



**Basic Details**

<b>Organisation Chain</b>	Council of Scientific and Industrial Research  CDRI-Lucknow - CSIR  Purchase-CDRI - CSIR		
<b>Tender Reference Number</b>	CDRI/2022/19454		
<b>Tender ID</b>	2023_CSIR_141493_1		
<b>Tender Type</b>	Open Tender	<b>Form of contract</b>	Supply
<b>Tender Category</b>	Goods	<b>No. of Covers</b>	2
<b>General Technical Evaluation Allowed</b>	No	<b>ItemWise Technical Evaluation Allowed</b>	No
<b>Payment Mode</b>	Not Applicable	<b>Is Multi Currency Allowed For BOQ</b>	No
<b>Is Multi Currency Allowed For Fee</b>	No	<b>Allow Two Stage Bidding</b>	No

**Cover Details, No. Of Covers - 2**

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	credential of firm
		.pdf	Technical bid
2	Finance	.xls	Price bid
		.pdf	Financial bid

**Tender Fee Details, [Total Fee in ₹ \* - 0.00]**

<b>Tender Fee in ₹</b>	0.00		
<b>Fee Payable To</b>	Nil	<b>Fee Payable At</b>	Nil
<b>Tender Fee Exemption Allowed</b>	No		

**EMD Fee Details**

<b>EMD Amount in ₹</b>	0.00	<b>EMD through BG/ST or EMD Exemption Allowed</b>	No
<b>EMD Fee Type</b>	fixed	<b>EMD Percentage</b>	NA
<b>EMD Payable To</b>	Nil	<b>EMD Payable At</b>	Nil

[Click to view modification history](#)

**Work / Item(s)**

<b>Title</b>	Pelleted Feed				
<b>Work Description</b>	Supply of Pelleted Feed				
<b>Pre Qualification Details</b>	Please refer Tender documents.				
<b>Independent External Monitor/Remarks</b>	NA				
<b>Show Tender Value in Public Domain</b>	No				
<b>Tender Value in ₹</b>	74,80,000	<b>Product Category</b>	Animal Feed Ingredients	<b>Sub category</b>	NA
<b>Contract Type</b>	Tender	<b>Bid Validity(Days)</b>	120	<b>Period Of Work(Days)</b>	60
<b>Location</b>	CSIR-CDRI	<b>Pincode</b>	226031	<b>Pre Bid Meeting Place</b>	NA
<b>Pre Bid Meeting Address</b>	NA	<b>Pre Bid Meeting Date</b>	NA	<b>Bid Opening Place</b>	CSIR-Central Drug Research Institute
<b>Should Allow NDA Tender</b>	No	<b>Allow Preferential Bidder</b>	No		

**Critical Dates**

<b>Publish Date</b>	12-Jan-2023 06:15 PM	<b>Bid Opening Date</b>	03-Feb-2023 02:30 PM
<b>Document Download / Sale Start Date</b>	12-Jan-2023 06:15 PM	<b>Document Download / Sale End Date</b>	02-Feb-2023 01:00 PM
<b>Clarification Start Date</b>	NA	<b>Clarification End Date</b>	NA
<b>Bid Submission Start Date</b>	12-Jan-2023 06:30 PM	<b>Bid Submission End Date</b>	02-Feb-2023 01:00 PM

**Tender Documents**

NIT Document	S.No	Document Name	Description	Document Size (in KB)
		1	Tendernotice_1.pdf	NIT for the procurement of Pelleted Feed

  

Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
		1	Tender Documents	Tender19454.pdf	Tender document for the procurement of Pelleted feed
	2	BOQ	BOQ_154636.xls	BOQ for the procurement of Pelleted Feed	231.00

**Auto Extension Corrigendum Properties for Tender**

Iteration	No. of bids required for bid opening a tender	Tender gets extended to No. of days
1.	2	7

**Bid Openers List**

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	bs.eproc@csir.res.in	Brahma Singh	BRAHMA SINGH
2.	jp.eproc@csir.res.in	Jai Prakash	JAI PRAKASH
3.	maheshk.eproc@csir.res.in	Mahesh Kumar	MAHESH KUMAR
4.	anilkumar.eproc@csir.res.in	Anil Kumar	ANIL KUMAR

**GeMARPTS Details**

<b>GeMARPTS ID</b>	R0RZ2I7CNKQB
<b>Description</b>	Pelleted Feed
<b>Report Initiated On</b>	12-Jan-2023
<b>Valid Until</b>	11-Feb-2023

**Tender Properties**

<b>Auto Tendering Process allowed</b>	No	<b>Show Technical bid status</b>	Yes
<b>Show Finance bid status</b>	Yes	<b>Show Bids Details</b>	Yes
BoQ Comparative Chart model	Normal	BoQ Compactive chart decimal places	2
BoQ Comparative Chart Rank Type	L	Form Based BoQ	No

**Tender Inviting Authority**

<b>Name</b>	Store and Purchase Officer Lucknow
-------------	------------------------------------

<b>Address</b>	Sectro 10 Jankipuram Extension Sitapur Road Lukcnw
<b>Tender Creator Details</b>	
<b>Created By</b>	Anil Kumar
<b>Designation</b>	Jr. Secretriat Assistant
<b>Created Date</b>	12-Jan-2023 05:45 PM



CSIR

CSIR-CENTRAL DRUG RESEARCH INSTITUTE

Sector 10, Jankipuram Vistar

Tel #: 00 91 522 2772793 / EXTN: 2482

Email: [cosp-cdri@cdri.res.in](mailto:cosp-cdri@cdri.res.in);

Website: [www.cdri.res.in](http://www.cdri.res.in)

**Invitation for Bids / Notice Inviting Tender**

Date: **12.01.2023**

CSIR- Central Drug Research Institute (CDRI), Lucknow is one of the premier laboratories under Council of Scientific and Industrial Research an autonomous body under Department of Scientific and Industrial Research (Government of India). CDRI is a science and knowledge based research, development and consulting organization. It is internationally known for its excellence in scientific research in Chemical Sciences, Life Sciences and chemical Engineering. The Director, CDRI would like to procure the following Goods / Services for its day-to-day research. The Technical specifications, Allied requirements and Scope of Supply are given in **Chapter 4** appended herewith.

