

NATIONAL AGRI-FOOD BIOTECHNOLOGY INSTITUTE

(Department of Biotechnology, Ministry of science and technology),
C-127, Industrial Area, Phase VIII, Mohali - 160 071.
Tel Fax: 91-0172-460488/2290100, E-mail: purchase@nabi.res.in

NOTICE INVITING TENDER – No.NABI/Pur/RC/2010-11 **ANNUAL RATE CONTRACT FOR SUPPLY OF ITEMS**

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

| Tender Document No. | <u>Description of Items</u> |
|----------------------------|---|
| 1. | Chemicals/Solvents (LR/AR/HPLCgrade) |
| 2. | Glasswares (complete range) |
| 3. | Plasticwares (complete range)/General labware/Pipette-Micropipette |
| 4. | Rare Chemicals/Fine Chemicals. |
| 5. | Molecular Biology Enzymes, reagents & kits/Biochemicals/immuno chemicals. |
| 6. | Custom made oligonucleotides/Peptides |
| 7. | Ready-made media and media components for microbiology/cell culture. |
| 8. | Chromatography Accessories (HPLC/GLC Columns/columns fittings/TLC Plates |
| 9. | Filter Papers and Disposable Filter Units. |
| 10 | Disposable readymade garments |
| 11 | Disinfectants |
| 12 | Electric Items (Full Range) |
| 13 | Hardware items |
| 14 | Office Furniture |
| 15 | Cotton, Tissue paper rolls/Aluminium foil |
| 16 | Photo Copy papers including colour 75 GSM A4/A3 & FS. (Bilt Make), Modi Xerox |
| 17 | CDs & DVDs (all types) |
| 18 | Ink Toner / Cartridges for various Inkjet/Toner for Laserjet printers |
| 19 | Surgical gloves / Polyvinyl & Nitrile Gloves |
| 20 | Small Lab Instruments & Equipments |

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 (free of cost) and can be submitted along with authorization of manufacturer as mentioned above. Due date and time for receipt of tenders will be 21.11.2010 upto 11.00 AM. The tenders shall be opened on 21.11.2010 at 2.00 P.M. The envelope should be superscribed with Sl. No. & name of 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 and Purchase Officer

For restricted circulation

TENDER DOCUMENT No. NABI/PUR/RC/2010-11

FOR

Annual Rate Contract for the Supply of.....

Date of submission of Tender : 21.11 2010 upto 11.00 AM

Date of opening of Tender : 21.11.2010 at 2.00 PM.

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Sold To: - M/s.....

.....

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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 Filter Papers, 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, Xerox paper, etc. as mentioned in list alongwith 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, duly authenticated by respective manufacturer. The annual R/C 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.
2. The companies which cannot provide validity of rates for One Year need not apply.
3. The firms should be registered with Sales Tax Authorities.
4. 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.
5. There will be no change in price structure during the currency of contract except for the Statutory levies which are made applicable by the Govt. through notifications/regulations change. Hence the firms who can give valid price for one year need only apply.
6. While submitting Price List in foreign currency, the supplier must submit the price list of Principal Company/Manufacturer OR the price list submitted by supplier must have the endorsement of the Principal company/Manufacturer.
7. For Machine Tools, IT Products, Ancillary Spares etc. the prices may be quoted on Net Dealer Price (NDP) basis with discount, if any.
8. Price should be for delivery at NABI, Mohali.
9. 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 organization during the period of contract.

10. The stores shall be supplied within a period of 15 days either directly or through dealer.
11. 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.
12. The Rate Contract can be terminated at any time by giving one month's notice by either party.
13. If the supplier fails to deliver the material within the delivery period as specified, purchaser may procure such items as deems appropriate for.
14. The supplier will be liable to the purchaser for any excess costs incurred for procurement of goods or services not delivered in time.
15. NABI, Mohali also reserves the right to test the chemicals and solvents of material for their quality if it so desires.
16. 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 has 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.
17. No Bill for part payment will normally be entertained.
18. Discount, taxes and other levies if any are to be specified clearly in the bid.
19. The Executive Director reserves the right to accept/reject the tender wholly or partially without assigning any reasons thereof.
20. The tenders are liable to be rejected if the above conditions are not complied with.
21. This Institute is exempted from payment of customs duty under OGL Scheme, and Central Excise Duty under notification No.10/97 Central Excise is valid from 28th June 2010. Actual User condition (Non-Industrial- R&D Institution).
22. Normally, rates of the RC should be quoted by manufacturers especially in specialized consumable items like chemicals, glassware, plastic wares, computer consumables etc. For general items authorized dealers/stockiest/retailers may also quote for the purpose of conclusion of Rate Contract.
23. The offers must be submitted in a double sealed cover envelope duly super-scribing the name of item of RC, on the envelope addressed to Executive Director, NABI, Mohali and should reach by 21.11.2010 at 11.00 AM and the same will be opened on 21.11.2010 at 2.00 P M in the presence of tenderer, if any. The document received late, will not be considered.

STORES AND PURCHASE OFFICER