

ICAR-NATIONAL RESEARCH CENTRE FOR BANANA
Thogamalai Road, Thayanur Post,
Tiruchirapalli – 620 102. Tamil Nadu.

**TENDER NOTICE NO:01/2019-2020 FOR RATE CONTRACT FOR SUPPLY OF
CHEMICALS, GLASSWARES, PLASTICWARES, CONSUMABLES INCLUDING
MICROPIPETTES AND RESEARCH SERVICES**

F.No: 28(1)/2019-2020-SP/

Date: 03.04.2019

Bids are invited by the Director, ICAR-National Research Centre for Banana, Tiruchirapalli, Tamil Nadu from reputed Manufacturers / Dealers / Service providers for the following items on Annual Rate Contract (ARC) basis.

Sl.No.	Categories
1.	Chemicals
2.	Glasswares
3.	Plasticwares
4.	Consumables including micropipettes
5.	Research Services*

*For Research Services like RNA/DNA sequencing, Isolation, Purification, Custom Oligo Synthesis (up to 50 nmol), Oligonucleotide (primers) with modified primers, Cloning & Sequencing of PCR products, HPLC Purification, Gene expression profiling, PAGE purification, Primer walking, Peptide Mass Finger (PMF) Printing with Trypsin Digestion, Production of monoclonal / polyclonal antibodies, sequencing for clones, IgY production from chicken, SiRNA/micro RNA sequencing and analysis

Important Note :

1. Separate tender form should be submitted for each category.
2. Tender forms can be downloaded free of cost from the websites of ICAR-NRCB, Trichy www.nrcb.res.in AND e-prourement of Central Public Procurement Portal <https://eprocure.gov.in/eprocure/app>
3. **Non-Refundable processing fee of Rs.500/- (Rupees five hundred only) should be paid for each category** of items viz., Chemicals / Glasswares / Plasticwares / Research Services. The amount may be remitted to the ICAR – NRCB Banana Account as per details furnished in sl.no.22.
4. Tender submitted through **e-mail, Fax, Post or Courier will not be entertained.**
5. **Forwarding the hard copy of the tender documents through registered post / speed post / courier service to the Centre is not permitted.**

6. **Bidders are advised to upload their tender(s) only in the e-procurement of Central Public Procurement Portal.**
7. **Hard copy of tender documents need not be forwarded to this office.**
8. **Last Date for uploading bids / e-tender in the e-procurement of Central Public Procurement Portal is 20.04.2019 at 3.00 PM. Downloading of bids will be made on 22.04.2019 at 11.00 AM.**

TERMS AND CONDITIONS

1. The Bidders are requested to upload scanned copy of the bids duly typewritten in the letter head of the firm (without any erasure or overwriting).
2. The Bidders shall have to indicate clearly the brand name of the product for which they have submitted the bids.
3. This Institute is interested to enter into Rate Contract with only reputed manufacturers or with their authorized dealers / distributors. Hence, the Bidders are advised to attach the **LATEST AUTHORIZATION / DEALERSHIP LETTER** issued by the manufacturers **duly mentioning the tender reference of the ICAR-NRC for Banana, Trichy**, along with their offer.

Bids accompanying with general authorization/dealership issued by manufacturers bearing signature / seal of the firm and with no details of signatory **will be summarily rejected.**

4. The Bidders should upload .pdf scanned copies of **VALID DOCUMENTARY PROOF** of GST Registration number, **INCOME TAX REGISTRATION, PAN Number.**
5. **Offers of firms without GST Registration, INCOME TAX REGISTRATION and PAN Number will not be CONSIDERED.**
6. **The bidding firms should deposit a sum of Rs.10,000/- (Rupees Ten Thousand only) per brand towards chemical / glassware / plasticware / consumable items / research services, as Security deposit in the Bank Account of the ICAR-NRCB as per details furnished in sl.no.22**

The amount so deposited in the Bank Account of the ICAR-NRCB will be retained by the Centre till closure of the Rate Contract period to be entered with the firm(s).

7. **In case of shortfall / discrepancies found during the period of rate contract in regard to supply of item / research services, applicable amount will be deducted from the Security Deposit remitted by the firm(s).**

8. Registered bidders shall upload their bids upto 3.00PM of 20.04.2019 only and thereafter, the portal will be closed only to be opened on 22.04.2019 at 11.00AM for downloading the bids by the ICAR –NRCB, Trichy.

9. Bidders may upload .pdf scanned copy of clients/customers list (Government / Private Research Laboratories / Institutes of repute including ICAR/CSIR/ICMR laboratories / institutes).

The list **should invariably include** the name of contact person, designation, telephone, fax numbers and e-mail ids, for verification.

10. The bidders are requested to quote the **MAXIMUM DISCOUNT** on the Price list 2019-2020 as applicable to Government / Public Funded Research Institutes. Discount must be indicated in figures as well as in words.

