

तारीख/ Date: 31 Jul 2023

निविदा के लिए आमंत्रण (इ-प्रोक्योमेंट मोड) / INVITATION TO TENDER (E-Procurement mode only)

No: IISER/PUR/0514/RC/P&S/23-24

नियत तारीख/Due Date: 21 Aug 2023 [1500 Hrs]

खोलने की तारीख/Date of Opening: 22 Aug 2023 [1530 Hrs]

प्रिय महोदय/Dear Sirs,

विषय / SUB: **RATE CONTRACT FOR SUPPLY OF CHEMICALS AND LABORATORY CONSUMABLES FOR THE PERIOD FROM 01 OCT 2023 TO 30 SEP 2024: reg**

1. The Institute invites Single Cover Tenders for the following items through the eProcurement System of National Informatics Centre that enables the Tenderers to download the Tender Schedule free of cost and then submit the bids online through Central Public Procurement Portal of Government of India (<https://eprocure.gov.in/eprocure/app>). As per Govt of India, Ministry of Commerce and Industry, DPIIT order No. P-45021/2/2017-PP (BE-II) dated 16 Sep 2020 only Class I local Supplier (having local content equal to or more than 50%) and Class II local supplier (having local content more than 20% but less than 50%) are invited for this tender.

Sl No.	Description of Goods
1.	Rate Contract for supply of chemicals, plastic wares, reagents, glassware, electronic components, vacuum consumables, lab wares, optics and opt mechanics for the period from 01 Oct 2023 TO 30 Sep 2024

2. GST : At actuals. Applicable GST is to be mentioned.

3. The BIDDERS are requested to give detailed tender in single bid in one packet containing following:

- 1) Technical Bid.
- 2) (a) Price Bid (Pdf format-As per Annexure 4)  
(b) Price Bid (excel format as per CPP portal) .

4. **Details: Annexure 1:** Instruction to tenderer, **Annexure 2:** Instructions to Bidder for Online Bid Submission, **Annexure 3:** Terms and Conditions for submission of offer, **Annexure 4:** Price Schedule, **Annexure 5:** List of brands required, **Annexure 6:** Fall Clause Notice Certificate, **Annexure 7:** Undertaking regarding blacklisting / non- debarment, **Annexure 8:** Tender Acceptance Letter, **Annexure 9:** Bank account details , **Annexure 10:** Manufacturer's authorization form, **Annexure 11 :** Declaration of local content, **Annexure 12 :** Certificate regarding land border **Annexure 13:** Check List

