



**NABI**

**Tender Notice: PUR/RC/2012-13**  
**National Agri-Food Biotechnology Institute**  
**(Department of Biotechnology, Government of India)**  
**C-127, Industrial Area, Phase VIII**  
**Mohali - 160071**  
**Tel +91-0172-4990109; Fax No:-91-172-4604888**  
**Email – [purchase@nabi.res.in](mailto:purchase@nabi.res.in)**

Sealed tenders are invited on behalf of Executive Director, NABI, Mohali from the reputed manufacturers/authorized distributors/dealers (who have the current authorization from the principal company) for entering into Annual Rate Contract for the supply of items grouped as under:

Tender Document No.	PUR/RC/2012-13
Sr. No	Categories
1	Chemicals/Solvents (LR/AR/HPLC Grade)
2	Glasswares (complete range)
3	Plasticwares (complete range)/General Labware/Pipette-Micropipette-Easypets
4	Rare Chemicals/Fine Chemicals
5	Enzymes for Molecular Biology, Enzymes from microbial sources such as Carbohydrases, Proteases etc) Reagents & Kits/Biochemicals/Immunochemicals/ Antibodies
6	Services – Peptides, Oligos, Antibodies (polyclonal/monoclonal), Chip-Array/Chip Sequencing/Chip-on-chip, Micro-array, Genome Sequencing, Gene Synthesis, Protein Expression, Pyro sequencing on 454 using GS-FLX Plus, Pyro sequencing on Illumina Hiseq 2000, Sequencing using Nextgen sequencing platform of Ion Torrent, PacBio, Helicos
7	Ready Made Media and Media Components for Microbiology/animal & plant Cell Culture
8	Chromatography Accessories (HPLC/GC Columns/Columns fittings/TLC plates
9	Filter Papers and Disposable Filter Units
10	Disposable Readymade Garments
11	Animal Feed & Animal Dissection sets
12	Disinfectants
13	Agri-Farm Inputs (Fertilizers, Pesticides, Fungicides, Herbicides, Seeds, Seed Storage Bags, Labels etc)
14	Electric Items (Full Range)
15	Hardware Items



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16	Cotton, Tissue Rolls/Aluminium Foil
17	Ink Toner/Cartridges for various Inkjet/Laser jet Printers, HP/Samsung/Canon/DELL
18	Surgical Gloves/Polyvinyl & Nitrile Gloves & Safety wears for Chemical & Biological labs/Workshops
19	<b>Scientific Equipments upto 0.5 lacs (Inclusive of all taxes etc.)</b>
Contact Person	Store & Purchase Officer.

The authorized distributor/dealer should produce an original letter from manufacturer for applying against our above tender.

The tender form can be downloaded from our Website [www.nabi.res.in](http://www.nabi.res.in) (free of cost) and can be submitted along with authorization of manufacturer as above.

The Due date and time for receipt of tenders will be **10.04.2013 till 3.00 pm** in Purchase Section. The tender shall be opened on **10.04.2013 at 4.00 pm**. The envelope should be superscribed with Sr.No. and Name of the item applied for. For each category separate tender is to be submitted.

Executive Director, NABI, Mohali reserves the right to reject any or all the tenders without assigning any reason or to accept them in part or full.

Stores & Purchase Officer.



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Dear All,

You may be aware that National Agri-Food Biotechnology Institute (NABI) Mohali, Punjab is a newly established R & D Institute being developed by the Department of Biotechnology, Government of India to bring a transformation in Agri-food research industry. NABI is using chemicals and solvents, glasswares, Plasticware and filter papers etc. of high quality and 100% accuracy for its R&D work which may be supplied through your dealer network of by you.

As a policy decision, it has now been decided to enter into an annual Rate Contract for supply of general chemicals & Solvents, Glasswares, Plasticwares, General Labware, Kits and FilterPapers, Instruments/Equipments etc. stocked/stored by us for our R&D use. In this direction, we require a list of general chemical solvents (LR/AR grade) including HPLC solvents Media and Bio Chemicals, Glasswares & Plasticwares (complete laboratory range), Diagnostic Kits and Filter papers, Stationery items, etc. as mentioned in list along with the current price list on CD of your manufacturing range. In case of foreign principle, price list of manufacturers may also be enclosed.

