm (s) which have either been black-listed or which have stopped dealings with the NDRI/ICAR or any other Govt. organization will not be accepted. In this regard, the firm has to give an undertaking on the enclosed Format (ANNEXURE-III).

9. The firm should indicate maximum discount on the price list in the catalogue which may be considered as the deciding factor for entering in to rate contract. While giving discount the Principal firm has to give an undertaking on the enclosed format (ANNEXURE-IV) that whatsoever discount they have offered to this Institute is not less than any discount given to any other organizations either by the principal firm or by their authorized dealer anywhere in India.

10. The firm should have Rate Contract with other Govt. organizations/Institutions during the last three years and submit the list of Govt. Dept / Organization / with whom they have Rate Contract for supply of Chemicals and Glassware etc.

11. While submitting the documents, firm should ensure following conditions:
   
   i) The packing of the goods should be in good condition to prevent the material from damage or deterioration during transit to their final destination.
   
   ii) The supply of perishable store and the rejected material must be replaced free of cost by the Manufacturer firm immediately to the purchaser.
   
   iii) The supplier shall deliver the goods within the delivery period mentioned in the purchase order. In case of any delay in executing the contract, the supplier shall promptly inform the purchaser in writing, the fact of delay and duration of supply before the expiry of the delivery period. Otherwise liquidated damage @ 0.5% per week of the cost of purchase order will be deducted subject to a maximum of 10%.
   
   iv) The delivery period within 30 days for supply of the goods from the date of issue of the purchase orders.

12. The following documents may also be furnished with the Tender Notice:
   
   a) Minimum Turnover of the firm not less than Rs. One crore for three consecutive financial years (2013-14, 2014-15 & 2015-16) on ANNEXURE-II along with certified copies while profit & loss account reflecting / ascertaining in the concerned year of ITR.
   
   b) Two copy of printed catalogue with Price List
   
   c) Certificate of registration of firm and ST/VAT Certificate
   
   d) List of at least three Govt. Department/Organization/Institutes to whom the firm having rate contract for supply of laboratory Chemicals / Glasswares/Plasticware.
(e) The firm may submit certificate on the enclosed ANNEXURE-III that the firm is not black-listed or stopped dealing by any Govt. organization/institute.
(f) Tender Notice duly signed/initiated with stamp/seal.
(g) Latest Authorization letters in original with date.
(h) Consolidated Maximum discount from Sole manufacturer or Local Distributor is allowed. No discount separately for General and Bulk order is permissible. The bidder (the principal firm as well as their representative/authorized dealers) have requested to quote maximum discount to the Institute being a Premier Institute for Chemicals, Glasswares, Plasticwares, Liquid Handling System Filter Papers and Sequencing etc.
(i) The participating bidders should give an undertaking on the enclosed ANNEXURE-IV to the effect that whatsoever discount they have offered to this Institute is not less than any discount given to any other organizations either by the principal firm or by their authorized dealer anywhere in India
(j) Bank detail for e-payment i.e. Name of the bank with full address, Branch Code Account No. & Type of Account, IFSC Code (India Finance Code) and firm PAN No. of the Principal firm and their authorized dealer. This is mandatory for the firms who are participating for the first time or haven’t furnished these details already.

13. The Director, N.D.R.I, Karnal reserves the right to cancel the rate contract anytime without assigning any reason.

14. The dispute(s), if any, arising in connection with the Rate Contract, shall be subject to the Karnal jurisdiction.

The sealed and complete Tender Bid in all respects along with Security money should be addressed & sent to the Asstt. Admn. Officer (Purchase) N.D.R.I, Karnal (Haryana) -132001 by 12th June, 2017 up to 10.30 AM positively through Registered Post/Speed Post/Courier service etc. Tender Bid received after due date will be returned to the courier delivery-boy/postman (as the case may be). On the left side of the envelope, the inscription “Tender Bid for Rate Contract of Lab. Chemicals/Glassware etc. for the year 2017-18 may be indicated please.

Note:- All the bidders are advised to submit the documents and / or Undertaking strictly as per above check list and in prescribed Annexure format. Undertaking not in prescribed format will not be considered and bid may be liable to reject.

[Signature]
Asstt. Admin Officer (P)
On behalf of Director, N.D.R.I.
Tel.No. 0184-2259025 & 2259067
Fax. No. 0184-2250042

[Signature]
ANNEXURE-I

Undertaking regarding no change of prices in the hard copy and soft copy

We undertake that there is no change in the prices of items mentioned in the soft copy (in the under mentioned Excel Format/CD) and Price List submitted by the firm. In case if it is found at any stage that there is a change/difference of prices in the items mentioned in the soft copy and printed copy as comparison to pdf copy, the recovery of excess amount will be realized from our firm in addition to cancelation of Rate Contract immediately as well as to stop the future dealing with the firm.

Signature of
Authorized Signatory
with seal of the firm

PRICE LIST IN SOFT COPY IN EXCEL FORMAT

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Company Name</th>
<th>Dealer Name</th>
<th>Cat. #</th>
<th>Item</th>
<th>Pack Size</th>
<th>Unit Price</th>
<th>Discount (%)</th>
<th>ST</th>
<th>CST</th>
<th>VAT</th>
<th>Spl. Discount</th>
<th>Service Tax</th>
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[Signature]
ANNEXURE-II

Turn Over of the Principal Firm
(To be certified by the Chartered Accountant)

I/we certify that sales turnover (Revenue from Operations of M/s. ________ having its registered office at ________ is as per the audited financial statement as given hereunder:-

<table>
<thead>
<tr>
<th>Financial Year 2013-14 (Rs. in Lakhs)</th>
<th>Financial Year 2014-15 (Rs. in Lakhs)</th>
<th>Financial Year 2015-16 (Rs. in Lakhs)</th>
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Authorized Signature of
Chartered Accountant with seal
ANNEXURE-III
(Undertaking in regard to blacklisting)

If we undertake that the dealings of our firm never blacklisted or stop dealings or tempering ban by any Govt. Organizations/Institutions/Departments. In case if it is found in correct or guilty at any stage, our Rate Contract will be terminated immediately further dealings will be stopped with the firm.

Signature of Authorized Signatory
with seal of the firm
ANNEXURE-IV
(Undertaking in regard to discount)

We undertake that whatsoever discount they have offered to this institute is not less than any discount given to any other organizations either by the principal firm or by their authorized dealer anywhere in India. In case if it is found incorrect or guilty at any stage, our Rate Contract will be terminated immediately and further dealings will be stopped with the firm.

Signature of Authorized Signatory
with seal of the firm