

# NATIONAL INSTITUTE OF PLANT GENOME RESERCH

(An Autonomous Research Institution of the Department of Biotechnology

Ministry of Science and Technology, Govt. of India)

Aruna Asaf Ali Marg, New Delhi-110067

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## NOTICE INVITING QUOTATION

संख्या : 11-1/2019-20/रा.पा.जी.अनु.सं./एस एंड पी

दिनांक: 27-05-2019

**Subject:** Annual Rate Contract of Laboratory Consumables (Imported as well as local including Glassware, Plastic Ware & Misc. laboratory items for research activities in the Institute.

Online Tenders (in two Bid system) are invited on behalf of the Director, NIPGR, New Delhi, from the reputed manufacturers/authorized distributors/dealer of Indian Firm/Foreign Principal firm, so as to reach this office upto 03.00 PM on or before 18-06-2019 for entering into Vender Registration on 'Annual Contract Basis' for the supply of Laboratory Research Chemicals, Glassware, Plastic ware & Consumables on Catalogue/Price List basis with discount offered for the same.

You are requested to please submit your Annual Rate Contract proposal along with latest price list, Catalogue, Authorization Certificate from the manufacturer/stockiest, and EMD of ₹ 50,000/- (Rupees Fifty Thousand only) in the form of Demand Draft/Pay order in favour of the Director, NIPGR payable at New Delhi so as to reach this office on or before 18-06-2019 upto 03:00 P.M.

The Tender documents and detailed specifications can be obtained in person by the interested firms from the Purchase-Cum-Stores Officer, NIPGR, during office hours against non-refundable cash payment of ₹ 1,000/- (Rupees One Thousand only) as mentioned above from 27-05-2019 to 18-06-2019 upto 1500 hrs. The Tender document is available on [eprocure.gov.in](http://eprocure.gov.in) and can also be downloaded **free of cost** from our website: [www.nipgr.ac.in](http://www.nipgr.ac.in) and CPP Portal <https://eprocure.gov.in/eprocure/app>. The terms & conditions enclosed at Annexure I & II duly accepted and signed as instructed are also required to be submitted with the foregoing document. The quotations shall be opened on 19-06-2019 at 3:00 P.M. **(The Companies must submit hard copies of Price Catalogue along with above mentioned EMD's.)**

It may be noted that NIPGR is exempt for payment of Customs Duty as well as GST vide Government of India Notification No. 51/96-Customs dated July 23, 1996, Notification No.47/2017-Integrated Tax (Rate) dated 14<sup>th</sup> November, 2017 and Notification Nos.45/2017-Central Tax (Rate)/Union Territory Tax (rate) dated 14<sup>th</sup> November, 2017 as amended from time to time.

The agencies registered with MSME & NSIC in the above mentioned service/activity are exempted from submission of EMD.

The Director, NIPGR, reserves the right to accept or reject all or any of the bids without assigning any reasons thereof.

Purchase cum Stores Officer  
NIPGR, New Delhi

Encls.:

-General terms & conditions (Annexure-I)

-Undertaking on a Non-Judicial Stamp Paper worth Rs.100/- duly notarized (Annexure-II)



