



भारतीय कृषि अनुसंधान परिषद् का पूर्वी अनुसंधान परिसर  
**ICAR RESEARCH COMPLEX FOR EASTERN REGION**  
(भारतीय कृषि अनुसंधान परिषद् INDIAN COUNCIL OF AGRICULTURAL RESEARCH)

आई.सी.ए.आर. परिसर, पोस्ट-बिहार वेटनरी कॉलेज, पटना -800014 (बिहार), भारत  
ICAR Parisar, P.O.: Bihar Veterinary College, Patna - 800 014 (Bihar), INDIA  
फोन सं. Phone No.(0612)2226024, 2228882\*104, फैक्स सं. Fax No. 2223956, Web-site:www.icarrcer.in

F. No.IRCER/P&S-09/19-20/Proc. of Chem. Glass. Plastic.

Dated:27.05.2019

**TENDER NOTICE FOR THE ANNUAL RATE CONTRACT FOR LABORATORY  
CHEMICALS/GLASSWARES /PLASTICWARES / CONSUMABLES.**

On behalf of President, ICAR, the Director, ICAR Research Complex for Eastern Region, Patna invites e-Tenders for entering into Annual Rate Contract for supply of indigenous / imported Laboratory Chemicals/Glasswares/Plasticwares and Consumables for ICAR Research Complex for Eastern Region, Patna & its Regional Centers at Ranchi, Darbhanga & KVK Ramgarh, Buxar and ICAR-Mahatma Gandhi Integrated Farming Research Institute, Motihari from the original manufacturers /Foreign Principal of said items. **Authorized Indian dealers of foreign manufacturers can also participate with proper authorization and ISO of foreign manufacturers. Only those manufacturer firm who have registered with the concerned/appropriate statutory authority having valid license as on closing date will be considered for Rate Contract.**

The firms applying for rate contract must send offline latest price list for the year 2019-20 and submit all required documents with price list, catalogue, tender fee, EMD in hard copy or in CD or in Pen Drive to the Assistant Administrative Officer (P), Room No. 104, ICAR RCER, ICAR Parisar, P.O. Bihar Veterinary College, Patna- 800 014 or can be sent by Regd. Post on the same address on their own risk & cost. The firms applying for the contract must mention the Percentage of discount (in word and figure) which they wish to offer on their products and scan copy of a certificate that the discount offered is the maximum which is being given by the company to Govt. Organization and ICAR Institute.

**Earnest Money Deposit Rs. 10,000/- (Rupees Ten thousand only) in the shape of demand draft/Bank Guarantee from any commercial bank in favour of ICAR Unit, ICAR-RCER, Patna pay able at Patna. Scanned copy of EMD must be attached. The Earnest Money Deposit of unsuccessful bidder would be refunded on finalization of the contract.** The Institute will not be responsible for any postal delay in receipt of the bids. The bid received after due date & time will be rejected out rightly.

The Director, ICAR-RCER reserves the right to accept or reject any Rate Contract proposal without assigning any reason.

## CRITICAL DATE SHEET

<b>Tender Enquiry No.: IRCER/P&amp;S-09/19-20/Proc. of Chem. Glass. Plastic</b>	
<b>Date of release of Tender through e-procurement</b>	<b>27.05.2019</b>
<b>Document Download Date</b>	<b>27.05.2019</b>
<b>Bid Submission start Date (on line &amp; offline)</b>	<b>27. 05.2019</b>
<b>Bid Submission End Date and Time (on line &amp; offline)</b>	<b>27. 06.2019 at 3.00 PM</b>
<b>Date and Time for Opening of Technical Bids</b>	<b>28.06.2019 at 3.00 PM</b>
<b>Last date for Receipt of Tender fees, EMD and other documents at ICAR-RCER, Patna</b>	<b>27.06.2019 at 3.00 PM</b>
E.M.D to be paid in the shape of Demand Draft in favour of “ <b>ICAR Unit, ICAR-RCER, Patna</b> ” obtained from Nationalized Bank only.	<b>Rs. 10000.00 (Rs. Ten thousand only)</b>
Tender Document Fee to be paid in the shape of Demand Draft “ <b>ICAR Unit, ICAR-RCER, Patna</b> ” obtained from Nationalized Bank only.	<b>Rs. 1000.00 (Rs. One thousand only)</b>
<b>Address for Communication</b>	<b>The Director, ICAR Research Complex for Eastern Region, ICAR Parisar, P.O.: Bihar Veterinary College, Patna-800014</b>

**Assistant Administrative Officer (P)**

**TENDER NOTICE**

Online tenders are hereby invited by the Director, ICAR Research Complex for Eastern Region for entering into Annual Rate Contract for supply of Laboratory Chemicals, Glasswares, Plasticwares and Consumables for ICAR RCER, MGIFRI & its Regional Centers and KVKs in the prescribed form which can be downloaded from tender link **www.icarrcer.in & eprocure.gov.in** from the manufacturers latest by 27.06.2019 upto 3.00 P.M. The incomplete and late tender by any mode of dispatch will not be entertained at all.

