



भा.कृ. अनु.प.-प्याज एवं लहसुन अनुसंधान निदेशालय
राजगुरुनगर, पुणे-४१०५०५ महाराष्ट्र
I.C.A.R.-DIRECTORATE OF ONION AND GARLIC RESEARCH
Rajgurunagar, Pune – 410 505, Maharashtra
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F.No. : 15-13/SP/CG/RC/15-16

Date : 05.04.2016

TENDER NOTICE

Sealed tenders are hereby invited on behalf of the Secretary, Indian Council of Agricultural Research by the Director, ICAR-Directorate of Onion and Garlic Research, Rajgurunagar, Pune for entering into Annual Rate Contract for supply of Laboratory Chemicals, Glasswares, Plasticwares and consumables in the prescribed form which can be downloaded from tender link www.dogr.res.in and eprocure.gov.in from the **manufacturers** latest by 03.05.2016 upto 4.30 P.M. The firms applying for rate contract must attach their latest price list, catalogue and should clearly mention the percentage of discount they wish to offer on their products alongwith a certificate that the discount offered is the maximum which is being given by the company to any organization whether Government or Private. The bids in sealed covers superscribed bid for Annual Rate Contract for Laboratory Chemicals/Plasticwares/Consumables due on 03.05.2016 and addressed to the Director, ICAR-Directorate of Onion & Garlic Research, Rajgurunagar,Pune – 410 505 by Register post/speed post/by hand on the same address on their own risk and cost. The incomplete and late tender by any mode of dispatch will not be entertained at all. The Institute will not be responsible for any postal delay in receipt of the bids.

The Competent Authority has full right to accept or reject any Rate contract proposal without assigning any reason.

Senior Administrative Officer

IMPORTANT INSTRUCTIONS

- A. The bidders are advised to read all the instructions contained in the tender document carefully.
- B. All the documents required as per terms and conditions of the bid document should be properly page numbered and duly signed with seal by the Authorized Signatory. A certificate to this effect must be filled up and signed with seal as enclosed with the tender document.
- C. Overwriting and correction (s) should be attested properly. Incomplete and unsigned bids will not be considered.
- D. The bids received after the due date and time will be rejected outrightly.

TERMS AND CONDITIONS FOR RATE CONTRACT:-

1. No equipment or apparatus of permanent nature etc. are covered under the Rate Contract
2. The packing, freight, forwarding, insurance charges, if any, will not be borne by the Institute. Similarly any loss, damage, pilferage etc. of the material on transit will be sole responsibility of the supplier. The defective supply, breakage(s), if any, is to be replaced by the supplier within 7 (Seven) days without freight/transport charges..
3. The delivery/supply will be made on F.O.R. basis at DOGR,Rajgurunagar
4. The institutes will not issue any "C" & "D" form. However, sales Tax/VAT and any other Govt. levies will be paid extra as applicable under Rule. Therefore, the firm may clearly indicate the rate of ST/CST/VAT, otherwise it will be treated as the rates are inclusive of all taxes. The Institute is exempted from the payment of custom duty in terms of Govt. Notification No. 51/96-Customs dated 23.07.1996 and Excise duty in terms of Notification No. 10/97-Central Excise dated 01.3.1997 as amended from time to time for the purpose of Annual rate contract of these items.
5. 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 purchase order will be deducted subject to a maximum of 10%.
6. No payment will be made in advance. But the payment will be released within 30 days through the mode of e-payment only after receiving goods in full in satisfactory conditions. Triplicate pre-receipted bills on a revenue stamp, where required should be sent to the DOGR,Rajgurunagar for payment. No interest will however, be payable in case of delayed payments.
7. The Rate contract will be made only in Indian Rupees.
8. **Price charged for the stores supplied under Rate contract should in no event be higher than lowest prices at which the party sells the items of identical description to any other Govt. Organization/Private Organization during the period of contract failing which the "FALL CLAUSE" will be applicable.** A certificate to this effect may be provided by the firm that the lowest prices have been offered to DOGR,Rajgurunagar. In case it is found that price charges by the firm are more, the same will be recovered from the subsequent/unpaid bill of the supplier.
9. Any dispute arising between the manufacturer and the purchaser will be referred to Secretary, ICAR, Krishi Bhawan, New Delhi for which sole arbitration and decision thereof shall be final and binding upon the parties i.e. manufacturer/supplier and purchaser. Further, any conflict arising in relation to Rate contract shall be subject to Pune jurisdiction
10. Supply should be made in full against the order and part supply will not be accepted.
11. The articles should be securely packed to avoid damages etc. in transit
12. Supply to be made from the latest batch of production with maximum shelf life in original packing to ensure appropriate intended utilization.
13. The Director, DOGR,Rajgurunagar reserves the right to cancel the rate contract at any time without assigning any reason.
14. The rate contract will be valid for a period of 12 months (Twelve) from the date of award of Rate Contract. The rate contract can be extended further subject to performance review of the firm/supplier on the existing terms and conditions.
15. **A Certificate is to be given by the applicant that the price list supplied is the only one in circulation.**
16. Printed and bound current effective price list duly signed and certified by the authorised signatory must be sent which will be applicable during the period of rate contract.
17. Discount if any, on the price list may be mentioned clearly with certification that higher discount is not offered to any other Department/Organization.
18. In case of supply of goods through dealer, their name and mail address must be declared in the bidding document.
19. The Director, DOGR,Rajgurunagar reserves the right to accept or reject any or all the bids without assigning any reason.

