



CSIR- Indian Institute of Integrative Medicine
(Formerly known as Regional Research Laboratory)

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Tender No: 21(02)/03-2022-RC Dated 11 June 2021

TENDER DOCUMENT

FOR

**THE CONCLUSION OF ANNUAL RATE CONTRACT OF
PLASTICWARE (COMPLETE RANGE) FOR THE YEAR
2021-2022**

INVITATION FOR BIDS / NIT

01 Director, CSIR- **Indian Institute of Integrative Medicine, Jammu**, invites e-bids from manufacturer, their authorized distributors and Authorized stockiest / Authorized Dealers etc. and Indian Agent of Foreign principals, if any, through etenders.gov.in portal for the conclusion of Annual Rate Contract of Plasticware (Complete Range):

Sl..No.	Tender No.	Description of items	Quantity	Single/ Double bid	Bid Security (EMD) (in Indian Rupees)
1.	21(02)/03-2022-RC Dated 11 June, 2021	Annual Rate Contract For Plasticware (Complete Range).	--	Single	EMD is not applicable for this tender.

It may be noted that the Rate Contract shall be concluded on a **fixed price basis** which would be valid during the currency of the contract without any firm commitment on our part for assuring any minimum quantum of business. We are inviting rate contract proposals for the following category of products.

Category	Brand
PLASTICWARE (Complete Range)	1. Any Reputed Manufacturer fulfilling the eligibility as per Clause II. Eligibility Criteria.

The Rate Contract shall be valid till 30.06.2022.

02 The Director, CSIR- **Indian Institute of Integrative Medicine, Jammu** reserves the right to accept or reject any bids or accept all tenders either in part or in full or to split the order, or to annul the bidding process without assigning any reason.

CRITICAL DATE SHEET

Sl. No.	Stage	Date & Time
1.	Publish Date & Time	11-06-2021 05.00 PM
2.	Sale/document Download Start Date & Time	11-06-2021 05.00 PM
3.	Last Date & time for receipt of queries	15-06-2021 03.00 PM
4.	Pre-bid Conference, if any	NA
5.	Bid Submission Start Date & time	11-06-2021 05.00 PM
6.	Bid Submission End Date & Time	30-06-2021 11.00 PM
7.	Bid Opening Date & Time	01-07-2021 11.00 PM

Chapter – I

Important Terms and Conditions:

1. The bids are invited from local suppliers as per Department for Promotion of Industry and Internal Trade, Ministry of Commerce and Industry Order No.P- 45021/2/2017-PP (BE-II) dated 16 September 2020

Class – I Local supplier – means a supplier whose goods offered for procurement meets the minimum local content of 50%.

Class – II Local supplier – means a supplier whose goods offered for procurement meets the minimum local content of 20%.

Local content : Means the amount of value added in India, which shall, unless otherwise prescribed by Nodal Ministry, be the total value of item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all custom duties) as a proportion of the total value, in percent.

The bidders are required to indicate percentage of local content and provide self certification the items offered meet the local content requirement for Class – I Local Supplier /Class – II Local Supplier as the case may be. **Further the bidders shall also give details of the location(s) at which the local value addition is made**

False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules 2017 **for which a bidder or its successors can be debarred for up to two years** as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.

A supplier who has been debarred by any procuring entity for violation of above cited order **shall not be eligible for preference** under above Order **for procurement by any other procuring entity for the duration of the debarment.**

2. **Requirement of Registration(Order No. F.No.6/18/2019-PPD dated 23.07.2020 of Department of Expenditure, Ministry of Finance, Government of India refers)**

- i. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the Bidder is registered with the Competent Authority i.e Registration Committee constituted by the Department for Promotion of Industry and Internal Trade, Ministry of Commerce and Industry, Government of India.
- ii. “Bidder” (including the term ‘tenderer’, ‘consultant’ or ‘service provider’ in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies) , every artificial juridical person not falling in any of the descriptions of bidder stated herein before, including any agency branch or office controlled by such person , participating in a procurement process.