भवदीय/ Yours Faithfully

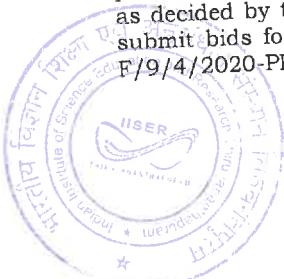


उप कुलसचिव/ DEPUTY REGISTRAR  
क्रय एवं भंडार/ PURCHASE & STORES

## ANNEXURE: 1

### निविदाकारों के लिए निर्देश (स्वदेशी)/ INSTRUCTION TO TENDERER

- कर/ अन्य कर्तव्य/ अधिभार निविदा में अलग से दिखाया जाना चाहिए।/ Tax and /or other duties/levies where legally levies and intended to be claimed should be distinctly shown separately in the tender.
- (a) आपका उद्धरण निविदा खोलने की तारीख से 90 दिनों के लिए मान्य होता है। निश्चित कीमत के साथ के संविदा दर को प्राथमिकता दी जाएगी।/ Your quotation should be valid for a minimum period of 90 days from the date of opening of the Tender. Quotation with firm prices will be preferred.  
(b) निविदा के आमंत्रण में संकेतित इकाइयों के अनुसार कीमत उद्धृत करना है। जब निविदा फॉर्म में उल्लिखित इकाइयों के अलावा संविदा दर दिए जाने पर दो इकाइयों के बीच के संबंध प्रस्तुत किया जाना चाहिए।/ Prices are required to be quoted according to the units indicated in the Invitation to Tender. When quotations are given in terms of units other than those specified in the tender form, relationship between the two sets of units must be furnished.
- (a) तैयार माल से आपूर्ति करने वाले निविदाओं को वरीयता दी जाएगी। वितरण का आधार आईआईएसईआर के साइट पर मुफ्त में है।/ Preference will be given to those tenders offering supplies from ready stocks. The basis of delivery is at IISER site free of cost.  
(b) हमारी भुगतान की शर्तें माल की प्राप्ति और स्वीकृति के 30 दिनों के भीतर होगा।/ our payment terms are within 30 days of receipt and acceptance of the item at our site.
- (a) वस्तुओं के सभी उपलब्ध तकनीकी साहित्य, सूचीपत्र और अन्य आंकड़े प्रस्ताव के साथ प्रस्तुत किया जाना चाहिए।/ All available technical literature, catalogues and other data in support of the specifications and details of the items should be furnished along with the offer.  
**विशेष विवरण/ Specifications:** प्रस्तावित भंडार हमारे विवरण के अनुरूप होना चाहिए। अगर विचलन है तो निविदाकार अपने उद्धरण में संकेत दिया जाना चाहिए। निविदाकार भंडार के प्रारूप सूचित करना चाहिए और आवश्यक होने पर संविदा दर के साथ सूचीपत्र, तकनीकी साहित्य और नमूने प्रदान करना चाहिए। आवश्यक होने पर परीक्षण प्रमाण पत्र आपूर्ति के साथ अग्रेषित किया जाना चाहिए। निविदाकार को उपयुक्त कारणों के साथ विनिर्देशों में परिवर्तन का सुझाव दे सकता है।/ Stores offered should strictly conform to our specifications. Deviations, if any should be clearly indicated by the tenderer in their quotation. The tenderer should also indicate the Make/Type number of the stores offered and provide catalogues, technical literature and samples, wherever necessary along with the quotations. Test Certificates wherever necessary should be forwarded along with supplies. Whenever specifically mentioned by us the tenderer could suggest changes to specifications with appropriate reasons for the same.
- आईआईएसईआर को निम्नतम या किसी भी निविदा को स्वीकार करने के लिए कोई दायित्व नहीं होगा और पूरे या निविदा के किसी हिस्से के स्वीकृति का अधिकार सुरक्षित रखेगा और निविदाकार उद्धृत दरों पर समान की आपूर्ति करना चाहिए।/ IISER shall be under no obligation to accept the lowest or any tender and reserves the right of acceptance of the whole or any part of the tender or portion of the quantity offered and the tenderers shall supply the same at the rates quoted.
- अगर संबुदा दर में कोई सुधार होने पर इसे प्रमाणित किया जाना चाहिए। सभी राशी शब्दों और आंकड़ों में भी सूचित किया जाना चाहिए। यदि शब्दों और आंकड़ों में उद्धृत राशि के बीच अंतर होने पर शब्दों में उद्धृत राशि प्रबल होगी। संविदा दर में प्रत्येक वस्तु के मूल्य होना चाहिए और कर और कर्तव्यों सहित मूल्य की कुल राशि का स्पष्ट रूप से उल्लेख किया जाना चाहिए।/ Corrections, if any, in the Quotation must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between amounts quoted in words and figures, amount quoted in words shall prevail. Quotation must have price for each line item and totaling of the price including taxes and duties should be clearly mentioned.
- निविदाकार निविदा में अपने बैंकर, कर पंजीकरण, पैन नंबर आदि उल्लिखित करना चाहिए।/ The tenderer should mention the name of his bankers, Tax Registration, PAN number etc in the tender.
- निविदा पर हस्ताक्षर करने वाले व्यक्ति बुलाने पर उपस्थित होना चाहिए। The authority of the person signing the tender, if called for, should be produced.
- IISER being a Govt of India Educational and Research Institute, is exempted from payment of Customs Duty under Notification No. 51/96- Customs dated 23<sup>rd</sup> July 2009.
- आपूर्ति की गई भंडार आपूर्ति, स्थापना और कमीशन की तारीख से 1 वर्ष वारंटी में होगा।/ The stores supplied should be covered with minimum of 1 year warranty from the date of supply, installation and commissioning, if not stated otherwise in tender specification.
- निविदा के आमंत्रण में उल्लिखित के अनुसार धन जमा / बोली सुरक्षा जमा उद्धरण के साथ जमा किया जाना चाहिए। ईएमडी भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुवनंतपुरम के पक्ष में 90 दिनों के लिए मान्य होगा।/ Earnest Money Deposit/ Bid Security should be submitted along with your quote as mentioned in Invitation for Tender. EMD should be in favour of Indian Institute of Science Education and Research Thiruvananthapuram valid for 90 days.
- IISER-TVM comply with order No. P-45021/2/2017-PP(BE-11) dated 04 Jun 2020 (Public Procurement/ Preference to Make in India) and its order 2017 revision.
- LD Clause: LD may be imposed @ 0.5% per week after stipulated delivery period.
- Award of Contract (AOC) would be issued to the technically qualified bidder offering highest total discount percentage.**
- Tender due date would be auto-extended upon non-receipt of sufficient number of bids.
- If the bidder withdraws or modifies or amends its tender or impairs or derogates from its bid during the bid validity period or if awarded the contract and fails to sign the contract or fails to furnish order acceptance or performance security before the deadline defined by the Institute, they will be suspended for the period of time as decided by the administrative competent authority of IISER Thiruvananthapuram from being eligible to submit bids for contracts floated by the Institute in accordance with GoI MOF Office memorandum NO. F/9/4/2020-PPD dated 12 Nov 2020 and GFR