11. Soft copy of the price list 2019-2020 **is to be uploaded alongwith the Bids in the e-procurement of Central Public Procurement Portal.**

12. In case of non-availability of soft copy of the price list 2019-2020, soft copy of the Price List 2018-2019 should be uploaded and an undertaking to effect supply as the materials / undertaking research services as per the price list 2018-2019 should also be furnished.

Later, on receipt of the Price list 2019-2020, soft copy of the same should be submitted to the office. **Thereafter, submission of Revised / Printed Price List 2019-2020 will be NOT BE ENTERTAINED/ ACCEPTED.**

13. The offer should be quoted on **FREE DELIVERY BASIS** at the Central Stores of the ICAR-NRC for Banana, Trichy. Otherwise offer(s) will not be considered.

14. The Bidder must agree for immediate replacement of materials / research services **AT FREE OF COST** in case of any discrepancy arising in regard to quantity / quality of items / research services undertaken.

15. The ICAR-NRCB being a Research Organisation under the Ministry of Agriculture and Farmers' Welfare, is eligible for concessional GST @ 5% for supply of chemicals/glasswares/plasticwares/consumables and 18% for research services, as per Notifications No. 45/2017 - Central Tax (Rate) dated 14.11.2017 and No. 47/2017-Integrated Tax (Rate) dated 14.11.2017 issued by Department of Revenue, Ministry of Finance, Government of India. The bidders are advised to go through the Notifications thoroughly and mention clearly regarding the % of GST in their offer.

16. **Payment(s) will be made only after the receipt and acceptance of material in correct quantity and quality. No other payment term(s) will be acceptable. Payment will be made directly to the suppliers by e-payment mode (RTGS/NEFT).**
17. **To enable the process payment for supplies / research services, the bank account details in the name of the firm should be furnished in the following format:**
- | | | |
|---------------------------------------|---|----------------------------|
| Name of the Account Holder | : | |
| Name of the bank | : | |
| Place in which the branch is situated | : | |
| Account Number | : | |
| Account Type | : | Savings A/c or Current A/c |
| IFS Code of the branch | : | |
| SWIFT code of the Branch | : | |
18. **Request for making payment for supplies / research services will not be made to any individuals account.**
19. **The manufacturers may indicate only one name of firm and address of their Local Authorized Dealer in Tiruchirapall, specifically mentioning the Rate Contract reference advertised by this Centre, to execute the supply orders(s). If the manufacturer has no dealer at Tiruchirapalli, the name and address of dealer in rest of Tamil Nadu may be indicated WITHOUT FAIL. Letter(s) of Authorization(s) without mention of the reference of this Office Rate Contract will not be entertained. In the case of manufacturers furnishing bids directly, they should invariably furnish the valid registration number.**
20. **In case of the Brands of products that have sub products, exclusive letters of authorization issued by the manufacturer, should have specific mention of the Rate Contract reference advertised by this Centre. This would enable this office identify firm(s) actually authorized by the manufacturer**
21. **Other than the authorized dealers / suppliers in the Rate Contract agreement, no supply of materials executed by other dealers would be accepted.**
22. **There will be no separate packing and forwarding charges payable for supply against this Rate Contract.**
23. **In order to enable the bidders make payment online for both Non-refundable processing fee and Security Deposit, the Bank Account details of the ICAR – NRCB, is furnished below :**
- | | | |
|-------------|---|---|
| A/c Name | : | ICAR Unit – NRCB |
| A/C No | : | 10848468903 |
| A/c Type | : | Current Account |
| Bank Branch | : | SBI Main Branch, Cantonment, Tiruchirapalli |
| Brach Code | : | 0930 |
| IFSC | : | SBIN0000930 |

24. **Fall Clause:**

The price to be quoted (Price as indicated in the price list less discount plus applicable GST) by the Bidder under the Rate Contract should in no event exceed the lowest price at which the Bidder sells the stores of identical description to any other organization during the current period of Rate Contract 2019-2020.

25. If the Rate Contract holder reduces the price or sells or even offers to sell the same item(s) during the existence of the Rate Contract to any supplier, the price will be automatically reduced to that extent with effect from that date for all the subsequent supplies to the ICAR – NRCB, Trichy under Rate Contract.

An **UNDERTAKING** is required to be furnished by all the manufacturers that the rates offered by them are not more than the rate offered to any other Government Agencies / Institutions and the discount offered is not less than the discount offered to any other Government Agencies / Institutions.

In case any such discrepancy is noticed, the Bidder shall have to refund the amount to ICAR-NRCB and the Rate Contract shall also be liable to be cancelled.

26. During the Rate Contract period, **special offer introduced by manufacturer/supplier must be offered ICAR-NRCB, Trichy and should be intimated to the Office of the ICAR – NRCB, Trichy, in advance.** However, the Director, ICAR-NRCB, Trichy, will retain the right to avail the offer.
27. Bidder will have to supply the ordered material under this Rate Contract within 30 days of placement of Purchase Order in **FULL** quantity, **PART SUPPLIES WILL NOT BE ACCEPTED**, otherwise, order can be cancelled and further action as deemed fit shall also be taken.
28. The rate and terms of **Rate Contract would also be applicable for the purchase made by the Scientists / Students of ICAR-NRCB, Trichy, on Cash/Credit basis** and hence, the firms or their Agents shall not be allowed to charge higher prices than the price in the Price List 2019-2020 approved under the Rate Contract.
29. Compliance with National / International standards if any should be specified.
30. Rate Contract for similar items can be entered with one or more firms at any time during the period of Rate Contract at the discretion of the ICAR-NRCB.
31. The Director, ICAR-NRC for Banana, Trichy, reserves the right to terminate the Rate Contract without any notice, in case the performance of the Bidder is found consistently unsatisfactory or due to any lapse on the part of the Bidder.

32. The Director, ICAR-NRC for Banana, Trichy, reserves the Right to accept or reject any offer in part or in full without assigning any reasons thereof.
33. All disputes are subject to Tiruchirapalli jurisdiction only.

The Bidders will have to confirm in writing in their offer that all the terms and conditions mentioned above are acceptable to them.

-sd/-
DIRECTOR

CHECK LIST (to be filled, signed and uploaded with tender documents)

Sl. No.	Description	Put √ / X
01.	Submitted separate Tender for each category.	
02.	Upload soft copy of the Price list 2019-2020 Upload soft copy of the Price list 2018-2019 (in case of non-availability of Price List 2019-2020)	
03.	Uploaded .pdf list of organizations by whom Rate Contract awarded during in 2018-2019.	
04.	Uploaded .pdf scanned copy of List of organizations by whom Rate Contract awarded in 2018-2019 (till date)	
05.	Uploaded .pdf scanned copy of the latest Authorization/Dealership Letter issued by the manufacturer (duly mentioning the tender reference of the ICAR- NRCB, Trichy) from manufacturer (in case dealer/stockists submits offer) The title of the manufacturer/firm, name and particulars of the authorized signatory, contact telephone / mobile number should be clearly mentioned in the letter of authorization to enable verification by the ICAR-NRCB, Trichy.	
06.	Endorsed signature in the Tender form scanned and uploaded	
07.	Upload copies of <ol style="list-style-type: none"> 1. GST Registration Number 2. PAN Card 	
08.	Avoided over writing or erasures or correction in the scanned copies uploaded.	
09.	<p>Complete address / contact person of the manufacturer who issued the letter of authorization:</p> <p>Name of the Manufacturer / firm : Address :</p> <p>Name of the authorized signatory : (who issued the authorization) Designation : Contact number of the firm : : Mobile number of contact person : Fax Number : E-mail id :</p>	

10.	<p>Complete address / contact person of the Bidder</p> <p>Name of the firm : Address :</p> <p>Contact person : Mobile number of contact person Fax Number : E-mail id :</p>	
11.	<p>Details of payment made : Processing Fee of Rs.500/- - per category viz., Chemicals / Glasswares / Plasticwares / Consumables / Research Services)</p> <p>UTR No. : Date :</p>	
12.	<p>Details of payment made : Security Deposit of Rs.10000/- (per brand) of Chemicals / Glasswares / Plasticwares / Consumables / Research Services)</p> <p>UTR No. : Date :</p>	
13.	<p>Duly affixed with rubber stamp of the firm and signed by authorized signatory a .pdf scanned copy Discount table is attached.</p>	

I/We have read the terms and conditions (33 points) mentioned in the Tender form and I accept them.

Signature :

Address :

Seal :

**PRICE & DISCOUNT TABLE FOR
CHEMICALS / GLASSWARES/PLASTICWARES/
CONSUMABLES/RESEARCH SERVICES**

Sl. No.	Brand name	Price	Maximum Discount in %	GST %	CST %	Other Tax (pl. specify)
1	2	3	4	5	6	7
01.		As per price list 2019-2020				
02.						
03.						
04.						
05.						

Signature :

Address :

Seal :

NOTE :

1. There should be no blank rows at all.
2. All the fields must be filled. Where value is nil indicate **NIL**.
3. Column No: 4,5, & 7 - entries to be made as percentage – (numerical only).

IMPORTANT : Separate Bid (offer) has to be submitted for each brand of chemicals/ glasswares/ plasticwares/ consumables / research services The price list 2019-2020 (soft copy) should be uploaded in the e-procurement of Central Public Procurement Portal.

Note :

Separate sheets per category viz., Chemicals / Glasswares / Plasticwares / Consumables / Research Services) has to be furnished by every bidder