You are, therefore, requested to offer your products range with rates either on your company letter Head or in the printed form and CD, duly authenticated by respective manufacturer. The annual Rate Contract so concluded will have to take care of the following conditions:

- 1 **Mention the name of Category and Brand name/Principal Company name on the envelope failing which the offer will be summarily rejected without opening the same. For separate category of items, separate tenders should be submitted. Single tender for multiple categories will be rejected summarily**
- 2 **The companies which cannot provide validity of rates for One Year need not apply.**
- 3 **The Bid submission format should be filled and submitted along with the quotation (As per Annexure A)**
- 4 The firms should be registered with Sales Tax Authorities.
- 5 The Rate Contract will generally be valid for a minimum period of one year, however rates for more than one year will also be considered.
- 6 There will be no change in price structure during the currency of contract except of the statutory levies which are made applicable by the Govt. through notifications/regulations change.
- 7 **For Imported items the firms should give their quote in Foreign Currency. In addition, they can quote in Indian Currency which should have endorsement of the principal company. Any**



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- firm having Custom Bonded Warehouse shall be preferred, in such cases the modalities of supply and exemption shall be mentioned clearly.**
- 8 **The Authorization/Dealership letter of principal company issued after the date of publication of this tender is to be attached in original.**
- 9 For Equipments/Instruments, Machine Tools, IT products, Ancillary Spares etc. the prices may be quoted on Net Dealer Price (NDP) basis with discount, if any.
- 10 Price should be for delivery at NABI, Mohali.
- 11 **Prices charged for the stores supplied under Rate Contract should under no event be higher than lowest prices at which the party sells the items of identical description to any other Govt. 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 NABI (Refer: Annexure D). In case it is found that the price charged by the firm are more, the same will be recovered from the subsequent/unpaid bill of the supplier.**
- 12 **The manufacturer should have 5 or more Rate Contract with any of the CSIR/ICMR/ICAR/IIT/Central Universities/DRDO/DBT/Government Research Organisations in case of chemicals, plasticwares, Glasswares.etc (Sr. No: 1 to 13 & 18 to 19) for the past three years (2009-10, 2010-11, 2011-12)**
13. **The stores shall be supplied within a period of 30 days either directly or through dealer.**
14. NABI, Mohali reserves the right to enter into parallel Rate Contract for similar items during the period of Rate Contract with one or more parties.
15. **Termination of Rate Contract – The rate contract can be terminated at anytime without assigning any reasons by giving one month notice. **Conditional, Unsigned, Late & Delayed tenders will not be considered.****
16. If the supplier fails to deliver the material within the delivery period as specified, purchaser may procure such items as deems appropriate for.
17. The supplier will be liable to the purchaser for any excess costs incurred for procurement of goods or services not delivered in time.
18. NABI, Mohali also reserves the right to test the chemicals and solvents/other consumables for their quality if it so desires.
19. The items, so supplied will have to be of high quality and grade and in the inspection/test if these are found to be of inferior quality, the same are to be replaced by supplier at their cost within the stipulated period, failing which the RC of the firm may be cancelled. Delayed supply / non-compliance of complete order may also lead to cancellation of Contract.
20. **Bidders are requested to provide complete Bank Address with code & Account No. so that payment can be sent electronically. Payment through cheque may not be made in the**



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**coming future as per the policy of NABI. No Bill for part payment will normally be entertained. (As per Annexure "C")**

21. Discount, taxes and other levies if any are to be specified clearly in the bid.
22. The final acceptance/decision on the rate contract will be taken after screening the offers by a duly constituted committee and the Director reserves the right to accept/reject the tender wholly or partially without assigning any reasons thereof.
23. **Warranty** - The tenderer shall be fully responsible for the manufacturer warranty in respect of quality and workmanship of the materials covered in the Rate Contract. In case of any defects found at the time of use, the supplier will provide free replacement or refund the amount charged for that item
24. This Institute is exempted from payment of customs duty in terms of Government Notification No.51/96-Customs and Central Excise duty exemption in terms of Notification No.10/97-Central Excise valid from 28<sup>th</sup> June 2010. Actual User condition (Non-Industrial-R&D Institution).
25. Normally, rates of the RC should be quoted by manufacturers especially in specialized consumable items like chemicals, glassware, plasticwares, computer consumables etc. For general items authorized dealers/stockiest/retailers may also quote for the purpose of conclusion of Rate Contract.
26. **For the Scientific equipments, the original manufacturing firm should be in operation for at least the last five years in India and should have authorized service center in India. The equipment should carry appropriate quality certification from regulatory authorities. The offers should be supported by the proof of supplies with order copies (from CSIR/DBT/ICMR/IITs/DRDO/Central Universities) indicating price.**
27. The offers must be submitted in a double sealed cover envelope duly superscribing the name of item of RC, on the envelope addressed to Director, NABI, Mohali and should reach by **10.04.2013 till 3.00 pm** in Purchase Section and the same will be opened on **10.04.2013 at 4.00 pm** in the presence of tenderer, if any. The tender received late, will not be considered.
28. All disputes will be subject to Mohali jurisdiction.
29. The tenders are also liable to be rejected if the above conditions are not complied with.

