SPEED POST
Procurement Department
LIMITED TENDER ENQUIRY
TWO BID SYSTEM

Ref: Q/NIB/17-18/142

Date: 11.10.2019

Due date of submission: 02.12.2019, Due Time: Up to 15:00 Hours.
Due date of opening: 02.12.2019, Due Time: 15:30 hrs. onwards.

To,

Sub: - Tender Enquiry for Chemical & Reagent – Reg:

Dear Sir,

I am to send you this Tender Enquiry with the request to submit the most competitive offer for supply of the following items as per details below.

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description of Material</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Nitric Acid (Trace Metal Grade) for estimation of Aluminium in sample at 1.0 ppb level or less</td>
<td>10 x 2.5 Litre.</td>
</tr>
</tbody>
</table>

Please indicate price on following terms:

i) Price: FOR Destination NIB, NOIDA

ii) Taxes: GST percentage should be clearly mentioned. Otherwise, Bid will not be accepted.


iv) Payment: 100% payment within 30 days from the date of satisfactory receipt and acceptance of material at NIB, NOIDA

v) Delivery: 4 Weeks

vi) Earnest Money Deposit – The Bidder shall furnish a bid security of Rs. 1,300/- (Thirteen hundred only) in the form of a Demand Draft drawn in favour of, “National Institute of Biologics” payable at Noida/New Delhi or Bank Guarantee as per the enclosed format at Annexure – III from a Schedule Bank. The Bank Guarantee issuing branch should be situated...
in India and the Bank Guarantee should remain valid for a period of 45 days after the bid
validity period. Demand Draft/BG is to be enclosed along with “Un-priced” bid only.

vii) Any bid not accomplished by EMD will be rejected by the Purchaser as non responsive.
viii) Unsuccessful bidder’s bid security will be discharged / returned as promptly as possible but
not later than 30 days after the expiry of bid validity period prescribed by the purchaser.
ix) Transit Insurance – For delivery of goods at site, the insurance shall be obtained by the
supplier for an amount equal to 110% of the value of goods from “warehouse to warehouse”
(ultimate destination) on all risks” basis including strikes.
x) Delay delivery discount – In case of delayed delivery of all or any item (s) or goods the
Purchaser shall be entitled to a discount or reduction on the contract price to a sum equivalent
to 1% (one percent) of the value of goods/items delivered late for each week or part thereof
subject to a maximum of 10% (ten percent) of undiscounted/unreduced contract price for the
relative good/items, and/or, risk purchase will be affected at your risk and expenses.

Terms and conditions for MSME

The latest Govt. Notification No. S.O. 5670(E) dated 9th November, 2018 for MSMEs shall
be applicable.

Notes:

1. The offer should be submitted in two sets, One Set containing Technical details,
   Literature, Catalogue etc. and Tender commercial terms should be put in a sealed cover
   and marked as 'Technical Bid'. Prices should be kept blank.
1.1 The Second set should be sent in a separate sealed cover and should contain Price Schedule
   only. ‘Price – Bid’ should be clearly mentioned on the cover.
1.2 Tender No., Item description and Due Date of opening should be clearly mentioned on the Envelope.
1.3 Both the ‘Technical – Bid’ & ‘Price – Bid’ should then be put in a single sealed cover clearly
   indicating the Item, Tender No. & Due Date of opening.
1.4 Offer to be given by authorized dealer / distributor shall accompany with valid authorization
   Certificate issued by the principal. If bidder has opted to quote more than one item and for
   each item their principal is different, then in such cases the bidder must submit
   authorization certificate for each quoted item from their principals. Please note that your
   offer will not be entertained without the valid authorization and the same will be
   summarily rejected.
1.5 Copy of GST may please submitted.
1.6 Customer reference list for the similar / materials for last two years.
1.7 Current valid certificate of registration including its annexure in case registered with SSI / 
   NSIC etc.
1.8 Validity of the offer should be kept open for a period of not less than three months.
   Please indicate item, our enquiry number and opening date on top of the envelope
   positively.
Encl: 1) Annexure - II Price Schedule
2) Annexure - III - Bid Security Form (EMD - BG)
<table>
<thead>
<tr>
<th>S.No</th>
<th>Item Description</th>
<th>Quantity</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>3</td>
<td>₹2</td>
<td>₹6</td>
</tr>
</tbody>
</table>

**Note:**

1. Total bid price in words.
2. Tender No: C-02/17-18/42
3. Place: [Place]
4. Date: [Date]
5. Signature of bidder.

**Table:**

<table>
<thead>
<tr>
<th>S.No</th>
<th>INR (T NDR, NOIA)</th>
<th>INR (T NDR, NOIA)</th>
<th>INR (T NDR, NOIA)</th>
<th>INR (T NDR, NOIA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>7</td>
<td>6</td>
<td>5</td>
<td>4</td>
</tr>
</tbody>
</table>

**Price Schedule**

**Annexure II**
ANNEXURE-III
(On Non-Judicial Stamp Paper appropriate value)

BID SECURITY FORM

Whereas ...................................(hereinafter called ‘the bidder’) has submitted its bid dated ...............(date of submission of bid) for the supply of ...........................................(name and /or description of the goods) (hereinafter called ‘the Bid’)

KNOWN ALL PEOPLE by these presents that WE.......................(name of bank) of .............. (name of country), having our registered office at ................. (address of bank) (hereinafter called ‘the Bank’), are bound unto ........................................ (name of purchaser) (hereinafter called “the Purchaser”) in the sum of ___________ for which payment well and truly to be made to the said Purchaser the Bank binds itself, its successors, and assigns by these presents, Sealed with the common seal of the said bank this __________ day of ______________ 20______ .

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the bidder on the bid form; or
2. If the Bidder, having been notified of the acceptance of its bid by the Purchaser during the period of bid validity:
   (a) fails or refuse to execute the contract form if required or
   (b) fails or refuse to furnish the performance security, in accordance with the Instruction to Bidders;

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the purchaser will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including sixty (60) days after the period of the bid validity, and any demand in respect thereof should read the Bank not later than the above date.

........................................................................................................
Signature of the Bank

__________________________
Name of the Bidder
UNDERTAKING BY THE BIDDER

We agree to accept all the terms and conditions mentioned in the Tender enquiry unconditionally.

Signature and Seal of the Bidder.