



TENDER ENQUIRY

Due date of submission of offer up to 26.03.17 (15.00 hrs)
Due date of opening of offer : 26.03.17 (15.30 hrs) onwards.

Format No. NIB/QF/03IND
Dated : 6.03.2018

No.Q/NIB/17-18/134

Sub : Tender enquiry for Lab. Misc. items – Reg.

Sir,

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

S.No.	Item	Quantity
1.	Butter paper 3" x 3" (pre cut)	1000 Nos.
2.	Butter paper 4" x 4" (pre cut)	1000 Nos.
3.	Spoons for lab use (Double ended with large & small size 15cm, 18cm, 21cm & 25cm)	12 packets
4.	Spoons for lab use (one spoon end & one blade) 5", 7", 9", 12" made by stainless steel.	12 packets

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.	Excise duty/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 23 rd July,1996 and Central Excise Duty exemption in terms of Government Notification No.10/97-Central Excise dated 1 st 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.
IV.	Delivery : 2 – 3 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

1. In compliance of Public Procurement Policy for Micro and Small Enterprises (MSEs) Order 2012, purchase preference shall be given to Micro and Small Enterprises (MSEs) registered with District Industries Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or consortia of Micro and Small Enterprises formed by National Small Industries Corporation, if the price quoted by the MSEs is within 15% of L-1 price (L-1 price means Landed Lowest price) quoted by any other bidder, for the tendered items for which they are the L-1.
2. Purchase preference shall be applicable for the 20% of the tendered quantities only provided L-1 bidder is not MSE and the MSEs accept the L-1 price.
3. In case of an MSEs is the L-1 bidder for an item, the 100% tendered quantities shall be placed an order to MSEs firm.
4. In case of an MSE owned by SC/ST and price quoted is within 15% of the L-1 price quoted by the L – bidder, then 20% quantity shall be ordered on them at L-1 rate, subject to their acceptance.
5. In case of more than one MSEs participates in tender and their prices are within 15% of L-1 bidder price who is not a MSEs and one of the MSEs is owned by SC or STY then 4% tendered quantities or say 20% of the 20% tendered quantities shall be procured from MSEs owned by SC or ST entrepreneurs exclusively subject to their acceptance of L-1 price in addition to sharing of equal portion of balance of 16% with other non-SC/ST owned MSEs subject to their acceptance of L-1.
6. In case of more than one MSEs owned by SC or ST then 4% tendered quantities or say 20% of the 20% tendered quantity shall be procured from these MSEs owned by SC or ST entrepreneurs exclusively subject to their acceptance.
7. In case of more than one MSEs owned by SC or ST then 4% tendered quantities or say 20% of the 20% tendered quantity shall be procured from these MSEs owned by SC or ST entrepreneurs subject to their acceptance.

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.

Yours faithfully,



(W.Z.Quazi)
Procurement Officer