Sr. No.	Tender No.	Brief Description of Goods / Services	Quantity	Single / Two Bid	Mode of Procurement
1	<b>2022-23/ERP19454/451</b>	<b>Rat &amp; Mice Pelleted Feed-GMP certified</b>	As mentioned in Chapter 4	<b>Single Stage-Two Bid</b>	<b>Domestic Open Tender</b>

1. E-Bids are invited through the electronic tendering process and the Tender Document can be downloaded from the e-Tender portal of Government of India, <https://etenders.gov.in>. A copy of the Tender Document is also available on CSIR-CDRI Website, [www.cdri.res.in](http://www.cdri.res.in). The submission of e-Bids will be only through the e-Tender portal <https://etenders.gov.in>. Bids will not be accepted in any other form.
2. The address for submission of EMD/Bid Security and for obtaining further information:  
CONTROLLER OF STORES & PURCHASE,  
CSIR-CENTRAL DRUG RESEARCH INSTITUTE  
SECTOR 0, JANAKIPURAM VISTAR,  
SITAPUR ROAD  
LUCKNOW -226031, UTTAR PRADESH  
INDIA  
Tel #: 00 91 522 2772793 / EXTN: 2482  
Email: [cosp-cdri@cdri.res.in](mailto:cosp-cdri@cdri.res.in);
3. The prospective bidders should adhere to deadlines specified in Tender Details Screen corresponding to this  
Tender on E-Tender portal <https://etenders.gov.in>.

4. Bid Security/Earnest Money Deposit

(i)	<b>The amount of bid security/EMD shall be</b> a) In case of Indigenous Bidder : <b>NIL</b>
(ii)	<b>If the bid security is NIL or Bidder is claiming exemption as per provisions specified in the Tender document then the bidder has to give Bid Securing Declaration as per format specified in Chapter-7: Annexure- D.</b>
(iii)	<del>The Bid Security/Earnest Money Deposit shall be deposited through Bank Guarantee/Demand Draft drawn in favour of "The Director, Central Drug Research Institute, Lucknow". The original Bid Security/EMD must be delivered to address mentioned in Sr.No.2 above on or before bid</del>

	<p>submission date and time as mentioned in “Date Sheet” failing which the bid shall be summarily rejected. For further details, refer Clause No.1.15 of Tender document.</p>
--	---

5. As per Procurement policy of Government of India
- a) The purchaser intends to give purchase preference to Class-I local suppliers in case the cost of procurement is above Rs. 5 lakh (as specified in Clause- 1.30.9 of Tender Document).
  - b) The purchaser intends to give purchase preference to products/goods manufactured by micro and small enterprises (MSEs) (as specified in Clause- 1.30.10 of Tender Document).
  - c) Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs) as per Ministry of Finance Order No.: F. No. 6/18/2019-PPD Dated 23<sup>rd</sup> July, 2020 & OM no. F. No. 18/37/2020-PPD Dated 08<sup>th</sup> February, 2021 (As specified in Clause- 1.30.11 of Tender Document).
6. The Director, CSIR-Central Drug Research Institute (CDRI), Lucknow reserves the right to accept or reject any or all tenders / offers either in part or in full or to annul the tender process at any stage or to split the order without assigning any reasons there for.

**Criticle Dates:**

Sl. No	Stage	Date & Time
1	Publish Date & Time	12.01.2023 (18:15 HRS)
2	Sale/document Download Start Date & Time	12.01.2023 (18:15 HRS)
3	Last Date & time for receipt of queries	.....
4	Pre-bid Conference	.....
5	Bid Submission Start Date & time	12.01.2023 (18:30 HRS)
6	Bid Submission End Date & Time	02.02.2023 (13:00 HRS)
7	Bid Opening Date & Time	03.02.2023 (14:30 HRS)





**TENDER DOCUMENT**

**FOR**

**Rat & Mice Pelleted Feed-GMP certified**

---

**CSIR-CENTRAL DRUG RESEARCH INSTITUTE  
Sector 10, Jankipuram Vistar  
LUCKNOW -226031, U.P.(INDIA)**

**[ ONLY CLASS-I OR CLASS-II LOCAL SUPPLIERS UNDER MAKE IN INDIA  
ARE ELIGIBLE TO PARTICIPATE IN THIS TENDER.]**



CSIR-CENTRAL DRUG RESEARCH INSTITUTE  
Sector 10, Jankipuram Vistar  
Tel #: 00 91 522 2772793 / EXTN: 2482  
Email: [cosp-cdri@cdri.res.in](mailto:cosp-cdri@cdri.res.in);  
Website: [www.cdri.res.in](http://www.cdri.res.in)

**Invitation for Bids / Notice Inviting Tender**

Date: **12.01.2023**

CSIR- Central Drug Research Institute (CDRI), Lucknow is one of the premier laboratories under Council of Scientific and Industrial Research an autonomous body under Department of Scientific and Industrial Research (Government of India). CDRI is a science and knowledge based research, development and consulting organization. It is internationally known for its excellence in scientific research in Chemical Sciences, Life Sciences and chemical Engineering. The Director, CDRI would like to procure the following Goods / Services for its day-to-day research. The Technical specifications, Allied requirements and Scope of Supply are given in **Chapter 4** appended herewith.

