



भा.कृ.अनु.प.- राष्ट्रीय कृषि उपयोगी सूक्ष्मजीव ब्यूरो
ICAR-NATIONAL BUREAU OF AGRICULTURALLY IMPORTANT MICROORGANISMS
पोस्ट व ग्राम - कुशमौर, मऊ (उ.प्र.) २७५१०३



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F. No.: 3-1/Store/NBAIM/2019-2020

Dated: 30.04.2019

Sub: Annual Rate Contract (ARC) Proposal of Chemicals, Glasswares, Plasticwares including Plastic Macro/Micropipettes from Manufacturer Firms for the year 2019-2020.

On behalf of the Secretary, Indian Council of Agricultural Research, the Director, ICAR-National Bureau of Agriculturally Important Microorganisms, Kushmaur, Distt.-Mau (U.P) invites the sealed proposals for entering into Annual Rate Contract (2019-2020) for Chemicals, Glasswares, Plasticwares including micropipettes etc., from the original manufacturer firms in the prescribed form which can be downloaded from our website: www.nbaim.org.in and www.mgrportal.org.in and CPP Portal.

1.	Date of sale of tender form	30.04.19
2.	Cost of tender fee	Rs.1000/-
3.	Last date of receiving tender	21.05.2019 till 11:00AM
4.	Date of opening the tender	21.05.2019 at 11:30AM

Bureau is exempted from the payment of Custom/Excise duty for the purpose of Annual Rate Contract (ARC) of these items. The firms applying for Annual Rate Contract (ARC) must attach their latest price list, catalogue and relevant document pertinent to Annual Rate Contract (ARC). The firms should clearly mention the **percentage of discount** they wish to offer on their products along with a certificate that the discount offered is the maximum which is being given by the company to any organization whether Government or Private. All the manufacturer firms are requested to send their proposals along with their GST and DD worth Rs. 1,000/- (Rupee: One Thousand Only) as **processing charges (Non-refundable) in favour of Director, ICAR-NBAIM payable at Maunath Bhanjan (UP)**. Demand Draft payable outside Maunath Bhanjan will not be accepted. The proposals will not be considered if received without Processing Fee and after due date. The Director, ICAR-NBAIM, Mau reserves the right to reject any or all the proposals at his discretion without assigning any reason what so ever to any of the concerned. **The proposal must reach the Director, ICAR-National Bureau of Agriculturally Important Microorganisms, Kushmaur, Mau-275103 (UP) latest by 21.05.2019 till 11:00AM.**

Administrative Officer

The following information is required for entering into Annual Rate Contract (ARC) for the purchase/supply of Chemicals, Glasswares, Plasticwares including Plastic Macro/Micropipettes for the year 2019-2020.

1. Name & full address of the applicant/ Firm (in Block letters):
2. Items/ materials for which rate contract needed (a) Chemicals (b) Glasswares(c) Plasticwares:
3. Whether the firm is registered under Company Act 1956? If yes, enclose a copy of each certificate:
4. Whether Price List is inclusive of GST:
5. Maximum discount offered on manufacturer's price list:
6. Effective date of price list (validity must be up to 31.03.2020):
7. Income Tax PAN No. (in the name of firm/ company & not individual):
8. Whether product catalogue is in circulation, if so, please enclose one copy/ set:
9. State whether business / pertinent to you have been currently banned/blacklisted by any Ministry/ Dept. of Central Govt. or any State Govt. if so, give details:
10. Please indicate name & full address of your Banker:
11. Name & Address of dealer(s):
12. Please mention (a) Name of Bank (b) Account number (c) RTGS code (d) IFSC Code (e) Branch name
13. Any other relevant information necessary for entering into rate contract:

Dated:

Signature of the Applicant with Seal

TERM & CONDITIONS FOR ANNUAL RATE CONTRACT (ARC) for chemicals/glasswares/plasticwares including Plastic Macro/Micropipettes.

1. No major equipment, apparatus, etc. are covered under the Annual Rate Contract (ARC).
2. The packing, freight, forwarding, insurance charge, if any, will not be borne by the purchaser. Similarly any loss, damage, pilferage etc. of the material on transit will be sole responsibility of the supplier. The defective supply, breakages (s) if any is to be replaced by the supplier within 7 days without freight/transport charges.
3. The delivery supply will be made on F.O.R. basis to this Bureau.
4. ICAR-NBAIM is registered with DSIR and hence ICAR-NBAIM would not be paying GST more than 5%:
5. The supply of material will have to be completed within mentioned period by manufacturer firm.
6. The liquidated damage charges @ 0.5% percent per week shall be imposed if supply made after expiry of delivery period subject to maximum 10% of the total value of order. After 10 weeks, orders shall stand cancelled.
7. No payment will be made in advance. Payment will be released within 30 days through internet banking only after receiving goods in full satisfactory conditions. Duplicate pre-receipted bills on a revenue stamp should be sent to the concerned Division for payment. No interest will however, be paid in case of delay in payment.
8. Payment will be made according to the latest price list 2019-2020 and no price revision in rate (on higher side) will be accepted during the period of rate contract.
9. The order will be placed as per requirement irrespective of value of the order.
10. The firm may supply the required items as per unit price mentioned in the price list.
11. Any dispute arising between the manufacturer and the purchaser/supplier will be referred to Secretary, ICAR, Krishi Bhawan, New Delhi for which sole arbitration and decision thereof shall be final and binding upon the parties i.e. manufacturer / supplier and purchaser.
12. Supply should be made in full against the order and no part supply will be accepted.
13. No payment will be made for unsatisfactory supply.
14. The materials should be securely packed to avoid damages in transit.

15. Supply to be made from the latest batch of production with maximum expiry life period in original packing.
16. The Director, ICAR-NBAIM, Mau reserves the right to cancel the rate contract at any time without assigning any reason.
17. The Annual Rate Contract (ARC) will be valid up to 31st March, 2020 from the date of award of Rate Contract.
18. A certificate is to be given by the firms that the price list supplied is the only one in circulation.
19. Printed and bound price list along with softcopy for 2019-2020 duly signed & certified by the authorized Signatory must be sent.
20. Discount, if any, on the ruling prices may be mentioned clearly with trade discount certifying that higher discount is not being offered to any other Department.
21. In case of discrepancy between unit price & total price, the price whichever is less shall prevail.
22. In case, supply of goods will be made through dealer (s), their name and mail address may be declared /indicated.
23. The competent authority reserves the right to accept or reject any or all the proposals without assigning any reason.
24. Wherever applicable, minimum warranty should be one year.
25. Sealed proposals duly signed may be sent to this office, by Speed post/ registered post/ couriers along with the required Demand Draft and requisite documents of your firm/company letter head.
26. The prior intimation is required to be given to the Bureau in case of change of dealer by firm(s).
27. Supply orders will be sent by this office to the manufacturer firms only.
28. Please give a self declaration certificate stating that the firm is not currently banned/ blacklisted by any Ministry/Dept. of Central Govt. autonomous body or any State Government.
29. Information in prescribed format as given above will only be entertained.
30. Manufacture firms should provide authorization letter to dealer for supply of goods to ICAR-NBAIM, Mau.