

Annual Rate Contract for Laboratories Gases

Tender Notice No

INTRODUCTORY NOTE:

ICGEB is an international organization dedicated to advanced research and training in molecular biology and biotechnology, with special regard to the need of the developing world. ICGEB, New Delhi Component has been given privileges and immunities as for other UN Organizations in India vide Government of India's gazette notification no. 216, SO 403(E) dated 12 April 1988.

ICGEB invites sealed Bids to meet the immediate requirement for "Comprehensive Maintenance Contract (CMC) of Sound & Lighting System" Interested & competent firm/individual may download the Bid documents from ICGEB website

Submission of Bid:

1. Documents comprising Two Bid (Technical Bid & Price Bid). Tender should be submitted in two Parts separately i.e. "Technical bid" (Part-A) and "Price bid" (Part-B).
2. Technical Bid (Part-A) : In this bid, the Bidder should submit his company profile and structure of firm, name of directors/partners/proprietor as per the Annex 1.
3. The following are minimum essential for technical qualification:
 - a) Copy of work orders for "Supply of Similar Purity Gases" successfully executed during the
 - b) last 2 years for reputed Public Ltd. Companies, Public Sector, Govt. Institutions and Autonomous bodies.
 - c) Copy of Certificate (s) of compliance /analysis for the quoted gas
 - d) Copy of GST Registration Certificate.
 - e) The Bidder shall submit Annex 2 as a token of tender acceptance of the Tender conditions.
4. Price Bid / BOQ (Part-B): In this bid, the Bidder is required to quote his prices as per BOQ. The Bidders should quote unconditional rates in the Price bid section.
5. Validity of Tender: Tender shall be valid for our acceptance without any change in rates and NIT conditions for a period of 180 days from the date of opening of price bid.
6. Escalation: No escalation shall be paid during the execution of contract period except any variation in Raw Material cost with proof of documents for the raw material buying cost.
7. Terms of Payment: 100% payment for the supply of materials shall be made on bill basis normally within 30 days against delivery after the same are checked
8. Tender rejection: ICGEB, reserves the right to reject any or all the tenders in full or in part without assigning any reasons whatsoever, and the decision of the authority in this regard will be binding on all the Bidders. Tender not complying with any of the provisions stated in this tender document are liable to be rejected. The TENDERING AUTHORITY reserves the right to accept any bid, not necessarily the lowest, reject any bid without assigning any reasons for entering into the Rate Contract.