## **ANNEXURE : 2**

### **Instructions To Bidder for Online Bid Submission**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

#### **REGISTRATION**

- 1) Bidders are required to login on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrollment" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

#### **SEARCHING FOR TENDER DOCUMENTS**

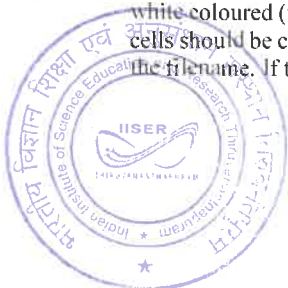
- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

#### **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.  
Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

#### **SUBMISSION OF BIDS**

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their technical & financial bids in PDF format only and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.



- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### **ASSISTANCE TO BIDDERS**

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
  - 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.
- .....





## ANNEXURE : 3

### TERMS AND CONDITIONS FOR SUBMISSION OF OFFER

1. Offers will be accepted only from manufacturers or one authorised exclusive agent against tender enquiry No IISER/PUR/514/RC/P&S /23-24 dated 31 Jul 2023, who may quote along with authorization valid as on date of submission of bids. Authorized Agent quoting for the supply should attach authorization from the manufacturers, failing which the quotation will be summarily rejected. Manufacturer should nominate only one agent who can offer the highest discount, if nominated.
2. Only price list/ schedule and documents as per check-list is to be submitted on-line on CPPP.
3. The rate contract will be valid for a minimum period of one year. The prices offered shall be valid for a period of one year from 01 Oct 2023 to 30 Sep 2024; there will be no additional charges for delivery & unloading. The delivery will be FOR IISER Thiruvananthapuram on Free of Cost basis. The companies which cannot provide validity of rates for one year and price list need not apply. However, in special case IISER Tvm reserves the right to extend or curtail the period of Rate Contract.
4. The Bids should be complete in all respects and should be duly signed. Incomplete and unsigned bids will not be considered.
5. There shall be no change in price structure during the currency of contract except of the statutory levies which are made applicable by the Govt. through notifications and regulations. However, the Bidder will pass on the advantage to IISER Tvm in case of downward price movement during the Contract period.
6. List of Other Similar Organizations where similar supplies have been made and having a Rate Contract may be submitted.
7. Prices charged for the stores supplied under Rate Contract should under no event be higher than lowest prices at which the party sells the items to any other organization during the period of contract.
8. The rate contract will be guided by “**Fall Clause**”.  
“if the rate contract holder reduces its price or sells or even offers to sell the rate contracted goods 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 the date for all the subsequent supplies under the rate contract and the rate contract amended accordingly.”