Sr. No.	Tender No.	Brief Description of Goods / Services	Quantity	Single / Two Bid	Mode of Procurement
1	<b>2022-23/ERP19454/451</b>	<b>Rat &amp; Mice Pelleted Feed-GMP certified</b>	As mentioned in Chapter 4	<b>Single Stage- Two Bid</b>	<b>Domestic Open Tender</b>

1. E-Bids are invited through the electronic tendering process and the Tender Document can be downloaded from the e-Tender portal of Government of India, <https://etenders.gov.in>. A copy of the Tender Document is also available on CSIR-CDRI Website, [www.cdri.res.in](http://www.cdri.res.in). The submission of e-Bids will be only through the e-Tender portal <https://etenders.gov.in>. Bids will not be accepted in any other form.
2. The address for submission of EMD/Bid Security and for obtaining further information:  
CONTROLLER OF STORES & PURCHASE,  
CSIR-CENTRAL DRUG RESEARCH INSTITUTE  
SECTOR 0, JANAKIPURAM VISTAR,  
SITAPUR ROAD  
LUCKNOW -226031, UTTAR PRADESH  
INDIA  
Tel #: 00 91 522 2772793 / EXTN: 2482  
Email: [cosp-cdri@cdri.res.in](mailto:cosp-cdri@cdri.res.in);
3. The prospective bidders should adhere to deadlines specified in Tender Details Screen corresponding to this Tender on E-Tender portal <https://etenders.gov.in>.

4. Bid Security/Earnest Money Deposit

(i)	<b>The amount of bid security/EMD shall be</b> a) In case of Indigenous Bidder : <b>NIL</b>
(ii)	<b>If the bid security is NIL or Bidder is claiming exemption as per provisions specified in the Tender document then the bidder has to give Bid Securing Declaration as per format specified in Chapter-7: Annexure- D.</b>
(iii)	<b>The Bid Security/Earnest Money Deposit shall be deposited through Bank Guarantee/Demand Draft drawn in favour of "The Director, Central Drug Research Institute, Lucknow". The original Bid Security/EMD must be delivered to address mentioned in Sr.No.2 above on or before bid submission date and time as mentioned in "Date Sheet" failing which the bid shall be summarily rejected.</b> <b>For further details, refer Clause No.1.15 of Tender document.</b>

5. As per Procurement policy of Government of India



- a) The purchaser intends to give purchase preference to Class-I local suppliers in case the cost of procurement is above Rs. 5 lakh (as specified in Clause- 1.30.9 of Tender Document).
- b) The purchaser intends to give purchase preference to products/goods manufactured by micro and small enterprises (MSEs) (as specified in Clause- 1.30.10 of Tender Document).
- c) Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs) as per Ministry of Finance Order No.: F. No. 6/18/2019-PPD Dated 23<sup>rd</sup> July, 2020 & OM no. F. No. 18/37/2020-PPD Dated 08<sup>th</sup> February, 2021 (As specified in Clause- 1.30.11 of Tender Document).
6. The Director, CSIR-Central Drug Research Institute (CDRI),Lucknow reserves the right to accept or reject any or all tenders / offers either in part or in full or to annul the tender process at any stage or to split the order without assigning any reasons there for.

**Criticle Dates:**

Sl. No	Stage	Date & Time
1	Publish Date & Time	12.01.2023 (18:15 HRS)
2	Sale/document Download Start Date & Time	12.01.2023 (18:15 HRS)
3	Last Date & time for receipt of queries	.....
4	Pre-bid Conference	.....
5	Bid Submission Start Date & time	12.01.2023 (18:305 HRS)
6	Bid Submission End Date & Time	02.02.2023 (13:00 HRS)
7	Bid Opening Date & Time	03.02.2023 (14:30 HRS)

## CONTENTS OF TENDER / BIDDING DOCUMENT

The bidding documents, apart from the Invitation for Bids / Notice Inviting Tender have been divided into 8 Chapters as under:

Chapter No.	Name of the Chapter	Page No.
1	Instructions to Bidder (ITB)	05
2A	General Conditions of Contract (GCC)	25
2B	Special Conditions of Contract (SCC)	39
3	Schedule of Requirements	41
4	Specifications, Allied Technical Details And Scope of Supply	42
5	Qualification requirements	45
6	Format of Unpriced Bid	47
7	Standard Forms	48
8	Contract Form	67

### LIST OF SHORT FORMS AND FULL FORMS

SHORT FORM	FULL FORM
BG	BANK GUARANTEE
BOQ	BILL OF QUANTITY
BS	BID SECURITY
CIF	COST INSURANCE & FREIGHT
CIP	CARRIAGE PAID TO
CSIR	COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH
CVC	CENTRAL VIGILANCE COMMISSION
EMD	EARNEST MONEY DEPOSIT
ESIC	EMPLOYEES STATE INSURANCE CORPORATION
FCA	FREE CARRIER
FOB	FREE ON BOARD
GCC	GENERAL CONDITIONS OF CONTRACT
GOI	GOVERNMENT OF INDIA
GST	GOODS & SERVICES TAX
ICC	INTERNATIONAL CHAMBERS OF COMMERCE
IEMs	INDEPENDENT EXTERNAL MONITORS
IP	INTEGRITY PACT
IPC	INDIAN PENAL CODE
IST	INDIAN STANDARD TIME
ITB	INSTRUCTIONS TO BIDDERS
JS (A)	JOINT SECRETARY (ADMINISTRATION)
LC	LETTER OF CREDIT
LD	LIQUIDATED DAMAGES
MAF	MANUFACTURER AUTHORISATION FORM
CDRI	CENTRAL DRUG RESEARCH INSTITUTE
NIT	NOTICE INVITING TENDER
NSIC	NATIONAL SMALL INDUSTRIES CORPORATION
PS	PERFORMANCE SECURITY
SCC	SPECIAL CONDITIONS OF CONTRACT
UNCITRAL	UNITED NATIONS COMMISSION ON INTERNATIONAL TRADE LAW