**Assistant Administrative Officer (P)**

## **TERMS & CONDITIONS FOR RATE CONTRACT**

1. No equipment or apparatus of permanent nature etc. are covered under the rate Contract irrespective of its value.
2. The packing, freight, forwarding, insurance charges, if any, will not be borne by the purchaser. Similarly any loss, damage, pilferage etc. of the material on transit will be sole responsibility of the supplier. The defective supply, breakage(s), if any, is to be replaced by the supplier within 7 (Seven) days without freight/transport charges.
3. The delivery/supply will be made on F.O.R. basis to this Institute and its Regional Stations/Centers/Units i.e ICAR RCER, Research Centre, Ranchi (Jharkhand), Research Centre for Makhana, Darbhanga (Bihar), Krishi Vigyan Kendra, Ramgarh (Jharkhand), Krishi Vigyan Kendra, Buxar (Bihar) and Mahatma Gandhi Integrated Farming Research Institute, Piprakothi, Motihari.
4. The Institutes will not issue any “C” & “D” form. However, GST and other Govt. levies will be paid extra as applicable under Rule.
5. The supplier shall deliver the goods within the delivery period mentioned in the purchase order. In case of any delay in executing the contract, the supplier shall promptly inform the purchaser in writing, the fact of delay and duration of supply before the expiry of the delivery period. Otherwise penalty @ 0.5% per week of the cost of purchase order will be deducted subject to a maximum of 10%.
6. No payment will be made in advance. But the payment will be released within 30 days through the mode of e-payment only after receiving goods in full in satisfactory conditions. Triplicate pre-receipted bills on a revenue stamp, where required should be sent to the concerned Division/ Regional Station/Unit/Centre for payment. No interest will however, be payable in case of delayed payments.
7. The Rate Contract will be made only in Indian Rupees.
8. Price charged for the stores supplied under Rate Contract should in no event be higher than lowest prices at which the party sells the items of identical description to any other Govt. Organization/Private Organizations during the period of contract failing which the “FALL CLAUSE” will be applicable. A Certificate to this effect may be provided by the tenderer that the lowest prices have been offered to ICAR-RCER, Patna. 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 and administrative action will be taken.

9. Payment will be made according to the latest pricelist of 2019-20. If, the firm revise the price list during the rate contract period, the same may be informed in writing to this Institute in advance and send 03 copies of revised price list to the Institute.
10. The order will be placed as per requirement irrespective of value of the order.
11. Any dispute arising between the manufacturer and the purchaser will be referred to the Director, ICAR Research Complex for Eastern Region, for which sole arbitration and decision thereof shall be final and binding upon the parties i.e. manufacturer/supplier and purchaser. Further, any conflict arising in relation to Rate Contract shall be subject to Patna jurisdiction.
12. Supply should be made in full against a single order and part supply will not be accepted. Each supply bill should be supplemented with Challan delivery.
13. The articles should be securely packed to avoid damages etc. in transit.
14. Supply to be made from the latest batch of production with maximum shelf life in original packing to ensure appropriate intended utilization.
15. The rate contract will be valid upto 31<sup>st</sup> March 2020. The Rate Contract can be extended further subject to performance review of the firm/supplier on the existing terms & conditions.
16. A certificate is to be given by the applicant that the price list supplied is the only one in circulation.
17. Printed and bound current effective price list duly signed & certified by the authorized signatory must be sent which will be applicable during the period of rate contract.
18. Discount, if any on the ruling prices may be mentioned clearly with trade discount certifying that higher discount is not given or offered to any other Department.
19. Wherever applicable, minimum warranty should be one year.
20. The articles should be securely packer to avoid damages etc. in transit.
21. No payment will be made for unsatisfactory supply.
22. In case of discrepancy between unit price and total price, the price whichever is less shall prevail.
23. In case of supply of goods through dealer, their name and mail address must be declared in the bidding document/ original proposal. The prior intimation is needed for this institute in case of changing dealer in our location by firms.
24. Supply order will be sent by this office to the manufacturer firms or his authorized dealer.
25. State whether you have been currently banned/ blacklisted by any Ministry/Dept. of Central Govt. autonomous body or any State Govt. If no, please give a self declaration certificate in this regard.