**Stores & Purchase Officer**



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## **ANNEXURE “A”**

### **Bid Submission Format**

Item Description/Particulars		YES/NO (Accepted)	(No Deviation)
<b>(Please submit your bid in the given format) Tender Ref. No.</b>			
<b>Name of supplier</b>			
<b>Category for which Rate Contract is applied</b>			
<b>Whether Price list for 2012-13/latest is printed or duly certified computer generated/CD</b>			
<b>List of items for which the rate contract is applied category (mention page no. _____ to _____).</b>			
<b>Whether in Rate Contract with 5 Central Government research Institutes such as CSIR, ICMR, ICAR, IIT, DBT, Central universities/DRDO or Not, as mentioned in Tender ?</b>			
<b>In case of imported items, mention the name of manufacturer in the price list for which rate contract is applied.</b>			
<b>Whether all the authorization for all the manufacturers is enclosed.</b>			
<b>The Authorization/Dealership letter of principal company issued after the date of publication of this tender is to be attached in original. (As per format Enclosed)</b>			
<b>Is there any open authorization in India if yes please mention</b>			
<b>In case of imported items whether price list in foreign currency is attached.</b>			
<b>Discount offered on the printed price</b>			
<b>VAT/Taxes/Duties etc.</b>			
<b>Delivery period from ex- Stock</b>			
<b>If item is not in Ex-Stock please mention delivery period</b>			
<b>Whether you accept that if the ordered material is not supplied in the above mentioned period then NABI reserves the right to cancel the order/not accepts the ordered materials</b>			
<b>For Equipments</b>	<b>Whether the firm is in operation for the last 5 years in India (attach proof)?</b>		
	<b>Whether service centre for the quoted equipment is available or Not? If Yes then give address</b>		
<b>Whether you have read and understood the terms and conditions mentioned above from Sr. no. 1 to 29 and whether you accept it unconditionally.</b>			

**Signature of Authorized signatory**



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**ANNEXURE "B"**

**MANUFACTURERS' AUTHORIZATION FORM**

No. PUR/RC/2012-13

Dated \_\_\_\_\_

**The Executive Director,  
National Agri-Food Biotechnology Institute  
C-127, Industrial Area, Phase VIII, Mohali, Punjab**

Dear Sir:

We \_\_\_\_\_ who are established and reputable manufacturers of having factories at \_\_\_\_\_ (*address of factory*) do hereby authorize M/s \_\_\_\_\_ (*Name and address of Agent*) to submit a bid, negotiate and receive the order from you against your tender for the Rate Contract.

No company or firm or individual other than M/s \_\_\_\_\_ is authorized to bid, and conclude the Rate Contract in regard to this business.

We hereby extend our full guarantee and warranty as per Clause 23 of the tender conditions for the goods and services offered by the above firm.

Yours faithfully,

(Name)

(Name of manufacturers)

**Note:** This letter of authority should be on the **letterhead of the manufacturer** and should be signed by a person competent and having the power of attorney to bind the manufacturer.



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## **ANNEXURE “C”**

### **BANK DETAILS REGARDING THE TRANSFER OF PAYMENT THROUGH NEFT/RTGS**

No. PUR/RC/2012-13

Dated \_\_\_\_\_

**To**  
**The Executive Director,**  
**National Agri-Food Biotechnology Institute**  
**C-127, Industrial Area, Phase VIII, Mohali, Punjab**

Dear Sir:

We hereby inform you that the Bank Details for the transfer of payment for the supply of materials to NABI, Mohali are as follows:

1.	Name of the firm	
2.	Contact person	
	Contact No. of firm	
	Email ID of Concerned person	
3.	Particulars of Bank Account of Firm	
a	Name of Bank	
b	Name of Bank Branch	
c	Bank Address	
d	Bank Branch Telephone No.	
e	9 Digit Code Number of the Bank and Branch	
f	IFSC Code of the Bank Branch (application for the bank branches participating RTGS system of RBI for fund transfer)	
g	Type of Bank Account (Saving Bank, Current Account or Cash Credit Account)	
h	Account Number (as appearing on the cheque book please ensure to mention the complete account No. as allotted by the bank)	

**Signature of the competent authority with seal**

**Note:** This above details should be on the **letterhead of the supplier** and should be signed by a person competent and having the power of attorney to bind the same.





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**ANNEXURE "D"**

**FALL CLAUSE NOTICE CERTIFICATE**

This is to certify that we have offered the maximum possible discount to you in our Quotation No. \_\_\_\_\_ dated \_\_\_\_\_

The prices charged for the stores supplied under Rate Contract should under no event be higher than lowest prices at which the party sells the items of identical description to any other Govt. organisation/PSU's/Autonomous bodies/Pvt. Organisations during the period of contract failing which the "FALL CLAUSE" will be applicable.

In case, if the price charged by our firm is more, NABI will have the right to recover the excess charged amount from the subsequent/unpaid bill of the supplier.

Seal and Signature of the tenderer