9. The goods will be delivered within four weeks of placement of order or as agreed (Price offered should be inclusive of transportation and unloading charges).
10. LD Clause: LD may be imposed @ 0.5% per week after stipulated delivery period.
11. If the supplier fails to deliver the material within the delivery period as specified, IISER Tvm may procure such items from alternate source. The supplier will be liable to the purchaser for any excess costs incurred for procurement of goods or services not delivered in time.
12. Replacements – Damages/Broken/Expired or any other reason which renders the goods of use to IISER Tvm will be replaced within a weeks' time at no cost to IISER Tvm.
13. IISER Tvm also reserves right to test the chemicals and solvents of material for their quality if it so desires, if the items supplied is found to be of inferior quality and grade the same will have to be replaced by the supplier at their cost within the stipulated time period.
14. Payment Terms – Our Payment terms are normally within 30 days of receipt and acceptance of goods at IISER Tvm. Payment will be made by NEFT. No advance payment will be made under any circumstances.
15. Relevant Certificates for purpose of availing Custom Duty exemption in terms of Notfn. No 51/96 Customs dt 23.07.1996 as amended from time to time will be issued by the Institute.
16. IISER Tvm is entitled to place orders up to the last day of the validity of the rate contract and, though supplies against such purchase orders will be effected beyond the validity period of the rate contract, all such supplies will be guided by the terms and conditions of the rate contract.
17. IISER Tvm will not be liable for any obligation or supplies made unless the Official Purchase Order has been placed by the Purchase Department.
18. IISER Tvm and/or the firm are entitled to withdraw/cancel the rate contract by serving one-month notice on each other. However, once a purchase order is placed on the supplier for supply of a definite quantity in terms of the rate contract during the validity of the rate contract, that purchase order becomes a valid and binding contract
19. IISER Tvm does not guarantee or assure of any quantum of business during the contract period. The order will be issued only if the requirement of such items arises in the Institute.
20. IISER Tvm may have parallel rate contracts.
21. The awarded bidder may submit the hardcopy of price list/CD within one month of issue of Award of Contract.



22. Please quote only in Indian Rupees as per GFR 2017 amended Rule 161 (iv) and Public Procurement (Preference to make in India) order 2017, with your lowest rate and shortest delivery period as per the following terms. As per Govt of India, Ministry of Commerce and Industry, DPIIT order No. P-45021/2/2017-PP (BE-II) dated 16 Sep 2020 only Class I local Supplier (having local content equal to or more than 50%) and Class II local supplier (having local content more than 20% but less than 50%) are invited for this tender. Non-local supplier (having local content less than or equal to 20%) are not eligible to apply. Local Content means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties). Class I local supplier / Class-II local supplier are required to indicate percentage of local content and provide self-certification that the item offered meets the local content requirement for 'Class-I local supplier' / 'Class-II local supplier', as the case may be. They shall also give details of the location(s) at which the local value addition is made. Format for self-certification is given in **Annexure 11** of the tender document. Any non-compliance in this regard, the bid will not be considered in the category.