- iii. Bidder from a country which shares a land border with India “ for the purpose of above order/ this tender means:-
- a) An entity incorporated, established or registered in such a country ; or
 - b) A subsidiary of an entity incorporated , established or registered in such a country ; or
 - c) An entity substantially controlled through entities incorporated, established or registered in such a country ; or
 - d) An entity whose beneficial owner is situated in such a country: or
 - e) An Indian (Or other) agent of such an entity or
 - f) A natural Person who is a citizen of such a country ; or
 - g) A Consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- iv. The Beneficial owner for the purpose of (iii) above will be as under:
- 1) In case of a company or Limited Liability Partnership , the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.
 - a. Explanation-
 - b. ‘Controlling ownership interest’ means ownership of or entitlement to more than twenty –five per cent of shares or capital or profits of the company;
 - c. “ Control’ Shall include the right to appoint majority of the directors or to control the management or Policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
 - 2) In case of a partnership firm., the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or Profits of the partnership;
 - 3) In case of an unincorporated association or body of individuals , the beneficial owner is the natural person(s), who, whether acting alone or together or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or Profits of such association or body of individuals.
 - 4) Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
 - 5) In case of a trust , the identification of beneficial owner(s) shall include identification of the author of the trust , the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- V. An agent is a person employed to do any act for another , or to represent another in dealings with third person.

Further the following certificate has to be submitted by the bidder

“ I have read the clauses regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country , has been registered with the Competent Authority . I hereby certify that this bidder fulfills all requirements in this regard and is eligible to be considered.”

Date : (Name & Signature of bidder)

(Where applicable, evidence of valid registrations by the competent Authority shall be attached)

Other Terms & Conditions:

I. Price

1.1.1 The Tenderer's are requested to submit their offer on their bid as per format Annexure-I enclosed. The Tenderers shall have to indicate clearly the brand of the product(s) for which they are submitting the RC proposal. The bidder must undertake that the prices mentioned in their pricelist are valid till end of the Rate Contract (RC) period without any hike. However, in the event of any decrease in the prices the same should be notified to us. Alongside, if any special promotional marketing scheme(s) is/are launched, the same must be made available to CSIR-IIIM, Jammu. However, CSIR-IIIM will have the right to avail the offer or not.

1.1.2 The bidder should ensure that the prices quoted are **FOR, CSIR-IIIM, Jammu**, basis, including its packing, forwarding and unloading at CSIR-IIIM as per the purchase order and inclusive of all taxes and duties. If Ex-works/godown prices are quoted then, packing, forwarding, documentation, freight and insurance charges must be specifically mentioned separately. In case of temperature controlled products, necessary precautionary measures shall be taken so that the item(s) remain in the specified temperature till its delivery to the end user.

The Institute is exempted from payment of Custom Duty under notification No. 51/96. GST will be paid as per notification No. 47/2017-Integrated Tax (Rate) Dated 14th November 2017 issued by Ministry of Finance, Department of Revenue, Govt. of India. However prevailing rates of GST may be mentioned separately. No other charges other than those mentioned in the quotation will be paid.

1.1.3 Vague terms like “Packing, forwarding, transportation etc. extra” without mentioning the specific amount/percentage of these charges will not be accepted. Such tender shall be treated as incomplete and rejected.

1.1.4 The prices are fixed during the currency of RC and the end users of the institute shall procure the rate contract item(s) through cash or emergency basis in view of any urgency. In such cases, the bidder is not permitted to charge higher prices than the prices approved under the RC. In case if it is found that the bidder is charging lesser prices than the prices agreed under the rate contract, the prices shall be modified suitably without any intimation to the bidder.

- 1.1.5 The Price with following details for entire range of products shall be uploaded.
- a. Category
 - b. Sub-Category
 - c. Catalogue no.
 - d. Item Description
 - e. HSN Code
 - f. Item type
 - g. Item unit
 - h. Item rate
 - i. discount of percentage (%)
 - j. Applicable IGST/CGST/SGST percentage (%)
- 1.2.1 Price lists must be provided as per the specific excel sheet format attached at **Annexure-II**. It should be free from any error (Without any blank cell or headings in between rows) and excel formulas etc. Pricelists of different categories and subcategories should be in separate sheets of excel workbook. The tender is only for Rate Contract of consumables so before you submit the pricelist, non-consumable items shall be removed (if any). It is mandatory as the institute intends to upload the same for generation of Purchase orders in ERP Mode.
- 1.1.6 The bidders may tender a separate discount/pricelist for bulk purchases and also define the quantity to be treated as “bulk”. Special tenders or end of season sales shall not be covered by the rate contract and hence shall be processed separately.
- 1.1.7 Interested bidders are hereby requested to submit a separate Bid (containing all the documents) for every brand along with separate Bid Securing declaration form.
- 1.1.8 The bidder must provide a certificate of accepting the Fall clause.

II. Eligibility Criteria

A Bidder must qualify all the following criteria for his Bid to be responsive :

- 2.2.1 The Bidder should have running Rate Contracts for Laboratory Chemicals with at least 1 (one) CSIR Laboratory/Govt. Laboratory/ Government Academic Institute as on 31.03.2021.
- 2.2.2 The Bidder should have executed orders for Laboratory Chemicals of minimum cumulative order value of Rs. 50,000/- (Fifty Thousand only).
- 2.2.3 Only one manufacturer or its authorized dealer can quote. If both Manufacturer and dealer quotes for the same tender, both their tenders will be rejected.
- 2.2.4 Bidder should provide his Manufacturer's Authorization Certificate from a particular OEM to bid for this Annual Rate Contract Tender from OEM's Head office. Bidders submitting authorizations from regional offices/ managers will not be eligible.

- 2.2.5 A bidder who has been convicted under the provisions of IPC or Cr PC is not eligible to participate in the tender.
- 2.2.6 Bidder who wants to quote for more than one brand needs to provide Manufacturer's Authorization for each brand failing which such offers shall not be considered.
- 2.2.7 The tender is only for Rate Contract of consumables. No bid for non-consumable items shall be entertained.
- 2.2.8 The Director, CSIR-IIIM reserves the right to accept or reject any offer in part or in full without assigning any reasons thereof.**

III. Purchase Orders under the rate Contract

- 1.3.1 Bidders may note that mere conclusion of rate contract does not guarantee placement of purchase orders, rather the orders shall be placed based upon the demand from the users.
- 1.3.2 Purchase Orders placed till the last working day of the rate contract should be honored and executed under the rate contract without any need for extension of the rate contract.

IV. Product Quality

1.4.1 The manufacturer/bidder should give an undertaking stating that the products they are offering are new, unused, and genuine. In case it is found that the product is spurious, the bidder shall be put on Holiday listing (temporary debarment or suspension)/Removal from list of registered vendors for a period of time as per Clause 3.7 of the CSIR Manual on Procurement of Goods 2019 and as specified by the decision making committee and competent authority of CSIR-IIIM. The manufacturer/bidder also undertakes that they are solely responsible in case of any discrepancies noticed during the supply with regard to the quality, quantity, packages, leakages, short supplies, damages and the same shall be replaced at free of cost.

1.4.2 The shelf life of material should be at least 50% for storage and use from the date of its supply.

V. Delivery

- 1.5.1 The ordered items must be delivered at CSIR-IIIM unless otherwise specified in the purchase order within a period of 4 Weeks from the date of issue of purchase order. Supplies are normally accepted on all working days from 10:30 AM to 5:00 PM except on Saturday, Sunday and other public holidays.
- 1.5.2 All the perishables/hazardous item(s) shall be opened in the presence of the representative of the bidder and the user.
- 1.5.3 In case of perishables, hazardous consumables, the consent of the user must be

obtained prior to the execution of the supply so that necessary precautions shall be taken for their effective use.

