



PROCUREMENT DEPARTMENT

TENDER ENQUIRY

Due date of submission of offer up to 09/04/2018 (15:00 Hrs.)
Due date of opening of offers 09/04/2018 (15:30 hrs. Onwards)

BY SPEED POST

Dated: 16/03/2018

No.Q/NIB/17-18/113/

To

Sub: Tender Enquiry for Electrical Consumable – reg.

Sir,

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

S.No.	Description of Items	Qty.
1	Emergency Light 18 Watt PEL LED LTB-2 (Non-Maintained) 1 lamp-12Hrs, 2 lamp-6-Hrs, Backup-LED Spot light (PROLITE MAKE)	26Nos.

Please indicate price on following terms & conditions:

- I. **Price:** - FOR Destination NIB, NOIDA, U.P.
- II. **Taxes:-** GST as applicable.
- 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 July 1996 and Central Excise Duty exemption in terms of Government Notification No.10/97-Central Excise dated 1, 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. **Payment:-** 100% payment within 30 days from the date of satisfactory receipt and acceptance of items at NIB, Noida.
- V. **Delivery:-** 2 weeks. Offered by vender _____
- VI. **Earnest Money Deposit:-** The Bidder shall furnish a bid security of Rs.2000/- (Two thousand only) in the form of a Demand Draft drawn in favour of, "National Institute of Biologicals" payable at Noida/ New Delhi. Price bid/Technical bid only.

OR

EMD can also be deposited by way of NEFT /RTGS and bidder needs to indicate transaction ID details with Date & Time etc. Bank details of NIB are as follows.

For payment of EMD through Bank transfer:

NAME OF THE BANK	BANK OF BARODA, SECTOR-29, NOIDA
NAME OF ACCOUNT	NATIONAL INSTITUTE OF BIOLOGICALS
S. B. ACCOUNT NO.	26290100001774
IFSC CODE	BARBONIDAX (5 th DIGIT IS ZERO)

- VII. Any bid not accompanied 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) of goods, the Purchaser shall be entitled to 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 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.
- XI.** Manufacturer's name and country of origin of materials offered must be clearly specified.
- XII.** Please mention whether your organization is large scale industry or small scale industry. If your origination is registered with NSIC/MSME/SSI Certificate etc., to this effect certificate may please be attached to your quotation. Preferences to NSIC/MSME/SSI will be applicable as per prevailing Govt. norms.
- XIII. Warranty:-** The item should be warranted for one year from the date of satisfactory installation.
- XIV. Installation & Commissioning:** - Installation and commissioning will be done by the vendor on free of cost.

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 market as "Technical Bid" Prices should be kept blank.
 - 1.2 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.
 - 1.3 Tender No., Item description and Due Date of opening should be clearly mentioned on the envelop.
 - 1.4 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 on the sealed cover.
2. Offer to be given by authorized dealer / distributor and the authorization certificate given by the principal should Accompany with the offer. **Please note that your offer will not be entertained without the authorization & the same will be summarily rejected.**
3. Copy of Sale Tax clearance certificate duly attested by a Gazette Officer.
4. Customer reference list for the similar / materials for last two years.
5. Current valid certificate of registration including its annexure in case registered with SSI / NSIC etc.
6. 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 envelops positively.

Yours faithfully



(W.Z. Quazi)

Procurement Officer

Encl: PRICE SCHEDULE (Annexure-I)

ANNEXURE-I

PRICE SCHEDULE – Tender No. Q/NIB/7-18/113/

Sl. No.	Item Description	Quantity & Unit	Make & Model No.	Price for each Unit				Applicable GST	Total Price (FOR NIB, NOIDA) INR
				Ex-Works Price	Excise duty, if any. Indicate % age applicable as per DSIR Exemption	Packing & forwarding	Inland transportation insurance and other local costs incidental to delivery etc.		
1	Emergency Light 18 Watt PEL LED LTB-2 (Non-Maintained) 1 lamp-12Hrs, 2 lamp-6Hrs, Backup-LED Spot light (PROLITE MAKE)	26 Nos.		(a)	(b)	(c)	(d)	(a +b +c +d)	

Notes:

1. Delivery Schedule: Material required by NIB - 2 weeks from the date of Supply order. Delivery offered by supplier:- weeks.
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, Excise Duty, 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 01.3.1997 Indicate Installation & Commissioning schedule _____(days/weeks), Cost _____, if any and inclusive/exclusive in above price.
5. Indicate Training (at NIB site/supplier site) schedule _____(days/weeks), Cost _____, if any and inclusive/exclusive in above price
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.

Total bid price in fig _____ In words _____

Tender No: Q/NIB/17-18/113/

Place:

Date:

Signature of Bidder _____
Name _____

Business address _____

*Taxes if not mentioned may be treated as inclusive.