



सीएसआईआर-केन्द्रीय औषधीय एवं सगंध पौधा संस्थान
CSIR-CENTRAL INSTITUTE OF MEDICINAL & AROMATIC PLANTS
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मिसिल सं०/ File No.-**CIMAP/PUR-417(1)/2022**

दिनांक/ Date 09.12.2022

खुली निविदा / Open tender
ई-निविदा हेतु आमंत्रण / Invitation for e-Tender

निदेशक, सीएसआईआर-सीमैप, लखनऊ नीचे वर्णित सामग्री हेतु मूल उपकरण विनिर्मातों, उनके वितरक, अधीन प्राधिकृत को निम्नलिखित मद हेतु द्वि-पद्धती पर आधारित ई-निविदा जमा करने हेतु आमंत्रित करते हैं। इसकी सूचना <https://etenders.gov.in/e procure/app> पर उपलब्ध है। संबन्धित दस्तावेज़ संस्थान की वेबसाइट www.cimap.res.in पर भी उपलब्ध है/ Director, CSIR-CIMAP, Lucknow invites original equipment manufacturers, their authorized distributors and Indian agents, if any, for submission of e-quotations in two bids system. For complete NIT documents kindly refer to <https://etenders.gov.in/e procure/app>. Its intimation has also been given on Institute's website www.cimap.res.in.

क्रम सं०/ S.No.	मद का नाम/ Name of the item	मात्रा/ Quantity	ईएमडी डिक्लेरेशन/ EMD Declaration
1.	Reach-In Plant Growth Chamber E-tender ID: 2022_CSIR_137790_1 Note:- For any techno-commercial query, please contact: Dr. PradiptoMukhopadhyay, Pr. Scientist 0522-2718554, pradipto@cimap.res.in	01 No.	Bid Securing Declaration(format attached) Form must be submitted on the letter head of the firm in Techno-commercial (Part-I) Bid.(Non-submission will result in the bid rejection)

कृपया ध्यान दें/Please note-

- ई-निविदा खोलने का स्थल: सीएसआईआर-केन्द्रीय औषधीय एवं सगंध पौधा संस्थान, नियर कुकरैल पिकनिक स्पॉट रोड, पी०ओ०-सीमैप, लखनऊ, उत्तर प्रदेश, भारत होगा/ CSIR-CIMAP, Near Kukrail Picnic Spot Road, PO CIMAP, Lucknow, Uttar Pradesh, India will be the venue of online-bid opening.
- ई-निविदा जमा करने की अंतिम तिथि व समय/ Last Date & time for online bid submission: **30.12.2022/ 03:00 P.M. (IST).**
- ई-तकनीकी निविदा खोले जाने की तिथि व समय/ Date & time for opening of online techno-commercial bids: **02.01.2023/ 03:00 P.M (IST).**

2. इच्छुक बोलीदाताओं से अनुरोध है कि वर्णित सामग्री हेतु बोली भरें/ Interested Bidders are requested to submit the bid for the quoted item.
3. इच्छुक बोलीदाता उपरोक्त विषय में अतिरिक्त जानकारी भंडार एवं क्रय अधिकारी, सीएसआईआर-सीमैप, लखनऊ, भारत से प्राप्त कर सकते हैं/ Interested Bidders may obtain further information from the office of the Stores & Purchase Officer, CSIR-CIMAP, Lucknow, UP, INDIA.
4. वे बोलीदाता, जो अपने मूल विनिर्माताओं के बदले ई-बोली जमा करते हैं, उन्हें अनिवार्य रूप से इस ई-निविदा हेतु प्राधिकृत होने से संबन्धित वांछित प्रमाण प्रस्तुत करना होगा अन्यथा उनकी बोली निरस्त की जा सकती है/ Bidders who are submitting their online bids on behalf of their principal should submit proper authorization certificate indicating them to online bid for this tender, failing to which the bid will be rejected.
5. ई-निविदा प्रपत्र, जमा करने की अंतिम तिथि व समय के भीतर जमा होने चाहिए/ The on line bids must be submitted on or before the last date & time for submission of tender.
6. यदि बोलीदाता एक से अधिक मदों के लिए अपनी निविदा जमा करना चाहता है तो उसे हर मद के लिए अलग से निविदा पत्र जमा करना होगा जिन पर स्पष्टतौर से मिसिल संख्या व मद संबंधी विवरण अंकित होना चाहिए। ई-निविदा प्रपत्र फ़ॉर्म के लेटरहेड पर स्पष्टतौर से टंकित/ कम्प्यूटर टंकित होना चाहिए/ In case, if the bidder is interested in submitting his online bid for more than one item, than he should submit all the bids separately clearly indicating the file reference number & particulars of item. Bid should be neatly typed/ computerized on the letter-head of the firm. If any cutting is there, it should be duly certified.
7. सभी ई-निविदाएँ उपरोक्त निर्दिष्ट बोली प्रतिभूति घोषणा पत्र (ईएमडी डिक्लेरेशन) के साथ निर्धारित समय व तिथि के भीतर आवश्यक रूप तकनीकी-व्यवसायिक निविदा (भाग-1) के साथ जमा हो जानी चाहिए। ईएमडी डिक्लेरेशन लेटर प्रपत्र इस ई-निविदा के साथ संलग्न है। नियत समय व तिथि पर ई-निविदाएँ खोली जाएंगी। बोलीदाता अथवा उनके वाजिब प्रतिनिधि यदि चाहें, तो ई-निविदा खुलने के समय व तिथि पर मौजूद रह सकते हैं। किसी कारणवश, यदि ई-निविदा जमा करने या खुलने की तिथि पर अवकाश अथवा कार्यालय बंद रहता है तो ई-निविदाएँ जमा व खोलने का समय अगले कार्यदिवस में उसी नियत समय होगा/ All bids must be accompanied by a bid securing declaration (EMD declaration) as specified above and must be submitted along with Techno-commercial bid (Part-1) on or before the date and time indicated above. EMD declaration format is attached with this NIT. Online Bids will be opened in the presence of Bidders' representatives who choose to attend on the specified date and time. In the event of the date specified for bid receipt and opening being declared as a closed holiday for purchaser's office, the due date for submission of bids and opening of bids will be the following working day at the appointed time.
8. बोलीदाता यह भली-भांति सुनिश्चित कर लें कि उनके द्वारा जमा किया गया ई-निविदा प्रपत्र इस कार्यालय द्वारा की गई चाही गई अहर्ताओं व मांगी गई समस्त जानकारियों को निर्धारित प्रपत्रों पूरा भरने के उपरांत जमा किया गया है। यदि जरूरी हो तो जानकारियों के लिए अतिरिक्त शीट का प्रयोग किया जा सकता है। सक्षम व्यक्ति द्वारा सम्पूर्ण निविदा प्रपत्र मुहर अंकित व हस्ताक्षरित किया चाहिए/ Bidders are required to ensure that the e-tender documents submitted by them fulfil the requisite qualifications and required information given in the prescribed formats. Additional sheets may be used, if required. The complete tender documents should be page numbered with index, signed and stamped by the authorized signatory of the bidder.
9. सीएसआईआर-सीमैप के मांगे जाने पर बोलीदाताओं को अपनी निविदा में संलग्न किये किसी प्रपत्र/ प्रमाणपत्र को मूलरूप में सत्यापन हेतु प्रस्तुत करना होगा, विसंगति होने पर संबन्धित खरीद प्रक्रिया के किसी भी स्तर से निष्काषित किया जा सकता है/ On demand by CSIR-CIMAP, the bidder will have to produce the original document/ certificate submitted with the quotation for the purpose of verification, mis-match can lead into rejection at any level of the concerned procurement process.
10. बोलीदाताओं को इस संस्थान में होने वाली खरीद प्रक्रिया में सीएसआईआर के क्रय नियमों की पूर्णतया पारदर्शिता व ईमानदारी से पालन करना होगा, अवहेलना करने पर संबन्धित खरीद प्रक्रिया के किसी भी स्तर से निष्काषित किया जा सकता

है/Bidders should follow CSIR Purchase rules (available at www.csir.res.in) with complete transparency and honesty, violation can lead into rejection at any level of the procurement process.

