

ICAR-CENTRAL INSTITUTE OF FISHERIES EDUCATION

(Deemed University), Indian Council of Agricultural Research
Panch Marg, Off Yari Road, Versova, Andheri (West), Mumbai-400061

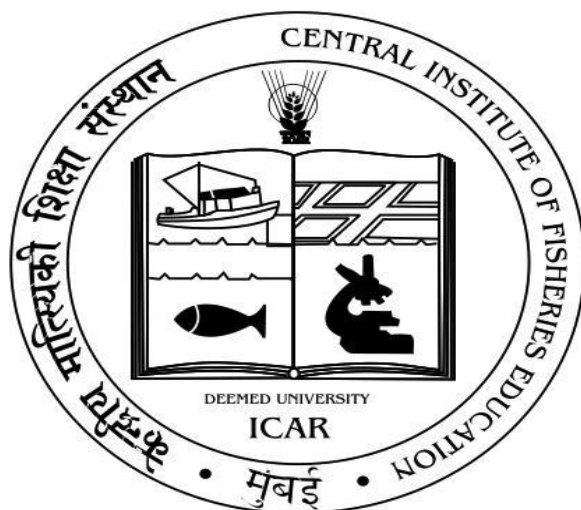
Tel. No. 022-26361446/7/8

Fax No. 022-26361573

Web Site : www.cife.edu.in



TENDER DOCUMENT



**TENDER FOR ANNUAL RATE CONTRACT
CHEMICALS / GLASSWARES / PLASTICWARES ETC.**



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F. No. 36-01/17-18/ARC Chemicals etc./P/

Dated : 10.01.2017

1. Issue of tender document on	10.01.2017
2. Last date for issue of tender document	31.01.2017
3. Acceptance of sealed tenders up to 1300 hrs	31.01.2017

**Name of the Tender : ANNUAL RATE CONTRACT FOR ENTERING
INTO RATE CONTRACT FOR CHEMICALS /
GLASSWARES / PLASTICWARES ETC.**

**TENDER FORM SHALL HAS TO BE PURCHASED AND SUBMITTED
SEPERATELY IN SEALED ENVELOPES.**

To,
M/s.
.....
.....

Sub : Supply of Tender Form - regarding.

Dear Sir,

With reference to your application dated _____, please find enclosed herewith tender form along with the detailed receipt _____ Dated _____ for Rs. _____ for the ARC for entering into rate contract for supply of chemicals/glassware/plasticwares etc.

Kindly acknowledge the receipt of the same.

Yours faithfully,

Administrative Officer



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NOTICE INVITING TENDER

Director, CIFE, Mumbai invites proposal for Annual Rate Contract (ARC) for the period from **1st April, 2017 to 31st March, 2018** from Indian Manufacturer of reputed brand and from the Sole Authorised Distributor in India of Foreign Brand for supply of Chemicals, Glasswares, Plasticwares, Primers, Oliogs, sequencing services and other lab consumable items for this Institute as well as other ICAR Institute located in Mumbai. The Interested firm may submit their proposal for entering into rate contract along with their offer of discount on their price list valid throughout India.

A certificate to this effect may also be submitted that the discount offered by them is not less than what is being offered to any other Govt. Organization / Institutions under the ARC. The sole authorize distributor should enclose their sole authorisation letter/certificate from their foreign Principal for the period of contract. The manufacturer company should be ISO certified or equivalent.

Non-transferable tender document containing details along with terms and conditions can be obtained from office of the undersigned on all working days on payment of **Rs. 1,000/- (Rupees One thousand only)**, in cash or by Demand Draft payable to "ICAR Unit-CIFE", Mumbai (Non-refundable). Tenders will be issued from **10.01.2017 to 31.01.2017** on all working days, between 11.00 AM and 4.00 PM. The tender papers shall not be issued by post. Tender form can also be downloaded from our website www.cife.edu.in and the cost of tender documents should be enclosed with their bids in shape of Demand Draft/Pay Order failing which it will be rejected.

Sealed tenders will be received up to **1300 hrs. on 31.01.2017**. An amount of **Rs. 25,000/- (Rupees Twenty Five thousand only)** towards **Earnest Money Deposit (EMD)** should be deposited in the form of crossed Demand Draft payable to "ICAR Unit-CIFE", Mumbai. The tenders of the firms/dealers who do not deposit EMD in the above said manner is liable to be rejected. Incomplete tenders and the tenders received after the due date and time will not be accepted. The tender sent by post, received after due date & time will also not be accepted.

