



सीएसआईआर - राष्ट्रीय वनस्पति अनुसंधान संस्थान, CSIR- National Botanical Research Institute, वैज्ञानिक एवं औद्योगिक अनुसंधान परिषद् (Council of Scientific and Industrial Research)	
१, राणा प्रताप मार्ग, लखनऊ, उत्तर प्रदेश - २२६००१, भारत 1 Rana Pratap Marg, Lucknow, Uttar Pradesh-India-226001	
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Tender No: 2/04/20-P

Date: 04-May-20

To, M/s Imperial Life Sciences (P) Ltd. #463, Pace City II, Sector 37, Gurugram-122001	<i>All communications are to the addressed</i> To The Director, CSIR- National Botanical Research Institute, Lucknow. Attn: Stores & Purchase Officer
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Subject: Request for Quotation of Consumable Items.


Dear Sirs,

We are interested in Procurement of the articles mentioned below; please Submit your quotation as soon as possible and also submit a hard copy of your tender. While submitting quotation, please note the terms and conditions etc given overleaf -

Sr No.	Description of item proposed for procurement	Cat no.	Pack Size	Qty
1.	Q5 Hot Start High-Fidelity 2X Master Mix	M0494S	01	01
2.	Random Primer Mix	S1330S	01	01
3.	NEBNext Ultra™ II End Repair/dA- Railing Module	E7546L	01	01
4.	NEBNext Ultra™ II Ligation Module	E7595L	01	01
5.	Deoxynucleotide (dNTP) Solution Mix	N0447L	01	01
*Please See Terms & Conditions Enclosed Herewith Before You Quote.				

Note: In case of any query or clarification, please contact the Stores & Purchase Officer over phone +91 522 2297879 or by email at spo@nbri.res.in .CSIR – **NBRI GST No is 09AAATC2716R6Z8**

Yours faithfully



Stores & Purchase Officer
(For CSIR-NBRI, Lucknow)

Terms & Conditions:

1. All the Bidders are hereby being requested to submit their tender in Two Part (not 2 bid) on the Central Public Procurement Portal (www.etenders.gov.in) or by email (where the email quote is invited, followed by the hard copy of the quotation). First Part should be a complete detailed quotation in PDF format showing all the quoted items, against CSIR-NBRI tender Item and its specifications. The Second part is a BoQ which is an excel format and available on CPP Portal against this tender wherein the bidder is also requested to quote their prices.
 2. The BoQ price filling is mandatory on CPP Portal. The bidder will not have much fields for showing the price break up and other technical details in the BoQ, therefore, the bidder is requested to give all the details in the PDF quote (First Part). Both, PDF and the BoQ format quote may be uploaded on CPP Portal else the tender will be liable to be rejected at the discretion of the Competent Authority, CSIR-NBRI, Lucknow.
 3. If there is any difference in the quoted prices in BoQ and the PDF (uploaded on CPP Portal), then the PDF prices will be the final as it will have all the breakup. However the bidders are requested to ensure similarity of prices in both places in their own interest. Ambiguity in quote by bidder will be liable to be rejected at the discretion of the CSIR-NBRI.
 4. In case the tenders are received in such a condition that some bidder has quoted in INR and others has in foreign currency, then (1) the INR prices + GST upto CSIR NBRI will be taken for comparison and (2) Foreign currency CIP, New Delhi Prices will be added 5.5% of Customs duty + 2% Customs clearance and other related charges, price will be taken for comparison.
 5. **Price:** The prices quoted should be on **F.O.B./ F.C.A.** Incoterm 2010 or latest basis. However, the quotation should contain item wise prices including total Ex-Works price and cost of packing & forwarding, approx. cost of airfreight for delivery up to final Airport Destination **New Delhi or Lucknow, - INDIA**. CSIR-NBRI, Lucknow shall arrange for transit Insurance coverage and Customs clearance at New Delhi or Lucknow -India. Shipment should be on Airfreight-to-collect basis through CSIR-NBRI's authorized freight forwarder through consolidation services as per details mentioned in the Purchase Order. All purchases made for scientific purpose are exempt from Customs duty under notification no. **51/96 dated 23.7.1996** and **GST exemption** against notification no. **45/2017 & 47/2017 dated 14.11.2017**.
 6. In case of the Indian Suppliers, the prices should be quoted as upto FOR-Stores Section, NBRI Lucknow basis including packing, forwarding and insurance etc.
 7. **Warranty:** Supplier shall give a Warranty Certificate for a period of **twelve months** to the effect that the material supplied to the Purchaser shall be free from all defects and faults in materials, workmanship and manufacture; shall be of the highest made and consistent with the established and generally accepted standards; shall be in conformity with the specifications and be if operable, operate properly. The supplier free of cost shall replace any materials found not according to the specifications of this Purchase Order or found defective/non-working during warranty period. The down time of the equipment should not be more than 48 hours at a time and the total uptime per year should be at least 95% during the warranty period (if warranty exclusively specified in the attached specification sheet then the warranty mentioned in the specification will have to be quoted by the bidder else their bid will be rejected).
 8. **AMC:** The Companies should invariably quote separately the AMC for additional 24 months period and this should be on Comprehensive basis i.e. including replacement of parts (if AMC exclusively specified in the attached specification sheet then the AMC mentioned in the specification will have to be quoted by the bidder).
 9. **Payments:** In case of Indian suppliers the normal payment terms are 100% payment on bill basis by NEFT/RTGS (Vendor may attach their complete bank details duly certified by their banker with their bill).
 10. **No advance payment will be made.** In case of foreign supply the payment shall be made by **Irrevocable Letter of Credit** or 100% payment can be made by **Bank Draft within 10 days** after supply and acceptance of the equipment by CSIR-NBRI, subject to production of Performance of Bank Guarantee (wherever applicable). No claim for payment shall be entertained for the damaged items delivered.
- Details of Our bank is as under: -**
The Manager, State Bank of India,
International Banking Division, Lucknow Main Branch
Tarawali Kothi, Lucknow, Uttar Pradesh, India Pin: 226001
Phone: +91 522 2627804, Fax: +91 522 2611784, email: ibd.00125@sbi.co.in
- ALL BANK CHARGES ABROAD SHALL BE TO THE ACCOUNT OF THE BENEFICIARY i.e. SUPPLIER AND ALL BANK CHARGES IN INDIA SHALL BE TO THE ACCOUNT OF THE OPENER i.e. PURCHASER(CSIR-NBRI).**
11. **Training/Installation charges:** Supplier or their Indian Agent shall be responsible for installation/demonstration/training, wherever applicable and should have technical expertise and trained personnel to render "After Sales Services" during the warranty period in India. If the offer involves any training and/or installation charges, the same should be clearly indicted including the period and scope of training. The Installation, demonstration, commissioning of the sold equipment should be completed by the Supplier / Their authorized representative immediately after the arrival of the equipment/item at CSIR-NBRI, Lucknow but not later than 2 weeks. In case of late installation, demonstration, commissioning of the supplied equipment by the supplier and or their authorized representative, **CSIR-NBRI reserve the right to levy penalty of 1% of Purchase Order Value (subject to a maximum of 10%) per week of the delayed period.**
 12. Tenderer should clearly define the infrastructure facilities required for installation and commissioning of the Equipment. Tenderers shall give an undertaking for after sales services and for providing 'spares / consumable / software for a period of at least 8 years from the date of satisfactory installation.
 13. **Manuals & Calibration Certificate:** Calibration traceability certificate for the equipment should be furnished and charges if any, should be indicated separately in the quotation. Full Technical specifications/literature brochure and instruction manuals for operation and maintenance of the equipment, should be provided.
 14. All imported components should be quoted in respective country currencies, with a provision to import by CSIR-NBRI directly from the manufacturer / Supplier. In case, the quotation is raised by their Indian agent, on behalf of their principals, documentary proof of their registration with DGS&D, attested copies of agreement entered into between them & their foreign manufacturer / Supplier should be submitted (failing this, Director, NBRI Reserves the right to accept or reject the tender without assigning any reason thereof).
 15. Foreign tenderers should have their authorized Indian Agents with technical expertise and trained personnel to render "After Sales Service". If the **Ex-Works price** includes any agency commission payable to Indian Agent, in such case the **percentage of agency commission** should be mentioned with the name and address of the Indian Agent.
 16. **Make/Brand** and the name of the manufacturer with address, Country of **Origin**, Country of **Shipment** and **Currency** in which Rates are quoted should be clearly mentioned. Manufacturers/Suppliers/Tenderers which are having ISO 9001 / 9002: 1994 Accreditation should indicate in their quotation.