26. The successful bidders will have to submit a demand draft of Rs. 20,000/- (Rs. Twenty thousand only) from a Commercial Bank as performance security. The same performance security will be refunded / returned after successful completion of contract. However, the Director, ICAR- RCER will have the discretion to order for the forfeiture of deposit for any breach of contract.
27. The Chemical/Glassware/Plasticware and other consumable items will be procured as per rule in force.
28. The Director, ICAR- RCER reserves the right to cancel the rate contract at any time without assigning any reason.
29. The Director, ICAR RCER reserves the right to accept or reject any or all the proposals/bids without assigning any reason.

**Assistant Administrative Officer (P)**

### Instructions to bidders

<b>1</b>	<b>Instructions</b>	All bidder submit the proposal online through e-procurement, CPP Portal with following required documents and submit also offline mode with all required documents and current price list (2019-20) to the Assistant Administrative Officer (P), Store Section, Room No. 104, ICAR-RCER, ICAR Parisar, P.O. Bihar Veterinary College, Patna-800014.
<b>2</b>		Scan copy of following documents should be attached with the bid online & offline mode, failing which bid will not be considered.
<b>3</b>	Earnest Money Deposit	<b>Rs. 10,000/-(Rupees Forty thousand only) in the shape of demand draft from any commercial bank in favour of ICAR Unit, ICAR-RCER, Patna.</b>
<b>4.</b>	Eligibility for Responding	<ul style="list-style-type: none"> <li>i. In case the firm/supplier is distributor of the Foreign Principal(s), firm have their authorization/distributorship certificate with validity of Foreign Principal(s).</li> <li>ii. Only those manufacturer Agency who have registered with the concerned/appropriate statutory authority and have valid license for Laboratory Chemicals/Glasswares/Plasticwares and consumables are eligible.</li> <li>iii. Bidders have GST Registration.</li> <li>iv. Business dealing of the firm currently not banned by any Ministry/Deptt. of Central Govt. or any State Govt.</li> <li>v. PAN.</li> <li>vi. Certificate that price list supplied is only one in circulation.</li> <li>vii. Fall Clause. A Certificate may be provided by the firm that lowest prices have been offered to ICAR-RCER, Patna. 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 or administrative action may be taken.</li> </ul>
<b>5</b>		Superscribed as such on the application whether indigenous or imported as the case may be.

**The following online information is required for entering into Annual Rate Contract for the supply of LABORATORY CHEMICALS/ GLASSWARES / PLASTICWARES/ CONSUMABLES.**

1. Name & full address of the applicant  
(in block letters) \_\_\_\_\_
  
2. Item/material for which rate contract needed:  
(a Chemicals : \_\_\_\_\_  
(b) Glasswares: \_\_\_\_\_  
(c) Plasticwares : \_\_\_\_\_  
(d) Consumables: \_\_\_\_\_
  
3. Certified copies of GST Registration No.: \_\_\_\_\_
  
4. Income Tax PAN No : \_\_\_\_\_  
(In the name of firm/Company/ individual (in case :  
of Proprietorship (copy to be enclosed)
  
5. Whether the firm is registered under Company Act 1956 \_\_\_\_\_  
If yes, enclosed copy thereof  
In case the firm is registered with other Govt. Deptt./  
Agency, the same may be stated with documentary evidence:
  
6. (a) Maximum discount offered on manufacturers price list \_\_\_\_\_  
(b) Effective date of price list (The current price list as :  
effective will be accepted (validity must be indicated)
  
7. In case the firm/supplier is distributor of Foreign  
Principal(s), their authorization/distributorship certificate  
together with ISO for Quality Assurance with validity of  
the original Manufacturer(s)/Foreign Principal(s) must be  
attached. \_\_\_\_\_
  
8. State whether business dealing with the firm have been currently: \_\_\_\_\_  
banned by any Ministry/Dept. of Central Govt.  
or any State Govt. If so, give details:
  
9. Please indicate name & full address of your Banker : \_\_\_\_\_
  
10. In case you wish to enter into rate contract for these imported items, please furnish details as  
given below:

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

11. Name & address of dealers for Headquarter and Research

Station, as indicated in terms & conditions

12. Discount along with certificate for not giving higher :

Discount to any other Departments

13. If the firm is under Rate Contract with other Govt. :

Department/Research Institute, give details along with

Certified copies of the rate contract issued by the

Department/Institute (not more than five)

14. EMD Rs. 10,000/- (Rupees Ten thousand only)

in the shape of demand draft from any commercial

bank in favour of ICAR Unit, ICAR RCER, Patna

payable at Patna.

