SPEED POST
Procurement Department
E-TENDER
LIMITED TENDER ENQUIRY

Ref: Q/NIB/20-21/43

Due date of online submission: 20/08/2020; Due Time: Up to 15:00 hrs
Due date of online opening: 20/08/2020; Due Time: 15:30 hrs onwards

To,

Sub: - Tender enquiry for supply of Lab Consumable items – Reg:-

Dear Sir,

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

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description of Material</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Disposable Lab Coats</td>
<td>500 Nos.</td>
</tr>
<tr>
<td></td>
<td>Specification are as follows:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>a) Antistatic knee height</td>
<td></td>
</tr>
<tr>
<td></td>
<td>b) Striped front, knee cuffs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>c) 3 Fabric layer and collar</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Absolute Ethanol(500 ml)</td>
<td>432 Bottles</td>
</tr>
<tr>
<td></td>
<td>(Merck/Thermo Fisher)</td>
<td></td>
</tr>
</tbody>
</table>

*Samples must be submitted along with the bid for evaluation purpose.

Please indicate price on following terms:

i) Price: - FOR Destination NIB, NOIDA.
Taxes: - GST percentage should be clearly mentioned. Otherwise, Bid will not be accepted.

Custom Duty: NIB will provide necessary certificate as NIB is registered with DSIR for the purpose of availing Custom Duty exemption in terms of Government Notification No.51/96-Customs dated 23rd July, 1996, Notfn. No. 28/2003 – Customs dt. 01.03.2003, Notfn. No. 43/2017-Customs dt. 30.06.2017 &Notfn. No. 47/2017 – Integrated Tax (Rate) dt. 14.11.2017, Notfn. No. 10/2018-Integrated Tax (Rate) dt. 25.01.2018 and Notfn. No. 45/2017- Central Tax (Rate) dt. 14.11.2017, Notfn. No. 45/2017-Union Territory Tax (Rate) dt. 14.11.2017 &Notfn. No. 9/2018-Central Tax (Rate) dt. 25.01.2018, Notfn. No. 9/2018-Union Territory Tax (Rate) dt. 25.01.2018, as amended from time to time. To avail the exemption, NIB shall be providing the above certificate along with the supply order. Subject to above, indicate applicable Duty.

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

Quantities: The above mentioned quantities are tentative and it may be increased or decreased by 25% during one year contract period.

Delivery: - Within 10 days.

Director, NIB has right to cancel order at any time.

Earnest Money Deposit – The Bidder shall furnish a bid security of Rs.9,000/- (Nine thousand Only) in the form of a Demand Draft drawn in favour of, “National Institute of Biologicals” payable at Noida/New Delhi or Bank Guarantee as per the enclosed format at Annexure – II 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.

OR

EMD can be deposited by way of NEFT/RTGS and bidder need to indicate transaction ID details with date & Time etc. Bank details of NIB are as below:-

<table>
<thead>
<tr>
<th>NAME OF THE BANK</th>
<th>BANK OF BARODA, SECTOR-29, NOIDA(UP)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAME OF ACCOUNT</td>
<td>NATIONAL INSTITUTE OF BIOLOGICALS</td>
</tr>
<tr>
<td>S.B.ACCOUNT</td>
<td>2629010001774</td>
</tr>
<tr>
<td>IFSC CODE</td>
<td>BARB0NOIDAX (5TH digit is zero)</td>
</tr>
</tbody>
</table>

EMD can be deposited through NEFT/ RTGS must be transferred before the due date of submission of the bid/ tender.

Any bid not accomplished by EMD will be rejected by the Purchaser as non-responsive.

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.

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.

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 0.5% (point five 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.
The successful vendors should provide Samples of items for inspection and confirmation before supply.

NIB reserves the right to split the order and place on multiple vendors or on single vendor.

**Terms and conditions for MSME**

The latest Govt. Notification No. S.O.567(E) dated 9th November, 2018 for MSMEs shall be applicable.

**General Conditions.**

1. The bidders should have valid class 3 Digital signature certificate with encryption.
2. Bidders are requested to register on E Tendering portal on https://nib.euniwizarde.com and also please read the instruction on our website www.nib.gov.in as well as on https://eprocure.gov.in/epublish/app.
3. The offer should be submitted online in two bid forms, one ‘Technical Bid’ and second ‘Price Bid’.
4. Tenderer may download the Tender Enquiry documents from the website i.e, https://nib.euniwizarde.com as well as www.nib.gov.in.
5. The submission of tender online can only be done through E Tendering portal only i.e https://nib.euniwizarde.com.
6. Tenderer should ensure that their tender complete in all respects are submitted online through e-portal only.
7. Technical bid (consisting of eligibility criteria & technical specification, viz, product specification sheets / OEM Certificate etc.). Bidders may name the files indicating the nature of content in pdf format which would be required to be attached in e-tender.
8. Price is to be quoted in the price bid online on e-tender portal in xls format & apply digital signature certificate.
9. Bidders are requested NOT to submit the hard copy of Financial Bid. In case the hard copy of financial bid is submitted in Physical form the tender shall be straightway rejected.
10. Price-Bid of technically qualified bidders will be opened, online.
11. Soft copies of the latest purchase order received from other Govt. institutions for these items may please be submitted in PDF format.
12. Fall Clause Certificate: To submit as per format enclosed (Annexure I) in PDF format.
13. Customer reference list for the similar items for last three years.
14. If a firm quotes NIL charges / consideration, the bid shall be treated as unresponsive and will not be considered.
15. The resultant contract will be interpreted under Indian laws.
16. If the lowest acceptable bidder against ad-hoc requirement is not in a position to supply the full quantity required, the remaining quantity, as far as possible, be ordered from the next higher responsive bidder at the rates offered by the lowest responsive bidder.
17. Bidders will not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.
18. The Institute reserves the right to accept the offer by individual items and reject any or all tenders without assigning any reason thereof and does not bind itself to accept lowest quotations.
19. Please quote whether your organization is large scale industry or small scale industry. If you have valid NSIC/MSME/SSI/DGS&D Certificate etc. for supply of Tender’s items, so please attach it to the quotation. Mention your registration details.