SCOPE OF WORK AND SPECIAL CONDITIONS

1. The quantity mentioned above is the total annual required estimated quantity. The same was the requirement of the lab for previous year. The quantity mentioned in the tender can be increased or decreased to any extent depending upon the actual requirement, in which case, the Bidder has to effect supply of the revised quantity at the quoted rate itself.
2. The successful Bidder shall collect the empty cylinders within 24 hours of intimation by ICGEB Stores on phone/email etc and filled cylinders shall be delivered to ICGEB – Stores, by next day or as per ICGEB delivery instruction.
3. Empty cylinders shall be taken from lab after obtaining gate pass for the same issued by ICGEB _ Stores and signed by both the parties. Bidder shall give the empty cylinder receipt against each
4. cylinder. Filled cylinders shall be returned along with proper Bidder's challan. Defective cylinder, if any supplied must be taken back and be replaced with no additional cost.
5. DELIVERY SCHEDULE: Non-availability of the stock should be informed in writing immediately.
6. ICGEB laboratory may ask for the gas purity certification / test from third party from time to
7. time. The cost for same shall be borne by the successful Bidder.
8. The unit price and GST Rate shall be quoted for each gas. The prices shall be inclusive of charges for gas, cylinder processing if any, loading / unloading, handling charges and labor charges etc.
9. The rates quoted shall be valid and firm for three years. So that ICGEB shall have the option to extend the terms of this contract for an additional period as mutually agreed, with the same terms and conditions for a maximum of three years. No escalation in rates will be provided except changes in Raw material cost or any exceptional condition may arise. ICGEB is entitled to place supply orders up to the last day of the validity of the rate contract and, though supplies against such supply orders will be effected beyond the validity period of the rate contract, all such supplies will be guided by the terms & conditions of the rate contract
10. Rates shall be quoted for all the items. Price bid with partially filled rates shall be liable for rejection.
11. The amount quoted for all items shall be valid for Three years (from the date of issue of contract), and the contract tenable to further extension upon mutual agreement. Once the Rate Contract issued, there shall not be any deviation in price and quality from the initial quotation offer. Any deviation from the initial agreement may invite quick termination of the said contract, without further notice. The party will be blacklisted and will not be considered thereafter.
12. Quantity mentioned is estimated. Payment will be made on actual supplied quantity only.
13. Transit Insurance Clause: The purchaser will not pay separately for transit insurance and the supplier will be responsible till the entire stores contracted for, arrive in good condition at destination. The transit risk in this respect may be covered by the supplier by getting the stores duly insured, if he so desired. The supplier in his own name and not in the name of consignee shall obtain the insurance cover.
14. REPLACEMENT OF REJECTED GAS CYLINDER(S): The rejected item due to the deviation from the desired quantity or quality should be replaced within 48 hours from the date of issue of Rejection Notice. If rejected item is not replaced within the said period, ICGEB has the right to levy LD clause for the particular item.
15. If ICGEB's cylinders are given for refilling same shall be returned in filled condition at the earliest. In such condition cylinders shall not be exchanged/replaced with any other cylinder(s). However, Bidders are liable to done mandatory periodical test(s)/ replacement of accessories in the above cylinder as per the rates quoted in the tender during the contract time and documents should be submitted on case by case basis.

16. In case of unavailability of ICGEB's cylinder(s), the supplier has to supply the gases in their own cylinder(s); the same (empty cylinder(s)) will be returned back by the lab only after its complete usage. Those who supplied cylinders shall make necessary arrangements to take back their empty cylinder(s) from the concern laboratory of ICGEB without any additional cost.
17. Qualified Bidders shall have their own office / godown in and around ICGEB (not beyond 100 km). However, if any far away Bidder agrees to supply cylinders within the stipulated date in any time without any additional cost and delay may be considered on trial basis initially, and further orders will be based on their service or the need of the lab.
18. Penalty: In case of any delay in delivery of refilled cylinders beyond stipulated date, Bidder is liable to pay penalty @ Rs.200/- per day per cylinder till the date of supply of required number of cylinders. Such penalty will be deducted from the outstanding invoice/payment Performance submitted by the party.
19. All cylinders are required to be examined/ tested periodically as per the Gas Cylinder Rules, 1981. Responsibility for compliance with this rests with the Vendor, who will carry out test as may be required.
20. All gas cylinders are required to be painted as and when necessary to the appropriate colour –code specified in the Gas Cylinder Rules, 1981. Responsibility for compliance with this rests with the Vendor, who will carry out test as may be required
21. All gas cylinders such as CO₂, O₂, Helium, Mix gas, Nitrogen, Argon, hydrogen, etc, must come with a hydraulic test verified in each cylinder. A sticker should be pasted on the cylinder with validity or expiry date and the next due date of the hydraulic testing.