**Signature of the applicant with official seal**

**CHECK LIST**

**A scan copy of following documents as required with tender document must be submitted online : Bid will not be considered in absence of these documents**

S.N.	Details of documents	Page No.	Whether attached or not (Yes/No)
1.	Scan copy of GST Registration No.		
2.	Scan Copy of PAN		
3.	Scan copy of Certificate of authorization/distributorship of the Manufacturer(s) of the original Manufacturer(s)/ Principal(s),		
4.	Scan copy of Certificate regarding business dealing with the firm currently not banned by any Ministry/Deptt. of Central Govt. or any State Govt.		
5.	Certificate for not giving higher discount to any other Departments		
6.	Scan copies of the rate contract issued by other Department/Institute (not more than five)		
7.	Scan copy FALL CLAUSE Certificate		
8.	Scan copy of Certificate by the bidder that the Price List supplied to this Institute is only one in circulation		
9.	<b>Scan copy of registration alongwith license must be attached by manufacturing firm(valid as on closing date)</b>		
10.	<b>Scan copy of Earnest Money Deposit Rs. 10,000/-(Rupees Ten thousand only) in the shape of demand draft from any commercial bank in favour of ICAR Unit, ICAR-RCER, Patna payable at Patna.</b>		

**Note: It should be ensured that all pages of the tender document must be numbered.**

**Signature of the tenderer with official seal**

**(Printed on letter head of firm)**

**CERTIFICATE**

We hereby certify that we have offered maximum discount to ICAR Research Complex for Easter Region, Patna for rate contract. We have not offered higher discount to any other Govt. Institutions/Organizations in India. If such case is noticed, the Institute may take appropriate action as per rules.

**Signature of the tenderer with official seal**

**(Printed on letter head of firm)**

**CERTIFICATE**

We hereby certify that the Price list-cum-catalogue submitted by us is the only one in circulation and the same will remain valid for the current rate contract for the year 2019-20. If any changes will be made in the price list, the same will be submitted in advance to this office.

**Signature of the tenderer with official seal**

**(Printed on letter head of firm)**

**CERTIFICATE**

We are agree to supply our Research Chemicals, Glassware, Plastic ware and Agriculture Research item as per terms and conditions mentioned in the bid document on F.O.R. basis to ICAR-RCER Patna, Research Centre Ranchi, Research Centre for Makhana Darbhanga, KVK Buxar, KVK Ramgarh and ICAR-Mahatma Gandhi Integrated Farming Research Institute, Motihari.

**Signature of the tenderer with official seal**

**TENDER ACCEPTANCE LETTER**

(To be given on bidder letter head)

Date:

To,

The Director,  
ICAR-RCER  
ICAR Parisar, P.O.:Bihar Veterinary College,  
Patna-800 014

**Sub: Acceptance of terms and Conditions of the Annual Rate Contract for laboratory Chemicals/  
Laboratory glasswares / Laboratory Plasticwares / Laboratory Consumables.**

Tender Reference No:

Name of the tender/work:.....

Sir,

1. I/we have downloaded the tender documents for the above mentioned Tender/work from the website (s) namely:

\_\_\_\_\_ as per your advertisement,, given in the above mentioned website(s).

2. I/we hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No.\_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedules(s), etc.,) which form part of the contract agreement and I/we shall abide hereby the terms/ conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender conditions of above mentioned tender document (s)/corrigendum(s) in its totality /entirety.
5. I/we do hereby declare that our Firm has not been blacklisted/debarred by any Govt. Department/Public Sector Undertaking.
6. I/we certify that all information furnished by our Firm is true and correct and in the event the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason thereof or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

**Signature of the Bidder, with Official Seal**

(Printed on letter head of firm)

**Annexure-VII**

**CERTIFICATE**

This is to certify that our firm..... is dealing with various organization of Central/State Govt./ICAR institutes form..... years. We have fulfilled all the work/supply order of respective department/ICAR institutes within time limit with satisfactory.

(Name and address of the tendering firm)

Seal & Sign of the tendering firm

**प्रमाण पत्र**

प्रमाणित किया जाता है कि हमारे फर्म मेसर्स ..... के द्वारा पिछले ..... वर्षों में केन्द्र/राज्य सरकार के विभिन्न कार्यालय/भारतीय कृषि अनुसंधान परिषद के विभिन्न संस्थानों को अपनी सेवाएँ दिया जा रहा है। वर्णित वर्षों के दौरान केन्द्र/राज्य सरकार के विभिन्न कार्यालय/भारतीय कृषि अनुसंधान परिषद के विभिन्न संस्थानों से प्राप्त समस्त कार्य आदेश/क़य आदेश को नियत समय में संतोषजनक रूप से पूरा/पूर्ति किया गया है।

निविदाकर्ता फर्म का नाम एवं पता हस्ताक्षर सील सहित

**(To be given on Company Letter Head)**

**TO WHOM IT MAY CONCERN**

We hereby certify that our firm.....  
has no legal suit/criminal case pending or contemplated against the Proprietor of the agency or any of its directors on grounds of moral turpitude or for violations of any of the laws in-force. Also, that the firm/agency has never been black listed by any Government or semi Government authority during the last 05 years.

**(Name and Signature of the Bidder, with Official Seal)**

(Printed on letter head of firm)

**Annexure-IX**

**DECLARATION TO BE SUBMITTED BY BIDDER/BIDDER**

1. I/We agree to keep the offer of this tender valid up to 180 days from the date of receipt of the tender and not to modify the whole or any part of it for any reason within the above period. If I/we withdraw the tender, EMD may be forfeited.
2. I/We hereby distinctly and expressly declare and acknowledge that before the submission of tender, we have made such examination of the tender documents and such investigation of the work required to be done, as to enable us to thoroughly understand convenient, agreements, stipulations and restriction contained in the contracts and agree that we will not hereafter make any claims or demand to RCER, Patna based upon on arising out of any alleged misunderstanding or misconception or mistake on our part of the said requirement.
3. If my/our tender is not accepted, the EMD shall be returned on my/our application. If my/our tender is accepted, the earnest money shall be retained by RCER, Patna up to the submission of acceptance letter of contract award to the office and till deposition of **10% of total cost** as required under the contract.
5. If upon written intimation to me/us by the ICAR-RCER, Patna, I/we fail to attend the said office on the date fixed therein or I/ we fail to deposit security deposit and entered into the required agreement deed as defined in the terms & conditions in tender documents, then I/we agree to the forfeiture of the earnest money. Any notice required to be served on me/us hereunder shall be sufficiently if delivered to me/us personally or forwarded by post or left at my/our address given herein, such notice shall be deemed to have been served.
6. I/We agree to identify and keep indemnified the first party from any claims, loss or damages that may be caused to the first party on account of my/ our failure to comply with their obligations.
7. I/We have fully understood that the written agreement to be entered between us and ICAR-RCER shall be the foundation of the rights of both the parties and the contract shall not be deemed to be complete until the agreement has first been signed by us and then by the officer authorized to enter into contract on behalf of ICAR-Research Complex for Eastern Region, Patna.

**Signature of Contractor & Seal**

Address:-

Contact No.

Financial Bid Declaration

To,

**The Director**

**ICAR -Research Complex for Eastern Region**

**Patna –800 014 (BIHAR)**

Sir,

I/We wish to submit our tender for Annual Rate Contract for supply of chemical, Glassware, plasticware and consumable items at ICAR-RCER, Patna and its Regional Centres and ICAR-Mahatama Gandhi Integrated Farming Research Institute, Motihari on the following rates:

Sl. No.	Particulars	Percentage of discount at Price List Quoted (INR)
1.	Rates offered for Item at ICAR-RCER and ICAR-MGIFRI is accordance with the terms and conditions specified in the tenders including installation, transportation specially covered all acts and taxes etc. as applicable from time to time.	As per BOQ

**NOTES:**

- The overall comparison shall be done on the basis of the summation of the quoted rates.
- I/We agree to forfeit of the earnest money if I/We fail to comply with any of the terms and conditions in whole or in part lay down in the Tender form.
- I/We have carefully read the terms and conditions of the Tender and are agreed to abide by these in letter and spirit.
- I offer the rate(s) as indicated in the Financial Bid inclusive of all applicable charges, duties and taxes except Goods and Service Tax. The rates are in Indian Rupee.
- I understand and agree that in case of any discrepancy/difference in the amounts indicated in figures and words the amount in words will prevail and will be considered.

Signature:- \_\_\_\_\_

Name & Address of the firm:- \_\_\_\_\_

Contact No. & Email ID:- \_\_\_\_\_