



- भारतीय समवेत औषध संस्थान
(विगत समय में आरआरएल जम्मू के रूप में जाना जाता है)
, जम्मू (180001 -)

2569001-0191 : 10, फ़ैक्स 2569019 ; 2569023

जीएसटी संख्या: 01AAATC2716R1ZT

Email: dilip.spo@iiim.res.in/purchase@iiim.ac.in

Tender Notice No.08(07)/2023/P-AMC

Dated : 21st August, 2023

NOTICE INVITING TENDER THROUGH E-PROCUREMENT

Title – AMC OF REACH-IN PLANT GROWTH CHAMBER

The Director, CSIR-IIIIM, Jammu invites bids in for AMC of Reach-in Plant Growth Chamber Model & serial Number Convirion Adaptis-A1000-AR3 serial No.181227 to be used in this institute for Research and Development work. The bidders are requested to submit bids in Sealed Envelopes, strictly as per the specifications, terms & conditions mentioned in the tender document.

The tender document contains the following:

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| Annexure-I | Instructions for Online Bid Submission |
| Annexure-II | Schedule of Requirement |
| Annexure-III | Price reasonability Certificate |
| Annexure-IV | Questionnaire |
| Annexure-V | Terms and Conditions |
| Annexure-VI | Specification / Requirement |
| Annexure-VII | Tender Acceptance letter |
| Annexure -VIII | Manufacturer's Authorization Form |
| Annexure -IX | Compliance Sheet |
| Annexure -X | Price Schedule |

CRITICAL DATE SHEET

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|-------------------------------------|--|
| Tender No | 08(07)/2023/P-AMC |
| Name Of Organization | CSIR-IIIIM - JAMMU |
| Tender Publishing Date | 21-8-2023 at 4.00 PM |
| Document Download Start Date & Time | 21-8-2023 at 4.00 PM |
| Bid Submission Start Date and Time | 21-8-2023 at 4.00 PM |
| Bid Submission End Date and Time | 28-08-2023 at 4.00 PM |
| Date and Time for Opening of Bids | 29-08-2023 at 4.00 PM |
| Address for Communication | Stores & Purchase Officer CSIR-Indian Institute of Integrative Medicine Canal Road, Jammu – 180 001, India Email:- purchase@iiim.ac.in |

Stores & Purchase Officer
For and On behalf of Director, CSIR-IIIIM

INSTRUCTIONS FOR BID SUBMISSION

1. The tender form/bid documents may be downloaded from the web site: <https://eprocure.gov.in/epublish/app>
2. Bids are invited in **Single Bid System** in sealed envelopes clearly mentioning our RFO no. and due date of submission of bids.
4. Tenderers/bidders are requested to regularly visit the website: <https://eprocure.gov.in/epublish/app> Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
6. EMD will be - in the form of an account payee demand draft, fixed deposit receipt, or banker's cheque in favour of Director, CSIR-IIIM, Jammu. The EMD has to be submitted in offline mode with quote.
7. In case, the day of bid opening is declared a holiday by the government, the tenders will be opened on the next working day at the same time. No separate intimation shall be sent to the bidders in this regard.
8. The Director, CSIR-IIIM, Jammu reserves the right to accept or reject any or all the tenders.
9. The Firms are also required to upload copies of the following documents:
 - a. GST Certificate/Scanned copy of GST No of the Firm.
 - b. Scanned copy of PAN Card in the name of firm/proprietor.
 - c. Scanned copy of completed Questionnaire.
 - g. Scanned copy of RTGS/Bank details of the firm
 - h. Scanned copy of undertaking duly filled in and signed by owner/proprietor of firm with legible name, mobile number & E-mail ID etc.
 - i. Scanned copy of duly Signed and stamped Manufacturer's Authorization Form as per Annexure VIII
 - j. Scanned copy of duly signed and stamped Certificate regarding Reasonability of Price as per Annexure-IX
 - k. The bidders are requested to furnish the user list. Further bidders are also requested to submit at least 2-3 purchase order copies of similar item(s) supplied to any Govt. R&D institute during the past 1-2 years OR most recent purchases.

Stores & Purchase Officer
For and On behalf of Director, CSIR-IIIM

SCHEDULE OF REQUIREMENTS

Name of Purchaser: The Director,
CSIR-Indian Institute of Integrative Medicine Canal Road,
Jammu – 180 001, India

Shipping Address: The Director,
CSIR-Indian Institute of Integrative Medicine Canal Road,
Jammu – 180 001, India

Documents/Papers, EMD (if applicable) to be submitted with online Bids: (In the absence of these, tender cannot be considered).

| S. No. | DOCUMENTS REQUIRED |
|--------|---|
| 1 | Scanned copy of duly signed and stamped Certificate regarding Reasonability of Price as per Annexure III |
| 2 | Copy of Duly completed Questionnaire as per Annexure IV |
| 3 | Tender acceptance letter as per Annexure VII |
| 4 | Manufacturer's Authorization Form as per Annexure VIII |
| 5 | Compliance sheet as per Annexure IX |
| 6 | Price Schedule as per Annexure X (with detailed prices neatly typed with sign and stamp in pdf format) and BOQ (excel format) |
| 7 | Scanned copy of user list. Further bidders are also requested to submit at least 2-3 purchase order copies of similar item(s) supplies to any Govt. R&D institute during the past 1-2 years OR any last purchases/contracts |
| 8 | Copy of GST No of the firm. |

PRICE REASONABILITY CERTIFICATE

(to be submitted on firm's letterhead)

This is to certify that we have offered the maximum possible discount to you in our Quotation No. _____ dated _____ for (Currency)_____.

