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Dated: 18.02.2022

NOTICE INVITING TENDER

The Director, ICMR-Vector Control Research Centre, Puducherry 605 006 (ICMR-VCRC), invites sealed tenders under Single Bid System from the reputed manufacturers / authorized distributors / dealers / stockiest (who have the current authorization from principal company) for entering into **Annual Rate Contract for the financial year 2022-23 for supply of laboratory chemicals, consumables, DNA sequencing, synthesis and supply of Primers/probes, oligonucleotides (Annexure-II)** for ICMR-Vector Control Research Centre, Puducherry

Tender Schedule

Type of Tender	Single Bid
Name of the tender	Annual Rate Contract for supply of Chemicals, consumables, DNA sequencing, synthesis and supply of Primers/probes, oligonucleotides
Tender Document Fee	Nil
Quantity required	As per requirement
Date of Publishing	22.02.22
Last date for Submission of bid	20.04.22
Address for submission of Tender	The Director, ICMR-Vector Control Research Centre, Puducherry – 605 006.
Website address for downloading Tender document	vcrc.icmr.org.in
Mode of submission of Tender	By speed post / registered post / hand delivery

Terms and Conditions:

Eligibility Criteria:

1. The Bidder's Firm should have existence for minimum period of 5 years. Copy of certificate of incorporation / registration certificate of the Firm to be submitted. If the Bidder is a distributor / dealer / stockiest, it is mandatory to submit valid authorization certificate along with PAN card/ GST certificate.
2. The ARC is applicable to supply of items to our Head Office at Puducherry and Field stations at Madurai (Tamil Nadu), Kottayam (Kerala) & Koraput (Odisha) only on FOR basis.
3. The bid shall be valid and open for acceptance by the competent authority for a period of 180 days from the date of opening the tender.

Submission of offer:

1. Bidders are required to provide the latest original hard copy of catalogue.
2. It is mandatory to submit the quotes in the same format as per Annexure I and if some category of items is not available, it should be mentioned as **NQ** (Not Quoted) in the

relevant column instead of deletion of such item(s).

3. **Procedure for sealing and marking of bids:** The Tenders / Bids cover must contain Annexure-I along with enclosures as desired in tender document and this cover should be sealed and super scribed as "TENDER FOR RATE CONTRACT".
4. Price (% of discount) must be submitted in enclosed in Format only as per **Annexure - II**. The discount offered in percentage (%) on the catalogue price + GST and Freight, Insurance charges, if any, is to be borne by the Supplier.
5. Price (% of discount) quoted should be in Indian Rupees only. Price should be FOR delivery at ICMR-Vector Control Research Centre, Puducherry/ Field stations at Madurai (Tamil Nadu), Kottayam (Kerala) & Koraput (Odisha). Freight, Insurance charges, if any, is to be borne by the Supplier / Distributor. Similarly, shortage, pilferage, damage if any in transit will be the sole responsibility of the Supplier / Distributor. The short / defective supply will have to be replaced by the Supplier / Distributor within 2 weeks of time without any additional cost including freight / insurance charges.
6. Prices charged for the stores supplied under Rate Contract should under no event be higher than lowest prices which the party sells the items of identical description to any other Govt. Organization /Private Organizations during the period of contract.
7. The bid should be complete in all respects and should be duly signed. Each and every page of the tender and **Annexure I** should be signed by the authorized signatory of the firm with seal which would show unconditional acceptance of all the Terms and Conditions of the Tender Document. Incomplete and unsigned bids will not be considered. The Institute shall not be responsible for any postal delay and delay in receipt of the offer. Conditional, unsigned, late & delayed tenders will not be accepted under any circumstances.

Evaluation of Tender:

1. The final acceptance/decision on the tender will be taken after screening the offers by a duly constituted committee at ICMR-VCRC which reserves the right to accept/reject the tender wholly or partially without assigning any reasons thereof.
2. The manufacture / dealer / stockist / agency /firm/ vendor who have quoted the lowest price for a given item will be selected for that product. In case of more than one agency quoting the same lowest price for a product, ICMR -VCRC reserves the right to place order with the agency who has quoted lowest for maximum number of items.

Award of contract:

1. A panel of bidders/suppliers shall be selected for rate contract.
2. The Rate Contract will be valid for a minimum period of 1 YEAR.
3. Notwithstanding anything specified in this tender The Director, ICMR-VCRC in his sole discretion, unconditionally or without having to assign any reason
 - (i) To accept OR reject lowest tender or any other tender or all the tenders
 - (ii) To accept any tender in full or in part
 - (iii) To reject the tender, offer not confirming to the tender norms
 - (iv) To give purchase preference wherever applicable as per Govt. Policy/Guidelines.
4. The Director, ICMR-VCRC reserves the right to enter into parallel Rate Contract for similar items during the period of Rate Contract with one or more parties.

Delivery schedule:

1. The supplies have to be delivered in suitable conditions within a period of 20 days from the receipt of the Purchase Order either directly or through dealer (No deviation will be accepted in this regard). Early deliveries by the supplier / distributor would be appreciated. If the ordered material is not supplied within the above mentioned period, then the Director, ICMR-VCRC reserves the right to cancel the order.
2. The supplies will have to be of desired quality and grade. During the inspection/test, if supplies are found to be of inferior quality / inefficacy, the same has to be replaced by supplier / distributor at their cost within the stipulated period, failing which the Rate Contract of the firm shall be cancelled.

General:

1. A concessional certificate for claiming GST @ 5% will be provided against DSIR certificate available with VCRC in terms of Govt. notification 45/2017 – Central Tax (rates) for the chemicals and labwares being used for research purpose.
2. Supplies should be made from the latest batch of production with maximum shelf life and original packing. The material being offered should indicate clearly whether Indigenous manufactured by local registered firm or manufactured by cottage and small scale industries/large scale industries, or Articles wholly or partially manufactured in India from imported materials.
3. Communication with bidders will be carried out electronically and /or in hard copy. All bidders must provide their current email address with document of address proof.

Payment terms:

1. The bill / tax invoice should be raised in the name of "the Director, ICMR-VCRC, Puducherry". Payment will be made in electronic mode only after satisfactory report from the end Users. No bill for part payment will normally be entertained. No payment will be made for unsatisfactory supply.

2. No advance payment will be given. Being a Govt. of India Organization, payment will be released by way of RTGS after satisfactory supply of goods.

Taxes and duties:

1. This Institute is exempted from payment of customs duty/GST in terms of Government Notification No.51/96-Customs dated 23.07.1996 and Central Excise duty exemption in terms of Notification No.10/97-Central Excise dated 01.03.1997 vide letter No. TU/V/RG-CDE (253)/2011 dated 07/10/2011 valid up to 31.08.2026 as amended from time to time. Therefore, quotation must be submitted accordingly. Necessary documents under this notification will be provided by the Institute, whenever required.
2. Payment of sales tax / GST is primarily the responsibility of the seller and will not be paid unless the percentage value is clearly mentioned in the tender. If no indication regarding CST/GST/ST is recorded in the tender, the CST/GST/ST will be considered as included.


Administrative Officer
For Director

Date: 18.02.22
Place: Pondicherry

Annexure-I

**APPLICATION FORM FOR ENTERING INTO RATE CONTRACT FOR CHEMICALS,
REAGENTS, MEDIA, LABORATORY WARES AND CONSUMABLES**

1. Name & Full address of the applicant : _____

2. Items/ materials for which rate contract
Desired/ applied for :

Sl.No.	CATEGORY	MANUFACTURERS
(a)	General Laboratory Chemicals Media & Reagents, kits	
(b)	Glassware items	
(c)	Plastic Ware items	
(d)	DNA sequencing, synthesis and supply of Primers/probes, oligonucleotides	

3. Copies of having 3 or more Rate Contract :
with the CSIR Labs / ICMR Labs /
ICAR Labs / IIT Labs / Central
Universities / DRDO / Govt.
Organization in the past three
years.

4. (a) Certified copies of Registration No. :

(b) IEC copy, if applicable

(c) GST No

of the bidder Manufacturer/ distributor / dealer / stockiest

5. (a) Income Tax PAN No. (in the name
of firm/ company & not individual

(b) Latest copies of return filed with
Income Tax Department

6. Whether latest printed original price list by manufactures is enclosed : _

7. State whether you have been currently : Banned / blacklisted by any

(a) Ministry/ Dept. of Central Govt.

Or any

(b) State Govt. If so, give details

: _____
: _____

8. Bank details for payment of the bidder
Manufacturer/ distributor / dealer / stockiest

- (a) Name of the Account : _ (b) Bank A/c No. : _
(c) Bank name : _____
(d) Branch name : _____
(e) IFSC Code : _____
(f) Other details : _____

9. In case you wish to enter into Rate Contract for imported goods, please furnish details as
Given below along with original latest printed Catalogue: -

Name of the Principal firm	Brand/ Make of the goods	Date of acquiring Dealership	Date of expiry of Dealership	Prices in Indian Rupees.	Whether certified copy of Dealership enclosed (Say Yes/No)

10. Any other information vital for entering : _____
Into Rate Contract _____

11. Documents required, placed at page.

1. Turnover Details : Yes/ No. _____
2. PAN Copy : Yes/ No. _____
3. GST Certificate Copy : yes/ No. _____
4. Authorization Certificate : Yes/ No. _____
5. Hard Copy of Catalogue : Yes/ No. _____
6. Copies of having 5 or more Rate Contract with the CSIR Labs /ICMR Labs/ICAR Labs/ IIT Labs /Central Universities / DRDO/ Govt. Organization in the past
Three years : Yes/ No. _____

Annexure-II

SUBMISSION OF OFFER:

Sl. No.	CATEGORY	MANUFACTURERS	Discount (in %) offered on catalogue price of brand/manufacture
1	General Laboratory Chemicals, Media & Reagents, kits	<ul style="list-style-type: none"> • ALERE • APPLIED BIOSYSTEMS • AVRA • BIORAD • BBIOTEC • CYTIVA • FINAR • GENAXY • HAYMAN • HI-MEDIA • INVITROGEN • LOBA CHEME • MACHERY-NAGEL • MERCK • SIGMA • QUALIGENS • MP BIOMEDICAL • SRL • SISCO • BIOGENE • QIAGEN • PROMEGA • ROCHE • TAKARA • TULIP • ABI APPLIED BIOSYSTEMS • JMITRA & CO • PANBIO • MP BIO • AMPLIQON • NOVAGEN • NUCLEPORE • FERMENTAR • GENI • WHATMAN • ABCAM • CORNING • PERKIN • NICE 	

		<ul style="list-style-type: none"> • TCI • INBIOS • GLYCOMATRIX • ALIGENT • ANY OTHER CHEMICALS & REAGENTS FOR RESEARCH USE 	
2	Labware items (plastic and glass wares) & Consumables	<ul style="list-style-type: none"> • ABBOTT • ALERE • BOROSIL • SIGMA • TARSONS • AXYGEN • GENAXY • RAININ • BIORAD • BOROSIL • BLUESTAR • DWK LIFESCIENCES • EPPENDORF • TARSONS • ABDOS • GLASSCO • EPPENDORF • RANBAXY • VENSIL • Hi-MEDIA • THERMOFISHER • THERMOFISHER MCCARTNEY BOTTLE • ANY OTHER LAB WARES FOR RESEARCH USE • GLASIL • BUG DORM CAGES 	
	DNA SEQUENCING, SYNTHESIS AND SUPPLY OF PRIMERS/PROBES, OLIGONUCLEOTIDES.	<ul style="list-style-type: none"> • EUROFINS • IDT • METABION • GENEX 	

Tenders are invited from the reputed Manufacturers/Authorized Distributor/Dealer/Stockiest (who have the current authorization from the Principal Company) for entering into Annual Rate Contract - 2022-23 for the supply of items as under:

Note: Bidders must submit the latest catalogues with rates for the year 2022-23 from the manufacturer on the items for which they are bidding.

UNDERTAKING-CUM-DECLARATION

We undertake that the information provided in the offer of rate contract are true and correct to the best of our knowledge and belief. In case any information is found incorrect and / or false at a later stage, ICMR-VCRC can terminate the rate contract and also take legal action, if any, against the firm as the ICMR-VCRC may deem fit.

We also undertake to keep the proposal and the price list unchanged and valid during the currency of the rate contract.

We will produce all the relevant documents promptly, if necessary or as and when asked for by ICMR- VCRC. We understand that information provided by us will serve as pre-qualification criteria for enlistment on ANNUAL RATE CONTRACT and in the event of any information being found false or incorrect or ineligibility being detected even after the approval of Rate Contract, our contract may be cancelled and all our claims may be forfeited by the ICMR-VCRC. We have read and understood all the terms and conditions of rate contract tender document and we fully agree to it.

We also declare that we will not sell our products at a lesser price to other parties than those given to you and in the event of happening of such situation, we will be bound to refund the difference and our enlistment may be cancelled at the discretion of ICMR- VCRC. We also undertake that all the terms and such as product range, price, discount, delivery / other charges, terms of payment and also the name/s of the dealer / distributor will remain unchanged during the period and no alteration will be done without your official approval. However, we will promptly change our distributor / supplier if a request / complaint is received from your end with regard to this effect due to any reason.

Signature with Seal of the Bidder

Date:

Place:

Note: This undertaking should be on the letter head of the firm and signed by authorized person.