

सीएसआईआर – उत्तर पूर्व विज्ञान एवं प्रौद्योगिकी संस्थान : जोरहाट : असम  
CSIR – NORTH-EAST INSTITUTE OF SCIENCE AND TECHNOLOGY: JORHAT: ASSAM  
(Council of Scientific & Industrial Research)



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GSTIN No.: 18AAATC2716R4ZB

**INVITATION TO BID**

Limited Tender Enquiry No.: 11(PCM)/22/24-25/PUR/T-15

Date: 28.01.2025

To

Dear Sir/Madam,

Sub: Quotation for supply of R&D Consumables/Chemicals

Ref: Our Enquiry No.: 11(PCM)/22/24-25/PUR/T-15 dated: 28.01.2025

Director, CSIR NEIST, herein after called as the 'Purchaser' is interested in the purchase of below mentioned material (s).

Kindly submit your quotation/bid online at <https://etenders.gov.in/e procure/app> on or before 11.02.2025 by 16:00 hrs. (IST).

Sl. No.	Description of Item(s)	Qty.
01	Polypropylene Mice Cage (Floor space 400-450 Sq. cm.)	60 nos.
02	Mice Polypropylene Bottle 150ml Round Shape with SS cap	60 nos.
03	Rate Cage Polypropylene (Floor space 800-950 Sq. cm.)	80 nos.
04	Rat Polypropylene Bottle 300ml Round Shape with SS cap	60 nos.

Last Date for submission: 11.02.2025 up to 16:00 hrs. (IST)

Date of Opening: 12.02.2025 at 16:00 hrs. (IST)

  
भंडार एवं क्रय अधिकारी  
Stores & Purchase Officer

[NOTE: This notice is being published for information only and is not an open invitation to quote in this limited tender. Participation in this tender is by invitation only and is limited to the selected bidders. Unsolicited offers are liable to be ignored.]

## TERMS & CONDITIONS

1. The quotation must be in the form furnished by the Purchaser and should be free from corrections/erasures. In case there is any unavoidable correction it should be properly attested. If not the quotation will not be considered. Handwritten Quotations will not be considered.
2. It may kindly be noted that your bid should be in Single Bid System only.
3. All Bids should be submitted through E-tender Portal only.
4. The acceptance of the bids will rest with the competent authority of CSIR-NEIST, Jorhat, Assam, who does not bind himself to accept the lowest quotation and reserves the right to himself to reject, or partially accept any or all the quotations received without assigning any reason.
5. Price quoted should be net and valid for a minimum period of 90 days from the date of opening of the quotation.
6. Participation in this tender is by invitation only and is limited to the selected bidders. Unsolicited offers are liable to be ignored.
7. The bidder must submit the applicable Price Schedule Form as Annexed to the tender document available on the website.
8. Complete specification with manufacturer's name and address should be given while quoting. Literature/Pamphlets should also be enclosed wherever applicable.
9. Prices are required to be quoted in units indicated in the enquiry. When quotations are given in terms of other units, relationship between two sets of units should be furnished. Quantity discounts, if any should also be indicated. The items should be quoted indicating the serial No. of our RFQ.
10. The mode of dispatch/transportation of the items must be by *Air/Sea/Rail/Road only*.
11. Delivery period required for supplying the material should be invariably specified in the bid. The offered delivery period shall have to be strictly adhered to in case an order is placed.
12. Liquidated Damages Clause for delays: The applicable rate is 0.5% per week and maximum deduction is 10% of the contract price.
13. If the deliveries are not maintained and due to that account the purchaser is forced to buy the material at your risk and cost from elsewhere, the loss or damage that may be sustained there by will be recovered from the defaulting supplier.
14. All supplies are subject to inspection and approval before acceptance. Manufacturer warranty certificates and manufacturer/Government approved lab test certificate shall be furnished along with the supply, wherever applicable.
15. TDS would be recovered as per rules in case of Fabrication/ Servicing/ Maintenance jobs/Installation charges etc.
16. Kindly furnish your PAN & GST Number etc. in your bid for our records.
17. Our payment term is 100% within 30 days after receipt of the Goods and successful installation, Commissioning & training (as applicable).
18. All disputes shall be settled in the courts of Jorhat, ASSAM, INDIA Jurisdiction only.
19. Tender conditions (printed on the reverse), if any, or otherwise sent along with the tender shall not be binding on us.
20. All the above instructions and our standard terms and conditions must be complied failing which your offer may be liable for rejection.
21. The purchaser intends to give price preference on submission of required documents in line with the government of India Procurement Policy related to (i) Preference to Micro and Small Enterprises as per MSE order 2012 amended time to time, Government of India.
22. The Director, CSIR-NEIST, Jorhat, reserves the right to accept or reject any or all bid(s) either in part or in full or to split the order, or to annul the bidding process without assigning any reason.
23. Instructions to Bidders, General Conditions of Contract applicable to limited tenders originating from S&P Division along with different formats can be viewed CPP Portals <https://eprocure.gov.in/cppp> & <https://etenders.gov.in/eprocure/app>

Yours faithfully,

S/d.

भंडार एवं क्रय अधिकारी  
Stores & Purchase Officer

**FORMS**

**(To be submitted along with the quotation)**

**1. Declaration regarding Land Border Sharing Countries**

**(On Letter Head)**

**“I have read the tender document no.**

**..... Along with clause regarding restriction on procurement from a bidder of a country which shares a land border with India in accordance with the Govt. of India notification no. 6/18/2019-PPD (Public Procurement No.1) dated: 23.07.2020 and no. 6/18/2019-PPD(Public Procurement No.2) dated: 23.07.2020 by Ministry of Finance. Accordingly, I hereby certify that**

<b>“this bidder is not from such a country and is eligible to be considered”</b>	
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**Or**

<b>“this bidder is from such a country but is registered with the competent authority and the related document is attached and thus eligible to be considered”</b>	
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**Or**

<b>“this bidder is from such a country but to this country, Govt. of India extended lines of credit notified by Ministry of External Affairs and the related document is attached and thus eligible to be considered”</b>	
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**[Tick or write ‘YES’ in the appropriate box]**

**(Bidder for the purpose of this order (including the term ‘tenderer’, ‘consultant’, ‘vendor’ 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 judicial person not falling in any of the descriptions of bidders started herein before, including any agency, branch or office controlled by such persons, participating in a procurement process.)**

**Authorized signatory**

**Name:**

**Designation:**

**Contact No:**

**Email Id:**

**Other details:**

## 2. CODE OF INTEGRITY FORM

### Format for declaration by the Bidder for Code of Integrity & conflict of interest (On the Letter Head of the Bidder)

Ref. No: \_\_\_\_\_ Date \_\_\_\_\_

To,

\_\_\_\_\_  
 \_\_\_\_\_  
 (Name & address of the Purchaser)

Sir,

With reference to your Tender No. \_\_\_\_\_ dated \_\_\_\_\_

I/We, \_\_\_\_\_ hereby declare that we shall abide by the Code of Integrity for Public Procurement as per General Financial Rules 2017 (Rule 175) and have no conflict of interest.

The details of any previous transgressions of the code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity are as under:

- a
- b
- c

We undertake that we shall be liable for any punitive action in case of transgression/ contravention of this code.

Thanking you,

Yours sincerely,

Signature  
 (Name of the Authorized Signatory)  
 Company Seal

## 3. Bidder Information Form

*[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date: *[insert date (as day, month and year) of Bid Submission]*

Tender No.: *[insert number from Invitation for bids]*

Page 1 of \_\_\_\_\_ pages

1. Bidder's Legal Name <i>[insert Bidder's legal name]</i>
2. In case of JV, legal name of each party: <i>[insert legal name of each party in JV]</i>
3. Bidder's actual or intended Country of Registration: <i>[insert actual or intended Country of Registration]</i>
4. Bidder's Year of Registration: <i>[insert Bidder's year of registration]</i>
5. Bidder's Legal Address in Country of Registration: <i>[insert Bidder's legal address in country of registration]</i>
6. Bidder's Authorized Representative Information Name: <i>[insert Authorized Representative's name]</i> Address: <i>[insert Authorized Representative's Address]</i> Telephone/Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i> Email Address: <i>[insert Authorized Representative's email address]</i>
7. Attached are copies of original documents of: <i>[check the box(es) of the attached original documents]</i> Articles of Incorporation or Registration of firm named in 1, above.

Signature of Bidder.....  
 Name.....  
 Business Address.....

#### **4. Bid Declaration Form**

*[The Bidder shall fill in this Form in accordance with the instructions indicated No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date: *[insert date (as day, month and year) of Bid Submission]*

Tender No.: *[insert number from Invitation for Bids]*

Invitation for Bid No.: *[insert No of IFB]*

To: *[insert complete name of Purchaser]*

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda No. (if any): *[insert the number and issuing date of each Addenda]*;
- (b) We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements / delivery schedule given in the bid (strike out whichever is not applicable).
- (c) The total price of our Bid, excluding any discounts offered in item (d) below, is mentioned in bid/price schedule.
- (d) The discounts offered and the methodology for their application is mentioned in bid/price schedule.
- (e) Our bid shall be valid at least for the period of time specified in ITB, from the date fixed for the bid submission deadline in accordance with ITB, and it shall remain binding upon us and may be accepted at any time before the expiration of that period. However, till the finalization of the particular procurement process. The bid validity will be available on communication by you on this matter and written confirmation from us.
- (f) If our bid is accepted, we commit to obtain a performance security in accordance with ITB and GCC Clause for the due performance of the Contract.
- (g) The following commissions, gratuities, or fees have been paid or are to be paid with respect to the bidding process or execution of the Contract: *[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity]*

Name of Recipient	Address	Reason	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(If none has been paid or is to be paid, indicate "none.")

- (k) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (l) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signed: *[insert signature of person whose name and capacity are shown]*

In the capacity of *[insert legal capacity of person signing the Bid Submission Form]*

Name: *[insert complete name of person signing the Bid Submission Form]*

Duly authorized to sign the bid for and on behalf of: *[insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

## 5. BID SECURING DECLARATION FORM

Date: \_\_\_\_\_

Bid No. \_\_\_\_\_

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- (a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- (b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of  
(insert legal capacity of person signing the Bid Securing Declaration).

Name: (insert complete name of person signing the Bid Securing Declaration)  
Duly authorized to sign the bid for an on behalf of: (insert complete name of Bidder)

Dated on \_\_\_\_\_ day of \_\_\_\_\_ (insert date of signing)  
Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)