**CHAPTER 1-INSTRUCTIONS TO BIDDERS - TABLE OF CONTENTS**

<b>Clause No.</b>	<b>Contents</b>	<b>Page No.</b>
<b>A. Introduction</b>		<b>6</b>
1.1	Eligible Bidders	6
1.2	Cost of Bidding	6
1.3	Code of Integrity for Public Procurement	6
<b>B. The Bidding Documents</b>		<b>8</b>
1.4	Cost of Bidding Documents	8
1.5	Content of Bidding Documents	8
1.6	Clarification of Bidding Documents	8
1.7	Amendment to Bidding Documents	8
<b>C. Preparation of Bids</b>		<b>9</b>
1.8	Language of Bid	9
1.9	Documents Comprising the Bid	9
1.10	Bill of Quantity (BOQ)- Price Bid	10
1.11	Bid Prices	10
1.12	Bid Currencies	11
1.13	Documents establishing Bidder's Eligibility and Qualifications	11
1.14	Documents establishing Goods' Eligibility and Conformity to Bidding Documents	11
1.15	Bid Security / Earnest Money Deposit	12
1.16	Period of Validity of Bids	14
1.17	Format and Signing of Bid	14
<b>D. Submission of E-Bids</b>		<b>14</b>
1.18	Submission of E-Bids	14
1.19	Due date for Submission of E-Bids	15
1.20	Late submission of EMD	15
1.21	Withdrawal, Substitution and Modification of Bids	15
<b>E. Opening of E-Bids and Evaluation of Bids</b>		<b>15</b>
1.22	Opening of E-Bids by the Purchaser	15
1.23	Confidentiality	15
1.24	Clarification of Bids	15
1.25	Preliminary Examination	16
1.26	Responsiveness of Bids	16
1.27	Non-Conformity, Error and Omission	16
1.28	Examination of Terms & Conditions, Technical Evaluation	17
1.29	Conversion to Single Currency	17
1.30	Evaluation and Comparison of Bids	17
1.31	Comparison of Bids	17
1.32	Contacting the Purchaser	20
1.33	Post qualification	20
<b>F. Award of Contract</b>		<b>21</b>
1.34	Negotiations	22
1.35	Award Criteria	22
1.36	Purchaser's right to vary Quantities at the Time of Award or later	22
1.37	Purchaser's right to accept any Bid and to reject any or all Bids	22
1.38	Notification of Award	22
1.39	Signing of Contract	22
1.40	Order Acceptance	22
1.41	Performance Security	23
1.42	Assistance to Bidders	23
1.43	Bidder's right to question rejection of bid	23
1.44	Integrity Pact	24

## A. Introduction

Instructions to bidder are broad guidelines to be followed while formulating the bid and its submission to the Purchaser. It also describes the methodology for opening and evaluation of bids and consequent award of contract.

### 1.1 Eligible Bidders

1.1.1. This Invitation for Bids is open to all suppliers.

1.1.2. However, only Class-I and Class-II local suppliers are eligible to participate in Domestic Tender. Any bidder from foreign country can participate in Global Tender Enquiry subject to clause-1.1.3 below. Mode of procurement is whether Domestic Tender or Global Tender Enquiry is specified in NIT.

1.1.3. **Ministry of Finance, Department of Expenditure, Public Procurement Division Order No.: F. No. 6/18/2019-PPD Dated 23<sup>rd</sup> July, 2020 & OM no. F. No. 18/37/2020-PPD Dated 08<sup>th</sup> February, 2021 on "Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs)" – Any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods, services including consultancy services and non-consultancy services) or works including gturnkey projects) only if the bidder is registered with the Competent Authority, specified in Annex I of the above said order. Refer to Clause- 1.30.11 of this tender for further details.**

1.1.4. **Ministry of Finance, Department of Expenditure, Procurement Policy Division OM No.: No. 6/9/2020-PPD Dated 24<sup>th</sup> August, 2020 on Registration of suppliers on Government E Marketplace (GeM) under Rule 149 of General Financial Rules (GFRs 2017) - It shall be mandatory for sellers providing Goods & Services where the total amount of the bid is more that Rs.25 Lacs including all taxes etc.) to Central Government organisations to be registered on GeM and obtain a unique GeM seller ID at the time of placement of order/acceptance of contract. However, where the order is being placed upon the seller as a result of Global Tender Enquiry it shall be exempt from the purview of guidelines contained in this OM.**

1.1.5. Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Purchaser to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation of Bids.

1.1.6. The bidders who have been temporarily suspended or removed from the list of registered suppliers by the purchaser or banned from Ministry/country wide procurement shall be ineligible for participation in the bidding process.

1.1.7. Bidders who fulfil the Eligibility Criteria mentioned in Chapter 5 will be considered for Technical Evaluation of bids except where special exemptions are allowed.

### 1.2 Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its bid, and "the Purchaser", will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

### 1.3 Code of Integrity for Public Procurement

1.3.1. The purchaser requires that the bidders, suppliers and contractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the following are defined:

Sr. No.	Term	Meaning
(a)	Corrupt practice	The offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution.
(b)	Fraudulent practice	a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract.
(c)	Collusive practice	means a scheme or arrangement between two or more bidders, with or without the knowledge of the purchaser, designed to establish bid prices at

Sr. No.	Term	Meaning
		artificial, non-competitive levels.
(d)	Coercive practice	means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.
(e)	Anti-competitive practice	any collusion, bid rigging or anti-competitive arrangement, or any other practice coming under the purview of the Competition Act, 2002, between two or more bidders, with or without the knowledge of the purchaser, that may impair the transparency, fairness and the progress of the procurement process or to establish bid prices at artificial, non-competitive levels
(f)	Conflict of interest	participation by a bidding firm or any of its affiliates that are either involved in the consultancy contract to which this procurement is linked; or if they are part of more than one bid in the procurement; or if the bidding firm or their personnel have relationships or financial or business transactions with any official of purchaser who are directly or indirectly related to tender or execution process of contract; or improper use of information obtained by the (prospective) bidder from the purchaser with an intent to gain unfair advantage in the procurement process or for personal gain
(g)	Obstructive practice	materially impede the purchaser's investigation into allegations of one or more of the above mentioned prohibited practices either by deliberately destroying, falsifying, altering; or by concealing of evidence material to the investigation; or by making false statements to investigators and/or by threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or by impeding the purchaser's Entity's rights of audit or access to information

1.3.2. The Purchaser will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

1.3.3. The bidders/suppliers should sign a declaration about abiding by the Code of Integrity for Public Procurement and submit it in the form as per Chapter-7: Annexure-I along with bid documents. In case of any transgression of this code, the bidder is not only liable to be removed from the list of registered suppliers, but it would be liable for other punitive actions such as cancellation of contracts, banning and blacklisting or action by Competition Commission of India, and so on.

**1.3.4. Obligations for Proactive disclosures**

- a) The Purchaser as well as bidders, suppliers, contractors and consultants, are obliged under Code of Integrity for Public Procurement to suo moto proactively declare any conflicts of interest (coming under the definition mentioned above – pre-existing or as and as soon as these arise at any stage) in any procurement process or execution of contract. Failure to do so would amount to violation of this code of integrity.
- b) The bidder must declare, whether asked or not in a bid document, any previous transgressions of such a code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity. Failure to do so would amount to violation of this code of integrity.
- c) To encourage voluntary disclosures, such declarations would not mean automatic disqualification for the bidder making such declarations. The declared conflict of interest would be evaluated and mitigation steps, if possible, taken by the purchaser.

**1.3.5. Punitive Provisions**

Without prejudice to and in addition to the rights of the Purchaser to other penal provisions as per the bid documents or contract, if the Purchaser comes to a conclusion that a (prospective) bidder/supplier, directly or through an agent, has violated this code of integrity in competing for the contract or in executing a contract, the purchaser may take appropriate measures including one or more of the following:

- a) If his bids are under consideration in any procurement:
  - i. Forfeiture or encashment of bid security;
  - ii. Calling off of any pre-contract negotiations; and
  - iii. Rejection and exclusion of the bidder from the procurement process.
- b) If a contract has already been awarded

- i. Cancellation of the relevant contract and recovery of compensation for loss incurred by the Purchaser;
  - ii. Forfeiture or encashment of any other security or bond relating to the procurement;
  - iii. Recovery of payments including advance payments, if any, made by the purchaser along with interest thereon at the prevailing rate.
- c) Provisions in addition to above:
- i. Removal from the list of registered suppliers and banning/debarment of the bidder from participation in future procurements of the purchaser for a period not less than one year;
  - ii. In case of anti-competitive practices, information for further processing may be filed under a signature of the Joint Secretary level officer, with the Competition Commission of India;
  - iii. Initiation of suitable disciplinary or criminal proceedings against any individual or staff found responsible.

## **B. The Bidding Documents**

### **1.4 Cost of Bidding Documents**

The bidding documents are to be **downloaded Free of Cost** from CPPP Website <https://etenders.gov.in>

### **1.5 Content of Bidding Documents**

1.5.1. The Goods / Services required, bidding procedures and contract terms are prescribed in the bidding documents which should be read in conjunction. The bidding documents, apart from the Invitation for Bids / Notice Inviting Tender have been divided into Eight Chapters.

1.5.2. 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.

### **1.6 Clarification of bidding documents**

#### **1.6.1. In case when there is NO PRE-BID CONFERENCE**

A prospective Bidder requiring any clarification of the Bidding Documents shall contact the Purchaser in writing [through the CPPP website https://etenders.gov.in](https://etenders.gov.in) OR at the Purchaser's address specified in the Special Conditions of Contract (SCC). The Purchaser will respond in writing through the CPP Portal OR through e-mail to any request for clarification, provided that such request is received not later than ten (10) days prior to the due date for submission of bids. Should the Purchaser deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under *Clause 1.7* relating to amendment of bidding documents and *Clause 1.19* relating to Due date for Submission of Bids. The amendments issued would be hosted on the CPPP website <https://etenders.gov.in> of the purchaser for the benefit of the prospective bidders who are expected to take cognizance of the same before formulating and submitting their bids.

#### **1.6.2. In case when there is PRE-BID CONFERENCE – No pre-bid conference**

a) A prospective Bidder requiring any clarification of the Biding Documents shall contact the Purchaser in writing [through CPPP website https://etenders.gov.in](https://etenders.gov.in) OR at the Purchaser's address specified in the Special Conditions of Contract (SCC), latest by the date specified in the Invitation for Bids / NIT which would be deliberated as per **Clause 1.6.2 (b)** of Instructions to the Bidders. No request for clarification or query shall be normally entertained after the **Pre-Bid Conference**. Should the Purchaser deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under *Clause 1.7* relating to amendment of Bidding Documents and *Clause 1.19* relating to Due Date for Submission of Bids. The clarifications and amendments issued would also be hosted on the CPPP website <https://etenders.gov.in> of the Purchaser for the benefit of the other prospective bidders.

~~b) A Pre-bid Conference shall be held through a Video Conferencing on Google Meet as per the schedule given in Tender Detail Screen. The link for attending the Video Conferencing through Google Meet is <https://meet.google.com/iay-dmbx-wbg>. The Video Conferencing shall~~

~~commence at the date and time specified in the schedule. All prospective bidders are requested to kindly attend the Pre bid Conference. In order to facilitate CDRI for proper conduct of the Pre bid Conference, all prospective bidders are requested to kindly submit their queries (with envelope bearing Tender No. and Date on top and marked "Queries for Pre bid Conference") so as to reach CDRI as indicated in Invitation to Bid. Queries may be sent by email to [cosp.CDRI@CDRI.res.in](mailto:cosp.CDRI@CDRI.res.in); [sspo@CDRI.res.in](mailto:sspo@CDRI.res.in). CDRI shall answer the queries during the pre bid conference, which would become a part of the proceedings of the Pre bid Conference. These proceedings will become a part of clarifications / amendments to the bidding documents and would become binding on all the prospective bidders. These proceedings would also be hosted on CPPP website <https://etenders.gov.in> for the benefit of all the prospective bidders. Before formulating and submitting their bids, all prospective bidders are advised to surf through the CPPP website <https://etenders.gov.in> after the Pre bid Conference, in order to enable them take cognizance of the changes made in the Tender document.~~

## **1.7 Amendment to Bidding Documents**

- 1.7.1. At any time prior to the due date for submission of bids, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by amendment.
- 1.7.2. All prospective bidders who have down loaded the Tender Document should surf CPPP website <https://etenders.gov.in> from time to time to know about the changes / modifications in the Tender Document. The changes / modifications would also be hosted on the CPPP website <https://etenders.gov.in>. All prospective bidders are expected to surf the CPPP website <https://etenders.gov.in> before formulating and submitting their bids to take cognizance of the amendments.
- 1.7.3. In order to allow prospective bidders reasonable time to take the amendment into account while formulating their bids, the Purchaser, at its discretion, may extend the due date for the submission of bids and host the changes on the CPPP website <https://etenders.gov.in> of the purchaser.

### **C. Preparation of bids**

## **1.8 Language of Bid**

- 1.8.1. The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser, shall be written in English language only especially when the details are technical. However, if GOI makes it mandatory under Rajbhasha Abhiyan, in that case views of Rajbhasha unit of CSIR may be sought.
- 1.8.2. The Supplier shall bear all costs of translation, if any, to the English language and bear all risks of the accuracy of such translation, for documents provided by the Supplier.

## **1.9 Documents Comprising the E-Bid**

- 1.9.1 The E-bid shall comprise of the following documents as per the requirement of the Tender Document. The documents should be scanned and **uploaded in PDF format in the following sequence**. The scanned documents uploaded as part of bid should be scanned in high resolution for better readability.

<b>Sr. No.</b>	<b>Document Required</b>	<b>Reference Clause &amp; Forms of tender document</b>
1	Bid Security / EMD for Amount specified in NIT OR Bid Securing Declaration form if EMD amount is NIL or exempted	1.15 & Chapter-7: Annexure-C or D
2	Bid form- Tender Acceptance form	Chapter-7: Annexure-H
3	Declaration by the Bidder for Code of Integrity & conflict of interest	5.1 (b) & Chapter-7: Annexure-I
4	Bidder Information Form	Chapter-7: Annexure-A
5	Certificate of Incorporation	5.1 (a)
6	Manufacturers Authorisation Form	Chapter-7: Annexure-B
7	Unpriced bid with Technical Specifications & Scope of Supply	Chapter-4 & Chapter- 6

Sr. No.	Document Required	Reference Clause & Forms of tender document
8	Schedule of Requirement	Chapter-3
9	Deviation Statement	Chapter-7: Annexure-F (Part-I & II)
10	Performance Statement Form	5.2 (b) & Chapter-7: Annexure-E
11	Service Support Details	5.2 (c) & Chapter-7: Annexure-G
12	Certificate towards Net worth duly authenticated by CA or audited balance sheet of the last three financial years, duly authenticated by a Chartered Accountant/Cost Accountant.	5.3
13	Self Certification- for Class-I & Class-II local supplier	1.30.9-B (e) & Annexure-M
14	Documents to substantiate MSME Bidder status	MSME registration of appropriate authority
15	Self Certification regarding Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs)	1.1.3, 1.30.11 & Chapter-7: Annexure-N
16	Integrity Pact, if applicable	1.44 & 2.43

The documents comprising bid should be submitted in the **above sequence in orderly manner.**

### 1.9.2 Documents comprising Single Bid

All the above documents (**as applicable**) from Sr. No. 1 to 16 should be submitted in Single E-Bid along with BOQ- Price bid.

### 1.9.3 Documents comprising Two Bid (Technical Bid & Price Bid)

**Technical bid** should comprise of all the above documents (as applicable) from Sr. No. 1 to 16.

**Price Bid** should comprise of BOQ.

### 1.10 Bill of Quantity (BOQ)- Price bid

Bidders should necessarily submit their financial bids in the format provided and no other format is acceptable. The prices mentioned in BOQ shall be considered for evaluation and comparison of bids. Bidders are required to download the BOQ file, open it and complete the Blue coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected. **There should not be any mention of Taxes/ GST in BOQ. GST shall be paid at actuals as per the prevailing rates.**

### 1.11 Bid Prices

1.11.1. The bidder shall fill up the Bill of Quantity (BOQ) which is price bid. The BOQ should be filled up carefully as it will be used for evaluation of L1. The contract will be awarded to L1 bidder subject to fulfilment of other terms and conditions of tender and also the Price preference policy of Govt. of India as specified in Clauses 1.30.9 and 1.30.10 of the Tender document.

1.11.2. Prices shall be entered in BOQ in the following manner:

#### (a) For Goods manufactured within India:

i)	The price of the goods quoted Ex-works
ii)	The charges for inland transportation, insurance and other local services required for delivering the goods at the desired destination as specified in the BOQ.
iii)	The installation, commissioning and training charges including any incidental services, if any.

#### (b) For Goods manufactured abroad:

i)	The price of the goods, quoted on FCA (named Airport abroad) or FOB (named port of shipment), as specified in the BOQ.
ii)	The charges for insurance and transportation of the goods to the port / place of destination.
iii)	The agency commission charges payable to Indian agent in Indian rupees, if any.
iv)	The installation, commissioning and training charges including any incidental services, if any



