



सी.एस.आई.आर.-केन्द्रीय औषधि अनुसंधान संस्थान  
(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्)  
बी.एस. 10/1, सेक्टर 10, जानकीपुरम विस्तार, सीतापुर रोड, पोस्ट बाक्स नं. 173, लखनऊ - 226021 (भारत)  
**CSIR-Central Drug Research Institute**  
(Council of Scientific & Industrial Research)  
B.S. 10/1, Sector 10, Jankipuram Extension, Sitapur Road, Post Box No.: 173, Lucknow- 226021 (India)  
Phone : (0522) 2771940, 2771980, 2961202, Fax : 91- (522) 2771941  
Gram : CENDRUG, Web : <http://www.cdriindia.org>



2020-21/IND63364/RIZVAN

Dated:27.07.2020

**Notice Inviting Tender**

**Single Sealed envelop is invited from reputed Suppliers/Sellers/Service Providers for the following contract.**

<u>Sr No</u>	<u>Item Name</u>	<u>Bid submission start date</u>	<u>Bid submission end date</u>	<u>Date of Opening of Bid</u>	<u>EMD</u>
<u>1</u>	<u>Supply of Green Doob Grass</u>	<u>27.07.2020</u>	<u>05.08.2020</u> <u>Upto</u> <u>05:30PM)</u>	<u>07.08.2020</u>	<u>Nil</u>

**Detailed Terms and Conditions of Tender can be dponloaded from the CSIR-CDRI website [www.cdri.res.in](http://www.cdri.res.in)**

**Email:**

**[spo@cdri.res.in](mailto:spo@cdri.res.in),**

**[so.purchase@cdri.res.in](mailto:so.purchase@cdri.res.in)**

**[rizvan.khan@cdri.res.in](mailto:rizvan.khan@cdri.res.in)**

Stores & Purchase Officer  
CSIR-CDRI, Lucknow



सी.एस.आई.आर.-केन्द्रीय औषधि अनुसंधान संस्थान  
(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्)  
बी.एस. 10/1, सेक्टर 10, जंकिपुरम विस्तार, सीतापुर रोड, पोस्ट बॉक्स नं. 173, लखनऊ - 226021 (भारत)  
**CSIR-Central Drug Research Institute**  
(Council of Scientific & Industrial Research)  
B.S. 10/1, Sector 10, Jankipuram Extension, Sitapur Road, Post Box No.: 173, Lucknow- 226021 (India)  
Phone : (0522) 2771940, 2771980, 2961202, Fax : 91- (522) 2771941  
Gram : CENDRUG, Web : <http://www.cdriindia.org>



No: 2020-21/IND 63364/RIZVAN

Date: 27.07/2020

## Sub : Request for Pro-forma Invoice through Limited cum Open tender.

To,

Dear Sir

This Research Institute is interested in purchasing of the Goods as detailed below. You are therefore requested to Submit a pro-forma invoice along with your terms & conditions of supply & payment **from 27.07.2020 to 05.08.2020(Upto 05.30PM) in the Tender Box at CDRI Reception.** Please provide a copy of the technical literature and the specifications of these items.

Please read carefully the terms and conditions mentioned below and submit your pro-forma invoice/quotation accordingly.

S.No	Detailed Specifications of the stores	CATALOGUE NO.	Qty	EMD
1	GREEN DOOB GRASS	Specification attached	1	NIL

### Specification for Green Doob Grass

- 1- Green Doob Grass must be succulent and Root free.
- 2- It must be free from Polythene pouches, any other polythenes, and inedible particles.
- 3- It must be free from night soil, mud etc.
- 4- It must be free from any weed and other toxic vegetation substances.

Indented quantity is 21900 Kilograms for 12 Months (One Year) only.

**Only one offer should be given against each item of NIT. Quotation giving multiple offers are liable to be summarily rejected.**

### TERMS & CONDITIONS FOR PAC ITEMS

- The quotation must be in the form furnished by the Purchaser and should be free from corrections/erasures. In case there is any unavoidable correction it should be properly attested. If not the quotation will not be considered.
- It may kindly be noted that your bid should
  - i. be in Single Part.
  - ii. on the event of award of Contract in your favour, you need to submit a Performance Bank Guarantee valid for a period of 2 Months beyond the Warranty period. **NOT APPLICABLE**
- Each quotation sent by post is to be enclosed in Single cover addressed to **The Stores and Purchase Officer, CDRI Sector 10, Jankipuram Extension Sitapur Road, Lucknow - 226031.**
- **Quotations delivered personally should be put in the tender box kept in the office of CDRI.**
- Price quoted should be net and valid for a minimum period of 90 days from the date of opening of the quotation.
- The bidder must submit the applicable Price Schedule Form as Annexed to the tender document available on the website.
- Complete specification with manufacturer's name and address should be given while quoting. Literature/Pamphlets should also be enclosed wherever applicable. No FREE ITEMS TO BE GIVEN outside the scope of Tender Specs.
- Price bids must be on

- i. FOR, CDRI Stores, Lucknow for all Indigeneous Items including all Taxes and Duties.
  - ii. FOB, International Gateway Airport ( Incoterms2010) for Imports
  - iii. Warranty period i.e **Standard warranty**.
  - iv. The rate should include packing and forwarding charges in the case of F.O.R. LUCKNOW quotation, Insurance should also be covered. The goods should be insured in your favour and for all risks on warehouse to warehouse basis. Tenders not adhering to these conditions are liable for rejection.
- Performa Invoice received after due date will not be considered under any circumstances.
  - Prices are required to be quoted in units indicated in the enquiry. When quotations are given in terms of other units, relationship between two sets of units should be furnished. Quantity discounts, if any should also be indicated.
  - In cases of agents quoting on behalf of their foreign manufacturers, one agent cannot represent two manufacturers or quote on their behalf in a particular tender enquiry. One manufacturer can also authorize only one agent/dealer. There can be only one bid from the following:
    1. The foreign manufacturer directly or through one Indian agent on his behalf; or
    2. Indian/foreign agent on behalf of only one principal.
  - Please indicate the name and address of the agents in India if any, the details of service to be rendered by them & the percentage of commission payable to them. Agency commission payable to the Indian Agent should be clearly indicated. The Agency commission would be payable only in Indian Rupees after acceptance.
  - This lab/Instt Is registered with Dept. of Scientific & Industrial Research, Govt. of India and concessional customs duty and GST & IGST are leviable vide notification no. 54/2002-Customs on all imports covered under notification No.51/96-Customs dated 23.07.1996, Notification No.47/2017-Integrated Tax (Rate) and Notification No. 45/2017 - Central Tax (Rate) both dated 14th November, 2017.
  - The mode of dispatch/transportation of the items must be by *Air/Sea/Rail/Road only. (Retain one only)*.
  - In case the items in the enquiry are covered by any rate contract or running contract finalised by any other state or central Government, it should be specified in your quotation and accepted contract rates should also be mentioned.
  - Delivery period required for supplying the material should be invariably specified in the quotation. The offered delivery period shall have to be strictly adhered to in case an order is placed.
  - Liquidated Damages Clause for delays: The applicable rate is 0.5% per week and maximum deduction is 10% of the contract price.
  - If the deliveries are not maintained and due to that account the purchaser is forced to buy the material at your risk and cost from elsewhere, the loss or damage that may be sustained there by will be recovered from the defaulting supplier.
  - All supplies are subject to inspection and approval before acceptance. Manufacturer warranty certificates and manufacturer/Government approved lab test certificate shall be furnished along with the supply, wherever applicable.
  - TDS would be recovered as per rules in case of Fabrication/ Servicing/ Maintenance jobs/Installation charges etc.
  - Kindly furnish your PAN & GST Number etc. in your quotation for our records.
  - Our normal payment terms are 100% (hundred percent) within 30 (thirty) days on receipt and acceptance of material at our site in good condition. Please inform your Bank details for RTGS payment.
  - All disputes shall be settled in the courts of Lucknow Jurisdiction only.
  - Tender conditions if any, or otherwise sent along with the tender shall not be binding on us.
  - All the above instructions and our standard terms and conditions must be complied failing which your offer may be liable for rejection.
  - **Evaluation & Comparison of Bids.**

**Bids meeting technical parameters and evaluated as responsive will be compared as follows:**

**1. INDIGENOUS OFFER**

**FINAL LANDED COST (F.O.R. CDRI Stores) less discount including Freight, Insurance, Taxes, Packing and Forwarding shall be the basis of Evaluation.**

**2. IMPORTED OFFER**

(Loading) to cover Customs Duty, Freight, Insurance, Bank Charges(in India), Clearing & Forwarding charges at New Delhi, and cost rate variation thus giving the total landed cost at CDRI, Stores, Lucknow will be the basis of evaluation and price comparison. **As per actual calculated on the basis of CDRI's agreement with freight forwarder and other charges which shall be uniformly applicable to all the bidders** .Cost Rate conversion to INR will be at the Exchange rate (RBI as on Bid opening date).

26. Pre-Installation Requirements like Civil, Piping, Electrical, Air-conditioning, Gas etc. must be clearly mentioned in your Quotation.

Customer Name and Address  
Item detail

Total Purchase Order Value

Contact Person

Phone:0522-2772450  
Email:spo@cdri.res.in/so.purchase@cdri.res.in

Yours faithfully,

(Store & Purchase Officer)