- 1.5.4 **Liquidated Damage :** As per Clause 9.7.10 (01) of the CSIR Manual on Procurement of Goods, 2019 where the delivery of stores or any installment thereof is accepted after the expiry of the original delivery period ,the procuring entity may recover from the contractor, as agreed, the LD a sum equivalent to 0.5 (half) percent of the prices of any portion of stores delivered late, for each week or part thereof of delay. The total damages shall not exceed 10% of the value of delayed goods.

VI. Payment

- 1.6.1 100% payment for the supply of materials shall be made on bill basis normally within 30 days against delivery after the same are checked and found that the item(s) is/are in order by the end user and on receipt of a certificate from the CSIR-IIIM's end user. The bidder has to submit a pre- receipted bill in triplicate duly stamped along with a certificate mentioned below the details of their bank account for this purpose-

The payment being claimed is strictly in terms of the contract and all obligations on the part of the supplier for claiming this payment have been fulfilled as required under the contract.

- 1.6.2 No payment shall be made for part supplies under normal circumstances. CSIR-IIIM reserves the right to cancel the purchase order in case the full supply is not effected within the delivery schedule mentioned in Para 1.5.1 above. No payment shall be processed if the firm has delivered goods beyond the allowable delivery schedule as mentioned in Para 1.5.1 or in P.O., whichever is later.
- 1.6.3 It is informed with reference to imports that CSIR- IIIM is eligible for the levy of concessional customs duty as per GOI notifications Nos. 43/17 Customs, dt. 30/6/20-17, 10/2018, Integrated Tax, dt. 25/01/2018, 45/17, Union Territory Tax dt. 14/11/2017, 09/2018 Central Tax Dt. 25/01/2018 and 51/96 - Customs dt. 23/7/1996 and the DSIR letter No. TU/V/RG-CDE (63)2017, dt. 24/8/2016.
- 1.6.4 CSIR-IIIM is entitled to issue Goods and Service Tax Certificate to obtain concessional tax @ 5% (five) per cent as per Ministry of Finance Notification No. 45/2017 & 47/2017, dated 14th November, 2017 on demand.TDS will be deducted as per extant rules.

VII. Order amendments

- 1.7.1 On receipt of the Purchase Order, the Bidder shall check the correctness of the rates, terms and conditions of the Purchase Order. In case of any corrections the same should be brought to the notice of the CSIR-IIIM for the issue of necessary amendment along with the

documentary evidence. In case no reply is received from the bidder within **five working days** after the receipt of the Purchase Order, no further amendments shall be allowed on the purchase order and the bidder shall have to supply materials as per the order.

VIII. Fall Clause

- 1.81 Fall Clause is a price safety mechanism in rate contracts. The fall clause provides that if the rate contract holder reduces its price or sells or even offers to sell the rate contracted goods or services 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 date for all the subsequent supplies under the rate contract and the rate contract amended accordingly. This Includes products uploaded by the bidder's authorized dealer on GeM and other parallel rate contract holders, if any, are also to be given opportunity to reduce their price as well, by notifying the reduced price to them.
- 1.82 The Purchaser will keep special watch on the performance of such rate contract holders who reduce their prices on one pretext or other. If it is found that their performances are not up to the mark, appropriate severe action would be taken against them including deregistering them, suspending business deals with them, debarring them for two years from participating against the tender enquiry floated by CSIR-IIIM.
- 1.83 The provisions of fall clause will, however, not apply to the following:
- i) Export/Deemed Export by the supplier;
 - ii) Sale of goods or services as original equipment prices lower than the price charged for normal replacement;
 - iii) Sale of goods such as drugs, which have expiry date;
 - iv) Sale of goods or services at lower price on or after the date of completion of sale/placement of order of goods or services by the authority concerned, under the existing or previous Rate Contracts as also under any previous contracts entered into with the other CSIR Labs/Instts, Central or State Government Departments including new undertakings (excluding joint sector companies and or private parties) and Statutory Bodies.
- 1.84 An undertaking is required to be given by all the manufacturers that the rates offered by them are not more than the rate offered to any other Government agencies/Institution and the discount offered is not less than the discount offered to any other Government agencies/Institution. In case any such discrepancy is noticed they shall refund the difference amount to CSIR-IIIM, Jammu and also rate contract is liable to be cancelled.