11. एमएसई,मेक इन इण्डिया एवं स्टार्ट-अप फर्म्स इस ई-निविदा में भाग लेने हेतु आमंत्रित हैं। उन्हे ईएमडी,यदि कोई हो,व टर्नओवर मानदंडों में छूट है परंतु तकनीकी विशिष्टताओं व आवश्यकताओं को पूर्ण करना होगा। उनके संदर्भ में भारत सरकार के अधिनियम लागू होंगे। इस प्रकार की छूट पाने के लिए संबंधित आपूर्तिकर्ताओं को समस्त वांछित दस्तावेज़ संलग्न करने होंगे। **ध्यान रहे कि**,इस प्रकार के प्रपत्रों में असत्यता पाये जाने पर सक्षम प्राधिकारी द्वारा फ़र्म को निष्काषित /अन्य कोई यथोचित कार्रवाही की जा सकती है। **इन बोलीदाताओं को भी अपनी भाग -1 निविदा के साथ लोकल कंटेंट प्रमाणपत्र एवं निर्दिष्ट बोली प्रतिभूति घोषणा पत्र (ईएमडी डिक्लेरेशन, यदि मांगी गई हो तो) (जो कि निविदा के साथ संलग्न हैं) प्रस्तुत करना होगा।/MSE, Make In India and Start-up firms are invited to participate in this e-tender. These firms are exempted from submitting of EMD, if any, and turnover criteria's But they have to comply with the specifications and technical parameters. The Govt. of India rules are applicable for the MSE, Make in India and Start-up firms. In order to seek the desired relaxation, the concerned suppliers are required to enclose all the concerned and essential indicating their status. It may be take care that any inconsistency/ false declaration in such documents will lead to debarring/any other deemed fir action by the Competent Authority. These bidders are also required to submit the local content certificate and Bid security Declaration, (BSD/EMD Declaration, if sought in NIT (formats attached with the NIT)with their Part-1bids.**

12.इस टेंडर में भारत सरकार द्वारा परिभाषित श्रेणी-I स्थानीय आपूर्तिकर्ता/ बोलीदाता व श्रेणी-IIस्थानीय आपूर्तिकर्ता/बोलीदाता ही भाग ले सकते हैं।ये बोलीदाता अपनी तकनीकी-व्यावसायिक (भाग-I) बोली के साथ लोकल कंटेंट प्रमाणपत्र संलग्न करेंगे।लोकल कंटेंट प्रमाणपत्र का प्रारूप इस निविदा प्रपत्र के साथ संलग्न है।। क्रय वरीयता में श्रेणी-I स्थानीय आपूर्तिकर्ताको श्रेणी-IIस्थानीय आपूर्तिकर्ता पर भारत सरकार के नियमानुसार वरीयता प्रदान किया जाएगा गैर-स्थानीय आपूर्तिकर्ता/बोलीदाता से अनुरोध है कि वे कृपया इस खुली निविदा में भाग न लें। विस्तृत विवरण निविदा के जीसीसी 2.40 पर अवलोकन किया जा सकता है /Class-I Local Supplier and Class-II Local Supplier, categories as defined by the Government of India are invited to participate in this NIT. They are required to attach Local Content Certificate (LCC) in their techno-commercial (Part-I)bid. The format of LCC is attached with this NIT. In procurement Preference Class-I Local Supplier will be given preference over Class-II Local Supplier as per the guidelines prescribed by Government of India.Non Local Supplier (apart from above class-I and class-II) are requested not to submit their bid for this Open tender seeking quotation in INR. Details canbeperusedin this NIT at GCC 2.40.

13. बोलीदाताओं को चाहिए कि वे मूल्य बोली (प्राइस बीड- भाग-II) में अपनी दरें मांगे गए आधार पर प्राइस शेडुल प्रारूप पर भर कर दें। मूल्यांकन, न्यूनतम मूल्यांकित बोली आधार पर किया जाएगा जिसका उल्लेख मूल्य ई-निविदा में किया गया है/ The Bidders are required to submit their Rates as directed in Price Bid, Part-II (Price Bid Schedule format). The rates are required to be quoted in BOQ format as well as in PDF. Please note that in case of any discrepancy between the two, the price bid quoted in PDF will be considered for evaluation and ranking. Evaluation shall be made on the LQ-1, which has been stated in the Price Bid section of NIT.

14. निदेशक,सीएसआईआर-सीमैप को यह अधिकार है कि वह कोई कारण बताए बिना,किसी या सभी निविदाओं को अंशतः या पूर्णतः स्वीकार/अस्वीकार कर सकता है,या उसके/ उनके क्रम को भंग कर सकता है जो कि भाग लेने वाले सभी बोलीदातों को बाध्यकारी व स्वीकार्य होगा/ The Director, CSIR-CIMAP, reserves the right to accept/reject any or all tenders either in part or in full or to split the order without assigning any reasons there for which will be binding and acceptable all participating bidders.

ह०/ Sd/-
**भंडार एवं क्रय अधिकारी/
Stores & Purchase Officer**

Specification for Reach-in Plant Growth Chamber

S.No.	Category	Details
1	Type and Capacity	Reach-in type; 800L (internal)
2	Number of Plant growing Shelves	2
3	maximum Plant growing Height per shelf	>550 mm
4	Height adjustable shelf	Perforated stainless steel trays which could be lifted easily for cleaning. Adjustable up to 0.5 inch increment/decrement. [2 tier]
5	Construction of body and door	Double walled leak-proof highly durable construction for body (includes all walls, ceiling and floor) and door; Outer wall of body and door made of epoxy powder coated mild steel/S.S (19-gauge or thicker); Inner wall made of Stainless steel (SS304 or better; 19-gauge or thicker); Height adjustable shelf made of SS304 and capable of retaining 50 kg (weight) ; The plant growth chamber should be mounted to heavy duty durable lockable PU (or better material) wheels
6	Door	Either single with magnetic gasket and latch with lock & key, having a window with double pane hermetically sealed glass and movable door to clearly observe both the shelves without opening the main door OR double door with outer door as per construction mentioned in S. No. 5 and magnetic gasket and latch with lock and key and a inner plexiglass door (or better material) for viewing with latch
7	Insulation of body and door	Foam-in-place Polyurethane (CFC-free; glass-wool not accepted), 7.5 inch or better thickness); density 1 kg per cu. feet or equivalent
8	Temperature sensor	PT-100 'A' class for temp., calibrated & traceable to ERTL/NABL accredited labs.
9	Temperature Range	Temp. Range: +10 °C to +60°C , (lights ON) and 0°C to +60°C (lights OFF)
10	Temperature accuracy	Resolution: 0.1°C Accuracy: ±0.2°C ,
11	Temperature Uniformity	± 0.5°C to ±1°C

12	Temperature controlling mechanism/details	<p>Air-cooled Refrigeration system with CFC-free refrigerant Good quality compressors (like Emerson /Danfoss/Tecumseh etc. make), 1 stage cooling system Temp. & Humidity Control. All accessories such as HPCO/LPCO, Oil Separators, Dryers, Relays, OLP etc. of good make (like Danfoss/Tecumseh).</p> <p>With suitable tonnage compressor for maintaining temperature with lights on.</p> <p>With hermetically sealed air-cooled condensing unit compressor (having extended life and close temperature control) coupled with Evaporation coil and condenser, safe guarded by time delay circuit. .</p> <p>Cooling system should be split type to avoid hot air in growth chamber. Cooled air should be delivered in such a way to reduce or eliminate condensation within media dishes and to provide maximum uniformity In different research vessels and through silent and durable fan motors or advanced air diffusers. Air Cooled Condenser with solenoid & LP to pass hot gas to the chamber for uniformity & long life of compressor for continuous usage.</p> <p>All weather proof coating for cooling & condensing coils Heating System include Good quality SS tubular heaters or better</p>
13	Humidity sensor	Hydro clip non-condensing type sensor for RH or better
14	Humidity range	Lights on: 40% (or less) to 85% (or more) ; Lights off: 40% (or less_ to 95% (or more)
15	Humidity Uniformity	Uniformity: 3%.
16	Humidity accuracy	Resolution: 0.1%, Accuracy: $\pm 2\%$,
17	Humidity controlling system	<p>Humidification & De-humidification:</p> <p>Should consist of Ultrasonic/Pan type humidifier tank fitted with boiler heaters, and should give alarm if fault occurs.</p> <p>Water reservoir tank should be connected to the humidifier.</p> <p>De-humidification coils should be installed below the cooling coils for lowering the humidity.</p>
18	Air-circulation	<p>forced air circulation for uniform temperature and humidity maintenance using one set motor and blower in baffle wall compartment to push treated air in working chamber from back side behind baffle wall; the air circulation blower is also fitted in this compartment only. Air circulation force should not disturb normal plant growth or put mechanical stress on them.</p>
19	Light direction	downward facing above each shelf
20	Light color	cool White (6000-6500 K) and Warm white (3500-4000 K) above each

		self
21	Light-type	Panel/module made of LED chips (and not LED tubes or bulbs) with alternating warm and cool LED chips both column and row-wise ; Led panels should be water/humidity resistant; the Light source source above each self should be made of six or more such replaceable panel/module
22	Light intensity	250 micromoles/sq. meter/sec of warm light and 250 micromoles/sq. meter/sec of cool light for each shelf (total 500 micromoles/sq. meter/sec above each shelf); All intensities measured at 6 inches or more from the light source and should be uniform throughout and below the light source; Light intensity (in micromoles/sq. meter/sec) needs to be demonstrated while installation. Intensity mentioned in LUX or any other unit will not be entertained and will lead to disqualification.
23	Light intensity adjustment	controller-mediated 10-100% (at a increment/ decrement of 1%) for each colour (cool and white light), separately, unambiguous light regulation for each shelf respectively; Controller-mediated hourly basis (or less) light regulation (intensity for each colour separately, switching-on (each color separately), switching-off (for each colour separately)); All regulations should be independent for each shelf
24	Controller-details	All regulation through a single PLC with HMI controller having touch screen display; easy to operate, display of set and present temperature, relative humidity and light parameters. Alarms for Temp/RH high-Low ,Water level low; Auto-Tuning And Auto Start Stop Function; Temperature and Current Protection Capability; Alert for Unexpected Interruption Of Electrical Power Or Unauthorized Change; Ambient temp. Monitoring; facility for 50 Or More Cycles with Minimum 100 Sections in Each Cycle for light, temperature & humidity; Safety features: 2 minute compressor “on” delay timer to safeguard the compressor. Compressors overload relay protector. Electronic low water level cut off device to cut off the supply to boiler heater in case of low water level; HRC fuses for compressors, heaters & mains.
25	Facilities/ accessories required	30 minutes or more power to support the controller functionality and display through battery or UPS (supplied by manufacture/supplier); All cables/Plugs/ Pipes and connector for water supply needs to be supplied; No modification is allowed without the consent of the manufacturer (who should be ISO 9001 certified)
26	Operating condition	Should be operating with standard electrical supply condition in India; should function all weather condition prevailing in India (inside a closed room)
27	Warranty/AMC	1 years or more warranty (comprehensive) and 1 year or more AMC (applicable after warranty period)
28	Availability services and spare parts	All repair related services and spare parts should be available for at least 10 years after the supply and installation of the equipment

29	Installation and operation demo/operation training	At least one-day installation and operation demo- and training to users need to be done by manufacturer specified technical persons.
30	Satisfactory performance of the equipment	The equipment will be tested for at least 15 days before being considered performing satisfactorily; All payment related activities will be initiated thereafter.
31	Delivery time	Within 7 weeks
32	Cost Inclusiveness	The quoted price must include that of equipment, accessories, installation, warranty and other services, transport and handling (up to the site of installation), Taxes etc. (as required for all points above) and no hidden cost should be charged to fulfil any point between S. No 1-29
33	Validation of claims	<p>Validity of claims should be supported by documents (like catalogue, website details); Provide user list if available for similar equipment; only exact details for each category mentioned above will be entertained and considered for technical qualification. Copy pasting of specification in equipment-related document sheet will without exact detail will lead to disqualification.</p> <p>A demo may be asked by the concerned Committee from the technically qualified firms for validation of claims.</p>

नियम व शर्त / Terms & Conditions

1. The offer must comprise of the following documents in the serial of Annexure as stated below in the Check list (submit the information in the prescribed format on firms letter head, wherever asked for)-

Check List- (Techno-commercial bid) Part-I

Information furnished in requisite formats is correct and updated-

S.N.	Document	Enclosed with the online bid (Yes/ No)	If yes, Page No. in the bid document is-
1.	Bidder's information in the <i>prescribed form</i> (Annexure-1)		
2.	Manufacturer's authorization in the <i>prescribed form</i> (Annexure-2)		
3.	EMD Declaration form in the <i>prescribed format</i> (Annexure-3)		
4.	Performance statement form in the <i>prescribed format</i> (Annexure-4)		
5.	Local Content Certificate in the <i>prescribed format</i> on firm's letter head (Annexure-5)		
6.	Land Boarder Certificate in the <i>prescribed format</i> , if applicable (Annexure-6)		
7.	Deviation form in the <i>prescribed format</i> (Annexure-7) If no deviation then mention "No Deviation"		
8.	Specifications & Allied technical details as per the requirement, attach the make model, series, leaflet, catalogue (Annexure-8)		
9.	Service support details form, if applicable (Annexure-9)		
10.	<u>Techno-commercial Capability:</u> (Annexure-10)		
(a)	Copy of the Last Audited Balance Sheet of the company - Annexure-10 (a)		
(b)	Income Tax Registration Certificate/ PAN No. and latest Income Tax Clearance Certificate -Annexure-10 (b)		
11.	<u>Experience and Technical Capacity:</u> (Annexure-11)		
(a)	Performance statement as per <i>prescribed format</i> : Past experience towards supply of similar Scientific equipment in other CSIR		

	Labs/ Institutions/ Govt. org./ Govt. research Laboratory/ Govt. University/ Autonomous body/ PSU/ Govt. Academics with contact detail & address – Annexure-11(a)		
(b)	Client list with contact detail, responsive phone No., e-mail & address (Annexure-11 (b))		
(c)	Product range of similar Scientific Equipment/ Plant for research and development process. (Annexure-11(c))		
(d)	Copies of relevant work orders (Annexure-11 (d))		
(e)	Details of supplies of identical or similar equipment made to other CSIR labs/ Institutions for the preceding three years together with price eventually or finally paid, if any. (Annexure-11(e))		
12.	Firms under MSE, Make in India etc. willing for the relaxations in the NIT are required to submit their complete and updated documents. Any false declaration will lead into breach of procurement process/contract and deemed fit action will be taken by the Institute. (Annexure-12)		
13.	Apart from above, any other relevant document/information(Annexure-13)		

2. Make In India and Start-up firms are invited to participate in this e-tender. These firms are relaxed/ exempted from submitting of EMD, if any, and turnover criteria. But they have to comply with the specifications and technical parameters. The Govt. of India rules are applicable for the MSE, Make in India and Start-up firms. In order to seek the desired relaxation, the concerned suppliers are required to enclose all the concerned and essential indicating their status. It may be take care that any inconsistency/ false declaration in such documents will lead to debarring/any other deemed fir action by the Competent Authority. These bidders are also required to submit the local content certificate and Bid security Declaration, (BSD/EMD Declaration, with their Part-1bids.
3. Once the firm qualifies the technical bid, the Price bid (part-II) will be opened and evaluation will be done on LQ-1 prices.
4. The basic price must not be higher than price of the principal, if any, additional accessories if required, as per enquiry, it must be quoted separately. Price list in case of proprietary items must be submitted.
5. No optional item may be offered.
6. The %age of taxes must be either inclusive/extra in exact figure (should not be as applicable CSIR-CIMAP is eligible for concessional GST @ 5% on R&D goods.
7. The exact days of delivery period, installation & commissioning schedule.
8. The exact figure of %age of discount offered.
9. Warranty for period of minimum 1 year or more in case of instruments/equipment's must be mentioned.
10. The period of validity of the offer must be 90 days / more than 90 days.
11. The quoted price (final offer) must be F.O.R. i.e. CIMAP ,PO , CIMAP Kukrail Picnic Spot Road Lucknow 226015 UP or wherever the destination is stated, including Packing & Forwarding, Freight, Insurance etc. with detail break-up.
12. Packing, Forwarding, Transporting, Postage/Courier, Octroi, Freight, Insurance, Any Certificate(s), Extra Warranty, Installation, Commissioning any, Any levy, Any other charge(s) must be mentioned clearly.
13. The quotations must be neatly typed or computer printed. Quotations must carry the numbers of GST No. invariably on the top addressed to the Director, CSIR-CIMAP, with kind attention to the name of issuer of the enquiry letter.

निर्देश /INSTRUCTIONS

1. The Quotations must be submitted in Part-I (Techno-commercial Bid) and part-II (Price Bid), should be put inside a single envelope and sent by post/courier/by hand should be enclosed in double cover. The inner cover must be sealed with wax and must be super scribed with "Tender Enquiry No." & "Date of Opening ". The outer cover should bear only the address of the sender.
2. Tenders/Quotations can also be delivered personally.
3. The quotations must be address to Director/Project Leader Central Institute of Medicinal and Aromatic Plants, PO CIMAP Picnic Spot Road Lucknow Pin 226015 UP
4. Tenders/Quotations must be sent sufficiently in advance so that it reaches us on or before the due date and time. Quotation received after the due date & time will not be considered.

नियम व शर्तें /TERMS & CONDITIONS

1. **Specification and Make :** Quotation should be given for the exact specification and make as shown in the enquiry against Sl. No. of the item., if in the view of the supplier there is any other alternative item which can serve out purpose, quotation may also be given for the same separately client list along with the order copy of similar equipment supplied to any CSIR Lab / any Govt. Organization including detail of price & all charges must be attached.
2. **Mode of dispatch :** RATE SHOULD BE QUOTED FOR ANY OF THE FOLLOWING MODE OF DELIVERY (i) for Dispatching Station [to be specified]. (ii) FOR Destination (CIMAP) by Passenger/Goods Train/Transport.(iii) Free delivery at CIMAP [Stores (iv) By Registered Post, However, we prefer (ii) & (iii).
3. **Delivery Period :** Specific mention should be made whether the delivery will be Ex-stock or the item will be supplied after procurement /import. In case of the later the period of delivery must be mentioned clearly and the same has to be strictly adhered to. In case of Ex-stock the rates of transport, F&F, Insurance etc. must be indicated separately.
4. **Taxes :** Rates of all taxes should be indicated clearly, wherever chargeable. However, the concessional rate of CST admissible to research institutions may be accepted Form of Certificate (FOC).
5. Further, we are also exempted from Excise Duty under notification 10 of 1997.
6. **Insurance :** In the case of FOR destination, insurance should also be covered by you. The goods should be insured in your favour against all risks from ware house to ware house basis. The insurance charges, if any, should be shown separately in the rates quoted.
7. **Packing & Forwarding:** Your rate should indicate packing & forwarding charges separately, if any.
8. **Validity Period :** The validity period of the offer should be clearly specified. It should be at least for **90 days** from the last date of submission of quotations.
9. **Payment:** Payment will be made within 30 days through RTGS/NEFT only after receipt of the ordered material in good condition and after final acceptance.
10. **Opening of Quotations:** The Financial Bid will be opened only for Technically qualified Bidders.
11. **Miscellaneous :(Wherever applicable)**
 - i) The tenderer is required to furnish : (a) Permanent Account Number as allotted by the Income Tax Department (b) the registration number of DGS&D / National Small Industries Corporation, if so registered as also the period of their validity.
 - ii) Warranty/Guarantee: Terms with name and address of the manufacture should invariably be given.
 - iii) Installation, Commissioning & Training: Charges, if extra must be specified wherever applicable.
 - iv) Spares : We should also like the supplier to suggest the essential spares needed for the equipment/ machines in the next three years and quote for the same positively.
 - v) Drawings, Diagram and Manual : In case of machines/equipments the supplier has to provide full drawings/circuit diagrams and blue print-three sets each along with user's manual at the time of supply.
12. **Liquidated Damages :** LD/Penalty @ 0.5% per week subject to maximum 10% or as decided by the competent authority will be imposed on non-compliance/violation of Purchase Order terms & conditions.

1. 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. This should be done of the letter head of the firm and signed by the authorized person)

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

E-tender No.: *[insert number from Invitation for online bids]*

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 in accordance with ITB sub clause 4.1 and 4.2.

Signature of bidder _____

Name _____

Business Address

2. MANUFACTURERS' AUTHORIZATION FORM

[The bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer.]

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

E-tender No.: *[insert number from Invitation for Online bids]*

To: *[insert complete name and address of Purchaser]*

WHEREAS

We *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of goods manufactured]*, having factories at *[insert full address of Manufacturer's factories]*, do hereby authorize *[insert complete name of bidder]* to submit a online bid the purpose of which is to provide the following Goods manufactured by us *[insert name and or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 21 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title: *[insert title]*

Duly authorized to sign this Authorization on behalf of: *[insert complete name of bidder]*

Dated on _____ day of _____, _____ *[insert date of signing]*

**3. SECURING DECLARATION/ ERNEST MONEY DEPOSIT (EMD)
DECLARATION FORM**

Bid-Securing Declaration Form(on firm's letter head)

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) have 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- Please refer to the concerned clause of NIT)

4. PERFORMANCE STATEMENT FORM (past performances)
(For a period of last 3 years)

Name of the Firm.....

Order placed by (Address of the Purchaser)	Order No. and date	Description And quantity of the ordered equipment	Value of the order	Date of completion of the delivery as per contract	Date of actual completion of delivery	Remarks of late delivery if any	Has the equipment been installed satisfactory? (Documentary evidence)	Details of the Contact person (phone fax, email etc)

Signature and Seal of the manufacturer/ bidder.....

Place:

Date:

5. Local Content Certificate

(To be given on the letter Head of the Bidder to be attached with techno-commercial bid)

No:

Date:

Sub:- Local Content Certificate

Ref:- (i) Order. P-45021/2/2017 PP (BE-II) dated 04.06.2020 of DPIIT, Ministry of Commerce and Industry, Govt. of India.

(ii) CSIR-CIMFR NIT Ref No..... Date.....

(iii) Bid Ref No. (E-tender ID)..... Date.....

Sir,

This is to certify that the bidder M/s.....as supplier is declaring here by the percent of local content in our quoted item as per CSIR-CIMFR NIT requirement as under:-

‘Local content’ means the amount of value added in India which shall be as, It has been prescribed by the Nodal Ministry/ has not been prescribed by the Nodal Ministry’* for our quoted item, be the total value of the items has to be procured as per this NIT (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.

I/ we M/s.....as ‘Class-I local supplier/ Class-II local supplier/ Non- local supplier’ ** hereby declare that our offered quoted items i.e., (Name of item(s)) as per referred CSIR-CIMFR NIT No.....date..... having local content ‘equal to or more than 50% (or percent as prescribed by respective nodal ministry for Class-I local supplier)/ more than 20% but less than 50% (or percent as prescribed by respective nodal ministry for Class-II local supplier)/ less than 20% (or percent as prescribed by respective nodal ministry for Non- local supplier)’ *** of the total value of the items to be procured as per aforesaid NIT & prescribed in Order. P-45021/2/2017 PP (BE-II) dated 04.06.2020 of DPIIT, Ministry of Commerce and Industry, Govt. of India.

Following are the details of the location(s) at which the local value addition is made-

- 1.....
- 2.....

I hereby undertake that the content of the certificate is true in all respect.

(Signature)

Name & Designation.....

For M/s.....

(Seal)

‘*’, ‘**’ & ‘***’ strike off which is not applicable.

6. LAND BORDER DECLARATION UNDERTAKING

(To be given on the letter Head of the Bidder to be attached with techno-commercial bid)

No.

Dated:

Sub:- Land Border certificate

Ref: (i) Ministry of Finance, department of Expenditure, Public Procurement Division OM
F.No.6/18/2019-PPD dated 23rde July 2020

(ii) CSIR-CIMFR NIT Ref. No.....Date.....

Procurement of

Certificate for the Land Border Declaration

“I have read the clause regarding restrictions on procurement from the bidder of a country which shares a land border with India.

*I certify that this Bidder is not from Land border country as stipulated in the aforesaid OM of Ministry of Finance a country, department of Expenditure, Public Procurement Division OM F.No.6/18/2019-PPD dated 23rde July 2020.

OR

**I hereby certify that this bidder is from land border country stipulated in the aforesaid OM of Ministry of Finance a country, department of Expenditure, Public Procurement Division OM F.No.6/18/2019-PPD dated 23rde July 2020 and fulfils all requirements in this regard and is eligible to be considered for this procurement The valid registration certificate issued by the Competent Authority is attached.

I hereby undertake that the content of the certificate is true in all respect.

(Signature)

Name & Designation.....

For M/s.....

(Seal)

*/**strike off which is not applicable.

(Annexure-7)

7. Bid Deviation Format

Following are the deviations and variation(s) from the exceptions to the specifications and documents for the online bid document. These deviation(s) and variation(s) are exhaustive.

Except these deviation(s) and variation(s), the entire work shall be performed as per your specifications and documents.

SI No.	Section No.	Clause No.	Statement of Deviations / Variations

S. No. Section No. Clause No. Statement of deviation(s) and variation(s)

Signature of the bidder

Name:

Place:

Date:

Address:

Company Seal

8. DEVIATION STATEMENT FORM

1) The following are the particulars of deviations from the requirements of the e-tender specifications:

e-tender Clause/specifications	Deviation	Remarks (including justification)

Place:

Date: