

ICAR-INDIAN AGRICULTURAL RESEARCH INSTITUTE, REGIONAL STATION,
AMARTARA COTTAGE, CART ROAD, SHIMLA -171 004(HP)
भा.कृ.अ.प.-भारतीय कृषि अनुसंधान संस्थान, क्षेत्रीय केंद्र,
अमरतारा कॉटेज, शिमला-171004

NOTICE INVITING TENDER
2020_DARE_544051_1

F.No. 5-21/Tender/2019-20/SFC/1352

Dated: 11 FEB., 2020

Last date & time for submission of e-Tender : 26.02.2020 (Upto 11:00 am)

Date & Time of opening of e-Tenders (Tech. bids) : 27.02.2020 (At 3.00 PM)

On behalf of the Director, IARI, New Delhi, the Head, ICAR-IARI, RS, Shimla-171004 (HP) invites **e- tenders** from the reputed manufacturers or their authorized dealers, for the procurement of the following item on CPP Portal :

Sl.No.	Name of the equipment	Qty.	Earnest Money	Place of supply/installation	CPP Portal Tender ID
1.	Digital Handheld Leaf Area Meter with Conveyor Belt Attachment	1(One)	Rs.25000/-	IARI, RS, Amartara Cottage, Cart Road, Shimla-171004	2020_DARE_543582_1

Note : It will be a two bid system. Date of opening of financial bids will be intimated later.

The detailed specifications/terms & conditions of the equipments are available in the CPP Portal <http://eprocure.gov.in> and our website:<http://iari.res.in>

Sd/-
Head, IARI, RS, Shimla

DETAILED TERMS & CONDITIONS

1. e-Tenders will be accepted only on the prescribed tender form which can be downloaded from CPP Portal <http://eprocure.gov.in> and our website: <http://iari.res.in>

2. The firms have to deposit Earnest Money/Bid security in the shape of **FDR/Bank Draft/Bank Guarantee (valid upto six months from the date of opening of the tenders)**/ drawn in favour of **“Head, IARI, RS, Shimla payable at Shimla”** which must reach in the Store Section of the Regional Station before opening of the Technical Bids and scanned copy of the same must also be uploaded on the CPP portal except Micro and Small Enterprises (MSEs) having a valid certificate alongwith their offer regarding their registration with any following organization for exemption of earnest money subject to furnishing of relevant valid certificate for claiming exemption:

- a) District Industries Centres
- b) Khadi and Village Industries Commission
- c) Khadi and village Industries Board.
- d) Coir Board.
- e) National Small Industries Corporation.
- f) Directorate of Handicraft and Handloom and
- g) Any other body specified by the Ministry of MSME

For easy of registration of Micro and Small Enterprises (MSMEs), Ministry of MSE has started Udyog Aadhar Memorandum which is an online registration system (free of cost) w.e.f. 18th September, 2015 and all Micro & Small Enterprises (MSEs) who are having Udyog Aadhar Memorandum shall be exempted from EMD. **In addition to above, in place of a bid security, the bidders can submit a signed bid securing declaration accepting that if they withdraw or modify their bids during the period of validity or if they are awarded the contract and they fail to sign the contract or to submit a performance security before the deadline defined in the request for bids document, they will be suspended for the period of time specified in the request for bids document from being eligible to submit bids for contracts with the entity that invited the bids.**

3. **The comprehensive warranty period of the equipment will be three years from the date of installation. In case, any firm quotes less than three years warranty period, then the firm must quote the price (year wise) for remaining warranty period. The quoted price of remaining period shall be included for comparison.**

4. **After expiry of **three years warranty** period, the charges with detail of **AMC** for at least **five years** must be quoted separately in the tender (**financial bid**) otherwise the tender will not be considered. Though AMC charges shall not be used for price comparison.**

5. The incomplete tender in any respect viz. without EMD/exemption certificate, scanned original literature, samples of material (where required)/drawing/ users lists/unsigned tender documents, or any other document specified in the tender form received or if received after due date & time, will be rejected and no correspondence in this regard will be entertained. Any uploaded document if demanded by the institute in original at any stage shall have to be supplied by the bidder failing which the bid is liable to be cancelled.

6. All relevant brochures, literature and other documents must be signed by authorized signatory before uploading on CPP Portal otherwise bid is liable to be rejected.
7. The Institute is registered with Department of Scientific and Industrial Research (DSIR) for purpose of availing customs duty exemption in terms of Government Notification No.51/96-Customs dated 23 July, 1996 and central excise duty exemption in terms of Government Notification No.10/97-Central Excise dated 1 March, 1997 as amended from time to time. This registration is valid upto 31.8.2021.
8. Indian Agricultural Research Institute, (IARI) is a public funded research institution and is also registered with Department of Scientific and Industrial Research (DSIR). Therefore, as per notification No.47/2017-Integrated Tax (Rate) dated 14th November, 2017, the integrated tax leviable on goods may not be charged in excess of 5% and CGST leviable on goods may not also be charges in excess of 2.5% according to notification No.45/2017-Central Tax (Rate) dated 14.11.2017 issued by the Ministry of Finance, Govt. of India (Department of Revenue), New Delhi.
9. All the firms will have to provide the Pre-qualification details in tender documents i.e. PAN No., GST No., Name of Bank, Name of Branch, Account No. & IFSC code, authorization letters, user list of quoted model etc. failing which the tender will not be considered.
10. Any legal dispute will be decided within Shimla Jurisdiction.
11. The Head, IARI, RS, Shimla reserves the right to reject any or all tender(s) without assigning any reasons thereof.

Sd/-
Head, IARI, RS, Shimla

[Tel:0177-2655305](tel:0177-2655305) FAX: 0177-2655305
E-mail: head_shimla@iari.res.in Website:<http://iari.res.in>
& Web-Site <http://eprocure.gov.in/epublish/app>

**भा.कृ.अ.प.-भारतीय कृषि अनुसंधान संस्थान, क्षेत्रीय केंद्र,
अमरतारा कॉटेज, शिमला-171004**

निविदा आमन्त्रण सूचना

सं.एफ.5.21 / टेंडर / 2019-20 / एस.पी.सी. / 1352

दिनांक: 11 फरवरी,

2020

ई-निविदायें अपलोड करने की अन्तिम तिथि : 26.02.2020 (02.00 बजे तक शाम)
ई-तकनीकी निविदायें खोलने की तिथि : 27.02.2020 (02:30 बजे शाम)

निदेशक, भारतीय कृषि अनुसंधान संस्थान, नई दिल्ली की ओर से अध्यक्ष, भारतीय कृषि अनुसंधान संस्थान, क्षेत्रीय केंद्र, शिमला निम्नलिखित उपकरण/मद की खरीद के लिये प्रतिष्ठित निर्माताओं अथवा उनके प्राधिकृत विक्रेताओं से सी.पी.पी. पोर्टल पर ई-निविदायें आमंत्रित करते हैं:-

क्र.सं.	उपकरण का नाम	मात्रा	धरोहर राशि	आपूर्ति का स्थान	सी.पी.पी. पोर्टल टेंडर आई.डी.
1.	Portable Leaf Area Meter with Conveyor Belt Attachment	1(One)	Rs.25000/-	IARI, RS, Amartara Cottage, Cart Road, Shimla-171004	2020_DARE_543582_1

यह खरीद दो बिड़ सिस्टम द्वारा होगी ! वित्तीय निविदाओं को खोलने की तिथि बाद में सूचित की जायेगी !

उपकरण/मद की विस्तृत जानकारी, निबंधन व शर्तें संस्थान की वैबसाइट <http://iari.res.in> व CPP Portal <http://eprocure.gov.in> पर उपलब्ध है !

हस्ता / -
अध्यक्ष, क्षेत्रीय केंद्र, शिमला

विस्तृत नियम और शर्तें

1. ई-निविदायें केवल निर्धारित निविदा फॉर्म पर ही स्वीकार की जायेंगी जिसे सी.पी.पी. पोर्टल <http://eprocure.gov.in> और हमारी वेबसाइट <http://iari.res.in> से डाउनलोड किया जा सकता है !

2- फर्मों को धरोहर राशि एफ.डी.आर./बैंक गारंटी/(निविदा खोलने की तारीख से छःह महीने तक वैध) अध्यक्ष, भारतीय कृषि अनुसंधान संस्थान, क्षेत्रीय केंद्र, शिमला के पक्ष में जमा करवानी होगी जो तकनीकी ई-निविदाओं को खोलने से पहले संस्थान के भण्डार अनुभाग में पहुंचनी चाहिये और उसी की स्कैन कॉपी को CPP पोर्टल में अपलोड किया जाना आवश्यक है ! माईक्रो और समॉल एंटरप्राइजिज (एम.एस.ई.) को छोड़कर, जिनके पास निम्नलिखित संगठन/बोर्ड्स का पंजीकरण से सम्बंधित वैध प्रमाण-पत्र है तथा निविदा के साथ अपलोड किया है उन्हीं फर्मों को धरोहर राशि में छूट होगी !

- a) District Industries Centres
- b) Khadi and Village Industries Commission
- c) Khadi and village Industries Board.
- d) Coir Board.
- e) National Small Industries Corporation.
- f) Directorate of Handicraft and Handloom and
- g) Any other body specified by the Ministry of MSME

माईक्रो एंड स्मॉल एंटरप्राइजिज का पंजीकरण आसानी से करवाने हेतु, एम.एस.ई. मंत्रालय ने 18 सितंबर, 2015 से उद्योग आधार मेमोरेण्डम शुरू किया है जो एक ऑनलाईन पंजीकरण प्रणाली(निःशुल्क) है तथा उद्योग और मेमोरेण्डम वाले सभी माईक्रो एंड स्मॉल एंटरप्राइजिज को धरोहर राशी में छूट दी जायेगी ।

3. उपकरण की वारंटी अवधि तीन साल होगी । यदि, कोई फर्म तीन साल की वारंटी अवधि से कम क्योट करती है तो फर्म उस स्थिति में शेष अवधि की मूल्य (वर्ष वार) क्योट करना होगा ! शेष वारंटी अवधि की कीमत तुलना के लिये शामिल की जायेगी !