We would like to certify that the quoted price are the minimum and we have not quoted the same on lesser rates than those being offered to CSIR-IIIM to any other customer nor they will do so till the validity of offer or execution of purchase order, whichever is later.

Seal and Signature of the tenderer

QUESTIONNAIRE

BIDDERS SHOULD FURNISH SPECIFIC ANSWERS TO ALL THE QUESTIONS GIVEN BELOW IN CASE A QUESTION DOES NOT APPLY TO A BIDDER THE SAME SHOULD BE ANSWERED WITH THE REMARK "NOT APPLICABLE" BIDDERS MAY PLEASE NOTE THAT IF THE ANSWERS SO FURNISHED ARE NOT CLEAR AND/OR ARE EV ASIVE, THE BID WILL BE LIABLE TO BE IGNORED.

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| 1. | Bid No | Date of opening on |
| 2. | Bid Validity is 90 days | (Yes / No) |
| 3. | Brand of Goods offered | |
| 4. | Name & Address of Manufacturer | |
| 5. | Place of the Manufacturer | |
| 6. | Whether Manufacturer authorization certificate attached | |
| 7. | If Indian Agent is quoting on behalf of Foreign Principal ? If Yes, the Certified Copy of agency agreement is attached or Not | (Yes / No) |
| 8. | What is your PAN | |
| 9. | What is your GST Number | |
| 10. | Are you a small scale unit currently registered with the National Small Industries corporation (NSIC) under single point Registration scheme for the item(S) quoted? If so, indicate the date up to which you are registered and whether there is any monetary limit on your registration. | |
| 11. | State whether business dealings with you have been currently banned by any Ministry/deptt. Or Central Govt. or any State Govt | |
| 12. | Whether the billing and supply will be done by the firm directly or by authorized dealer. Please reply and mention all the details including name, mobile number, E-mail of the same. The authorized dealer may be different on the basis of location | |

Signature of Tenderer

TERMS AND CONDITIONS FOR ANNUAL MAINTENANCE CONTRACT

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| 1 | The Annual Maintenance Contract (AMC) will be valid for ONE YEAR OR for a period mentioned in Award letter from the date of work award order. |
| 2 | As Annual Maintenance Contract (AMC) shall be placed with OEM or their Authorized Service Provider only who are authorized for giving/supplying the services/ stores. You are requested to submit your authorization certificate along with your quotation. |
| 3 | The schedule of requirement must be followed and required documents must be uploaded by bidder otherwise the bid will not be considered. |
| 4 | Your offer shall be valid for Ninety (90) days from the date of opening of the quotation. No revision in price will be allowed after opening the bid(s). |
| 5 | Price bid should be given as per format in PDF and BOQ. All statutory taxes like TDS, TDS on GST etc. will be deducted from the quoted price. No claim is be entertained as these taxes are extra. Therefore Prices are required to be quoted clearly mentioning of basic cost, taxes etc. in your quotation. |
| 6 | <u>Discount</u> : Institutional discount if any should be mentioned clearly |
| 7 | GST/other Govt. Levies will be paid at actual and the prevailing rates of GST and other tax etc, if any may be mentioned separately. No other charges than those mentioned clearly in the quotation will be paid |
| 8 | Manual/Offline bids shall not be accepted under any circumstances. No fax/E-mail quote would be accepted. |
| 9 | Reasonability of Price : The bidders are requested to furnish the user list of same instruments / equipments with contact details. Further also submit at least 02-03 AMC copies of similar items(s) with other Govt. R & D Institute / Department / University / Organization during the past 1-2 Years OR any last purchases/contracts |
| | <u>Fall Clause</u> : The fall clause will be applicable : "In case your firm supplies or quotes a lower rate for the tendered item to other Governments, public sector or private organizations, your firm will have to reimburse the excess payment |
| 10 | Conditional bid(s) shall not be considered and will be summarily rejected. |
| 11 | The AMC firm shall employ only Indian National above 18 years of age after verifying their antecedents and loyalty. It is your responsibility to comply with the statutory requirements of safety precaution and payment on compensation. |
| 12 | CSIR-IIIM is not responsible for any disability or casualty caused to workers/ service engineer while performing the services and no claim for any payment on compensation on such ground will be entertained. |
| 13 | If any fire/ damage or any type of mishappening occurs while maintenance/servicing of equipment(s) in CSIR-IIIM premises, the successful bidder will indemnify all the expenses occurred on this account. |
| 14 | If the work is found unsatisfactory or if the firm dishonours the contract, the job will be entrusted to any other firm/party at the risk and expense of the contractor. Suitable action as deemed fit will be initiated against the successful bidder. |
| 15 | You will be responsible for adhering to all the tender conditions. |