SINGLE TENDER ENQUIRY
Due date of submission of offer up to 16.09.2020 (15.00 hrs.)
Due date of opening of offer: 16.09.2020 (15.30 hrs.) onwards.

No. Q/NIB/20-21/67

Dated: 26.08.2020

To,

Sub: Tender enquiry for Supply of P/N 4834705 Element Lube – Reg.

Sir,

I am to refer to the above mentioned subject and to request you to submit your best competitive offer for the following items on the said terms and conditions:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Element Lube</td>
<td>18 Nos</td>
</tr>
<tr>
<td></td>
<td>Item Code P/N 4834705</td>
<td></td>
</tr>
</tbody>
</table>

Terms and Conditions:

I. **Price**: FOR Destination NIB, NOIDA, U.P.

II. **Taxes**: Percentage of GST should be clearly mentioned. Otherwise, offer will be rejected.

III. **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.

IV. **Delivery**: 3–4 weeks.

V. **Payment**: Payment within 30 days from the date of satisfactory receipt and acceptance of items at NIB, Noida.
VI. **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.

VII. **Delay Delivery Discount** – In case of delayed delivery of all or any item(s) of 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.

**General Terms**

1. Offer to be given by authorized dealer/distributor and the authorization certificate given by the principal should accompany with the offer.
2. Tender No., item description and due date of opening should be clearly mentioned on the envelope.
3. Current valid certificate of registration including its annexure in case registered with SSI/NSIC etc.
4. If the item is available on DGS&D Rate Contract, copy of Rate Contract may please be provided /enclosed.
5. Valid Authorization certificate of your principal (in case of distributor) authorizing you for supply of these items.
6. Validity of the offer should be kept open for a period of not less than three months.
7. 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.
8. **Copies of supply orders received from other Govt. /Private organizations for the Same items should be enclosed with your offer.**
9. **To submit “Fall Clause Certificate” as per attached format.**

Yours faithfully,

(W.Z. QUAZI)
Sr. Administrative officer(P)
Annexure-I

No. Q/NIB/20-21/67

Dated: 2019

FORMAT 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 than 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 Tenderers with Rubber Stamp.)
ANNEXURE –II

PRICE SCHEDULE – Tender No. Q/NIB/20-21/67

<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>
<tbody>
<tr>
<td></td>
<td></td>
<td>18</td>
<td>(a) Ex-Works Price</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(b) Packing &amp; forwarding</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(c) Inland transp., insurance and other incidental local costs to delivery etc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>ELEMENT AS-F</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Notes:
1. Delivery Schedule: Material required by NIB – 21 days from the date of receipt of Supply order.
   Delivery offered by supplier: ............ days/week.
2. Installation if required will be done by the vendor free of cost.
3. In case of discrepancy between unit price and total price, the unit price shall prevail.
4. Destination of material: National Institute of Biologicals, Noida (UP)
5. Bidders to quote Ex-Works price in Rupees and other charges (if any) towards Packing & Forwarding, GST and 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.
6. “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/20-21/67 Signature of Bidder __________________________

Place: __________________________

Date: __________________________

*Taxes if not mentioned may be treated as inclusive