The Director, CIFE, Mumbai reserves the right to accept or reject any or all tenders without assigning any reason thereof. No correspondence shall be entertained in this regard.

Administrative Officer



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F. No. 36-01/17-18/ARC Chemicals etc./P/

Dated : 10.01.2017

Note : The envelope containing the tender as well as all subsequent communication should be addressed and delivered to :-

Director,
Central Institute of Fisheries Education
(ICAR - Deemed University)
Panch Marg, Off Yari Road, Andheri (W)
Versova, Mumbai - 400 061

All communications must be addressed to the Officer named above by Title only and not by name

To,

M/s. _____

Dear Sirs,

On behalf of the purchaser (Named in the schedule attached to tender form enclosed), I invite you to tender for the supply of the stores detailed in the said schedule. The conditions of contract, which will govern any contract made, are those contained in the general conditions of contract applicable to the contracts placed by Indian Council of Agricultural Research and the Research Institute under it and the special conditions detailed in the Tender Form (and those attached herewith). If you are in a position quote for supply in accordance with the requirements state in the attached schedule, please submit your quotations to this office on the prescribed tender form attached.

**ICAR-CENTRAL INSTITUTE OF FISHERIES EDUCATION INVITES TENDER
ENQUIRY FOR ANNUAL RATE CONTRACT FOR SUPPLY OF CHEMICALS /
GLASSWARES /PLASTICWARES ETC.**

Terms & Conditions of Rate Contract

1. No equipment, apparatus, robotic liquid handling system, Gel electrophoresis apparatus, etc. are covered under this rate contract.
2. That the freight, insurance charges, if any will not be borne by the purchaser. Similarly shortage, pilferage in transit will be the sole responsibility of the supplier and the same will be intimated to the supplier on receipt of goods by the purchaser to make good the loss caused on this account. The defective supply will have to be replaced by the supplier within 7 days without freight/transport charge.
3. That the delivery/supply will be made on F.O.R. basis to this Institute and its Sub stations noted above, by road transport or passenger train.
4. Sales Tax (Trade Tax) and other Govt. levies will be paid extra as applicable.
5. That the delivery of goods will be taken at the risk and cost of the supplier from railway/transport.
6. That the supply of material will have to be completed within 30 days from date of issue of purchase order. The liquidated charges @0.5% per week shall be imposed if supply made after expiry of delivery period subject to maximum 10% of the total value of goods/contract value.
7. That the payment of the bill will be made within 30 days on receipt of the goods in satisfactory condition.
8. The companies are expected to provide their Price Lists as on 1st April 2017. No revision in rate (on higher side) will be accepted during contract period.
9. **Extension, if any, shall be on the same terms and conditions with no revision of the prices.**
10. That the order will be placed as per requirement irrespective of value of the order.
11. The firm may supply the required items as per unit price mentioned in the price list.

11. The dispute arising between manufacturer and the purchaser will be referred to Arbitrator appointed by the D.G. ICAR, New Delhi for which sole arbitration and decision there on will be binding upon both the parties i.e. manufacturer/supplier and purchaser.
 12. Supply should be made in full against the order and shortage will be procured on the risk and cost of the supplier.
 13. No payment will be made for unsatisfactory/damaged supply of good.
 14. The articles should be securely packed to avoid damages etc. in transit.
 15. Supply be made from the latest batch of production with the maximum life period & original packing.
 16. Pre- receipted bills should be sent along with goods.
 17. The bills may be prepared in the name of the Director, Central Institute of Fisheries Education, Mumbai.
 18. In case a proposal is accepted the firm shall sign an agreement with us while entering into rate contract.
 19. The Director, CIFE reserves the right to cancel the rate contract without assigning any reason thereof.
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Administrative Officer