4- तीन साल की वारंटी अवधि की समाप्ति होने के बाद, उपकरण की ए.एम.सी. के लिये कम से कम पांच वर्षों तक के प्रभार विस्तार से वित्तीय निविदा में अलग से Quote करना होगा अन्यथा निविदा पर विचार नहीं किया जायेगा ! हालांकि ए.एम.सी. प्रभार की गणना तुलना के लिये नहीं किया जाएगा !

5. किसी भी संबंध में अधूरी निविदा जैसे: बिना ई.एम.डी./छूट प्रमाण पत्र, स्कैन किया गया मूल लिटरेचर, सामग्री के नमूने (जहां आवश्यक हो)/ड्राईग/उपयोगकर्ताओं की सूचि/अहस्ताक्षरित निविदा दस्तावेज या प्राप्त निविदा प्रपत्र में निर्दिष्ट कोई अन्य दस्तावेज या नियत तारीख और समय के बाद प्राप्त किया गया दस्तावेज को खारिज कर दिया जायेगा तथा इस संबंध में कोई पत्राचार नहीं किया जायेगा ! यदि संस्थान द्वारा किसी भी स्तर/समय पर अपलोड किये गये दस्तावेज मूल रूप से मांगे जाते हैं तो उस स्थिति में फर्म को उक्त दस्तावेज प्रस्तुत करने होंगे असफल होने पर निविदा को रद्द किया जायेगा जिसके लिये फर्म स्वयं उत्तरदायी होगी !
6. सभी सम्बंधित ब्रोशर, लिटरेचर तथा अन्य दस्तावेजों को सी.पी, पी. पोर्टल में अपलोड करने से पहले अधिकृत हस्ताक्षरकर्ता द्वारा हस्ताक्षरित करना होगा अन्यथा निविदा अस्वीकार की जायेगी !
7. सीमा शुल्क एवं केंद्रीय उत्पाद शुल्क के संदर्भ में, कस्टम ड्यूटी व केंद्रीय उत्पाद शुल्क में छूट हेतु संस्थान अधिसूचना सं.51/96-सीमा शुल्क 23 जुलाई, 1996 एवं संख्या 10/97 दिनांक 10 मार्च, 1997 समय-2 पर संशोधित अनुसार संस्थान वैज्ञानिक और औद्योगिक अनुसंधान विभाग(डी.एस.आई.आर.) के साथ पंजीकृत है ! यह पंजीकरण दिनांक 31.08.2021 तक वैध है !
8. भारतीय कृषि अनुसंधान संस्थान एक सार्वजनिक वित्त पोषित अनुसंधान संस्थान है तथा Department of Scientific and Industrial Research (DSIR) के साथ पंजीकृत भी है ! इसलिये, 14 नवम्बर, 2017 की अधिसूचना संख्या 47/2017/एकीकृत कर(दर) के अनुसार, माल पर एकीकृत कर 5% से अधिक नहीं लगाया जाये तथा वित्त मंत्रालय भारत सरकार (राजस्व विभाग), नई दिल्ली द्वारा जारी अधिसूचना संख्या 45/2017-केद्रीय कर (दर) दिनांक 14.11.2017 के अनुसार, माल पर सी.जी.एस.टी. 2.5% से अधिक भी नहीं लगाया जाये !
9. सभी फर्मों को निविदा दस्तावेज में प्री-कालिफिकेशन विवरण जैसे पैन नंबर, जी.एस.टी. नंबर, बैंक का नाम, शाखा का नाम, खाता संख्या और आई.एफ.एस.सी. कोड इत्यादि देना होगा, अन्यथा निविदा पर विचार नहीं किया जायेगा !
10. कोई भी कानूनी विवाद होता है तो शिमला क्षेत्राधिकार के भीतर तय किया जायेगा !
11. प्रमुख, भारतीय कृषि अनुसंधान संस्थान, क्षेत्रीय केंद्र, शिमला बिना कोई कारण बताये किसी भी या सभी निविदाओं को अस्वीकार/रद्द करने का अधिकार सुरक्षित रखता है !

केंद्र, शिमला

हस्ता/-
अध्यक्ष, क्षेत्रीय

INDIAN AGRICULTURAL RESEARCH INSTITUTE,
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SHIMLA- 171 004
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)

*Need not to be uploaded with
tender documents*

STANDARD BIDDING DOCUMENTS FOR ICAR FOR PURCHASE OF GOODS

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INDIAN AGRICULTURAL RESEARCH INSTITUTE,
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CHECK LIST

Name of the firm/ bidder : _____

Item No.& Name of the equipment tendered for : _____

Total no. of pages of the tender (including catalogues etc.): _____

Whether Indigenous or Imported: _____

If imported, whether original certificate of the principal uploaded? _____

Whether Amount of EMD, Bank Draft No. and date etc entered , scanned copy uploaded and original sent to IARI. R.S., Shimla?: _____

Whether unit is registered with any agency (mentioned in the notification of the Ministry of Micro Small and Medium Enterprises (Ministry of MSME) for the tendered item . If so, whether the required certificate is uploaded? _____

Whether list of “users” of quoted model is uploaded ? _____

Whether Technical Specifications, Printed Literature/ leaflets etc. are uploaded? _____
Whether Authorization certificate attached ? _____

Whether GST No. & proof attached ? _____

Whether comprehensive warranty has been provided for 3 years (if less warranty is provided, whether charges for balance years has been quoted)? _____

Whether AMC charges has been given for 5 years. After 3 years warranty period (if AMC charges are not given, bid shall not be accepted)?

SIGNATURE _____

Stamp of the party _____

SHIMLA- 171 00

INDIAN AGRICULTURAL RESEARCH INSTITUTE,
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(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)

*To be uploaded duly signed and
stamped with tender documents*

QUESTIONNAIRE

BIDDERS SHOULD FURNISH SPECIFIC ANSWERS TO ALL THE QUESTIONS GIVEN BELOW. IN CASE A QUESTION DOES NOT APPLY TO A BIDDER, THE SAME SHOULD BE ANSWERED WITH THE REMARKS "NOT APPLICABLE" BIDDERS MAY PLEASE NOTE THAT IF THE ANSWERS SO FURNISHED ARE NOT CLEAR AND /OR ARE EVASIVE, THE BID WILL BE LIABLE TO BE IGNORED

1.	Bid No. _____	Date for bid opening on :
2.	Offer is open for acceptance	
3.	Brand or Make of goods offered.	
4.	Name & address of manufacturer	
5.	Station of Manufacture	
6.	What is your permanent Income Tax A/C No.	
7.	Confirm whether you have attached your latest/current ITCC or certified photocopy thereof.	
8.	<p>Status:</p> <p>(a) Are you currently registered with the Directorate General of Supplies & Disposals (DGS & D) for the item(s) quoted? If so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.</p> <p>(b) Are you a small scale unit currently registered with the National Small Industries Corporation (NSIC) under single point Registration Scheme for the item(s) quoted? if so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.</p> <p>(c) If you are not registered either with NSIC or DGS&D, please state whether you are currently registered with directorate of Industries of the State Government concerned. If so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.</p> <p>(d) Are you registered under the Indian Companies Act, 1956 or any other Act?</p>	

Please attach certified copy (copies) of the relevant registration certificate(s) in confirmation to your above answer(s).

9.	Please indicate: Name & Full address of your Banker(s)	
10	Whether you are: a) Manufacturer of the goods quoted or ii) Manufacturer's authorized agent for these goods	
11	State business dealings where you have been currently banned by any Ministry/Deptt. of Central Govt. or any State Govt.	

Signature of witness

Name & Address of Witness.

Signature of Bidder

Full name, designation &
Address of the persons signing above
for and on behalf of Masers. _____

(Name and address of the bidding firm)

To be uploaded duly signed and stamped along with tender documents.

MANUFACTURER’S AUTHORISATION FORM

To

(Name and address of the purchaser)

Dear Sirs,

Reference our Bidding Documents No. _____

We _____ who are established and reputable manufacturers of _____ (name and description of the goods offered in the bid) having factories at _____ hereby authorize M/s _____ (name and address of the agent) to submit a bid, negotiate (as and if necessary) and conclude the contract with you against your above mentioned Bidding Documents for the above good manufactured by us.

No company of firm or individual other than M/s _____ (name and address of the above agent) is authorized to bid, negotiate and conclude the contract against this specific Bidding Documents for the above mentioned goods manufactured by us.

We hereby extend our full guarantee and warranty as per clause 15 of the General Conditions of Contract, read with modification, if any, in the special conditions of contract for the goods and services offered for supply against this Bidding document by the above firm.

Yours faithfully,

(Signature, name and designation)

for and on behalf of M/s _____
(Name and address of the manufactures)

Note: This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.

Annexure - V

INDIAN AGRICULTURAL RESEARCH INSTITUTE,
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SHIMLA- 171 004

*Need not to be sent back with
tender documents*

<i>PART – 1</i> SCHEDULE OF REQUIREMENT -				
<i>Sl.No</i>	<i>Brief description of goods</i>	<i>Accounting unit</i>	<i>Qty</i>	<i>Delivery schedule</i>
1.	Portable Leaf Area Meter with conveyor belt	one	1	<ol style="list-style-type: none">1. Installation & commissioning shall be done by supplier at IARI, RS, Shimla.2. Demonstration with training if any may please be mentioned separately.3. Terms of delivery: F.O.R. destination(IARI, RS, Shimla) for indigenous goods and CIF, New Delhi / ICD, Delhi (in case of shipment by sea) for imported goods.4. Period of delivery: refer CPPP & supply order (latter shall prevail in case of difference).
Amount of Bid security Rs. 25,000/-				

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SHIMLA- 171 00
SHIMLA- 171 004
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)

*Need not to be uploaded
with tender documents*

SCHEDULE OF REQUIREMENTS - PART - 2

The following specific data and conditions for the goods to be purchased shall complement, supplement or modify the corresponding provisions in the instruction to Bidders(ITB). In case of any conflict, the stipulations incorporated here will prevail over the stipulations contained in the ITB.