GENERAL INFORMATION ABOUT THE BIDDER

1	Name of the Bidder	M/s				
	Registered address of the firm with GSTIN					
	State		District			
	Telephone No.		Fax			
	Email		Website			
Contact Person Details						
2	Name		Designation			
	Telephone No.		Mobile No.			
Communication Address						
3	Address					
	State		District			
	Telephone No.		Fax			
	Email		Website			
Type of the Firm (Please √ relevant box)						
4	Private Ltd.	<input type="checkbox"/>	Public Ltd.	<input type="checkbox"/>	Proprietorship	<input type="checkbox"/>
	Partnership	<input type="checkbox"/>	Society	<input type="checkbox"/>	Others, specify	<input type="checkbox"/>
	Registration No. & Date of Registration.					
Nature of Business (Please √ relevant box)						
5	Original Gas Manufacturer	<input type="checkbox"/>	Authorized Dealer /Representative	<input type="checkbox"/>		
	Direct Importer	<input type="checkbox"/>	Others specify.	<input type="checkbox"/>		
Key personnel Details (Chairman, CEO, Directors, Managing Partners etc.)						
6	in case of Directors, DIN Nos. are required					
	Name		Designation			
	Name		Designation			
	Name		Designation			
Bank Details						
7	Bank Account No.		IFSC Code			
	Bank Name & Address		Branch Name			
	Tel No		Email ID			
	PAN Card No					
8	Whether any criminal case was registered against the company or any of its promoters in the past?				Yes / No	
Date.		Office Seal		Signature of the Bidder / Authorised signatory		

To

Date:

Sub.: Acceptance of Terms & Conditions of Tender

Tender Reference No. _____

Name of Tender: _____

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned tender from the website(s) namely: _____
2. I/we hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. _____ To page No. _____ (including all documents like annexure(s), schedule(s) etc, which form part of the contract agreement and I/we shall abide hereby the terms/conditions/clauses contained there in.
3. The corrigendum (s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.
4. I/We here by unconditionally accept the tender conditions of above mentioned tender document(s)/ corrigendum(s) in its totality/entirety.
5. I/We do hereby declare that our firm has not been black listed/ debarred by any Govt. department/ Public Sector Undertaking.
6. I/We certify that all information furnished by your firm is true & correct and, in the event, that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason there for or summarily eject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposited, absolutely

Yours faithfully,

(Signature of the Bidder with official seal)

Annexure – III

CERTIFICATE OF PRICE JUSTIFICATION

[To be given on letter head]

Tender No.:

I/We, M/s. _____ certify that the rates provided are our best rates and we have not given these materials to any Government Department/PSU/Institution for lesser than these rates in last one year.

SIGNATURE AND STAMP OF THE BIDDER

Annexure -IV
FORMAT FOR MANUFACTURER'S AUTHORIZATION

To
The Procurement Manager
ICGEB
Aruna Asaf Ali Marg
New Delhi - 110067

Dear Sir,
Ref: Your Tender No # _____, dated _____
We, _____ who are proven and reputable manufacturers of
_____ (name and description of the Items offered in the
Quotation) having factories at _____, hereby authorize
Messrs _____ (name and address of the agent) to submit a
Quotation, process the same further and enter into a Rate Contract with you against
your requirement as contained in the above referred Quotation Form for the above items
manufactured by us.

We further confirm that no supplier or firm or individual other than
Messrs. _____ (name and address of the
above agent) is authorized to submit a tender, process the same further.

We also hereby confirm that we would be responsible for the satisfactory execution of
supply contract placed on the authorized agent.

We also confirm that the price quoted by our agent shall not exceed than that which we
would have quoted directly.

Note:-

Yours faithfully,

[Signature with date, name and designation]

For and on behalf of Messrs.

[Name & address of the manufacturers]

1. This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.
2. Original letter may be enclosed with technical bid.

Annexure - V
CERTIFICATE

(To be submitted on letter head of the company/ firm)

I/ We hereby certify that the above firm has not been ever blacklisted by any Central/State Government/Public Undertaking/Institute on any account.

I/ We also certify that firm will be supplied the item as per the specification given by Institution and also abide all the terms & conditions stipulated in tender.

I/ We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, any contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and Institute may impose any action as per Tender rules

I/We also certify that I have read tender document in detail and have understood it completely and is accepting all the terms & Conditions as written in the tender document.

Date:

Name:

Place:

Business Address :

Signature of Bidder :

Seal of the Bidder :