IX. Discount

- 1.9.1 Prices must be quoted on the basis of Discount on **Net Dealer Price (NDP)** for page 10 of 17

category of items in terms of Percentage (%) discount on NDP. **Additional Dealer Discount may also be mentioned** clearly as and where applicable.

- 1.9.2 The percentage of discount must be mentioned in words as well as figures.
- 1.9.3 The Rate List of bulk packages/quantity should also be attached along with tender. Bulk discount must be mentioned in the tender.
- 1.9.4 The bidder should submit a certificate stating that maximum discount is being given and no other Govt. Organization including CSIR is being benefited more than this discount. The material will not be supplied by the vendor less than the Rate Contract Prices to any other Institution. If the same is found , the proportionate recoveries will be made.
- 1.9.5 **Parallel Rate Contract:** CSIR-IIIM reserves the right to conclude more than one rate contract for the same Brand/ Category and has the option to re-negotiate the price(s) with the rate contract holder(s).
- 1.9.6 In case of emergency, CSIR-IIIM may purchase the same item under ARC through , ad-hoc contract with a new supplier.

X. Evaluation of the bids

- 1.10.1 The evaluation of the bids shall be done by a committee who shall scrutinize all the bids received *vis-a-vis* the requirement of CSIR- IIIM and will decide to offer the Rate Contract to the technically suitable bidder quoting the highest total discount on the Pricelist for the particular Brand/Make. Parallel Rate Contracts for the same Brand/Make can be entered with L2 bidder at a discount equal to L1
- 1.10.2 The bids which are incomplete, not in conformity with the terms and conditions of the NIT, conditional bids, bids without any Bid Securing Declaration, shall be rejected as non- responsive without any further evaluation.
- 1.10.3 Bids not supported by the eligibility criteria shall be summarily rejected.
- 1.10.4 All the bids where the maximum discount is offered shall be processed for finalization of the rate contract.
- 1.10.5 L1 Bidder may be called for Negotiation before the finalization of the rate contract.
- 1.10.6 Notwithstanding anything contained above, preference shall be given to the firms registered under “Make In India”, provided they furnish necessary documents as per the policy of the Government of India.

XI. Bid Security

- 1.11.1 Please note that no EMD is applicable for this tender.

- ## **XII. Availability of offered items in GeM Portal:** An undertaking/certificate must be submitted by the bidder, with the tender document, that the product offered for rate contract are not uploaded on GeM portal. If some products of catalogue are offered on GeM, a list of

such items (which are available on GeM) must also be furnished with the tender or the same must be mentioned/highlighted/star marked in the pricelist

XIII. DISPUTE RESOLUTION

1.13.1 Arbitration:

1.13.2 Notwithstanding any reference to arbitration herein,

- i) the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and
- ii) the Purchaser shall pay the Supplier any monies due to the Supplier.

1.13.3 All Disputes will be referred to and adjudicated in Jammu (J&K) jurisdiction only.

XIV. Termination of the contract:

1.14.1 The rate contract can be terminated by either party by giving a notice of 30 days.

1.14.2 Competent Authority, CSIR- IIM may take a decision to terminate the rate contract in following situations-

- (i.) Supply / delivery of faulty/ spurious material or material non-compliant to the technical specifications as mentioned in the P.O.
- (ii.) Temporary Debarment/ Holiday Listing/ suspension/ removal from the list of registered vendors of the Manufacturer/ supplier by any of the CSIR Laboratories / Government Organizations.

1.14.3 The bidder agrees that all orders placed against the rate contract upto the period of termination shall be executed by them. Failure to comply with the supply may render the party being put on Holiday listing for a period of up to 12 months.

XV. Code of Integrity

1.15.1 The bidders/suppliers should sign a declaration about abiding by the Code of Integrity for Public Procurement in bid documents. In case of any transgression of this code, the bidder is not only liable to be removed from the list of registered suppliers, but it would be liable for other punitive actions such as cancellation of contracts, banning and blacklisting or action in Competition Commission of India, and so on.

1.15.2 Code of integrity for Public Procurement:

The Purchaser as well as bidders, suppliers, contractors and consultants should observe the highest standard of ethics and should not indulge in the following prohibited practices, either directly or indirectly, at any stage during the procurement process or during execution of resultant contracts:

- i) **“Corrupt practice”**: making offers, solicitation or acceptance of bribe, rewards Page 12 of 17

gifts or any material benefit, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process or contract execution;

- ii) **“Fraudulent practice”**: any omission or misrepresentation that may mislead or attempt to mislead so that financial or other benefits may be obtained or an obligation avoided. This includes making false declaration or providing false information for participation in a tender process or to secure a contract or in execution of the contract;
- iii) **Anti-competitive practice**”: any collusion, bid rigging or anti-competitive arrangement, or any other practice coming under the purview of the Competition Act, 2002, between two or more bidders, with or without the knowledge of the purchaser, that may impair the transparency, fairness and the progress of the procurement process or to establish bid prices at artificial, non-competitive levels;
- iv) **“Coercive practice”**: harming or threatening to harm, persons or their property to influence their participation in the procurement process or affect the execution of a contract;
- v) **“Conflict of interest”**: participation by a bidding firm or any of its affiliates that are either involved in the consultancy contract to which this procurement is linked; or if they are part of more than one bid in the procurement; or if the bidding firm or their personnel have relationships or financial or business transactions with any official of purchaser who are directly or indirectly related to tender or execution process of contract; or improper use of information obtained by the (prospective) bidder from the purchaser with an intent to gain unfair advantage in the procurement process or for personal gain; and
- vi) **“Obstructive practice”**: materially impede the purchaser’s investigation into allegations of one or more of the above mentioned prohibited practices either by deliberately destroying, falsifying, altering; or by concealing of evidence material to the investigation; or by making false statements to investigators and/or by threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or by impeding the purchaser’s Entity’s rights of audit or access to information;

1.15.3 Obligations for Proactive disclosures

- i) The Purchaser as well as bidders, suppliers, contractors and consultants, are obliged under Code of Integrity for Public Procurement to sue-moto proactively declare any conflicts of interest (coming under the definition mentioned above – pre-existing or as and as soon as these arise at any stage) in any procurement process or execution of contract. Failure to do so would amount to violation of this code of integrity; and
- ii) The bidder must declare, whether asked or not in a bid document, any previous transgressions of such a code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity. Failure to do so would amount to violation of this code of integrity;
- iii) To encourage voluntary disclosures, such declarations would not mean automatic

disqualification for the bidder making such declarations. The declared conflict of interest would be evaluated and mitigation steps, if possible, taken by the purchaser. Similarly, voluntary reporting of previous transgressions of Code of Integrity elsewhere may be evaluated and barring cases of various grades of debarment, an alert watch may be kept on the bidder's

actions in the tender and subsequent contract.

1.15.4 Punitive Provisions

Without prejudice to and in addition to the rights of the Purchaser to other penal provisions as per the bid documents or contract, if the Purchaser comes to a conclusion that a (prospective) bidder/supplier, directly or through an agent, has violated this code of integrity in competing for the contract or in executing a contract, the purchaser may take appropriate measures including one or more of the following:

- i) If his bids are under consideration in any procurement
 - a) Forfeiture or encashment of bid security;
 - b) Calling off of any pre-contract negotiations; and
 - c) Rejection and exclusion of the bidder from the procurement process.

- ii) If a contract has already been awarded
 - a) Cancellation of the relevant contract and recovery of compensation for loss incurred by the purchaser;
 - b) Forfeiture or encashment of any other security or bond relating to the procurement;
 - c) Recovery of payments including advance payments, if any, made by the purchaser along with interest thereon at the prevailing rate.