A) Name of Purchaser: The Head, Indian Agricultural Research Institute, Regional Station, Shimla-171004 (HP)

B) Purchaser's mailing address: The Store Officer, Indian Agricultural Research Institute, Regional Station, Shimla-171 004 (HP)

E-mail : head_shimla@iari.res.in Website :
<http://iari.res.in>

Fax (0091) 0177 - 2655305

Preparation of bids

1. The technical bid should consist of all technical details alongwith commercial terms & conditions; and financial bid should indicate item-wise price for the items mentioned in the technical bid. The bid should be uploaded by the bidder in separate covers as per CPP portal format. The technical bids are to be opened at the 1st instance for evaluation and at the 2nd stage, financial bids of only the technically acceptable offers will be opened for evaluation and ranking for awarding the contract.
2. The bidder/tenderer shall have to quote the rates in prescribed format on the CPP Portal and the format of Price schedules i.e. Domestic goods or goods of foreign origin located within India & goods to be imported from abroad; otherwise the tender can be cancelled or treated as non-responsive.
3. The prices shall be inclusive of all costs, charges and incidentals which shall be the responsibility of the bidder alone.
4. Road Permit or any other certificate required for the supply of material to the destination will not be issued by the Institute.
5. The tender/offer shall remain valid for acceptance for a period not less than **180 days** after the specified date of opening of the offers. An offer valid for a shorter period shall be rejected as non-responsive.
6. **The comparison shall be done on F.O.R., IARI, R.S., Shimla basis. However, in case some of bids include supply of imported goods and seller has quoted prices for CIF, New Delhi/ICD, Delhi(in case of shipment by sea) then to ensure parity, an additional 15% shall be added as custom clearance charges, in land transportation charges, insurance charges etc. from Delhi Airport/ICD, Delhi to IARI, R.S., Shimla.**

7. The EMD should be in shape of FDR/Demand Draft/Bank Guarantee drawn in favour of **“Head, IARI, RS, Shimla,** payable at Shimla from any of the commercial bank in any acceptable form . EMD in the shape of cheque will not be accepted. Consolidated amount of EMD for more than one Tender will Not be accepted. EMD of party whose tender is accepted for procurement of goods would be refunded only after the receipt of goods in satisfactory condition/installation but subject of receipt of performance security. However, the EMD of the parties whose rates will not be accepted, would be refunded in due course of time. No interest is payable on EMD/performance security.
8. Cuttings/overwriting should be avoided; otherwise these should be properly initialled with stamp of the bidder.

D. Submission of bids

1. Tender shall be addressed to the **Store Officer, Indian Agricultural Research Institute, Regional Station, Shimla- 171 004** and it should also bear the Tender ID No. The supplier must ensure that its tender (i.e. quotation) is uploaded before the end time and date of submission of e-tender.
2. Separate tender documents shall be required for each item. The tender will be accepted only on the prescribed tender form. If a firm is to submit tender for more than one item, tender for each item has to be uploaded separately and EMD's in the form of FDR/Bank guarantee/ BD of the required amount should be submitted separately for each item.
3. The tender must be uploaded on CPP Portal by **the date & time mentioned therein otherwise** it will not be considered at any cost. The Purchaser shall not be responsible for delay caused by any reasons resulting in late submission of e Tenders
4. The tender/bid should be uploaded along with the enclosed Annexure **I,II,III and its enclosures and IV duly signed failing which the same are liable to be summarily rejected as non-responsive.**

E. Bid opening and bid evaluation

1. The tender shall be opened on the dates as stipulated above as per Government of India's e procurement Procedures on CPP Portal.

F. Award of Contract

1. At the time of awarding the contract, the Institute reserves the right to increase or decrease by up to 25% the quantity of goods without any change in the unit price or other terms & conditions.
2. Notwithstanding the above, the Head, Indian Agricultural Research Institute, Regional Station, Shimla the reserves the right to accept or reject any tender/bid or annul the tendering process and reject all tender/quotations, at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenderers.

SHIMLA- 171 00 INDIAN AGRICULTURAL RESEARCH INSTITUTE,
REGIONAL STATION, AMARTARA COTTAGE,
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*Need not to be sent back
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SCHEDULE OF REQUIREMENTS - PART-III

The following special conditions shall supplement the general conditions of contract provided under section III. In case of any contradiction or conflict, the conditions provided herein shall supersede the corresponding conditions in the GCC.

1. Inspection and tests

- a) The goods will be inspected on receipt of goods at destination i.e. IARI,RS, Shimla as required in the Schedule of Requirement – Part I.
- b) The modes of inspection as well as the tests to be carried out have been provided in the Technical Requirement provided in the bidding documents.

2. Warranty

Notwithstanding the warranty clause (16.2 of GCC), the preference will be given to the tenderer/manufacturer having ISO 9001 certification (with documentary proof to the effect) and giving **3 years warranty** of their product along with **5 years AMC charges** (in financial bid) after warranty period.

3. Payment

- a) Payment of the bill shall be made within 30 days after the receipt and installation of the equipment satisfactorily. It is not possible for the Institute either to negotiate documents through bank/wire transfer or to make payment in advance.
- b) In case the supplier is to claim the 100% payment directly through bank draft on bill basis within 15-20 days after the receipt and installation of the equipments/instruments in satisfactory condition, then the original documents viz. Bill of lading/Air way bill, copy of invoice in quadruplicate, packing list are to be submitted.
- c) In case of letter of credit, all bank charges outside India will have to be borne by the beneficiary/Principals.

4. Prices

Note: The rates quoted by the firms in their quotation must clearly and separately mention the cost of the equipment, various taxes thereon and the cost of visits of Scientists/Engineers & trainings, if required.

- a. Service Tax on Agency Commission, if any, will have to be mentioned clearly in the column of Agency Commission.
- b. Central excise/custom duty, if any, may not be included in the bids of scientific nature of goods as the Institute is exempted for the same vide DSIR registration No.TU/V/RG-CDE(201)/2006 dated 11.10.2016.

5. General

~~Documents~~ documentary evidence of conformity of the goods and services to the bidding may be in the form of literature, drawing, data etc. and shall consist of :

- i) a detailed description of the goods essential technical and performance characteristics
- ii) a list giving full particulars including available sources and current prices of all spare parts for a period of three years following commencement of the use of the goods.

Note: No cognizance will be given for tender without documentary proof of literature/leaflets /drawing data etc. in support of the product i.e. equipment/instrument.

- iii) It would be desirable to attach a **User list**, if any.
 2. The party who submits the tender, will have to ensure after sale-service facility and billing by the same party, (and not by some other sister establishment etc.) period of “after sale-service” may specifically be mentioned to consider the item failing which the tender may forgo its priority.
 3. The departmental rules/instructions shall bind tender.
 4. If the bidder fails to supply/install the ordered equipment/instrument, within a stipulated period of delivery, the EMD/performance security is liable to be forfeited.
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TECHNICAL SPECIFICATION AND QUALITY CONTROL REQUIREMENTS

Specification for Portable Leaf Area Meter with Conveyor Belt

*	Features:-
	Portable Leaf Area Meter should have advanced technology to enable a precise and convenient way to measure leaf area, ability to accurately measure delicate leaves, including a feature that allows see an image after each measurement to insure a successful scan. Built-in GPS tagging adds a location for each data set and the removable SD card provides an easy and fast way to download data to computer / data logger to be supplied. One-touch data, durable and lightweight, improved consistency of measurements, improved consistency of measurements, improved, handling of delicate leaves, graphic display, built-in display GPS tagging to provide location date, SD Card for data storage, Standard USB charging and data download, ideal for field work, non-destructive measurements, no calibration required, rechargeable battery, conveyor attachment is available for fast measurement in the field or lab.
	Specification:-
	Measuring Thickness: 20-25 mm or higher
	Measuring Width: 125-150mm or better
	Measuring Length: 3m or more
	Resolution:.01 cm ² or higher
	Accuracy: +-1% for samples >10cm ² or better
	Interface: USB serial interface
	Measuring Units: cm ² (area), cm(length, width, and perimeter)
	Memory size:4GB Storage cards(minimum or better)
	Display: Transflective graphic
	Scanning Speed:200mm/second or better
	Battery:7.2 volt rechargeable NiMH or better
	Operating Temperature:0-50 ⁰ C
	Light weight instrument
	Conveyer Attachment for measurement in detached leaves
	Measuring Width:150 mm or more
	Sample Thickness:15mm or more
	Length: 3m or better
	Accuracy:+-0.5% for samples>10Cm ² or better
	Resolution:0.01 mm ² or better
	Interface: Serial Interface

INSTRUCTIONS TO BIDDERS(ITB)

A. INTRODUCTION

1. Source of funds

1.1 The expenditure to be incurred for this intended purchase will be met from the funds available with the purchaser named in the schedule of requirements hereinafter referred to as “the purchaser”

2. Eligible bidders.

2.1 This invitation for bids is open to all suppliers, who fulfil the eligibility criteria as well as the qualification criteria, incorporated in this document.

3. Cost of bidding

3.1 The bidder shall bear all costs associated with the preparation and submission of its bid including samples, drawings, literatures etc., if any. The purchaser will in no case be responsible or liable any such cost, regardless of the conduct or outcome of the bidding process.

B. THE BIDDING DOCUMENTS

4. Content of bidding documents

4.1 The goods required, bidding procedures and contract terms are prescribed in the bidding documents .In addition to the Invitation for Bids, the bidding documents include:

- a) Instruction to Bidders (ITB)
- b) General conditions of contract (GCC)
- c) Schedule of requirements
- d) Technical specification and Quality control requirements
- e) Questionnaires
- f) Bid form and Price Schedules
- g) Bank guarantee form for bid security
- h) Manufacturer's Authorization Form
- i) Bank Guarantee Form for performance security
- j) Contract Form

4.2 In case of any contradiction between the stipulations made in ITB & GCC and Schedule of Requirements, the stipulations incorporated in the Schedule of Requirements will prevail over the corresponding stipulations contained in the ITB and /or GCC.

4.3 The bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the bidder's risk and may result in rejection of its bid.

5. Clarification of bidding documents

5.1 A prospective bidder requiring any clarification in connection with the bidding documents may notify the purchaser in writing or by telex or cable at the purchaser’s mailing address indicated in the schedule of requirements. The purchaser will respond in writing to any request for clarification of the bidding documents which it receives no later than 21 (twenty one) days prior to the deadline for submission of bids prescribed by the purchaser. The purchaser, at its discretion, may send the relevant text of this correspondence (without identifying the source of inquiry) to all the prospective bidders, which have received the bidding documents.

6. Amendment of bidding documents

6.1 At any time prior to the deadline for submission of bids, the purchaser may, for reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding

documents by amendment.

6.2 The amendment will be notified in writing or by telex or cable to all prospective bidders, which have received the bidding documents and will be binding on them.

