Procurement Department

E-PROCUREMENT
SINGLE TENDER ENQUIRY

Q/NIB/20-21/55

Dated: 10.08.2020

Due date of online submission of offer up to: 31.08.2020 (15:00 hrs.)
Due date of online opening of offers: 31.08.2020 (15:30 hrs. Onwards)

Subject: Tender Enquiry for supply of Laboratory Chemicals / Reagents / Kits etc.- reg.

Sir,

I am to refer to send you this Tender Enquiry with the request to submit the most competitive offer at earliest for supply of the following items as per the details mentioned below:-

<table>
<thead>
<tr>
<th>S.No</th>
<th>Items</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Biophen Factor X Kit Chromogenic (As and when required basis)</td>
<td>10 Nos.</td>
</tr>
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</table>

Please indicate the price on following terms & Conditions

2. **Taxes / Other charges**: GST & other charges should clearly be mentioned in price bid against our DSIR/GST exemption certificate.
3. **Excise Duty**: - NIB will provide necessary certificate as NIB is registered with DSIR for the purpose of availing of custom duty exemption in terms of Government Notification No. 51/96- customs dated 23 July 1996 and Central Excise Duty exemption in terms of Government Notification No. 10/97- Central Excise dated 1st March 1997 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.
4. **Payment**: -100% payment within 30 days from the date of receipt of items in good condition.
5. **Delivery**: Within 2-3 Weeks.
6. Director, NIB has right to cancel order at anytime.
7. **Delay Delivery Discount**: Delay delivery of all or any such item(s) or goods in which event the purchase shall be entitled to a discount on or reduction of the contract price in sum equivalent of 0.5% (Zero point five percent of value of goods/items delivered late for each week or part of a week of delay, subject to 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.
8. **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. Unexpected end of formula.

9. **Authorization of Principal:** The offer must accompanying with valid authorization certificate of principal and COA.

**General Conditions.**

1. The latest Govt. Notification No. S.O. 5670(E) dated 9th November, 2018 for MSMEs shall be applicable.
2. Copies of the latest purchase order received from other Govt. institutions for these items may please be enclosed.
3. Fall Clause Certificate: To submit as per format enclosed (Annexure I).
4. The offer should be submitted online in two sets, one ‘Technical Bid’ and second ‘Price Bid’. If price are quoted in technical bid offer will be cancelled.
5. Bidders will not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.
6. Current valid certificate of registration including its annexure in case registered with SSI/NSIC etc, if available.
7. Customer reference list for the similar items materials for last three years.
8. If the items mentioned "NOT QUOTED" not provided any technical details in the technical bid but in the price bid, if the vender quotes the price of such items which has not been quoted in the technical bid or not provided any technical details the same will be treated as “NOT QUOTED” & will not be considered for further process.
9. Indian agents, who desire to quote directly on behalf of their foreign principals must be enlisted themselves with the Central Purchase Organization (eg. DGS&D). However, such enlistment is not equivalent to general registration of supplier with DGS&D.
10. **COA is necessary to be submitted.**
11. Unsolicited bids will not be accepted.
12. **A bidder shall be debarred for minimum 1 year to maximum 3 years to participate in procurement process if he has been convicted of an offence under the prevention of Corruption Act, 1988; or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.**
13. Copies of the order received from other Govt. institutions for these items may please be enclosed.
14. 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.
15. Manufacturer's name and country of origin of materials offered must be clearly specified. 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.
16. All supplies are subject to inspection and approval before acceptance. Manufacturer/ supplier warranty certificates and manufacturer/Government approved lab test certificate shall be furnished along with the supply, wherever applicable.
17. The Institute reserves the right to modify the quantity specified in this enquiry.
18. In case the items in the enquiry are covered by any rate contract or running contract finalized by the GeM or any other state or central Government, it should be specified in your quotation and accepted contract rates should also be mentioned.
19. 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 included.
20. 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.
21. Dispute clause: Any dispute relating to the enquiry shall be subject to the jurisdiction of the court at Delhi only.

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

23. **The bidder and its authorized distributor either for supply of good or to quote against Tender Enquiry should not be blacklisted by any Government Organization/ Central and State autonomous/ statutory bodies etc. If it is found that the bidder or its authorized distributor is blacklisted, its bid will be summarily rejected at any stage of Tender process.**

24. **The bidder must submit check list as per Annexure II along with its Technical Bid.**

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

**General Conditions for E tender:**

1. The bidders should have valid class 3 Digital sign certificate with encryption.
2. Bidders are requested to register on E Tendering portal on [https://nib.euniwizarde.com](https://nib.euniwizarde.com) and also please read the instruction on our website [www.nib.gov.in](http://www.nib.gov.in) as well as on https://eprocure.gov.in/epublish/app.
3. Tenderer may download the Tender Enquiry documents from the website i.e., [https://nib.euniwizarde.com](https://nib.euniwizarde.com) as well as [www.nib.gov.in](http://www.nib.gov.in).
4. The submission of tender online can only be done through E Tendering portal on [https://nib.euniwizarde.com](https://nib.euniwizarde.com).
5. Tenderer should ensure that their tender complete in all respects are submitted online through e-portal only.
6. 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.
7. The price bid should be submitted online in xls format. Price-Bid of technically qualified bidders will be opened.
8. For Any Tender query call on this number : Amrendra Kumar: 9355030628, Anand Singh: 9355030602
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 are to be quoted in the price bid online on e-tender portal in xls format & apply digital signature certificate.
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. **Offer to be given by authorized dealer / distributor should have the valid authorization certificate given by the principal and it should be enclosed with Technical Bid. The bids without authorizations of principal will summarily be rejected. Third party authorization will not be considered/accepted.**

Please read tender conditions carefully and submit your offer latest by **31/08/2020**.

Yours faithfully

(W.Z. Quazi)
Sr. Administrative Officer (P)

Encl.

1) Annexure I- Fall clause
2) Annexure II- Check list.
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 Sign Stamp.)
CHECK LIST

Bidders should furnish specific answer to all the questions given below. Tenderers may please note that if the answer so furnished are not clear and/or evasive the tender will be liable to be ignored.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Question</th>
<th>Remarks</th>
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<tbody>
<tr>
<td>1.</td>
<td>Duly signed and stamped tender enquiry</td>
<td></td>
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<tr>
<td>3.</td>
<td>Authorization certificate of principal</td>
<td></td>
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<tr>
<td>4.</td>
<td>Fall clause certificate on company’s letter head</td>
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<tr>
<td>5.</td>
<td>Copies of supply order if material supplied anywhere else.</td>
<td></td>
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<tr>
<td>6.</td>
<td>Selected company will submit its invoice with GST number of nib after completion of supply.</td>
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<tr>
<td>7.</td>
<td>EMD if required.</td>
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SIGNATURE OF THE TENDERER