- iii) Provisions in addition to above:
 - a) Removal from the list of registered suppliers and banning/debarment of the bidder from participation in future procurements of the purchaser for a period not less than one year;
 - b) In case of anti-competitive practices, information for further processing may be filed under a signature of the Joint Secretary level officer, with the Competition Commission of India;
 - c) Initiation of suitable disciplinary or criminal proceedings against any individual or staff found responsible.

Stores and Purchase Officer

On the letter head of the firm submitting the bid document.

Annexure-I

Bid Form

To
The Director,
CSIR-Indian Institute of Integrative Medicines,
Canal Road, Jammu (J&K)- 180001

Sir,
Ref: Tender 21(02)/1/2022-RC dated 11 June 2021

Having examined the bidding documents, we the undersigned, hereby submit the priced bid for supply of goods and services in conformity with the said bidding documents.

We hereby offer to supply the Goods at the prices and rates mentioned in our price list/CD/DVD

We offer the following category of items under Rate Contract and their respective price lists have been attached. We also confirm that price list attached is on Net Dealer Price only.

S. No.	Details Requested	Details Submitted
1.	Name of Manufacturer(s)	
2.	Make/Brand	
3.	Class of Supplier as per DIPP order dated 16.09.2020	Class I/ Class II
4.	Percentage of Local Content as per DIPP order dated 16.09.2020 (Self Certification should be submitted)	_____ %
5.	Details of the location(s) at which the local value addition is made as per DIPP order dated 16.09.2020	
6.	Compliance with National Standards.	Yes/No
7.	If dealer, then tender specific authorization letter from manufacturer attached	Yes/No (if no tender will be rejected)
8.	Discount from manufacturer (must be stated)	
9.	Any further discount from dealer (must be stated)	Yes/No
10.	Supply through (Direct/Dealer) with complete contact details (Phone & email id must)	
11.	Agree for free delivery at CSIR-IIIM, Canal Road, Jammu, (J&K)	Yes/No
12.	Delivery Period	
13.	Agreeing for Payment terms- 100% on bill basis within 30 days after satisfactory receipt of material in good condition.	Yes/No

14.	Clients must be furnished	Yes/No
15.	Rate Contract Copies with other Research Institutions attached	Yes/No
16.	Pricelist submitted as per clause no. 1.1.2 and annexure II	Yes/No
17.	Undertaking that the product offered for rate contract are not uploaded on GeM	Yes/No
18.	Manufacturer/Bidder should enclose: A. GST Registration Certificate B. Pan No. C. Profile of the Firm	

- A. We may hereby undertake that, in the event of acceptance of our bid, the supply of Goods/Services shall be made as stipulated in our pricelist and that we shall perform all the incidental services.
- B. The prices quoted are inclusive of all charges net for Free delivery at CSIR-IIIM, Jammu.
- C. We agree to abide by our offer for a period of 120 days from the date fixed for opening of the bid documents and that we shall remain bound by communication of acceptance within that time.
- D. We have carefully read and understood the terms and conditions of the bid document and we do hereby undertake to supply as per these terms and conditions.

Certified that bidder is:

- E. A sole proprietorship firm and the person signing the bid document is the sole proprietor/constituted attorney of sole proprietor.

(OR)

A partnership firm, and the person signing the bid document is a partner of the firma and he has authority to refer to arbitration disputes concerning the business of the partnership by virtue of the partnership agreement / by virtue of general power of attorney.

(OR)

A company and the person signing the bid document is the constituted attorney.

(Note: Delete whatever is not applicable. All corrections / deletions should invariably be duly attested by the person authorized to sign the bid document.)

We do hereby undertake that, until a format notification of award, this bid, together with your written acceptance thereof, shall constitute a binding contract between us.

Dated this ____ day of _____ 2021

Signature of the bidder

Full Address:

Telephone No.:

E-mail:

Company Seal

Annexure-II

Excel Sheet Format for Pricelists

S.No	Item Category	Item Sub Category	Catalogue No.	Item Description	Item Type	Item Unit	Rate	Discount	Tax1	Tax2	HSN Code
1											
2											