23. As per Ministry of Finance, Department of Expenditure order No. F.No./6/18/2019-PPD dated 23 Jul 2020 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 Department of Promotion of Industry and Internal Trade (DPIIT). Format for certificate for the same is given in **Annexure 12** of the tender document. '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 juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency, branch or office controlled by such person, participating in a procurement process. Bidder from a country which shares a land bordered with India 'for the purpose of this order means:-

- (i) An entity incorporated, established or registered in such a country; or
- (ii) A subsidiary of an entity incorporated, established or registered in such a country; or
- (iii) An entity substantially controlled through entities incorporated, established or registered in such a country; or
- (iv) An entity whose beneficial owner is situated in such a country; or
- (v) An Indian (or other) agent of such an entity; or
- (vi) A natural person who is a citizen of such a country ; or
- (vii) A consortium or joint venture where any member of the consortium of joint venture falls under any of the above.



24. All disputes of any kind arising out in connection with the executing the order shall be referred by either party (IISER Tvm or the bidder) after issuance of 30 days' notice in writing to the other party clearly mentioning the nature of dispute to a single arbitrator acceptable to both the parties. The venue for arbitration shall be IISER, Tvm India. The jurisdiction of the courts shall be Thiruvananthapuram, Kerala, India.

25. The Director, IISER Tvm does not bind to accept the lowest quotation and reserves the right to him, to reject or partly accept any or all the quotations received without assigning any reason.

31/07/2023

Deputy Registrar  
(Purchase & Stores)





**ANNEXURE 4**  
**PRICE SCHEDULE**  
**(SEPARATE PRICE SCHEDULE TO BE SUBMITTED FOR EACH BRAND QUOTED)**  
**RATE CONTRACT PERIOD – 01 Oct 2023 to 30 Sep 2024**  
**(On Bidders Letter Head)**

<u>Ser</u>	<u>Particulars</u>	<u>Details to be filled by the bidder</u>
1.	Category of stores Chemical / Labwares / Glassware	
2.	Brand	
3.	Discount offered by the manufacturer (in %)	
4.	Discount offered by the dealer (in %)	
5.	Total Discount (3+4)	
<b><u>BIDDER DETAILS</u></b>		
6.	Name of the bidder	
7.	Address of the bidder	
8.	Contact Person	
9.	Email id	
10.	Mobile Number	
11.	Landline Number	
12.	Firm Status of the bidder	Manufacturer / Authorised Bidder (Tick appropriate)
13.	Whether authorisation from manufacturer is attached	
14.	Delivery by (Authorised agent or manufacturer)	Manufacturer / Authorised Bidder (Tick appropriate)
15.	PAN Number (attach copy)	
16.	GST Number (attach copy)	

Date:

Signature with seal

Place

Note : For different brands or make please submit different price schedules. (one price schedule for each brand) 2) On CPP portal, it is mandatory to upload price schedule (BOQ) in excel format. However, Institute will consider only PDF format of price schedule as per Annexure-4



## ANNEXURE 5

### LIST OF BRANDS REQUIRED

<u>Ser</u>	<u>Manufacturer</u>	<u>Ser</u>	<u>Manufacturer</u>
1	Abcam	33	Isochem
2	ABDOS Labtech Pvt Ltd	34	Leonid Chemicals
3	Accumax Lab Devices	35	Maybridge
4	ACROS	36	Mel Systems & Services
5	Alfa Aesar	37	Merck Life Science
6	Avantor	38	Molychem
7	Avra	39	Mouser Electronics
8	Axiva Sichem Biotech	40	Nunc & Nalgene
9	Bio Rad	41	Origin Diagnostics & Research
10	Biologend	42	Pro Lab Marketing
11	Bioline	43	Promega Lab Chemicals
12	Borosil Glass Works	44	Qiagen India
13	Brand	45	Qualigens
14	Cole-Parmer	46	Quansys
15	Corning	47	Rankem
16	Dharmacon	48	Resyn
17	DSS Takara Bio India	49	Reagecon
18	Element 14	50	Riviera Glass
19	Eppendorf	51	RS Components
20	Eurofins	52	Sigma Aldrich
21	Finar	53	Satorious
22	Fisher Chemicals	54	Spectro Chem
23	Gbio	55	SRL (Sisco Research Laboratories)
24	Genaxy Scientific Pvt Ltd	56	Takara
25	Genetix Biotech Asia	57	Tarsons
26	Genex	58	TCI (Tokyo Chemical Industry)
27	H Fulinger	59	Tensil Labglass
28	Himedia	60	Thermo Fisher Scientific India
29	Hind Highvac	61	Vensil Glass
30	Holmarc Optomechtronics	62	Ventech Science (Glass wares)
31	ILS (Imperial Life Science) & NEB	63	VT Vaccum
32	Invitrogen Bio Services	64	VWR