- 1.11.3. The terms FOB, FCA, CIF, CIP shall be governed by the rules prescribed in the current edition of the Incoterms published by the International Chambers of Commerce, Paris.
- 1.11.4. Where there is no mention of packing, forwarding, freight, insurance charges, taxes etc. such offer shall be rejected as incomplete.
- 1.11.5. The price quoted shall remain fixed during the contract period and shall not vary on any account.
- 1.11.6. All lots and items must be listed in Unpriced bid and priced separately as per BOQ. If Unpriced bid shows items listed but not priced in BOQ, their prices shall be assumed to be included in the prices of other items. Lots or items not listed in unpriced bid shall be assumed to be not included in the bid.
- 1.11.7. The CSIR-CDRI is a public funded Research Institution under Department of Scientific & Industrial Research and concessional Custom Duty @ 5.50% OR 0% as the case may be, is applicable for the goods purchased for research purpose vide Government of India Notification No.51/96-Customs dated 23.07.1996
- 1.11.8. In case of imports the freight & insurance will be paid by the Purchaser, as the consignments are to be shipped through the Purchaser nominated freight forwarder.
- 1.11.9. In case of INR bids the price criteria should be on Free Delivery to CDRI, Lucknow. Govt. Levies like GST if any, shall be paid at actual rates applicable on the date of delivery. Rates should be quoted accordingly giving the basic price.
- ~~1.11.10. Custom Duty is levied on all import meant for CSIR CDRI. Hence, the suppliers are requested to quote only on FOB/FCA basis, freight, insurance and custom duty as applicable to R&D Institutions will be paid by the Purchaser.~~
- ~~1.11.11. CSIR-CDRI is a public funded Research Institution under Department of Scientific & Industrial Research and concessional GST @ 5% is applicable for the goods purchased for research purpose vide Ministry of Finance (Department of Revenue) Notification No.47/2017 Integrated Tax dated 14.11.2017 & Notification No.45/2017 Central Tax dated 14.11.2017.~~

**Note:** All payments due under the contract shall be paid after deduction of statutory levies at source (like ESIC, IT, etc.), wherever applicable.

**1.12 Bid Currencies**

Prices shall be quoted in Indian Rupees for offers received for supply within India and in freely convertible foreign currency in case of offers received for supply from foreign countries i.e. domestic tenderers are to quote and accept their payment in Indian currency; Indian agents of foreign suppliers are to receive their agency commission in Indian currency; cost of imported goods & services rendered in India, which are directly imported against the contract, may be quoted in foreign currency (currencies). Multicurrency BOQ shall have provision to quote prices in multiple currencies.

**1.13 Documents Establishing Bidder's Eligibility and qualifications**

- 1.13.1. The bidder shall furnish, as part of its bid, documents establishing the bidders' eligibility to bid and its qualification (as specified in Chapter-5) to perform the contract if its bid is accepted.
- 1.13.2. The documentary evidence of the bidders qualification to perform the contract if the bid is accepted shall establish to the purchasers satisfaction that:

(a)	The bidder meets the qualification criteria listed in bidding documents, if any.
(b)	Bidder who doesn't manufacture the goods it offers to supply shall submit Manufacturers' Authorization Form using the form specified in the bidding document to demonstrate that it has been duly authorized by the manufacturer of the goods to quote and / or supply the goods.
(c)	In case a bidder not doing business within India, it shall furnish the certificate to the effect that the bidder is or will be represented by an agent in India, equipped and able to carry out the supply, maintenance, repair obligations etc. during the warranty and post warranty period or ensure a mechanism at place for carrying out the supply, maintenance, repair obligations etc. during the warranty and post-warranty period.

1.13.3. Conditional tenders / offers shall not be accepted. Alternate offers/makes/models will not be considered.

**1.14 Documents Establishing Goods' Eligibility and Conformity to Bidding Documents**

1.14.1. To establish the goods' eligibility, the documentary evidence of the goods and services eligibility shall consist of a statement on the country of origin of the goods and services offered which shall be confirmed by a certificate of origin at the time of shipment.

1.14.2. To establish the conformity of the goods and services to the specifications and schedule of requirements of the bidding document, the documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings and data, and shall consist of :

(a)	A detailed description of the essential technical and performance characteristics of the goods;
(b)	A list giving full particulars, including available sources and current prices, of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods during the warranty period following commencement of the use of the goods by the Purchaser in the Price- bid ; and
(c)	An item-by-item 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.

1.14.3. For purposes of the commentary to be furnished pursuant to above, the Bidder shall note that standards for workmanship, material and equipment, designated by the Purchaser in its Technical Specifications are intended to be descriptive only and not restrictive. The Bidder may substitute these in its bid, provided that it demonstrates to the Purchaser's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

**1.15 Bid Security (BS) / Earnest Money Deposit (EMD)**

~~1.15.1. The Bidder shall furnish, as part of its bid, a Bid security (BS) / Earnest Money Deposit (EMD) of amount as specified in NIT in the form of a Bank Guarantee / Demand Draft drawn on any Scheduled / Nationalized Bank in favour of the Director, Central Drug Research Institute, Lucknow.~~

**~~A. In case of Foreign Bidder(s):~~**

- ~~a) The BS shall be submitted either by the principal or by the Indian agent.~~
- ~~b) The bidder who submits the tender on behalf of their principals should produce documentary evidence in support of their authority to quote.~~
- ~~c) The Bank Guarantee (BG) is insisted due to steep fluctuations in foreign exchange hence the foreign DDs are not accepted towards BS/EMD.~~
- ~~d) In case a bidder desires to submit a BG issued from a foreign bank, then the same should be confirmed by a Scheduled / Nationalised bank in India.~~

**~~B. In the case of indigenous bidders:~~**

- ~~a) The BS shall be submitted by the manufacturer or their specifically authorized dealer/bidder.~~

~~1.15.2. E Bids submitted without BS/EMD will stand rejected. BS/EMD will not be accepted in the form of cash / cheque or any other form other than DD/Bank Guarantee as per format given in Chapter-7: Annexure C. No interest is payable on BS/EMD~~

~~1.15.3. The bid security is required to protect the Purchaser against the risk of Bidder's conduct, which would warrant the Bid security's forfeiture.~~

~~1.15.4. The bid security shall be in Indian Rupees for offers received for supply within India and denominated in the currency of the bid or in any freely convertible foreign exchange in the case of offers received for supplies from foreign countries in equivalent Indian Rupees. The bid security shall be in one of the following forms at the bidders' option:~~

(a)	<del>A Bank Guarantee (BG) issued by a Nationalized / Scheduled bank / Foreign Bank operating in India in the form provided in the bidding documents and valid for 45 days beyond the validity of the bid. In case a bidder desires to submit a BG issued from a foreign bank, then the same should be confirmed by a Nationalised / Scheduled Indian bank;</del>
-----	---

	<b>OR</b>
(b)	A Banker's cheque or demand draft in favour of the Purchaser issued by any Nationalised / Scheduled Indian bank.

