

PROCUREMENT CELL
Dr. RAJENDRA PRASAD CENTRAL AGRICULTURAL UNIVERSITY
PUSA , BIHAR -848125

No. : 1686 / Procurement cell, DRPCAU, PusaDate: 7 / 11 / 2023

NOTICE INVITING TENDERS

For Annual Rate Contract for the supply of Chemicals/ Glassware /Plasticware / Sequencing & Oligonucleotide / Primer synthesis / diagnostic kits and other research consumables.

Dr. Rajendra Prasad Central Agricultural University, Pusa, Bihar- 848125 invites proposals for the year 2023-24 from the manufactures/ principals for entering into Annual Rate Contract for the supply of chemicals/Glassware/plasticware/ Sequencing & oligonucleotide/ Primer Synthesis/ Diagnostic kits for our research activities. The details can be downloaded from our website : www.rpcau.ac.in and the proposal along with all the documents as mentioned in the tender need to submitted to the office of undersigned through speed post/ registered/ currier only lasted by 28/11/2023 at 5:00 pm.


07.11.2023
Procurement Officer
Procurement Cell
DRPCAU, Pusa, Bihar, 848125

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Copy forwarded to consultant (P&I), with a request to publish the above quotation notice (Size 8 x 8 cm approx) once in Patna and Delhi Edition of Hindustan Times, English Daily at the earliest on DAVP rates.

CC to : O/L, ARIS Cell, DRPCAU, Pusa (alongwith the soft copy and hard copy) with a request to place the quotation notice and bidding documents on the University website : www.rpcau.ac.in


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TERNDER FORM ENTERING INTO RATE CONTRACT FOR CHEMICAL, GLASSWARE, PLASTICWARE, DIAGNOSTIC KITS / SEQUENCING AND OLIGONUCLEOTIDE / PRIMER SEYNTHESIS FOR THE YEAR 2023-24.

Sl. No.	Particular	Compliance
1	Name & Full address of the applicant	
2	Items/materials for which rate contract desired for	
	a) Chemicals	
	b) Glassware	
	c) Plastic ware	
	d) Diagnostic kits	
	e) Sequencing	
	f) Oligonucleotide/ primer synthesis	
3	If the firm is under Rate Contract with other Govt. Departments/ Research Institute. Give details along with certified copies of rate contract and service providing issued by institute/ Departments.	
4	Annual Turnover of the company during the last three year financial years (enclose only audited balance sheet by CA firm)	
5	Annual Turnover of the bidder during the last three year financial years (enclose only audited balance sheet by CA firm)	
6	Whether the firm is registered under company Act 1956? If yes, enclose certified copies: In case firm is registered with other Govt. Departments/Agency, the same may be stated with documentary evidence.	
7	certified copies of	
	a) GST Registration Number	
	b) Latest copy of GST Returns (Please enclose copies of relevant papers)	
	c) latest copy of returns filed with Income Tax Department	
8	Whether latest printed original price list by manufactures is enclosed:	
9	Effective date of price list (the current price list as effective will accepted (validity must be indicated)	
10	Whether price list is inclusive of Excise Duty	
11	Whether product catalogue is in circulation, if so please enclose	

12	Maximum discount offered on manufactures price bid duly signed by responsible authority						
13	State whether you have been currently banned/blacklisted by any Ministry/Department of Central Govt. Authority body or any State Govt. if so, give details						
14	Bank details for e-payment:						
	a) bank Ac/No.						
	b) bank Name						
	c) Branch Name						
	d) IFSC Code						
15	e) Other details						
	In case you wish to enter into rate contract for imported goods, please furnish details as give below along with original latest printed catalogue:						
	Name of Principal firm	Brand/make of the goods	Date of acquiring Dealership	Date of expiry of dealership	Prices in foreign currency or in Indian Rupees		Whether certified copy of dealership enclosed (say Yes/ No)
16	Name & Address of authorized/valid local dealer. If any should enclose authorization certificate to this format						
17	Discount along with certificate of not giving higher discount to any other Department in India						
18	Any other information vital for entering into rate contract.						
19	Non-refundable fee DD for Rs. 1000/- drawn in favour of "Comptroller, DRPCAU, Pusa, Bihar"				DD No. _____	Date : _____	
					Drawee Bank & Branch		
20	Refundable Fee details: The applicant must enclose performance Bank Guarantee for Rs. 10,000/- (Rupees ten thousand) only drawn in favour "Comptroller, DRPCAU, Pusa, Bihar" of which will be refunded after satisfactory supply of items and completion of Rate Contract period. The PBG shall not carry any interest. The bidder who were not empanelled, the PBG submitted by them will be returned back immediately.						

We have carefully read the terms and conditions of the tender and are agreeing to abide by these in letter and spirit. All the information should be supported by documentary proof.

Date:

Signature of the Applicant / Authorized signatory

Address:

Phone No.:

E.mail :

TERMS AND CONDITIONS FOR RATE CONTRACT

1. No equipment and apparatus are covered under the rate contract.
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, breakage (s) if any is to be replaced by the supplier within 7 days from the date of receipt of such communication. The material should also be for Description.
3. The delivery supply will be made on F.O.R basis to the DR. RAJENDRA PRASAD CENTRAL AGRICULTURAL UNIVERSITY, PUSA, BIHAR
4. GST, Excise Duty and other Govt. levies will be paid extra as applicable under rule.
5. The supply of material will have to be complete within 30 days for local items from the date of issuing purchase order. The liquidate charge @ 2% 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 and EMD shall be forfeited.
6. no payment will be made in advance. But the payment will be released within a reasonable time only after receiving goods in full in satisfactory conditions. Triplicate pre-receipted bills on a revenue stamps, where required should be sent to purchaser. No interest however, be payable in case of delay payments.
7. Payment will be made according to the current pricelist 2023-24 as accepted by the institute under the rate contract and no price revision in rate (on higher side) will be accepted during the period of rate contract.
8. The order will be placed as per requirement from time irrespective of value of the order.
9. The firm may supply the required items as per unit price mentioned in the pricelist.
10. Supply should be made in full against the order and no part supply will be accepted.
11. No payment will be made for unsatisfactory supply.
12. The articles should securely pack to avoid damages etc., in transit.
13. Supply to be made from the latest batch of production with maximum life period in original packing.
14. The rate contract will be valid for a period for one year from the date of award of Rate Contract and may be extended for a period of 1 year.
15. A certificate is to be given by the application that the price list supplied is the only one in circulation.
16. Printed and bounded current effective price list duly signed & certified by the authorized signatory must be sent.
17. Discount, If any on the ruling prices may be mentioned clearly with trade discount certifying that higher discount is not given to any other Department as offered. All question, disputes or different under, out in connection with the contract, if concluded shall be subject to the executive jurisdiction of the court within the local limits of samastipur.
18. In case of discrepancy between unit prices and total price, the unit price shall prevail.
19. In case of supply of goods made through dealer, their name and mail address may declare/ indicated.
20. Where ever applicable, minimum warranty should be one year.

21. Non – refundable Fee Rs. 1000/- (Rupees one thousand only) may be enclosed in the form of Demand Draft in the favour of “Comptroller, DRPCAU, Pusa, Bihar” should be submitted along with tender. Failing which, submitted tender will be rejected.
22. Performance Bank Guarantee of Rs. 10,000.00 (Rupees ten thousand only) in the form of Demand Draft in the favour of “Comptroller, DRPCAU, Pusa, Bihar” should be submitted along with tender. Failing which, submitted tender will be rejected. However, on non acceptance of rate contract, the PBG amount will be returned.
23. The university reserves the right to accept or reject any or all tenders without assigning any reason thereof.
24. The tender should be sealed & super scribed on cover “RATE CONTRACT FOR CHEMICALS, GLASSWARE, PLASTICWARE, DIAGNOSTIC KITS / SEQUENCING AND OLIGONUCLEOTIDE / PRIMER SEYNTHESIS FOR THE YEAR 2023-24.
25. The institute is entitled to issue Excise Duty/ Customs duty certificate issue by DSIR. As such the Excise Duty /Customs duty should be exempted in their bill. Such details should be mentioned in the bill/Price list.

Suppression of any relevant/factual information if found later, the contract will be terminated immediately, and appropriate action be taken accordingly.
26. Rate Contract proposal from dealer will not be considered, however, the dealer can submit the proposal duly signed by their principals/manufactures. In the event of considering their proposals, the supply order will be issued to the manufacture/ principals with a copy to the dealer.
27. The firm should be the original manufactures having 150 Certification/Foreign Principal of said items or the authorized Indian stockiest of foreign manufacture having custom based warehouse in India, if any, as the institutes are exempted from the payment of Custom /Excise Duty.
28. For the purpose of purchase manufacture / principals 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 Privet.
29. Each page of tender and supporting documents should be duly signed and sealed by the bidder's authorized signatory.
30. The tender will govern by GFR-2017.


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