\* Note:- Other prospective brands complying with the terms and conditions of this tender document and not included in the above list may also participate.



**ANNEXURE 6**  
**(On Bidders Letter Head)**

**FALL CLAUSE NOTICE CERTIFICATE**

This is to certify that we have offered maximum possible to you in our offer No. \_\_\_\_\_ dated \_\_\_\_\_ against IISER Tvm Invitation for Tender No. IISER/PUR/514/RC/P&S/23-24 dated 31 Jul 2023.

The prices charged under Rate Contract should under no event be higher than lowest price at which the party sells the items of identical description to any other Govt organisation/ PSU's/ Autonomous bodies/Private organisations during the period of contract failing which the 'FALL CLAUSE' will be applicable.

In case, if the price charged by our firm is more, IISER Tvm will have the right to recover the excess charged amount from the subsequent/unpaid bill of the supplier.

Seal and Signature of the Bidder

Note: This letter of authority should be on the letterhead of the quoting firm and should be signed by a person competent and having the power of attorney to bind the same.



**ANNEXURE 7**  
**(On Bidders Letter Head)**

**UNDERTAKING REGARDING BLACK LISTED (NON-DEBARMENT)**

I hereby certify that we M/s

\_\_\_\_\_ (name and address of the firm) is  
neither blacklisted by any Central/ State Government / Public Undertaking/ Institute nor is  
any criminal case registered / pending against the firm or its owner / partners anywhere in  
India.

I also certify that the above information is true and correct in every aspect and in any  
case at a later date it is found that any details provided above are incorrect, any contract  
given to the above firm may be summarily terminated and the firm blacklisted.

Date :-

Authorised Signatory





**ANNEXURE 8**  
**(On Bidders Letter Head)**

**TENDER ACCEPTANCE LETTER**

To,

Date:

**The Director, Indian Institute of Science Education and Research – Thiruvananthapuram,  
Maruthamala P.O, Vithura, Thiruvananthapuram, Kerala -695551, India.**

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: IISER/PUR/0514/RC/P&S/23-24 dated 31 Jul 2023

Name of Tender / Work: -

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: \_\_\_\_\_ as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.
7. I / We declare the following information provided are correct to the best of my knowledge:

1	Name and Address of the bidder	
2	Manufacturer / Dealer / Agent	
3	Contact Person	
4	Phone	
5	Email	
6	Mobile Number	
7	GST No	
8	PAN No	
9	UTR No / DU No (in case of online transfer of Tender Fee) (if any)	
10	UTR No / DU No (in case of online transfer of EMD)	
11	Warranty, if any	
12	Delivery period	
13	Payment terms	
14	PO to be placed in favour of	



Yours Faithfully,  
**(Signature of the Bidder, with Official Seal)**

**ANNEXURE 9**  
**(On Bidders Letter Head)**

**BANK ACCOUNT DETAILS**

<b><u>Ser</u></b>	<b><u>Particulars</u></b>	<b><u>To be filled by the bidder</u></b>
1.	Name of beneficiary	
2.	Account number of beneficiary	
3.	Name of Bank	
4.	IFSC Code	
5.	Branch Code	
6.	Branch Address	

Declaration: I undertake the responsibility to intimate the changes, if any, in above particulars.

Bidder Signature: \_\_\_\_\_

Bidder Name: \_\_\_\_\_

Place & Date : \_\_\_\_\_



ANNEXURE 10

MANUFACTURER'S 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 re binding on the Manufacturer]

Date: [Insert date (as Day, month and year) of Bid submission] :-

Tender No.: [Insert number from Invitation for Bids]

To: [Insert complete name and address of Purchaser] :- \_\_\_\_\_

WHEREAS We \_\_\_\_\_

\_\_\_\_\_

[insert completer 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 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 the Terms and 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]

Seal 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]





**ANNEXURE 11**  
**(ON COMPANY LETTER HEAD)**

**Declaration of Local Content**

(In case the procurement value is less than or equal to Rs. 10 Crores declaration to be given in Bidder's/Company's letter head and if more than Rs. 10 Crores declaration to be issued from the statutory auditor or cost auditor of the company (in case of companies from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies)

To,  
The Director,  
Indian Institute of Science Education and Research Thiruvananthapuram,  
Maruthamala P.O., Vithura, Thiruvananthapuram, Kerala, India –695551

Subject: Declaration of local content and compliance of Public Procurement (Preference to Make in India) Order 2017 and its amendments regarding.

Sl No	Name of the goods/service/works	Category of the supplier (Class I / II / III)	Local Content (%)	Location at which value addition is made	Country of Origin	Comply to the above referred rule (Yes / No)
1						
2						
3						

- “Local Content” means the amount of value added in India which shall, be the total value of the item being offered (excluding net domestic indirect taxes) minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.
- False declarations will be in breach of Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules 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 permissible under law.

Date:

Place:

**Signature with Date and Stamp of the Bidder**



**ANNEXURE 12**  
**(On Bidders Letter Head)**

**CERTIFICATE BY THE BIDDER (FOR TENDERS)**  
**(ON COMPANY LETTER HEAD)**

“I have read the clause 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. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]”

Date:

Place:

**Signature with Date and Stamp of the Bidder**



**ANNEXURE 13**  
**CHECK LIST**

<b><u>SER</u></b>	<b><u>Enclosures</u></b>	<b><u>Submitted</u></b>
1.	Copy of PAN attached	Yes / No
2.	Copy of GST attached	Yes / No
3.	Duly filled price schedule with firms stamp and signature of authorised person as per annexure 4 (separate price schedule for each brand)	Yes / No
4.	Duly filled fall clause notice certificate with firms stamp and signature of authorised person as per annexure 6	Yes / No
5.	Duly filled undertaking regarding blacklisting/ non-debarment certificate with firms stamp and signature of authorised person as per annexure 7	Yes / No
6.	Duly filled Tender Acceptance Letter with firms stamp and signature of authorised person as per annexure 8	Yes / No
7.	Duly filled bank account details with firms stamp and signature of authorised person as per annexure 9	Yes / No
8.	Duly filled manufacturers authorisation form along with stamp as per annexure 10	Yes / No
9.	Duly filled declaration of local content with firms stamp and signature of authorised person as per annexure 11	Yes / No
10.	Duly filled certificate regarding land boarded with firms stamp and signature of authorised person as per annexure 12	Yes / No
11.	Tender document signed and stamped on all pages	Yes / No
12.	List of Institutes with whom RC is executed for similar items	Yes/No
13.	Price List uploaded in CPPP	Yes/No
14.	BoQ uploaded in CPPP	Yes/No

Important notice: Tenderers responding to this enquiry shall be deemed to be agreeable to the terms and conditions herein contained. These terms and conditions shall be binding on the successful tenderer. Conditional tenders are liable to be rejected. IISER Tvm will process the tender as per the Institute's standard procedures. The Director of the Institute reserves the right to reject any or all or part of tender without assigning any reason and shall also not be bound to accept the lowest tender. IISER Tvm would not be under any obligation to give any clarifications to the agencies who's bids are rejected. i agree to all terms and conditions mentioned in the tender document of the institute signature of the tenderer.



Signature of the bidder