The following information is required for entering into Annual Rate Contract for the supply of LABORATORY CHEMICALS/GLASSWARES/PLASTICWARES CONSUMABLES

1.	Name and full address of the applicant (in block letters)	:	
2.	Item/material with Brand name for which rate contract needed	:	
	a) Chemicals	:	
	b) Glasswares	:	
	c) Plasticwares	:	
	d) Consumables	:	
3.	Annual Turnover of the Firm/Company for the Previous 01 (One) financial year (It should be minimum Rs. 50.00 Lakh (Rupees fifty lakh only) [Enclose documents in support of claim duly certified by a Chartered Accountant	:	
4.	a) Certified copies of TIN/VAT/CST Registration No.	:	
	b) Latest copy of VAT/Sales Tax Return filed with the concerned Department	:	
5.	Income Tax Pan No In the name of manufacturing firm/company/individual (in case of proprietorship) (copy to be enclosed)	:	
6.	Whether the manufacturing firm is registered under Company Act 1956? If yes, enclosed copy thereof In case the firm is registered with other Govt. Deptt./Agency, the same may be stated with documentary evidence	:	
7.	a) Maximum discount offered on manufacturers price list	:	
	b) Effective date of price list (The current price list as effective will be accepted (Validity must be indicated)	:	
8.	a) The manufacturing firm should have ISO for Quality Assurance (Copy of the ISO for Quality Assurance of the original firm/manufacturer to be attached)	:	
	b) In case the foreign Manufacturer(s) who wish to participate directly the bid alongwith the price list excluding custom duty together with ISO for Quality Assurance with validity of the original Manufacturer(s) Foreign Principal(s) must be attached	:	

9.	State Whether business dealing with the firm have been currently banned by any Ministry/Dept. of Central Govt, or any State Government if so, give details					:	
10.	Please indicate name and full address of the your Bankers					:	
11.	In case sole authorised dealer in India wish to enter into rate contract for these imported items, please furnish details as given below:						
	Name of the Principal Firm	Brand /Make of the Goods	Date of acquiring Dealership	Date of Expiry of Dealership	Price List in Indian Rupees (Yes/No)	Whether certified copy of Sole Dealership enclosed (say yes/No.	
12.	Name and address of dealers as indicated in terms and conditions					:	
13.	Discount alongwith certificate for not giving higher discount to any other Departments					:	
14.	If the manufacturing firm/ sole authorised dealer in India for foreign brands of chemicals is under Rate Contract with other Govt. Department/Research Institute, give details alongwith certified copies of the rate contract issued by the Department/institute (not more than five)					:	

Signature of the Applicant

CERTIFICATE TO BE SIGNED BY THE TENDER

CERTIFICATE

Certificate that I have read and understood and complied with all instructions as contained in terms and conditions of this tender document. All pages submitted with this tender document from page _____ to _____ have been filled properly and signed with seal of the manufacturing firm/company and sole Authorised Dealer in India for imported items.

Authorised signature of Tenderer with office seal

- 1) **Telephone No.** : _____
- 2) **Mobile No.** : _____
- 3) **Fax No.** : _____
- 4) **Email id** : _____
- 5) **Website** : _____

CHECK LIST

Following documents as required with tender document must be submitted

Sr. No.	Details of documents	Sr.No. of format/ terms and conditions of tender document	Page No.	Whether attached or not (Yes / No)
1.	Documents of turnover duly certified by a Chartered Accountant	3		
2.	Certified copies of TIN/VAT/CST Registration No.	4 (a)		
3.	Latest copy of VAT/Sales Tax return filed with the concerned Department	4 (b)		
4.	Copy of Income Tax PAN	7		
5.	ISO for Quality Assurance from Original firm / manufacturer	8 (a)		
6.	Certificate of authorization/ distributorship of the Manufacturer(s) with ISO for Quality Assurance (with validity) of the original Manufacturer(s)/Principal(s)	8(b)		
7.	Certificate regarding business dealing with the firm currently banned by any Ministry/Department of Central Government or any State Government	9		
8.	Certificate for not giving higher discount any	13		
9.	Certified copies of the rate contract issued by other Department/Institute (not more than five)	14		
10	FALL CLAUSE certificate	8 of terms and conditions		
11	Certificate by the bidder that the Price List supplied to this institute is only one in circulation	15 of terms and conditions.		

Note : It should be ensured that all pages of the tender document must be numbered

Seal and signature of the tenderer