6.3 In order to provide the prospective bidders with reasonable time in which to take the amendment into account in preparing their bids, the purchaser may, at its discretion, extend the deadline for the submission of bids and other allied time frame having linkage with that deadline.

C. PREPARATION OF BID

7. Language of bid.

7.1 The bid submitted by the bidder and all correspondence and documents relating to the bid exchanged by the bidder and the purchaser shall be written in English language. Supporting documents and printed literature furnished by the bidder may be written in other languages, provided they are accompanied by an English translation of their relevant passages in which case, for the purpose of interpretation of the bid, the English translation shall govern.

7.2 The bid submitted by the bidder and all correspondence and documents relating to the bid exchanged by the bidder and the purchaser, may also be written in Hindi language, provided that the same is accompanied by an English translation, in which case, for the purpose of interpretation of the bid, the English translation shall govern.

8. Document constituting the bid

8.1 The bid submitted by the bidder shall comprise of the following documents:

- a) a bid form and a price schedule in accordance with ITB clauses 9,10 and 11.
- b) documentary evidence established in accordance with ITB clause 13 that the bidder is eligible to bid and is qualified to perform the contract if its bid is accepted.
- c) documentary evidence established in accordance with ITB clause 14 that the goods and ancillary services to be supplied by the bidder conform to the bidding documents.
- d) bid security furnished in accordance with ITB clause 15
- e) The questionnaires (attached as Annexure -II with the bidding documents) duly filled in.

NOTE: A bid, which does not fulfill any of the above requirements and/ or gives evasive information/reply against any such requirement, shall be liable to be declared unresponsive and summarily rejected.

9. Bid form:

9.1 The bidder shall complete the bid form and the appropriate price schedule furnished in the bidding documents Annexure IX and its enclosures, indicating inter alia for the goods to be supplied a brief description of the goods, their country of origin, quantity and prices.

10 Bid prices :

10.1 The Bidder shall indicate on the price schedule the unit price and total bid prices of the goods it proposed to supply under the contract. To this end, the Bidders are allowed the option to submit the bids for any one or more schedule specified in the 'Schedule of Requirement' and to offer discounts for combined schedules. However, bidders shall quote for the complete requirement of goods and services specified under each schedule on a single responsibility basis, failing which such bids (for the schedule in question) will not be taken into account for evaluation and will not be considered for award.

10.2 Prices indicated on the price schedule shall be entered separately in the following manner :

I. for goods offered from within India-

- a) the price of the goods, quoted ex-factory, ex-showroom, ex-warehouse or off-the-shelf, as applicable, including customs, excise and any other duties and sales and other taxes already paid or payable on the components and raw material used in the manufacture or assembly of the goods

- quoted ex-factory or on the previously imported goods of foreign origin quoted ex-showroom, ex-warehouse or off-the-sheif,
- b) any sales or other taxes/duties including excise duty, which will be payable on the goods in India if the contract is awarded,
 - c) charges for inland transportation, insurance and other local costs incidental to delivery of goods to their final destination. The final destination is specified in the Schedule of requirements and
 - d) the price of incidental services as and if listed in schedule of requirements.
 - e) any element of cost, taxes, duties levies etc. not specifically indicated in the bid, shall not be paid by the purchaser.

II. for goods offered from abroad -

- a) the price of goods shall be quoted CIF port of entry in India or CIP named place of destination in India as and if specified in the schedule or Requirements. In quoting the prices, the bidder shall use ocean transportation through Indian flag vessels of Indian origin or through vessels of shipping conference Lines in which India is a member country. Similarly, the bidder may obtain insurance services from any nationalized insurance company in India.
- b) the price of goods shall be quoted FOB port of shipment, as and if specified in the schedule of requirement.
- c) charges for inland transportation, insurance and other local costs incidental to delivery of the goods from the port of entry in India to their final destination, which is specified in the Schedule of Requirements.
- d) The price of incidental services as and if listed in schedule of requirements.
- e) Any element of cost, taxes, duties levies etc. not specifically indicated in the bid, shall not be paid by the purchaser.

10.3 The terms FOB, CIF, CIP etc. shall be governed by the rules & regulations prescribed in the current edition of INCOTERMS, published by the International chamber of commerce Paris

10.4 The bidder's separation of the price components in accordance with ITB clause 10.2 above will be solely for the purpose of facilitating the comparison of bids by the purchaser and will not in any way limit the purchaser's right to contract on any of the terms offered.

10.5 Prices quoted by the bidder shall remain firm and fixed during the currency of the contract and not subject to variation on any account, unless otherwise specified in the Schedule of Requirements. If the requirement is for a fixed price bid, a bid submitted with an adjustable price quotation will be treated as non-responsive and rejected, pursuant to ITB clause 23

11. Bid Currencies

11.1 For domestic goods prices shall be quoted in Indian rupees only. Commission for Indian Agent, if payable, shall also be quoted in Indian Rupees only in a manner as specified in ITB Clause No. 12.2. For imported goods prices shall be quoted either in Indian rupees or in the currency of the country of origin of goods. Bids, where price are quoted in any other way shall be treated as non-responsive and rejected.

12. Indian Agent

12.1 If a foreign bidder has engaged an agent in India in connection with its bid, it will be required to give the following information in the bid :

- i) the name and address of the Indian agent with their permanent income tax number
- ii) the details of the services the agent will render
- iii) the amount of remuneration for the agent, included in the FOB component of the bid price.

12.2 The agency commission shall be indicated in the space provided for the price schedule and will be paid to the bidder's agent in Indian rupees using the telegraphic transfer buying rate of exchange ruling on the date of award of contract and shall not be subject to any further exchange variation.

13 Documents establishing bidder's eligibility and qualifications

13.1 Pursuant to ITB clause 8, the bidder shall furnish, as part of its bid, documents establishing the bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.

13.2 The documentary evidence of the bidder's qualifications to perform the contract if its bid is accepted, shall establish to the purchaser's satisfaction:

- a) that, in the case of a bidder offering to supply goods under the contract which the bidder did not manufacture or otherwise produce, the bidder has been duly authorised (as per authorization form in *Annexure-X*) by the good's manufacturer or producer to supply the goods in India.
- b) that the bidder has financial, technical and production capability necessary to perform the contract and, also it meets the criteria indicated in the Schedule of Requirements.
- c) that, in the case of a bidder not doing business in India , the bidder is or will be (if successful) represented by an agent of India equipped and able to carry out the supplier's maintenance, repair and spare parts stocking obligations prescribed by the conditions of contract and/or technical specifications.
- d) that such an agent (w.r. To sub para c above) is enlisted with Directorate General of supplies & Disposals, JeevanTaraBuilding, Sansad Marg, New Delhi-110 001, under the scheme of Ministry of Finance, Govt. of India for compulsory enlistment of Indian Agents
- e) if an agent in its bid submits quotations on behalf of more than one manufacturer, it is necessary that each such bid is accompanied by a separate bid form and bid security for each such quotation and authorization from the respective. Manufacturer (as per authorization form in *Annexure-X*). Otherwise all such quotations will be rejected as non-responsive.

14 Documents establishing good's eligibility and conformity to bidding document.

14.1 Pursuant to clause 8 the bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods and services which the bidder proposes to supply under the contract.

14.2 The documentary evidence for eligibility of the goods and services shall consist of a statement in the price schedule, about the country of origin of the goods and services offered which shall be confirmed by a certificate of origin issued at the time of shipment.

14.3 The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, data etc. and shall consists of :

- a) a detailed description of the goods essential technical and performance characteristics,
- b) a list giving full particulars, including available sources and current prices, of all spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a period of two years (or more, if specified in the schedule) following commencement of the use of the goods by the purchaser; and
- c) a clause-by clause commentary on the purchaser's 'Technical Specifications' demonstrating substantial responsiveness of the goods and services to those specifications or a statement of deviations and exceptions to the provisions of the '**Technical Specifications**'

14.4 For purposes of the commentary to be furnished to ITB clause 14.3c above the bidder shall note that the standards of workmanship, material and equipment and references to brand names or catalogue numbers, if any designated by the purchaser in its 'Technical Specifications' are intended to be descriptive only and not restrictive. The bidder may substitute alternative standards, brand names and/or catalogue numbers in its bid, provided that it demonstrates to the purchaser's satisfaction that the substitutions are substantially equivalent or superior to those mentioned in the 'Technical Specifications'.

15 Bid Security

15.1 Pursuant to clause 6 the bidder shall furnish as part of its bid, a bid security of an amount specified in the Schedule of Requirements.

15.2 The bid security is required to protect the purchaser against risk of bidder's conduct, which would warranty the security's forfeiture, pursuant to ITB clause 15.7

15.3 The bid security shall be denominated in the currency of the bid or in Indian Rupees and shall be in one of the following forms:

- a) Demand draft on a scheduled commercial bank in India, drawn in favour of the designated officer of the purchase organization and payable at a place as indicated by the purchaser in the Schedule of Requirements.
- b) A bank guarantee, issued by a scheduled commercial bank in India or a bank abroad, duly confirmed by a scheduled commercial bank in India in the form provided in the bidding documents and valid for 45 days beyond the validity of the bid.

C) FDR

- 15.4 Any bid from a bidder, not secured in accordance with ITB clauses 15.1 and 15.3 will be summarily rejected by the purchaser, as non-responsive to ITB clause 24
- 15.5 Unsuccessful bidders bid security will be discharged/returned as promptly as possible after the expiration of the period of bid validity prescribed by the purchaser, pursuant to ITB clause 16 but, barring any unforeseen circumstances, not later than 45 days of the award of contract.
- 15.6 The successful bidder's bid security will be discharged/returned upon the bidder, signing and accepting the contract pursuant to ITB clause 33 and furnishing the performance security, pursuant to ITB clause 34
- 15.7 The bid security may be forfeited:
- a) if a bidder :
 - i) withdraws its bid or impairs or derogates from the bid in any respect during the period of bid validity specified by the bidder on the bid form; or
 - ii) does not accept the correction of errors pursuant to ITB clause 24.2
 - b) in the case of successful bidder, if the bidder fails :
 - i) to accept and sign the contract in accordance with ITB clause 33 or
 - ii) to furnish performance security in accordance with ITB clause 34

16 Period of validity of bids

- 16.1 Bids shall remain valid for acceptance for 180 days after the date of bid submission prescribed by the purchaser pursuant to ITB clause 19. A bid valid for a shorter period shall be rejected by the purchaser as non-responsive.
- 16.2 In exceptional circumstances, the purchaser may solicit the bidder's consent to an extension of the period of bid validity upto a specified period. The request and the response thereto shall be made in writing (or by facsimile or cable or telex, which will be followed by a signed confirmatory copy simultaneously). The bid security provided under ITB clause 15 shall also be suitably extended. A bidder may refuse the request without forfeiting its bid security. However, a bidder agreeing to the request will not be required non permitted to modify its bid.
- 16.3 If the date up to which the bid is to remain valid happens to be a closed holiday for the purchaser, the bid shall automatically remain valid upto the next working day of that organization.

17 Format and signing of bid

- 17.2 The bid shall be typed or written in indelible ink and shall be signed by the bidder or a person or persons duly authorised to bind the bidder to the contract. All pages of the bid, except for unammended printed literature, shall be initialed by the person or persons signing the bid.
- 17.3 Any interlineation, erasures or overwriting in the bid shall be valid only if they are initialed by the person or persons signing the bid.
- 17.4 The front page of the bidding documents, containing the signature with date of the official (of the purchase organization) and the seal of the office must be uploaded by the bidder along with the original copy of the bid, failing which the bid is liable to be ignored.

D. SUBMISSION OF BIDS

18 Online Submission Of Bids

- 18.1 The bidder shall submit the bids along with the required documents complete in all aspects before the due date & time on the CPP Portal failing which the bid is liable to be cancelled.

19 Deadline for submission of bids

- 19.1 Bids must be received by the purchaser not later than the time and date specified in the schedule of Requirements
- 19.2 The purchaser may at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with ITB clause 6, in which case all rights and obligations of the purchaser and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

20 Late bids

- 20.1 Any bid received by the purchaser after the deadline for submission of bids prescribed by the purchaser, pursuant to ITB clause 16 will be rejected and /or returned on opened to the bidder.

21 Modification and withdrawal of bids

- 21.1 The bidder may modify or withdraw its bid after submitting the same before the end of deadline.
- 21.2 A withdrawal notice may also be sent by telex or cable or facsimile, but the same must be followed by a signed copy, postmarked not later than the deadline for submission of bids.
- 21.3 No bid may be modified subsequent to the deadline for submission of bids.
- 21.4 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the bidder in the bid form. Withdrawal of bid during this interval may result in forfeiture of the bidder's bid security pursuant to ITB clause 15.7

E BID OPENING AND BID EVALUATION

22 Opening of bids by purchaser

- 22.1 The purchaser will open the bids as per CPPP bid opening procedures at the time, date and the place specified in the NIT. If the specified date of bid opening is declared a holiday for the purchaser, the bids shall be opened at the appointed time and location on the next working day.
- 22.2 The purchaser will prepare appropriate minutes of the bid opening for its official record.

23. Clarification of bids

- 23.1 During scrutiny and evaluation of bids, the purchaser may, at its discretion, ask a bidder for a clarification of its bid. The request for clarification and the response shall be in writing and no change in the price or substance of the bid shall be sought, offered, permitted.

24 Preliminary examination of bids- unresponsive, substantially responsive & responsive bids

- 24.1 The purchaser will examine the bids to determine whether they are complete, whether the required bid validity is available, whether any computational errors have been made, whether required bid security has been furnished, whether the documents have been properly signed, and whether the bids are generally in order. While examining the bids, the purchase will also keep in view the requirements as per ITB clause 8.

- 24.2 Arithmetical errors, if any in a bid will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected accordingly. If there is a discrepancy between the words and figures, the amount in words shall prevail. If the supplier does not accept the correction of such errors, its bid will be rejected.
- 24.3 Prior to the detailed evaluation pursuant to ITB clause 26, the purchaser will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the requirements and terms & conditions of the bidding documents, including the specification and technical parameters of the goods as projected in the bidding document, without material deviations. Deviations from or objections or reservations to the bidding documents critical provisions, such as those concerning bid validity, technical specification, performance security, warranty obligations, Force majeure, taxes & duties and applicable law (governing the contract) will be deemed to be material deviations. Bids from an agent without proper authorisation from the manufacturer as per ITB clause 13.2(a) shall be treated as non-responsive. The purchaser's determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.
- 24.4 The purchaser may waive any minor infirmity, non-conformity or irregularity in a bid, which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any bidder.
- 24.5 The conclusion drawn by the purchaser as to the substantial responsiveness or otherwise of a bid or consideration of a minor infirmity or non-conformity or irregularity in a bid is final.
- 24.6 If a bid is determined as not substantially responsive, it will be rejected by the purchaser and may not subsequently be made responsive by the bidder by correction of the non-conformity.

25 Conversion to single currency

- 25.1 To facilitate evaluation and comparison of bids, the purchaser will convert all bid prices expressed in the amounts in various currencies in which the bid prices are payable, to Indian rupees at the BC selling market rate of exchange established by the State Bank of India for similar transactions as on the date of bid opening.

26 Evaluation and comparison of bids

- 26.1 The purchaser will evaluate and compare the bids, which have been determined to be substantially responsive, pursuant to ITB clause 24 for each schedule separately. The bid for a schedule will not be considered if the complete requirements covered in the schedule is not included in the bid. However, as stated in ITB clause 10, bidders are allowed the option to bid for any one or more schedule and to offer discounts for combined schedules. These discounts will be taken into account in the evaluation of the bids so as to determine the bid or combination of bids offering the lowest evaluated cost for the purchaser in deciding award(s) for each schedule.
- 26.2 The comparison shall be on CIP destination basis, duly delivered and commissioned (as the case may be) at the destination.
- 26.3 The purchaser's evaluation of a bid will include and take into account in addition to bid price and price of the incidental services.
- a) in the case of goods manufactured in India or goods of foreign origin already located in India, sales tax & other similar taxes and excise duty & other similar duties/taxes, which will be payable on the goods if a contract is awarded to the bidder; and
 - b) in the case of goods of foreign origin offered from abroad, customs duties and other similar import duties/taxes, which will be payable on the goods if the contract is awarded to the bidder.
- 26.4 The purchaser's evaluation of bid will also take into account the following factors in the manner and to the extent specified in the Schedule of Requirements and amplified in ITB clause 26.5
- a) cost of inland transportation, insurance and other costs within India incidental to delivery of the

goods to their final destination as stipulated in the Schedule of Requirements

- b) Delivery schedule offered in the bid
- c) the cost of components, spare parts and service.
- d) the availability of spare parts and after-sale service in India for the goods offered in the bid.
- e) the projected operating and maintenance cost during the life of the equipment.
- f) specific additional criteria.

26.5 Pursuant to clause 26.4, following evaluation methods will be followed:

- a) Inland transportation, insurance and incidentals:

Bidder shall quote separately for inland transportation, insurance and other incidentals for delivery of goods to the required destination as already indicated in the schedule of requirement. These costs incurred in India shall be quoted in Indian currency. Such costs will be added by the purchaser to the EXW/CIF/CIP bid price. .

- b) Delivery schedule:

The purchaser requires that the goods mentioned in the schedule of requirements shall be delivered at the required destination within the time schedule specified therein. As and if necessary, the estimated time of arrival of goods from ex-works/port of entry to the destination will be calculated by the purchaser for each bid after allowing for reasonable transportation time based on the published tariff of Railway, appropriate Road Transport Agencies etc.

- c) Cost of components and spare parts :

- i) the list of items and quantities of major assemblies, components and selected spare parts, likely to be required during the initial period of operation as specified in the schedule of requirements, is annexed to the Technical specification. The total cost of these items, at the unit prices quoted in each bid, will be added to the bid price.

OR

- ii) the purchaser will draw up a list of high usage and high value items of components and spare parts, along with the estimated quantities of usage in the initial period of operation as indicated in the schedule of requirements. The total cost of these items and quantities will be computed from the corresponding unit prices quoted by the bidder and added to the bid price.

OR

- iii) the purchaser will estimate the cost of spare parts usage in the initial period of operation specified in the schedule of requirements, based on the information furnished by each bidder, as well as on the past experience of the purchaser or other purchasers in similar situations. Such costs shall be added in the bid price for evaluation.

- d) Availability of spare parts and after sales service facilities in India:

The cost to the purchaser of establishing the required service facilities and parts inventories outlined in the schedule of requirement or elsewhere in the bidding documents, if quoted separately, shall be added to the bid price.

- e) The projected operating and maintenance cost during the life of the equipment:

These costs, which form a major portion of the life cycle cost of the equipment, will be evaluated in accordance with the criteria specified in the schedule of requirements and/or in the Technical specifications.

f) Specific additional criteria:

Other specific additional criteria to be considered in the bid evaluation and the corresponding evaluation method shall be incorporated in the Schedule of requirements and/or in the Technical specifications.

27. Bidder's capability to perform the contract

27.1 The purchaser will determine to its satisfaction whether the bidder, which is selected as having submitted the lowest evaluated responsive bid, is qualified and prima facie capable to perform the contract satisfactorily.

27.2 The determination will take into account the bidder's financial, technical, and production capability for fulfilling all the requirements of the purchaser as specified in the bidding documents. This exercise will be based upon the examination of the documentary evidence of the bidder's qualifications submitted by the bidder, pursuant to ITB clauses 2 and 13 as well as such other allied information as the purchaser deems necessary and appropriate.

27.3 An affirmative determination will be a prerequisite for award of the contract to the bidder. A negative determination will result in rejection of the bidder's bid, in which event the purchaser will proceed to the next lowest evaluated bid to make a similar determination of the bidder's capabilities to perform satisfactorily.

28 Purchaser's right to vary quantities at the time of award.

28.1 The purchaser reserves the right at the time of awarding the contract to increase or decrease by upto 25% the quantity of goods and services specified in the schedule of requirements without any change in the unit price or other terms and conditions.

29 Contacting the purchaser

29.1 From the time of the bid opening to the time of awarding the contract, if a bidder wishes to contact the purchaser on any matter related to the bid, it should do so in writing.

29.2 Any effort by a bidder to influence the purchaser in the purchaser's decision on bid evaluation,, bid comparison or contract award shall result in the rejection of the bidder's bid, besides other suitable administrative actions against the bidder, as deemed fit by the purchaser.

F. AWARD OF CONTRACT

30. Award criteria

30.1 Subject to ITB clause 28, the purchaser will award the contract to the successful bidder whose bid has been determined as the lowest evaluated bid, provided further that the bidder is determined to be qualified and prima facie capable to perform the contract satisfactorily.

31. Purchaser's right to accept any bid and to reject any or all bids.

31.1 The purchaser reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to the award of contract, without thereby incurring any liability, whatsoever, to the affected bidder or bidders.

32. Notification of award

32.1 Before the expiry of the period of bid validity, the purchaser will notify the successful bidder in writing, by registered letter or by cable/fax/telegram/telex, to be confirmed in writing by registered letter, that its bid has been accepted. The schedule(s) of requirement and the corresponding quantity of the item(s) ordered, which have been accepted, will, inter-alia, be mentioned in the notification.

32.2 The notification of award will constitute the formation of the contract.

32.3 Upon the successful bidder's furnishing the performance security, pursuant to ITB clause 34, the purchaser will promptly notify each unsuccessful bidder and will discharge its bid security, pursuant to ITB clause 15

33. Signing of contract.

33.1 At the same time as purchaser notifies the successful bidder that its bid has been accepted, the purchaser will send to the bidder by registered post or speed post, the contract form provided in the bidding documents, incorporating all agreements between the parties.

33.2 Within twenty-one days of issue of the contract form by the purchaser, the successful bidder shall sign and ate the contract and return it to the purchaser by registered post or speed post.

34. Performance security

34.1 Within twenty-one days of the issue of notification of award by the purchaser, the successful bidder shall furnish the performance security in accordance with and as per the instructions incorporated in the general conditions of contract with regard to performance security.

34.2 Failure of the successful bidder to comply with the requirement of clause 33 or 34 shall constitute sufficient ground for annulment of the award and forfeiture of the bid security, in which event the purchaser may make the award to the next lowest evaluated bidder or call for new bids.

*Need not to be Uploaded
with tender documents*

GENERAL CONDITIONS OF CONTRACT (GCC)

1. Definitions

1.1 In this contract the following terms shall be interpreted as indicated:

- a) "IFB" means Invitation for Bids.
- b) "ITB" means Instruction to Bidders.
- c) "GCC" means General Conditions of Contract.
- d) "RC" means Rate Contract.
- e) "Contract" means a legal agreement entered into between the purchaser and the supplier, as recorded in the agreement signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- f) "Contract Price" means the price payable to the supplier under a contract for the full and proper performance of its contractual obligations.
- g) "Goods" means all the items, materials, equipment and/or machinery, which the supplier is required to supply to the purchaser in terms of a contract.
- h) "Services" means the services ancillary to the supply of the goods, such as transportation and insurance and any other incidental services, such as installation, commissioning, provision of technical assistance, training and other such obligations of the supplier covered under a contract.
- i) "Purchaser" means the buyer named in a bidding document and in the corresponding contract, purchasing the goods ordered and includes its successors and/or assignees.
- j) "Consignee" means the individual or body to whom the contracted goods are required to be delivered as per the terms and the conditions incorporated in a contract.
- k) "Supplier" means the individual or firm supplying the goods under a contract and includes its successor and/assignees.
- l) "Day" means calendar day of the Gregorian Calendar.
- m) "Month" means calendar month or the Gregorian Calendar.

2. Application

2.1 These general conditions of contract (as contained in this section) shall apply to the extent they are not superseded by provisions in other parts of the contract.

3. Country of origin

3.1 All goods and services supplied under the contract shall have their origin in India or in the countries, with which the Government of India has trade relations.

3.2 For purposes of this clause, "origin" means the place where the goods are mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing and substantial or major assembling of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.

3.3 The origin of goods and services is distinct from the nationality of the supplier.

4. Standard

4.1 The goods supplied under this contract shall conform to the standards mentioned in the 'Technical Specifications' authoritative standards as applicable to the goods' country of origin.

5. Use of contract documents and information

- 5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract or any provision thereof or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the purchaser in connection therewith to any person other than a person employed by the supplier in the performance of the contract. Also, disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for the purposes of such performance.
- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information enumerated in GCC sub-clause 5.1 except for the purposes of performing the contract.
- 5.3 Every document other than the contract itself, mentioned in GCC sub-clause 5.1, shall remain the property of the purchaser and shall be returned (in all copies) to the purchaser on completion of the supplier's performance under the contract, if so required by the purchaser.

6. Patent rights

- 6.1 The supplier shall at all times indemnify the purchaser, free of cost, against all third-party claims of infringement of patent, trade mark or industrial design rights arising from use of the goods or any part thereof in India.

7. Performance security

- 7.1 Within 21(twenty one) days after the issue of notification of award by the purchaser, the supplier, shall furnish performance security to the purchaser for an amount of 10% (ten per cent) of the contract values, valid up to 60 (sixty) days after the date of completion of all contractual obligations by the supplier, including the warranty obligations.
- 7.2 In the event of any correction of defects or replacement of defective material during the warranty period, the warranty for the corrected/replaced material shall be extended to a further period of twelve months from the date of the correction/replacement and the performance security for the proportionate value (which will be determined by the purchaser in consultation with the supplier) shall be extended by 60 days over and above the extended warranty period
- 7.3 In the event of any contract amendment, the supplier shall, within 21(twenty one) days of issue of such amendment, furnish the necessary amendment of the Performance Security, rendering the same valid in all respects in terms of the contract, as amended.
- 7.4 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from supplier's failure to complete its obligations under the contract.
- 7.5 The Performance security shall be denominated in Indian Rupees or in the currency of the contract and shall be in one of the following forms:
 - a) Cash in Indian Currency.
 - b) Demand Draft on any scheduled commercial bank in India, to be drawn in favour of ICAR Unit – CPRI, payable at Shimla.
 - c) Bank Guarantee issued by a scheduled commercial bank in India, in the prescribed form as provided in bidding documents.
- 7.6 Subject to GCC sub-clause 7.4 above, the performance security will be discharged by the purchaser and returned to the supplier on completion of the supplier's contractual obligation including the warranty obligations under the contract.

8. Inspection and tests

- 8.1 The purchaser and/or its nominated representative(s) shall have the right to inspect and/or to test the goods to confirm their conformity to the contract specification and other technical details incorporated in the

contract at no extra cost to the purchaser. The Schedule of Requirements and the Technical Specification, incorporated in the bidding document, shall specify what inspections and tests, the purchaser required and where and how they are to be conducted. The purchaser shall notify, in advance, the supplier in writing, of the identity of any representative(s) for this purpose.

- 8.2 The inspections and tests may be conducted on the premises of the supplier or its subcontractor(s), at the point of delivery and/or at the goods final destination. If conducted on the premises of the supplier or its subcontractor(s), all reasonable facilities and assistance, including access to relevant drawings, design details and production data, shall be furnished by the supplier to the inspectors at no charge to the purchaser.
- 8.3 Should any inspected or tested goods fail to conform to the required specifications and standards, the purchaser may reject them and the supplier shall either replace the rejected goods or make all alterations necessary to meet the specifications and standards, as required, free of cost to the purchaser and resubmit the same to the purchaser for conducting the inspections and tests again.
- 8.4 Where the contract stipulates pre-dispatch inspection by the purchaser's nominated inspecting agency, the supplier shall put up the goods for inspection to the inspecting agency well ahead of time so that the inspecting agency is able to complete the inspection within the stipulated delivery period. If the goods are tendered for inspection at the last moment without providing reasonable time to the inspection agency for completing the inspection, the inspecting agency may carry out the inspection and complete the formality beyond the contractual delivery period at the risk and expense of the supplier. The fact that the items have been inspected after the contractual delivery period will not have the effect of keeping the contract alive and this will be without any prejudice to the legal rights and remedies available to the purchaser under the terms & conditions of the contract.
- 8.5 The purchaser's right to inspect, test and, where necessary, reject the goods after the goods' arrival at the final destination shall in no way be limited or waived by reason of the goods having previously been inspected, tested and passed by purchaser or its representatives prior to the dispatch of the goods from the country of origin or from the supplier's premises.
- 8.6 Nothing in GCC clause 8 shall, in any way, release the supplier from any warranty or other obligation under the contract.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during their transit to their final destination as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures, humid weather and precipitation during transit and open storage. The sizes and weights of the packing cases shall also take into consideration, where applicable the available inland mode(s) of transport in India, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit. Further, limitations and/or mandatory instructions, if any in the weights, volumes and sizes of the packages shall also be taken care of by the supplier.
- 9.2 The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements if any, as shall be expressly provided for in the contract, including additional requirements, if any, specified in the Schedule of Requirements and any subsequent instructions given by the purchaser.
- 9.3 Packing instruction:
The supplier will be required to make separate packages for each consignee named in the contract. Each package will be marked by the supplier at its own expense, on three sides with indelible ink/paint, with the following details:
 - a) Contract No. and date

- b) name and address of the consignee
- c) name and address of the supplier
- d) brief description of goods
- e) gross weight and outer dimension of the package
- f) country of origin of goods
- g) packing list reference no. and
- h) any other requirement, relevant to the contract.

10. Delivery of goods

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified by the purchaser in the notification of award and in the contract.
- 10.2 For the purposes of the contract, “FOB”, “CIF”, “CIP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them in the current edition of “Incoterms” which are international commercial shipping terms, published by international chamber of commerce Paris, France.

11. Transportation

- 11.1 Where the supplier is required under the contract to deliver the goods FOB., transportation of the goods, up to and including the point of putting the goods on board the vessel at the specified port of loading, shall be arranged and by the supplier and the cost thereof shall be included in the contract price.
- 11.2 Where the supplier is required under the contract to deliver the goods CIF or CIP, transportation of the goods to the port of destination or such other specified place of destination in India, as shall be mentioned in the contract, shall be arranged and paid for by the supplier and the cost thereof shall be included in the contract price.
- 11.3 Where the supplier is required under the contract to deliver the goods CIF or CIP within India, the supplier shall arrange the shipment by Indian flag vessels or vessels belonging to conference lines in which India is a member. Where the supplier is required under the contract to deliver the goods FOB and also to arrange on behalf and at the expense of the purchaser for ocean transportation on India Flag vessels or vessels of conference lines in which India is a member country, the supplier may arrange for such transportation on alternative carriers also, if the India flag vessels or conference Line vessels are not available to transport the goods within the time frame specified in the contract. However, before arranging such alternative transportation, the supplier shall obtain prior concurrence of the purchaser for the same.
- 11.4 The supplier shall not arrange part-shipments and/or transshipment without the prior written consent of the purchaser.
- 11.5 In case the supplier violates any of the aforementioned instructions, the supplier shall be liable for all consequences (including financial loss) that the purchaser may face due to such violations.

12. Insurance

- 12.1 The goods supplied under the contract, shall be fully insured in a freely convertible currency against loss or damage incidental of manufacture or acquisition transportation, storage and delivery as indicated below in this clause (viz. GCC clause 11)
- 12.2 Where delivery of the goods is required by the purchaser on CIF or CIP basis, the supplier shall arrange and pay for the cargo insurance, naming the purchaser as the beneficiary. Where delivery is on FOB basis, the insurance shall be the responsibility of the purchaser.

12. In the case of a contract on CIF or CIP basis, the insurance shall be for an amount equal to 110% (

one hundred and ten per cent) of the CIF or CIP value of the goods from “warehouse to warehouse” (final destination) on “all risks” basis including war risks and strikes.

13 Distribution of dispatch documents

13.1 The shipping and other documents as well as dispatch details to be furnished by the supplier to the purchaser and/or to the purchaser's nominated authorities to enable the purchaser and/or its nominated authorities to clear and/or accept the goods will depend on the mode of dispatch of the goods and the terms of delivery, as specified in the schedule of requirement and the contract and subject to the same, the instructions in this regard will be as indicated below:

a) For goods supplied from abroad:

Within 24 hours of shipment, the supplier shall notify the purchaser and its nominated authorities (as specified in the contract) and the insurance company by cable or telex for fax, the full details of the shipment including contract number, description of goods, quantity, the vessel, the bill of lading number and date/ airway bill number and date of shipment, port of discharge, expected date of arrival at the port of entry etc. Further, the supplier shall also immediately dispatch by registered air-mail the specified number of copies of the following documents to the above authorities:

- i. Supplier's invoice showing contract number, description of goods, quantity, unit price and total amount;
- ii. Original and copies of the negotiable clean, on board bill of lading marked freight to pay and copies of non-negotiable bill of lading.
- iii. Copies of packing list identifying the contents of each package.
- iv. Insurance certificate
- v. Manufacturers/supplier's warranty certificate
- vi. Pre-dispatch inspection certificate issued by the purchaser's nominated inspection agency (if so specified) and the supplier's factory inspection report; and
- vii. Certificate of origin

The above documents all be received by the purchaser and other authorities mentioned above at least one week before the arrival of goods at the port or place of arrival and, if not received, the supplier will be responsible for any consequent expenses

b) For goods supplied from within India :

Within 24 hours of dispatch of the goods, the supplier shall notify the complete dispatch details the purchaser and or the purchaser's nominated authorities (as specified in the contract) and the company. The supplier shall also mail the specified number of copies of the following documents to them.

- i. The supplier's invoice showing contract number, description of goods, quantity, unit price and the total amount;
- ii. Railway receipt or Delivery note
- iii. Packing list identifying contents of each package
- iv. Insurance certificate
- v. Manufacturers/supplier's warranty certificate
- vi. Pre-dispatch inspection certificate issued by the purchaser's nominated inspection agency (if so specified) and the supplier's factory inspection report; and
- vii. Certificate of origin

The purchaser shall receive the documents at least one week before the arrival of the goods (except where it is handed over to the consignee with all the documents) and if not received, the supplier will be responsible for any consequent expenses.

The documents to be provided by the supplier for claiming payment are specified in GCC clause Payment.

14. Incidental services:

- 14.1 The purchaser may include in the contract any or all of the following services and/or some additional services, if specified in the schedule of requirements and the supplier is required to provided the same.
- a) Performance or supervision of on site assembly and/or start-up of the supplied goods
 - b) furnishing of tools required for assembly and/or maintenance of the supplied good
 - c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods.
 - d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed to by the parties, provided that this service shall not relieve the supplier of any warranty obligations under the contract, and
 - e) training the purchaser's personnel, at the supplier's plant and/on-site, in assembly, start-up operation maintenance and /or repair of the supplied goods.
- 14.2 Prices charged by the supplier for the above mentioned incidental services, if not included in the quoted price for the goods, shall be quoted separately in the bid itself and shall not exceed the prevailing rates, charged to other parties by the supplier for similar services.

15. Spare parts

- 15.1 As specified in the Schedule of Requirements, the supplier may be required to provide any or all of the following materials, notifications and information pertaining to spare parts manufactured and or distributed by the supplier :
- a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this will not relieve the supplier of any warranty obligation under the contract; and
 - b) in the event of termination of production of the spare parts.
 - i. advance notice to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements and
 - ii. Immediately following such termination, furnishing at no cost to the purchaser, the blueprints, drawings and specifications of the spare parts, if requested.
- 15.2 Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the goods. Other spare parts and components shall be supplied as promptly as possible but in any case within three months of placement of order and opening the letter of credit.

16. Warranty

- 16.1 The supplier warrants that the goods supplied under the contract is new unused, of the most recent of current models and incorporated all recent improvement in design and materials unless provided otherwise in the contract. The supplier further warrants that the goods supplied under the contract shall have no defect arising from design, materials (except when the design adopted and/or the material used are as per purchaser's specifications) or workmanship or from any act or omission of the supplier, that may develop under normal used of the supplied goods under the conditions prevailing in India
- 16.2 This warranty shall remain valid for 12 (twelve months after the goods or any portion thereof as the case may be have been delivered to the final destination and installed and commissioned at the final destination and accepted by the purchaser in terms of the contract or for 18 months from the date of dispatch from the supplier's works for domestic goods or for 21 months after the date of shipment from the port or place of loading in the source country for imported goods, which is earlier, unless specified otherwise in the schedule of Requirements.
- 16.3 The purchaser shall promptly notify the supplier in writing of any claim arising under this warranty.

- 16.4 Upon receipt of such notice, the supplier shall, with all reasonable speed (or within the period, if specified in the schedule of requirements and the contract), repair or replace the defective goods or parts thereof, free of cost, at the ultimate destination. The supplier shall take over the replaced parts/goods at the time of their replacement. No claim whatsoever shall lie on the purchaser for the replaced parts/goods thereafter.
- 16.5 In the event of any correction of a defect or replacement of any defective material using the warranty period, the warranty for the corrected/replaced material shall be extended to a further period of 12 months from the date, such corrected/replaced material starts functioning to the satisfaction of the purchaser
- 16.6 If the supplier, having been notified, fails to remedy the defect(s) within a reasonable period (or within the period, if specified in the Schedule of Requirements and the contract), the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights, which the purchaser may have against the supplier under the contract.

17. Payment

- 17.1 The payment shall be made in the currency/currencies specified in the contract. The supplier shall send its claim (with relevant documents, as required) to the appropriate paying authority as specified in the Schedule of requirements and the contract. Before claiming any payment, the supplier shall ensure that all the contractual obligations for claiming that payment have been duly fulfilled.
- 17.2 The payment shall be made in the following manner and on production of the following documents:
- A) Payment for goods supplied from abroad:
- i) on shipment:
- 90% of the contract price shall be paid through irrevocable letter of credit established in favour of the foreign supplier in a scheduled commercial bank in India or a bank in the supplier's country acceptable to the purchaser, upon submission of the following documents:
- a) Certified copy of the fax sent by the supplier to the purchaser and other as per GCC sub-clause 10.3(a).
 - b) Supplier's signed commercial invoice showing contract number, description of the supplied goods, corresponding quantity, unit price and the total value and name(s) of the consignee(s) for the supplied goods.
 - c) Original clean or board bill of lading marked freight pre-paid consigned to the interim/port consignee evidencing description of the goods quantities, relevant details about the contract number etc.
 - d) Packing list, identifying contents of each package.
 - e) Insurance policy or certificate in duplicate endorsed in blank with claims payable in India in the currency of the LC
 - f) Manufacturer's/supplier's warranty certificate and supplier's factory inspection report.
 - g) Pre-dispatch inspection certificate issued by the purchaser's nominated inspection agency, if so specified.
 - h) Certificate of origin.
 - i) Supplier's certificate confirming that the required documents have been sent to all concerned in terms of GCC sub-clause 10.3(a).
 - j) Supplier's certificate confirming that the amounts shown in the invoice are correct in terms of the contract and that all the terms and conditions of the contract have been complied with for claiming this payment.
 - k) Any other document(s) and/or modification of above documents specified in the Schedule of Requirements and the contract.

ii) on final acceptance:

10% of the contract price of goods received shall be paid within 30 days of receipt of goods on submission of the claim supported by the acceptance certificate issued by the purchaser or the purchaser's nominated representative in the proforma given in section ____ of the bidding documents.

iii) payment of agency commission :

Payment shall be made in Indian rupees within 30 days of presentation of claim supported by a certificate from the purchaser confirming that the goods have been delivered, full 100% payment has been made to the foreign supplier and all other contractual obligations have been performed by the supplier and its agent for claiming this payment.

This payment (towards agency commission) will be made by the purchaser's paying authority specified in the contract and not through letter of Credit.

B) Payment for goods supplied from India:

Payment shall be made in Indian rupees by the purchaser's paying authority, as specified in the contract (and not through letter of credit), in the following manner:

i) on delivery:

90% of the contract price shall be paid on receipt of the goods by the consignee and upon submission of following documents to the paying authority:-

- a) The supplier's invoice showing contract number, description of goods, quantity, unit price and the total amount;
- b) Railway receipt or Delivery note;
- c) Packing list identifying contents of each package;
- d) Insurance certificate;
- e) Manufacturer's/Supplier's warranty certificate;
- f) Pre-dispatch inspection certificate issued by the purchaser's nominated inspection agency, if so specified and the supplier's factory inspection report
- g) Certificate of origin.
- h) Provisional receipt certificate for the corresponding delivery, issued by the consignee; and
- i) Any other document(s) and/or modification of above documents specified in the Schedule of Requirements and the contract.

ii) on final acceptance:

The remaining 10% of the contract price shall be paid to the supplier within 30(thirty) days of receipt of its claim, duly supported by the final acceptance certificate for the corresponding delivery issued by the purchaser's representative in the proforma given in section..... of the bidding documents.

C) Payment for incidental services and supervision:

The incidental services and supervision, if required separately, will be specified in the Schedule of Requirements and in the contract. The payment terms applicable for such services and Supervision will also be specified therein.

Operation of the Letter of Credit:

- i. The payments effected through letter of credit, shall be subject to the latest Uniform Customs and Practice

for Documentary Credit, of the International Chamber of Commerce;

- ii. If requested specifically by thy supplier, the letter of credit will be confirmed , but the cost for the same shall be charged to the supplier's account
- iii. If the letter of credit is required to be extended/ reinstated for reasons not attributable to the purchaser, the charges thereof shall be to the supplier's account.

18. Prices

18.1 Prices charged by the supplier for the goods supplied and the services performed under the contract shall not vary from the prices quoted by the supplier in its bid with the exception of any price adjustment authorized in the Schedule of Requirements.

19. Modification of contract

19.1 The purchaser may at any time, by a written order given to the supplier pursuant to GCC clause 31, make changes and modifications within the general scope of contract in any one or more of the following:

- a) drawings, designs or specifications, where goods to be supplied under the contract are to be specifically manufactured for the purchaser,
- b) the mode of packing
- c) the mode of dispatch
- d) the place of delivery,
- e) the services to be provided by the supplier, and/or
- f) any other area(s) of the contract, depending on the merits of the case.

19.2 If any such change causes an increase or decrease in the cost of, or in the time required for the supplier's performance of any provision under the contract, an equitable adjustment shall be made in the contract price or contract delivery schedule or both, and the contract shall be amended accordingly. Any claim by the supplier for adjustment under this clause must be asserted within 21 (twenty-one) days from the date of the supplier's receipt of the purchaser's amendment/ modification of the contract.

19.3 Subject of GCC sub-clauses 19.1 and 19.2, no variation in or modification of the terms of the contract shall be made except by written amendment signed by both the parties.

20. Assignment

20.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

21. Sub Contracts

21.1 The supplier shall notify the purchaser in writing of all sub-contracts awarded under the contract, if not already specified in its bid. Such notifications, in its original bid or latest, shall not relieve the supplier from any liability or obligation, whatsoever, under the contract;

21.2 Subcontract shall be only for bought-out items and sub-assemblies.

21.3 Subcontracts must comply with the provisions of GCC clause 3.

22 Delays in the supplier's performance

22.1 Delivery of the goods and performance of the services shall be made by the supplier in accordance with the time schedule specified by the purchaser in the "Schedule of Requirements"

22.2 Except as provided under GCC clause 25, any unexcused delay by the supplier in maintaining its contractual delivery obligations shall render the supplier liable to any or all of the following sanctions:

Imposition of liquidated damage,

Forfeiture of its performance security and/or Termination of the contract for default.

22.3 If at any time during the performance of the contract, the supplier or its subcontractor(s) should encounter conditions hindering timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). After the receipt of the supplier's notice, the purchaser, as soon as practicable, shall evaluate the situation and may at its discretion extend the supplier's time for performance, in which case the extension of the delivery period shall be ratified by issuing an amendment to the contract.

22.4 The supplier shall not dispatch the goods after expiry of the delivery period. The supplier is required to apply to the purchaser for extension of delivery period and obtain the same before dispatch. In case the supplier dispatches the goods without obtaining an extension, it would be doing so at its own risk and no claim for payment for such supply and/or any other expense related to such supply shall lie against the purchaser.

23. Liquidate damages

23.1 Subject to GCC clause 25, if the supplier fails to delivery any or all of the goods or perform the service within the time period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% (half percent) of the delivered price of the delayed goods or unperformed services for each week of delay or part thereof until actual delivery or performance, up to maximum deduction of 10% (ten percent) of the delayed goods or services' contract price. Once the maximum is reached, the purchaser may consider termination of the contract, if the same have not been terminated already.

Further, during the above mentioned delayed period of supply and/or performance, the supplier, notwithstanding any stipulation in the contract for increase in price for any ground, shall not be entitled to any increase in price and cost, whatsoever, which take place during the period of delay. But nevertheless, the purchaser shall be entitled to the benefit any decrease in price and cost on any ground during that period of delay.

24. Termination for default

24.1 The purchaser, without prejudice to any other remedy for breach of contract, may, by written notice of default sent to the supplier, terminate the contract in whole or in part, if the supplier fails to deliver any or all of the goods or fails to perform any other contractual obligation(s), within the time period specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC clause 22.

24.2 In the event the purchaser terminates the contract in whole or in part, pursuant to GCC sub-clause 24.1, the purchaser may procure, upon such terms and conditions and in such manner as it deems appropriate, goods and/or services similar to those undelivered and the supplier shall be liable to the purchaser for any excess cost for such similar goods and/or services. However, the supplier shall continue to perform the contract to the extent not terminated.

25. Force Majeure

25.1 Notwithstanding the provisions of GCC clauses 22,23 and 24, the supplier shall not be liable for forfeiture of its performance security, liquidated damage or termination for default, if and to the extent that its delay in performance or other failure to perform its obligations under the contract is the result of an event of Force major.

25.2 For purposes of this clause, "Force Majeure" means and event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and fright embargoes.

25.3 If a Force Majeure situation arises, the supplier shall promptly notify the purchaser in writing of such

conditions and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligation under the contract as far as reasonably practical, and shall seek all reasonable alternatives means for performance not prevented by the force Majeure event.

26. Termination for insolvency

26.1 If the supplier becomes bankrupt or otherwise insolvent, the purchaser may terminate the contract by giving written notice to the supplier, without any compensation to the supplier, provided, that such termination will not prejudice or affect any right of action or remedy which has accrued and/or will accrue thereafter to the purchaser.

27. Termination for convenience

27.1 The purchaser, by written notice sent to the supplier, may terminate the contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that the termination is for the purchaser's convenience, the extent to which performance of the supplier under the contract is terminated, and the date with effect from which such termination becomes effective.

27.2 The goods that are complete and ready for shipment within 30(thirty) days after the supplier's receipt of notice of termination shall be accepted by the purchaser at the contract terms and prices. For the remaining goods, the purchaser may effect:

- b) to have any portion completed and delivered at the contract terms and prices; and/or
- c) to cancel the remainder and pay to the supplier an agreed amount for partially completed goods and services and for materials and parts already procured by the supplier for fulfilling the contractual obligations.

28. Resolution of disputes

28.1 If any dispute or difference of any kind shall arise between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve the same amicably by mutual consultations

28.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation then either the purchaser or the supplier may give notice to the other party of its intention to commence arbitration as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.

28.3 Any dispute or difference, in respect of which a notice of intension to commence arbitration has been given in accordance with GCC sub-clause 28.2, shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the goods under the contract.

28.4 The dispute resolution mechanism to be applied pursuant to GCC sub-clause 28.3, shall be as follows:-

In the case of a dispute or difference arising between the purchaser and the supplier relating to any matter arising out of or connected with the contract, such disputes or difference shall be settled in accordance with the Arbitration and Conciliation Act,1996. The arbitral tribunal shall consist of three arbitrators, one each to be appointed by the purchaser and the supplier. The third arbitrator shall be chosen by the two arbitrators so appointed by the parties and shall act as presiding arbitrator. In case of failure of the two arbitrators appointed by the parties to reach upon a consensus within a period of thirty days from the appointment of the arbitrator appointed subsequently, the presiding arbitrator shall be appointed by the Indian Council of Arbitration or President of the Institution of Engineers (India).

The decision of majority of arbitrators shall be final and binding upon both the parties.

The cost and expenses of the arbitration proceedings will be paid as determined by the arbitral tribunal. However, the expenses incurred by each party in connection with the preparation, presentation etc. of its proceedings as also fees and expenses paid to the arbitrator appointed by such party or on its behalf shall

be borne by each party itself.

- 28.5 However, where the value of the contract is Rs.15 lakhs (Rupees on and a half million) and below, the disputes or differences arising in it shall be referred to a sole arbitrator. The sole arbitrator shall be appointed by mutual agreement between the parties. If the parties fail to agree on the arbitrator within 30(thirty) days from the receipt of a request by one party from the other party to so agree, the appointment shall be made upon request of a party, by the Indian Council of Arbitration or the President of the Institutions of Engineers(India).
- 28.6 The venue of arbitration shall be the place from where the contract is issued.
- 29. Governing language**
29.1 The contract shall be written in English language. All correspondence and other documents pertaining to the contract, which the parties exchange, shall also be written in English.
- 30. Applicable law**
30.1 The contract shall be interoperated in accordance with the laws of India.
- 31. Notices**
31.1 Any notice given by one party to the other pursuant to the contract shall be sent in writing or by cable telex or facsimile and confirmed in writing to the addresses specified in the Schedule of Requirements.
31.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.
- 32. Taxes and duties**
32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees and other such levies imposed outside India.
32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc. incurred until delivery of the contracted goods to the purchaser.
32.3 Further instruction if, any, shall be as provided in the Schedule of Requirements.

Annexure-XI

**Need not to be uploaded
with tenderdocuments**

To

(Name and address of the purchaser)

WHEREAS _____ (Name and address of the supplier)(hereinafter called “the supplier”) has taken in pursuance of contract No. _____ dated _____ to supply _____ (description oof goods and services) (hereinafter called “ the contract”)

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a recognized bank acceptable to you, for the sumn specified therein as security for compliance with its (supplier’s) obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of _____ (amount of the guarantee in words and figures), such sum being payable in the types and proportions of currencies in which the contract price is payable, and we undertake to pay you upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits or (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We further undertake to pay you the sum so demanded notwithstanding any dispute of disputes raised by the supplier in any suit or proceedings pending before any court or tribunal relating thereto liability under this present being absolute and univocal.

We also hereby waive the necessity of your demanding the said amount from the supplier before presenting us with the demand.

We further agree that you shall have the fullest liberty without our consent and without affecting in any manner out obligations hereunder, to vary any of the terms and conditions of the contract or to extend the time of performance by the supplier from time to time or to postpone for any time or form time to time any of the powers exercisable by your against the supplier and to forbear or enforce any of the terms and conditions relating to the contract and we shall not be relieved from our liability under this guarantee.

This guarantee shall be valid and shall remain in force until _____ day of _____ 20_____

Date the _____ day of _____ 20

for _____

(Name of the Bank)

Signature _____

Name of the officer _____

(in Block letters)

Designation of the Officer