20. Complete details and ISI specification if any must accompany the quotation. Make/brand of the item shall be stated wherever applicable. If you have got any counter offer as suitable to the material required by us, the same may be shown separately.

21. All supplies are subject to inspection and approval before acceptance.

22. The Institute reserves the right to modify the quantity specified in this enquiry.

23. In case the items in the enquiry are covered by any rate contract or available on GeM or any other state or central Government, it should be specified in your quotation and accepted contract rates should also be mentioned. Also uploading the price bid in the Technical Bid will result in the rejection of the tender.

24. Payment of GST is primarily the responsibility of the seller and will not be paid unless the percentage value is clearly mentioned in the quotations. If no indication regarding GST is recorded in the quotation, the GST will be considered as inclusive.

25. If the deliveries are not maintained and due to that account Procuring Entity is forced to buy the material at your risk and cost from elsewhere, the loss or damage that may be sustained there by will be recovered from the defaulting supplier.

26. Dispute clause: Any dispute relating to the enquiry shall be subject to the jurisdiction of the court at Delhi only.

27. Online bids will be opened on due date at 3.30 pm.

28. Validity of the offer should have for a period of 90 days from the date of bid opening.

29. As per latest Govt. Notification preference will be given to ‘Make in India’ manufacturers.

Please read tender conditions carefully and submit your offer latest by       /      /2020

Yours faithfully

(W.Z. Quazi)
Sr. A.O.(Procurement)

Encl: 1) Annexure- I Fall Clause Certificate
       2) Annexure – I Price Schedule
       3) Annexure - II – Bid Security Form
Annexure –I

No.File No.Q/NIB/20-21/43

Date: . .2020

PROFORMA OF FALL CLAUSE CERTIFICATE

If any subsequent date after submission of quotation or placing of supply order, the manufacturer (the term manufacturer will also include his authorized distributor/agent) reduces the sale price of such stores or sells such stores to any party at a price lower the price charged/chargeable against supply order placed by the National Institute of Biologicals, Noida, the manufacturer (including his authorized distributor/agent) as aforesaid in case the quotation is submitted by them and supply/service is also effected by them) will forthwith notify such reduction in Sale price to National Institute of Biologicals, NOIDA and price payable for the stores to be supplied against the Supply Order after the date of such reduction in sale price coming force, shall stand reduced correspondingly and will be reimbursed to the Institute.

(Signature & Date of Tender with Rubber Stamp.)
## ANNEXURE –II

**PRICE SCHEDULE – Tender No. Q/NIB/20-21/43**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Item Description</th>
<th>Qty. in (Nos.)</th>
<th>Price for each Unit</th>
<th>Applicable GST</th>
<th>Total Price in INR</th>
</tr>
</thead>
</table>
| 1       | Disposable Lab Coats **Specification are as follows:**  
   a) Antistatic knee height  
   b) Striped front, knee cuffs  
   c) 3 Fabric layer and collar | 500 Nos. | (a) | (b) | (c) |
| 2       | Absolute Ethanol(500 ml)  
   (Merck/Thermo Fisher) | 432 Bottles | |

**Notes:**
1. Delivery Schedule: Material required by NIB – 10 days from the date of receipt of Supply order. Delivery offered by supplier:- ……… …days/week.
2. In case of discrepancy between unit price and total price, the unit price shall prevail.
3. Destination of material : National Institute of Biologicals, Noida (UP)
4. Bidders to quote Ex-Works price in Rupees and other charges (if any) towards Packing & Forwarding, GST, Freight separately in terms of Percentage of Ex-Works price. NIB is exempted for Customs & Excise duty under the provision of Notification No.51/96-Customs dt.23.7.1996 and 10/97-Central Excise dated 01.03.1997
5. “Technical Bid” (Un-price bid) to contain this price schedule keeping price as ‘Blank’. However, bidder to fill up all other columns and indicate in percentage the charges, if any, for Packing & Forwarding, GST, Freight etc.

Total bid price in fig ____________________  
In words _____________________________

Tender No: Q/NIB/20-21/43

Signature of Bidder ____________________

Place: _______________________________

Date: ________________________________

Business address _______________________

*Taxes if not mentioned may be treated as inclusive*
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