



Indian Institute of Integrative Medicine

(Formerly known as RRL Jammu)

Canal Road, JAMMU-TAWI 180 001 (INDIA)

Phone: 0191-2569001 to 10, Fax: 2569019, 2569023

E.mail:praphul.spo@iiim.ac.in

Enquiry No. 21(02)/2016/RC/Pur.

Dated:24.06.2016

To,

M/s _____

Dear Sir,

Institute of Integrative Medicine, Jammu is a constituent establishment of CSIR located at Jammu, involved in the Research & Development activities. Being one of the major laboratories of CSIR chain of laboratories, IIIM is using chemicals and solvents, glass-wares, Plastic-ware, filter papers and Silica gel, bulk solvents etc. of high quality and 100% accuracy for its R&D work which may be supplied by you or through dealer network.

As a policy decision, it has been decided to enter into an annual Rate Contract for supply of general chemicals & Solvents, Glass-wares, Plastic-wares, General Lab- ware, Kits, Filter Papers, HPLC/GC Columns/TLC silicagel Plates, bulk solvents etc. You are, therefore, requested to offer your products range with rates either on your Company letter Head or in the printed form, duly authenticated by respective manufacturer. The annual R/C so concluded will have to take care of the following conditions: -

Sr. No.	Category	Page No/s in Price List	
		From	To
1	Chemicals & Solvents		
2	Bio-Chemicals		
3	Oligonucleotides & Biological Media		
4	Glasswares		
5	Plasticwares		
6	Filters / Filters Papers		
7	Micropipettes		
8	Chromatography accessories (HPLC Columns/TLC Plates)		

We also require a special rate for bulk solvents packing of 25 Ltrs. For Ethyl acetate, Dichloro methane, Methanol, Acetone, Chloroform, Hexane and Petroleum Ether-LRGrade.

You are therefore requested to offer your Product range (Hardcopy & CD) with prices and Institutional Discount pertaining to above group only either on your company Letter Head or in the printed form duly authenticated by manufacturer strictly in accordance with the Bid Submission Format Attached herewith as per the following schedule.

Last date of receiving of Tender	15th July, 2016 upto 2.30 PM
Date of opening of tender	15th July, 2016 at 3.00 PM
Venue	IIIM, Stores & Purchase Section, Jammu-180001

The complete offer as per the format should reach IIIM as per the above mentioned schedule at the following address:-

**The Director,
Indian Institute of Integrative Medicine Post Bag No. 3,
Canal Road
Jammu-180001.**

Instruction:-The bidders are requested to go through the terms & conditions printed overleaf carefully before submitting their bids.

(Praphul Kumar)
Store & Purchase Officer

Bid Security (EMD) is not applicable.

1. **Prices:** The prices to be quoted should be given as discount on Net Dealer Price (NDP) for each category of item expressed in terms of percentage (%) on the NDP.
2. The bidder is required to attach the printed price-list of the manufacturer in hard & soft copy. In exceptional circumstances when the printed price list is not ready, the bidder can submit a computer generated list of the prices of the offered item which should be duly certified by the manufacturer. However, as soon as the printed version of the price-list is ready, the RC holder (Manufacturer) shall submit the same immediately.
3. Manufacturer authorization for each brand in the price list having validity for financial year 2016-17 must be enclosed. The authorization should clearly mention whether it is exclusive or open in India.
4. **Delivery:** All the items shall be supplied on **FOR destination (CSIR-IIIM, Central Stores, Jammu/Srinagar)** basis. The stores shall be supplied within a fortnight for the supplies against ex-stock deliveries. In case the firm does not supply the materials within the stipulated time schedule; cancellation of order can be considered.
5. **Late Delivery Penalty:** Delivery date mentioned in our order should be strictly adhered to otherwise we reserves rights not to accept delivery in part or full or to claim late delivery penalty at 0.5 % per week subjected to a maximum of 10% of total value of purchase order from the vendor for non-compliance of the ARC terms and conditions.
6. **Validity:** The rate contract will generally be **valid for one year** which can be extended or curtailed on mutual consent to a period as decided by the Director, IIIM, Jammu. However, the Rate Contract holder reserves the right to accept or not to accept the extension.
7. The Rate Contract (RC) shall be in the nature of a standing offer for the specified range of products from the supplier for the contracted period. However, there shall be no guarantee of drawal of any item for a minimum or specified quantity during the contract period.
8. Once a Purchase Order is placed on the supplier for supply of a definite quantity in terms,of the rate contract during the validity period of the RC that Purchase Order shall become a valid and binding contract between the supplier and the IIIM.
9. There will be no upward change in the price structure during the currency of contract except when statutory levies are made applicable by Govt through notifications/regulations.

However, if there happens to be a downward revision in prices of the items concerned during the contract period, the benefit of the price reduction shall be passed on to the Institute. IIIM reserves the right to renegotiate the price with the RC holders.

11. Price charges for the stores supplied under rate contract should under no event exceed the lowest price at which the party sells the items of identical description to any other Institute/organizations during the period of contract.
12. IIIM, Jammu reserves the right to enter into parallel Rate Contract for similar items any time during the period of rate contract with one or more parties.
13. The rate contract may be terminated at any time by giving 30 days notice by either side.
14. **Payment:** Payment will be made against bill for supply of the materials within 30 days after delivery and inspection. Part payment against an order is severely discouraged. No payment will be made in advance.
15. The contracted items so supplied will have to be of high quality and grade. In any event if chemicals/solvents or any other material are found to be inferior quality the supplier is liable to be blacklisted. IIIM reserves the right to test the chemicals & solvents and other materials for their quality if it so desires.
16. **Taxes & levies** if any are to be specified clearly in the bid as well as in the enclosed Proforma. The Institute does not issue any Form C or Form D of sales tax.
17. The acceptance of the tender will rest with the Director IIIM Jammu, which does not bind him to accept partially or wholly the tender received and he may reject the offer without assigning any reason thereof.
18. Bulk discount must be mentioned with the breakup.
19. In case of imported items. Price list in foreign currency must be enclosed.
20. We are 100% exempted from payment of excise duty under Notification No. 10/97 dated 01.03.1977. IIIM is registered with Department of Scientific and Industrial Research Govt. of India New Delhi. In case of custom duty we are entitled to pay a concessional custom duty on the given product as specified by the custom authorities from time to time.
21. Any firm having Bonded Warehouse shall be preferred. If the firm has the facility of bonded warehouses, the modalities of supply & exemption shall be mentioned clearly.
22. The IIIM is entitled to place Purchase orders up to the last day of validity of the rate contract and, though supplies against such Purchase orders will be affected beyond the validity period of the rate contract, all such supplies will be guided by the terms & conditions of the rate contract.
23. The tenders are liable to be rejected if the above conditions are not complied with.
24. Conditional tender shall not be accepted.
25. In case of emergency, the lab/ Institute may purchase the same item through adhoc contract with a new supplier.
26. The purchase order may be placed on any of the R/C holder and no Comparative Statement (CS) of the prices is required to be prepared for the purchase of items on RC basis.

27. The rate contract will be guided by " Fall clause" (The fall clause provides that if the rate contract holder reduces its price or sells or even offer to sell the rate contracted goods following conditions of sale similar to those of the rate contract, at a price lower than the rate contract price, to any person or organization during the currency of the rate contract, the rate contract price will be automatically reduced with effect from that for all the subsequent supplies under the rate contract and the rate contract amended accordingly.)
28. Please furnish the undertaking that offered discount//Prices is final discount/prices and in nowhere you and your dealers supplied less than the quoted offer/prices. In case at any stage it has come to the notice of IIIM then IIIM have the right to recover the difference amount from the pending bills or raise the advise to recover the amount against the manufacturer.
- Only one dealer is acceptable and the dealer proposed/ finalized once may not be changed without the consent of IIIM, Jammu.
29. Please submit the offer with all terms and conditions and discount. Printed Price list may please be submit as attachment.
30. **Warranty:** - The tenderer shall be fully responsible for the manufacturer warranty in respect of quality and workmanship of the materials covered in the Rate Contract. In case of any defects found at the time of use, the supplier will provide free replacement or refund the amount charged for that item.
31. **Termination of the Contract:** Normally, the rate contract can be terminate at any time by giving **ONE MONTH'S** notice by either party. However, Director, IIIM Jammu reserves the rights to terminate the contract any time without assigning any reason what so ever.
32. **Disputes:** Any dispute arising between the manufacture/supplier and the Institute relating to any matter with regard to the rate contract, and the parties fails to resolve the dispute/difference by mutual discussion, the same will be referred to the Director General, CSIR, Anusandhan Bhawan New Delhi for his sole arbitration and decision thereof shall be final and binding upon both the parties i.e. manufactures/suppliers and Purchaser.
33. **Jurisdiction:** All disputes arising out of this contract will be subjected to the jurisdiction of the law of courts in Jammu only. The language of the legal proceeding will be English only.

(Praphul Kumar)
Store & Purchase Officer

Bid Submission Format (must be filled by the supplier)**(Please submit your bid in the given format)**

Tender Ref. No.	
Name of Supplier.	
Category for which rate Contract is applied.	
Whether Price list for 2016-17 is printed or duly certified computer generated.	
List of items for which the rate contract is applied (mention no. of pages in price list i.e from page no. —to--page no.)	
In case of imported items, mention the name of manufacturer in the price list for which rate contract is applied.	
Whether all the authorization for all the for all the manufacturers is enclosed.	(yes/no)
Is there any open authorization in India if yes	
In case of imported items whether price list in foreign currency is attached.	(yes/no)
Discount offered on the printed price	
Packing & forwarding charges if any	
Dry ice charges if any	
VAT/Taxes	
Delivery period from ex-Stock	
If item is not in Ex-Stock please mention delivery period.	
Whether you acceptance that if the ordered material is not supplied in the above mentioned period then IIM reserves the right to cancel the order/not accepts the ordered materials.	(yes/no)
Whether you have read and understood the terms and conditions mentioned above from Sr. no. 1 to 33 and whether you accept it unconditionally.	(yes/no)

(SIGNATURE OF TENDERER)

Name:

Designation:

Address:

Company's Seal:

