
	<p>पादप कार्यिकी संभाग  <b>DIVISION OF PLANT PHYSIOLOGY</b>  भा.कृ.अ.प.-भारतीय कृषि अनुसंधान संस्थान  <b>ICAR-Indian Agricultural Research Institute</b>  नई दिल्ली-110012 (भारत)  <b>NEW DELHI - 110 012 (INDIA)</b></p>	
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File No: 50-4/MPS/20-21/NAHEP(71-01)

Date: 24/10/2020

Dear Sirs,

**Sub: Invitation for quotations for supply of Micro pipette stands –reg**

1. You are invited to submit your most competitive quotation for the following goods:-

Brief Description of the Goods	Specifications*	Quantity	Delivery Period	Place of Delivery	Installation Requirement if any
Micro pipette stands	Annexure - A	08	Within 90 days after issue of Purchase/Supply Order	Division of Plant Physiology, IARI, Pusa Campus, New Delhi - 110012	As per terms and conditions.

\* Where ISI certification marked goods are available in market, procurement should generally be limited to goods with those or equivalent marking only.

2. Government of India has received a financing from the World Bank towards the cost of the said Equipment/Item **under NAHEP-CAAST (71-01) Project** and intends to apply part of the proceeds of this financing to eligible payments under the contract for which this invitation for quotations is issued.
3. **Bid Price**
- The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
  - All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.

- c) Sales tax in connection with the sale shall be shown separately.
- d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- e) The Prices shall be quoted in Indian Rupees only.

4. Each bidder shall submit only one quotation. Bidder shall not contact other Bidders in matters relating to this Quotation.

5. **Validity of Quotation**

Quotation shall remain valid for a period not less than 15 days after the deadline date specified for submission.

6. **Evaluation of Quotations**

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) are properly signed ; and
- (b) conform to the terms and conditions, and specifications.

The Quotations would be evaluated for all the item together/would be evaluated separately for each item. *[Select one of the options]*.

**Sales tax in connection with sale of goods shall not be taken into account in evaluation.**

7. **Award of contract**

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

7.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

7.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order.

7.3 **Successful Bidder should submit 10% of Total Cost of Equipment as Performance Guarantee after receiving the Purchase/Supply Order.**

8. Payment shall be made immediately after delivery of the goods.

9. Normal commercial warranty/ guarantee shall be applicable to the supplied goods.
10. You are requested to provide your offer/Sealed Quotation latest by **13.00 hours on 10/11/2020**.
11. We look forward to receiving your quotations and thank you for your interest in this project.

(Purchaser)

Name: Assistant Admn. Officer.  
Address: Division of Plant Physiology,  
IARI, Pusa Campus,  
New Delhi - 110012  
Tel. No. 011 25842815.  
Fax No. ....

## Annexure -A

### Technical Specifications of Micro pipette stands

1. Micro pipette stand should have capacity of holding minimum 5 standard size pipettes.
2. Should made of durable acrylic or high density polyethylene.
3. Should have skid resistant feet to prevent the stand from sliding on bench top.
4. The specifications are generic in nature.

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FORMAT OF QUOTATION \*

Sl. No.	Description Goods	Specifications	Qty.	Unit	Quoted Unit Rate in Rs.	Total Amount	
						In Figures	In Words
1.							
	TOTAL						
	Sales Tax						

Gross Total Cost : Rs. ....

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. ....(amount in figures ) (Rs. .... amount in words) within the period specified in the Invitation for Quotations.

We also confirm that the normal commercial warrantee/guarantee of ..... months shall apply to the offered goods.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices (as defined in the prevailing World Bank's sanctions procedures) in competing for or in performing the Contract.

**Signature of Supplier**

\* *Applicable while the bids are being invited for more than one item and would be evaluated for all the items together.*

Modify *where evaluation would be made for each item separately.*