**General Terms and Conditions:**

- 1) Every tender shall be accompanied with the tender cost of ₹1,000/- (Rupees One Thousand only) from 27-05-2019 to 18-06-2019 (03.00 PM). The tender document is also available on <https://eprocure.gov.in> and can also be downloaded free of cost from our website [www.nipgr.ac.in](http://www.nipgr.ac.in)
- 2) Every tender shall be accompanied with the required Earnest Money Deposit of ₹ 50,000/- (Rupees Fifty Thousand only) in the form of Demand Draft/Pay Order drawn in favour of the “**Director, NIPGR**” payable at New Delhi. Any tender not accompanied by such earnest money will be rejected straight away.
- 3) The rates quoted in the tender shall remain valid for a period 365 days from the date of offer of award letter. No tenderer can withdraw/or modify his tender or revoke the same within the said period. If a tenderer on his own withdraws or revokes the tender or revises or alters or modifies the tender for any item or condition within the period mentioned in the tender notice, his earnest money deposit shall stand forfeited. Notwithstanding foregoing, the Institute reserves the right to take other actions as deemed appropriate. In case the successful tenderer after award of acceptance of work fails to perform as per work order or violates any condition of tender, the security deposit/ performance security will be forfeited/encashed.
- 4) NIPGR does not bind itself to accept the lowest or any tender and reserves the right to reject any or all tenders without assigning any reason.
- 5) NIPGR reserves the right to select more than one firm for award of contract for supply of consumables.
- 6) Submission of complete tender document duly signed & stamped by the tenderer is mandatory. The notice inviting tender, will form part of the contract agreement to be executed by the successful tenderer with the NIPGR.
- 7) All the correspondence on the tender shall be addressed to the Director, NIPGR, Aruna Asaf Ali Marg, New Delhi and any communication addressed to anyone else shall not in any manner to be binding on NIPGR.
- 8) The tenderer shall submit a copy of **Authorization letter** from the Manufacturers or their authorized agents along with copy of PAN/GST numbers allotted to them.
- 9) NIPGR reserves the right to change the quantities of the units while issuing the letter of award of work.
- 10) The EMD of the successful tenderers shall be treated as Performance Security and shall be returned to them without any interest, after expiry of the date of award letter.
- 11) The rates shall be inclusive of Transportation, loading, unloading, taxes etc., nothing extra will be paid.
- 12) The Company must submit copies of Balance Sheets, ITR Returns, list of existing Customers for last two financial year's i.e **2016-17 and 2017-18**.
- 13) The site of work is at NIPGR Campus, Aruna Asaf Ali Marg, New Delhi – 110067.
- 14) NIPGR also reserves the right to terminate the contract after giving 30 days' notice without assigning any reason thereof.
- 15) Any accident caused due to negligence or during the course of normal work etc., shall be responsibility of the Contractor. The contractor shall be responsible for all compensation to the staff engaged by him.
- 16) The agency shall in no way be involved in any dispute of any kind with the staff engaged by them.
- 17) NIPGR will not pay any expenses, whatsoever incurred by tenderer for the preparation and submission of tenders.
- 18) In two-bid system the tenders should be submitted containing (a) Technical Bid consisting of all technical details along with commercial terms and conditions and (b) Financial Bid indicating item wise price for the items mentioned in technical bid. The technical bid and financial bid should be sealed by the bidder in separate covers duly super scribed and both these covers must be put in a bigger cover which should also be sealed and duly super scribed. NIPGR will not pay any expense, whatsoever incurred by the tenderer for the preparation and submission of tenders.
- 19) The bidder should not be blacklisted/suspended or involved in any service related to dispute with any Govt. Organization/Department etc. in India or outside India. A declaration in this regard should be attached as per **Annexure-II**.

(Signature of Authorized Signatory with Company Seal)

**(Undertaking on a Non-Judicial Stamp Paper worth Rs. 100/- duly notarized)**

I/We (bidder) hereby give an undertaking that:

- (a) I/We have not been backlisted/ not on holding list during last three years by any Govt. Department/Govt. Autonomous Body/Institution, etc.
- (b) I/We do not have any dispute with any of the Govt. Department/Govt. Autonomous Bodies/Institutions, etc.;
- (c) I/We have never been certified as “Unsatisfactory Performer” for the said services provided to the Govt. Department/Govt. Autonomous Bodies/Institutions;
- (d) I/We have not submitted any fake/forged certificates/documents and later, if any such ‘Certificates/Documents’ found to be fake/forged or contains willful wrong/incorrect information, suitable legal action may be initiated against me/us/agency besides ‘forfeiture of Earnest Money Deposit’ and ‘Blacklisting’ etc.
- (e) I/We shall not withdraw my/our bid after opening of Technical Bid and if done so, the NIPGR shall be authorized to forfeit the EMD submitted by me/us.

Seal and Signature of the Authorized  
Person of the Agency

Place:

Date: