



ICAR-NATIONAL RESEARCH CENTRE ON PIG
INDIAN COUNCIL OF AGRICULTURAL RESEARCH
RANI, GUWAHATI-781131

Phone No.0361 2847195
Email:nrconpig@rediffmail.com



F.No: 98/NRCP/18-19/RC (Vol.VI)

Date: 27.07.2018

NOTICE FOR INVITING TENDER THROUGH E-PROCUREMENT

Online Bids are invited from interested manufacturers and authorized dealers/stockiest for entering into **Annual Rate Contract for the year 2018-19 and 2019-2020 valid upto 31.03.2020** for the supply of Chemicals, Glasswares, Plasticwares, Lab Consumables, Diagnostic Kits, Sequencing and Services etc at ICAR-NRC on Pig, Guwahati, Assam

Tender ID	2018_DARE_366491_1
Last date & time for submission of online bid	16.08.2018, 1.00 P.M
Date & time for opening of technical bid	17.08.2018, 1.00 P.M
Address for Communication	Director, ICAR-National Research Centre on Pig,Rani,Guwahati-781131.

1. The Tender form/bidding documents may be downloaded from the Institute website www.nrconpig.in and <https://eprocure.gov.in/eprocure/app>. Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory. Manual/Offline bids shall not be accepted under any circumstances.
2. **Tenderers/Bidders after submission of their bids online through CPP Portal must submit Hard Copy of all the submitted documents alongwith EMD of Rs. 5000.00 which should reach at ICAR-NRC on Pig, Rani, Guwahati on or before **1.00 P.M, 16.08.2018** failing which their tenders/bids will not be considered.**
3. **Authorized dealers interested to participate in the Rate Contract with different Brands/Manufactures/Principals/Company are required to upload the tender online in CPP Portal and submit the EMD separately/individually for each brand/Manufacturer.**
4. More details are available in website www.nrconpig.in and <https://eprocure.gov.in/eprocure/app>.

Sd/-
I/C Administrative Officer



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Tender Document for Annual Rate Contract for Chemicals, Glasswares, Plasticwares, Lab Consumables, Diagnostic Kits, Sequencing and Services for the Year 2018-19 and 2019-20 (Valid upto 31.03.2020.)

Online Bids are invited from interested manufacturers and authorized dealers/stockiest for entering into **Annual Rate Contract for the year 2018-19 and 2019-2020 valid upto 31.03.2020** for the supply of Chemicals, Glasswares, Plasticwares, Lab Consumables, Diagnostic Kits, Sequencing and Services etc at ICAR-NRC on Pig, Guwahati, Assam

The **CRITICAL DATE SHEET** of the e-tender is given below:

CRITICAL DATE SHEET

Tender No.	98/NRCP/18-19/RC (Vol.VI)
Date of release of Tender through e-procurement	27.07.2018, 1.00 P.M
Bid Submission start date & time	27.07.2018, 1.00 P.M
Last date & time for submission of bid	16.08.2018, 1.00 P.M
Date & time for opening of technical bid	17.08.2018 at 1.00 P.M

1. The Tender form/bidding documents may be downloaded free of cost from the Institute website www.nrcp.in and <https://eprocure.gov.in/eprocure/app>. Online submission of Bids through **Central Public Procurement Portal** (<https://eprocure.gov.in/eprocure/app>) is mandatory. **Manual/Offline bids shall not be accepted under any circumstances.**
2. **Tenderers/Bidders after submission of their bids online through CPP Portal must submit Hard Copy of all the submitted documents alongwith EMD of Rs. 5000.00 which should reach at ICAR-NRC on Pig, Rani, Guwahati on or before 1.00 P.M, 16.08.2018 failing which their tenders/bids will not be considered.**
3. **Authorized dealers interested to participate in the Rate Contract with different Brands/Manufactures/Principals/Company are required to upload the tender online in CPP Portal and submit the EMD separately/individually for each brand/Manufacturer.**
3. Tenderers/bidders are requested to visit the above website regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.

4. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Institute reserves the right to accept or reject any or all the tenders.
5. The interested bidders are required to compulsorily deposit Earnest Money Deposit (EMD) in any of the following ways:
Demand Draft/FDR-TDR/BG from any of the Commercial bank in favour of **DIRECTOR – ICAR-NRC ON Pig, Rani, Guwahati payable at SBI, Khanapara Branch, (Code – 09945).**
The payment of the EMD and submission of Hard Copy of all the uploaded documents has to be invariably made on or before 1.00 P.M, 16.08.2018 failing which their Proposal/Bid will not be considered .
6. Bidders need not come at the time of Technical as well as Financial Bid opening at ICAR-NRC on Pig,Rani,Guwahati. They can view live bid opening after logging in on CPPP e-procurement portal at their remote end. If bidder wants to join bid opening at ICAR-NRCP then they have to come with bid acknowledgment slip that is generated after successfully submission of online bid.

Sd/-
Administrative Officer I/C

INSTRUCTION TO BIDDERS/ TENDERERS

1. **Authorized dealers interested to participate in the Rate Contract with different Brands/Manufactures/Principals/Company are required to upload the tender online in CPP Portal (<https://eprocure.gov.in/eprocure/app>) and submit following documents separately/individually for each Brand/Manufacturer/Company/Principal.**
 - a. Earnest Money Deposit of Rs. 5000.00 in favour of DIRECTOR – ICAR-NRC ON Pig, Rani, Guwahati payable at SBI, Khanapara Branch, (Code – 09945).
 - b. Copy of Price List and copy of Catalogue which shall be valid through out Rate Contract period.
 - c. Certificate of registration of firm.
 - d. Valid Authorization Certificate.
 - e. Copy of Pan/Tan Card.
 - f. Copy of GST Certificate.
 - g. Copies of Rate Contract with other Govt Departments/Research Institutes.
 - h. Certificate of Annual Turnover of the firm during 2017-18.
 - i. Copy of Income Tax return 2017-18.
 - j. Filled up Application form as per Annexure A (Page No.06 & 7 of Tender).
 - k. Filled up Undertaking as per Annexure-B (Page No. 8 of Tender).

After uploading documents in the portal Hard Copy of uploaded documents should be submitted to ICAR-NRC on Pig, Guwahati latest by 1.00 P.M, 16.08.2018 failing which their proposal/tender will not be considered.

2. Incomplete proposals and tenders received after due date shall not be entertained.
3. In case of discrepancy between unit price & total price, the unit price shall prevail.
4. This amount of EMD/Bid Security will be converted into performance Security money, if rate contract is awarded.
5. Where contract (R/C) for supply of goods, etc. imported (Subject to custom duty and foreign exchange fluctuations) and / or locally manufactured (Subject to excise duty and other duties & taxes), the percentage of price should be specifically stated along with the selling rates of foreign exchange element taken into account in the calculation of the price list of the imported items.
6. **Authorization certificate from the Principal/Manufacturer/Brand/Company Principals duly self attested and showing validity upto 31.03.2020 should be submitted.**
7. **Proposal for rate contract should be submitted in the prescribed format and all columns must be filled up.**
8. **The price list which is in CD may be downloaded and copy may be supplied to this office duly signed and sealed by the authorized signatory.**
9. The competent authority reserve the right to accept to reject any or all tenders without assignment any reason.

Sd/-
Administrative Officer I/C

PLEASE NOTE: BID Security, Undertaking, Application Form, EMD, Authorization letter and other required documents should be submitted individually/separately for each Brand/Manufacturer/Company.

Terms & Conditions of Rate Contract

1. No equipments are covered under this contract.
2. **NRC on Pig, ICAR is exempted from the payment of Custom Duty & Central Excise Duty as per Govt. of India Notification vide No. TU/V/RG-CDE(1094)2012 dated 14.09.2012.**
3. Freight, insurance charges, if any will not be borne by the purchaser. Similarly shortage, pilferage in transit will be sole responsibility of the supplier and the same will be intimated to the supplier on receipt of goods by the purchaser to make good the loss caused on this account. The defective supply will have to be replaced by the supplier within 7 days without freight/transport charge.
4. That the delivery/ Supply will be made on F.O.R basis i.e upto ICAR-NRC on Pig, Guwahati.
5. **GST will be paid extra as applicable to the Research Institutes as per rules/notification of Govt of India.**
6. That the delivery of goods will be taken at the risk and cost of the supplier form railway/transport.
7. **That the supply of material will have to be completed within 60 days from date of issue of purchase order. The liquidated charges @0.5% per week shall be imposed if supply made after expiry of delivery period subject to maximum 10% of the total value of goods/ contract value.**
8. No revision in rate (on higher side) will be accepted during contract period.
9. That the order will be placed as per requirement irrespective of value of the order.
10. The firm may supply the required items as pr unit price mentioned in the price list/ catalogue.
11. The dispute arising between manufacturer and the purchaser will be referred to Arbitrator appointed by the D.G. ICAR, New Delhi for which sole arbitration and decision there on will be binding upon both the parties i.e. manufacturer/ supplier and purchaser.
12. Supply should be made in full against the order and shortage will be procured on the risk and cost of the supplier.
13. Part Supply shall not be accepted until and unless it is supported by convincing reasons and Approved by the Competent Authority of this Institute.
14. No payment will be made for unsatisfactory supply.
15. The articles should be securely packed to avoid damages etc. in transit.
16. Supply be made from the latest batch of production with the maximum life period & original packing.
17. Pre-receipted bills should be sent along with goods.
18. The Invoice/Delivery Challan may be prepared in the name of the Director, ICAR-National Research Centre on Pig, Guwahati.
19. While submitting the tender document, the Tenderer should specifically sign on each page of the tender document.
20. The Tenderer should enclose a signed copy of the terms & conditions stipulated for award of the contract, conveying his acceptance of the same.
21. The Director, NRCP, ICAR, Guwahati reserves the right to cancel the rate contract without assigning any reason.
22. **The Rate Contract will be valid upto 31.03.2020 (i.e for the period 2018-19 and 2019-20) from the date of award of contact which may further be extended by the Competent Authority of this Institute.**

Sd/-
Administrative Officer I/C

Annexure-A

NOTE: Please Furnish the Required Information Completely as Incomplete/false information may result in Cancellation of Tender.

APPLICATION FORM FOR ENTERING INTO RATE CONTRACT FOR CHAMICALS, GLASSWARES, PLASTICWARES ETC. WITH ICAR-NATIONAL RESEARCH CENTRE ON PIG, ICAR, RANI, GUWAHATI

1. Name & full address of the applicant:
.....
.....
2. Name & Address of Manufacturer/Brand
.....
.....
3. Authorization Certificate from the Principal Manufacture is enclosed.....
4. The Authorized Dealer/Distributor interested to enter Rate Contract with the Institute with different Brand/Principals/Manufacturer/Company are required to submit online Rate Contract for each Brand/Principal separately in CPP portal (<https://eprocure.gov.in/eprocure/app>) and had to submit hard Copy of all the uploaded documents alongwith Pricelist, EMD and other required Documents as per the time schedule mentioned in the Tender. Please confirm whether the condition complied (Yes/No).....
5. Item/ materials for which Rate Contract desired / applied for (Please Tick as applicable)
 - (a) Chemicals
 - (b) Plastic wares
 - (c) Glass wares
 - (d) Lab Consumables
 - (e) Diagnostic Kits
 - (f) Sequencing
 - (g) Services
6. If the Firm is under Rate Contract with
Other Govt. Deptt./ Res. Instt. Give details along with
Certified copies of rate contract.
7. Annual Turnover of the firm/ company
During financial year 2017-18
(enclosed documents in support of claim) Rs.Lacs.
8. Annual business volume with ICAR Institute
During 2017-18 Rs.Lacs.

9. Whether the firm is registered under company act 1956?
 If yes, enclose certified copies:
 In case firm is registered with other Govt. Deptt./ Agency,
 the same may be stated with documentary evidence.
10. (a) Certified copies of GST/state sales tax
 Regn. No. TIN No. with date of validity
 (b) Central sale Tax Regn. No.
 (c) Latest copy of Sales Tax Return
 (Please enclose copies relevant papers)
11. (a) Income Tax PAN No.
 (in the name of firm/ Company & not individual)
 (b) Latest copy of Return filed with Income Tax Department:
12. Whether latest manufactures price list is enclosed:
13. State whether your firm have been currently banned/ black listed
 by any Ministry/ Deptt. Of Central Govt. or any
 State Govt. If so give details
14. Bank details for e-payment:
 (a) Bank A/c No.
 (b) Bank Name
 (c) Branch Name
 (d) IFSC Code
 (e) Other details
- 15. Discount (%) Offered on Catalogue/Pricelist Price.....**
- 16. Discount Offered (%) as in Special Cases for Bulk Purchase**
Where the total value of order exceed Rs. 1,00,000.00
17. Any other information vital for entering into rate
 Contract.

Signature
 Name & Address of Company/Distributor

Please write in your letter Pad

UNDERTAKING

We M/s (Name & Address) are fully satisfied with all the terms and conditions as mentioned vide Rate Contract Tender vide **98/NRCP/18-19/RC (Vol.VI) Dated 27.07.2018** towards entering with Rate Contract for Supply of Chemicals/Glassware's/Plasticwares/Lab Consumables with **ICAR-NRC on Pig, Guwahati for the Year 2018-19 & 2019-20 (Valid upto 31.03.2020)**.

We will offer Discount @.....on each unit of products which is Maximum as applicable to the Govt. Research Organizations and ICAR Institutes. Further as special case for bulk purchases whenever the total value of order exceed Rs. 1,00,000.00 (Rupees One Lakhs) we will offer Discount @..... on each unit of products.

We are submitting Demand Draft/Bank Guarantee/Fixed Deposit Receipt of Rs. 5000.00 (Rupees Five Thousand) vide No.....datedtowards Bid Security/EMD which may be converted into Performance Security, if Rate Contract is awarded to us.

Price list submitted by us with the Tender Document is the only one in circulation which will remain valid upto Entire Rate contract Period i.e upto 31.03.2020. No addition/ alteration in respect of Price List will be made by us during this period for supply of items to ICAR-NRC on Pig, Guwahati..

We are the authorized dealer of M/s....., Address.....Telephone & Fax No.....Email id.....to obtain and execute order on our behalf for NRC on Pig, ICAR, Guwahati. (Authorization Letter is enclosed). The validity of Authorization certificate is upto **31.03.2020**

We have never been blacklisted/banned or restricted for supply by any Govt. Department/Organisations.

Further, we will supply the items within 60 days of the date of issue of supply order beyond which we will pay penalty @ 0.5% per week subject to maximum 10% of the total value of consignment as per the terms and conditions of Rate Contract to the Director, NRC on Pig, ICAR, Guwahati.

Initial/Signature
Name :
Designation:
Address:
Seal
Date