17. Bidders must mention in their quote the full amount of GST/other tax. If tax is not shown extra with %age in the quotation, then it will be assumed that the quoted price included all types of taxes involved therein. The financial comparison of such bids will be done treating the bid price as tax inclusive etc. This institute is not entitled to issue concessional forms of sales tax/vat i.e. form "C" or "D" or any.
18. If the bidder has quoted the "Nil" charges/considerations, then the bid shall be treated as unresponsive and will not be considered.
19. Criteria for determining responsiveness of the bids that will be taken into account for evaluation of bid(s) as :
1. Time of Delivery
 2. Performance/efficiency/environmental characteristics.
 3. The terms of payment and of guarantees in respect of the subject matter of procurement.
 4. price
 5. Cost of operating, maintenance and repair etc.
20. The quotation should be valid for a minimum period of 90days/3 months from the date of opening the quotation.
21. Generally we discourage the negotiation after opening of bids. However there may be exceptional circumstances wherein lowest evaluated responsive bidder may be called for negotiation.
22. Rejection of bid may be there on the ground of (a) Effective competition is lacking (b) all bids and proposals are not substantially responsive to the requirement of the tender document/RFQ (c) the bid/proposal prices are substantially higher than the estimated indented price or available budget or (d) none of the technical proposals/bids meets the minimum technical requirements of the tender specifications.
23. **Delivery period** should be clearly indicated in the quotation and strictly adhered to.
24. **The submission of quotation** shall be deemed to be an admission on the part of the tenderer, had fully acquainted with the Specifications, drawings etc. and no claim other than what stated in the quotation shall be paid in the event of award of Purchase Order.
25. **Incomplete quotations** which does not fulfill above mentioned requirements and not conforming to the specifications terms and conditions are liable for rejection at the discretion of competent authority, CSIR-NBRI.
26. Expenditure involved towards any extra materials required or labour involved for successful installation of the equipment, if not quoted for, would have to be borne by the tenderer. CSIR-NBRI will nowhere be responsible for any such type of charges.
27. **Equipment's point-by-point comparison/ compliance statement with technical specifications indicated in the quotation, should be enclosed along with your quotation as well as any other extra features of the equipment be shown separately therein.**
28. Quotations from Manufacturers/Suppliers/Tenderers, whose performance was not satisfactory in respect of quality of supplies and delivery schedules in any Govt. or Govt. funded organizations, are liable for rejection. The quotations that do not comply with the above criteria and other terms & conditions are liable for rejection.
29. Bidder/Tenderer must enclose with their tender the list of customer(s)/organizations/CSIR Laboratories, where they have installed/sold the equipment/item which has been quoted by them to CSIR-NBRI. The purchase order and/or user satisfaction certificate (wherever possible) may be attached with the quotation.
30. The tender should be type written without any cutting, additions, overwriting thereon.
31. The tenderer must mention the approx. packing dimensions, weight etc of the item quoted by them.
32. The decision regarding acceptance or rejection of the quotation(s) will rest with the Director, National Botanical Research Institute, Lucknow, who does not bind himself to accept the lowest quotation and reserve the right to himself, to accept/reject fully or partly any or all the quotations received without assigning any reason(s) thereof.
33. The Bidder with their bid must attach an authorization letter from the principal Company/Original Equipment Manufacturer (OEM) failing which the competent authority CSIR NBRI reserves the right to reject their bid.
34. The Indian agents/representatives of foreign suppliers who quotes on behalf of their principal company must be registered with the DGSND as per the compulsory enlistment scheme of the Dept. of Expenditure, Ministry of finance (if applicable) and attach their registration certificate/document with their bid failing which their bid will be liable to be rejected. If DGSND registration certificate is not available then the bidder must attach a complete certified copy of their agreement with the principal party (without hiding any document of the agreement) failing which their bid will be liable to be rejected at the discretion of the competent authority.
35. The contract will be governed by the applicable Indian laws and subject to the jurisdiction of courts in Lucknow.
36. The Government of India provisions regarding make in India, MSME/MSE / preferred policy etc will be applicable in this tender. Bidder may kindly clearly highlight in their bid if he is claiming any benefit/relaxation on account of any of these provisions.
37. E-mail or fax bids will not be accepted. If any bidder sends the bid by email then that bidder must send the hard copy of the same bid else Director NBRI reserves the right to accept or reject such bids.
38. Bid Security declaration as per Rule 170 of GFR 2017 will be acceptable.
39. No advance payment without equal value of security deposit (BGs/DD/ Collateral security) will be given.
40. The provisions of code of Integrity as per rule 175(1) of GFR 2017 will be applicable in this procurement.
41. No claim of any type of payment claimed after 3 years will be entertained by the Institute.
42. The INR exchange rates of foreign currencies will be used as on the date of opening of tender/technical bid.
43. Other terms and conditions as available on CSIR NBRI website at url <http://nbri.res.in/wp-content/uploads/Terms-and-conditions-for-RFQ.pdf> will be the integral part of this RFQ.

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(Dinesh Kumar)
Stores & Purchase Officer
for CSIR