INSTRUCTIONS TO BIDDERS/TENDERERS

1. Incomplete proposals and tenders received after due date shall not be entertained.
2. A Certificate is to be given by the tenderer that the price list supplied is the only one in circulation.
3. Printed & bounded price list for 2017-18 duly signed & certified by authorized signatory must accompany the tender, in duplicate.
4. Trade discount along with certificate certifying that higher discount is not given to any other Department then offered.
5. In case of discrepancy between unit price & total price, the unit price shall prevail.
6. In case of supply of goods made through valid authorized dealer, their name & mail address may be declared /indicated in the tender.
7. The Bid Security (EMD) worth **Rs. 25,000/- (Rupees Twenty Five thousand only)** for each proposal is to be paid in the form of Demand Draft / Bank Guarantee. The Demand Draft may be in favouring of "ICAR Unit, CIFE" payable at Mumbai. This amount (Bid Security) will be converted into performance Security money, if rate contract is awarded.
8. Where contract (R/C) for supply of equipments, goods, etc. imported (Subject to custom duty and foreign exchange fluctuations) and /or locally manufactured (Subject to excise duty and other duties & taxes), the percentage of price should be specifically stated along with the selling rates of foreign exchange element taken into account in the calculation of the price list of the imported items.
9. Printed price list (Hard Copy) 2017-18 may be furnished in bound form. An undertaking may be given that the price list being furnished with the proposal will remain valid for the current rate contract.
10. Authorization certificate in respect of foreign firms duly self-attested and showing validity for the year 2017-18 may be submitted
11. Terms & Conditions given in the Institute format duly signed /sealed may be submitted.
12. Photocopy of the price list and price list in spiral binding will not be accepted
13. Proposal for rate contract may be submitted in the prescribed format and all columns may be filled up.
14. In case the price list for the previous year 2016-17 is still valid for the entire period of rate contract for the year 2017-18 a certificate to this effect may please be

furnished duly signed by the authorized signatory.

15. The price list which is in CD may be download and a copy may be supplied to this office duly signed and sealed by the authorized signatory.
16. The Annual Turn Over of the firm during last 3 years with the CIFE Institute may also please be furnished. (Enclosed document in support of the claim)
17. The competent authority reserve the right to accept or reject any or all tenders without assignment any reason.

-X-X-X-

(ADMINISTRATIVE OFFICER)

**APPLICATION FORM FOR ENTERING INTO RATE
CONTRACT FOR CHEMICALS ETC. WITH ICAR-CENTRAL
INSTITUTE OF FISHERIES EDUCATION (CIFE) 2017-18**

1. Name & full address of the Firm :
.....
.....

2. Item /materials for which rate contract :
desired/applied for
(a) Chemicals
(b) Plastic wares
(c) Glass wares
(d) Diagnostic Kits

3. If the Firm is under Rate Contract with :

Other Govt. Deptt./Res. Instt. Give :
details alongwith

Certified copies of rate contract issued :
by Institutes/Deptts.

4. Annual Turnover of the firm/company :
during financial year 2017-18 :
(enclosed documents in support of claim) Rs. Lakhs.

5. Annual business volume with CIFE & its :
Campuses/Regional Stations :
(If Rate Contract exist) during 2017-18 Rs.Lakhs.

6. Whether the firm is registered under :
company Act 1956. If yes, enclose
certified copies

In case firm is registered with other :
Govt. Deptt./ Agency, the same may be
stated with documentary evidence.

7. (a) Certified copies of state sales tax :
Regn. No. Tin No. with date of validity

(b) Central Sale Tax Regn. No. :

(c) Latest copy of Sales Tax Return :
(Please enclose copies of relevant papers)

8. (a) Income Tax PAN No. :-----
(in the name of firm/company & not individual)
- (b) Latest copy of Return filed with :-----
Income Tax Department
9. Whether product catalogue is in circulation,
If so, please enclose one copy/set :-----
10. State whether you have been currently :-----
banned/blacklisted by any Ministry/Deptt.
Of Central Govt. or any State Govt.
If so give details
11. Please indicate name & full address :-----
Of your Banker with branch code, -----
IFS code, MICR code etc.
12. In case you wish to enter into rate contract for imported goods, 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	Prices in foreign currency or in Indian Rupees	Whether certified copy Dealership enclosed (Say Yes/No)

13. Trade Discount alongwith certificate
of not giving higher discount to any
other Department :-----

14. Any other information vital for entering
into rate contract. :-----

Signature
Name of Company/Firm
Complete address :

Details of ICAR Institute in Mumbai

1. Director, CIRCOT, Mumbai.
2. Officer-Incharge, CMFRI Centre, Mumbai.
3. Officer-Incharge, CIFT Centre, Mumbai.