~~1.15.5. The bid security shall be payable promptly upon written demand by the purchaser in case the conditions listed in the ITB clause 1.15.11 are invoked.~~

~~1.15.6. The bid security should be submitted in its original form to the address:~~

~~CONTROLLER OF STORES & PURCHASE  
CSIR-CENTRAL DRUG RESEARCH INSTITUTE  
Sector 10, Jankipuram Vistar  
Lucknow(UP) INDIA~~

~~Scanned Copy of Demand Draft/Bank Guarantee towards bid security should be uploaded along with the E-bid. The envelop eCDRlosing EMD should be Super scribed with Tender number and specifying EMD on the envelop.~~

~~1.15.7. Bid security / EMD is the mandatory requirement however the MSMEs registered with agencies /bodies mentioned below are exempted from payment of Earnest Money Deposit (EMD) & tender fees.~~

~~As per Public Procurement policy (PPP) for Micro & Small Enterprises (MSEs) Order, 2012 issued vide Gazette Notification dated 23.03.2012 by Ministry of Micro, Small and Medium Enterprises of Govt. of India, MSMEs must be registered with any of the following in order to avail the EMD and Tender fee exemption:~~

- ~~a) District Industries Centers (DIC)~~
- ~~b) Khadi and Village Industries Commission (KVIC)~~
- ~~c) Khadi and Village Industries Board~~
- ~~d) Coir Board~~
- ~~e) National Small Industries Corporation (NSIC)~~
- ~~f) Directorate of Handicraft and Handloom~~
- ~~g) Any other body specified by Ministry of MSME (MoMSM)~~
- ~~h) Udyog/Udyam Aadhaar Acknowledgment / UdyogAadhaar Memorandum issued by MoMSME.~~

~~The tender fee and EMD exemption is applicable to MSMEs subject to conditions given below:~~

- ~~i) MSMEs participating in the tender must submit valid & authorised copy of certificate of registration with any one of the above agencies. In case of bidders submitting DIC registration certificate shall attach original notarised copy of the DIC certificate.~~
- ~~ii) Traders / resellers / distributors / authorized agents will not be considered for availing benefits under Public Procurement policy 2012 for MSMEs as per MSME guidelines issued by MoMSME.~~
- ~~iii) The registration certificate issued from any one of the above agencies must be valid as on Bid closing date of the tender. Bidder shall ensure validity of registration certificate in case bid closing date is extended.~~
- ~~iv) The MSMEs who have applied for registration or renewal of registration with any of the above agencies / bodies, but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption / preference.~~
- ~~v) Where any aggregator has been appointed by the Ministry of MSME, themselves quote on behalf of some MSE units, such offers will be considered as offer from MSE units and all such facilities would be extended to these aggregators also.~~

~~1.15.8. The Bid Security of unsuccessful bidder will be discharged / returned as promptly as possible but positively within a period of 30 days after the expiration of the period of bid validity or placement of order whichever is later, without any interest.~~

~~1.15.9. The successful Bidder's bid security will be discharged upon the Bidder furnishing the Performance Security, without any interest. Alternatively, the BS could also be adjusted against Performance Security, if it is paid through Demand Draft / Banker's Cheque.~~

~~1.15.10. The receipt of Bid security before time and date of submission of bid is mandatory requirement. The bid is liable to be rejected if the bid security is not received within stipulated time.~~

~~1.15.11. The bid security may be forfeited:~~

(a)	<del>If Bidder withdraws or amends or modifies or impairs or derogates its bid during the period of bid validity specified by the Bidder on the Bid Form;</del>
<b>OR</b>	
(b)	<del>In case of successful Bidder, if the Bidder fails to furnish order acceptance within 15 days of the order or fails to sign the contract and / or fails to furnish Performance Security within 21 days from the date of contract / order.</del>

~~1.15.12. Whenever the bidder chooses to submit the Bid Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.~~

1.15.13. The bidder who seek exemption for EMD should submit **Bid Securing Declaration** as per format specified in **Chapter-7: Annexure-D**.

**1.16 Period of Validity of Bids**

1.16.1. Bids shall remain valid for minimum of 90 days after the date of bid opening prescribed by the Purchaser. A bid valid for a shorter period may not be considered for further evaluation.

1.16.2. In exceptional circumstances, the Purchaser may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing ( e-mail). The bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.

1.16.3. Bid evaluation will be based on the bid prices without taking into consideration the above corrections.

**1.17 Format and Signing of Bid**

1.17.1. The bids may be submitted as Single-bid or Two-bid as specified in the Invitation for Bids / NIT.

1.17.2. In case the bids are invited on single bid basis, then the Bidder shall submit E-bid comprising all documents listed under Clause- 1.9 relating to documents comprising the bid.

1.17.3. In case the bids are invited on two-bid system, the Bidder shall submit E-bid in two separate parts. First part shall contain Technical bid comprising all documents listed under Clause- 1.9 relating to Documents Comprising the Bid. The second part shall contain the Price-Bid as the form of BOQ.

1.17.4. The scanned copies of the E-bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. All the formats as annexures should be duly signed and stamped.

1.17.5. Any interlineations, erasures or overwriting shall be valid only if they are initialled by the person or persons signing the bid.

**D. Submission of E-Bids**

**1.18 Submission of E-Bids**

1.18.1 Bids shall be submitted online only at CPPP website <https://etenders.gov.in> Manual/ Offline bids shall not be accepted under any circumstances.

1.18.2 The Bidder shall download the Tender Enquiry Document directly from the website <https://etenders.gov.in> and shall not tamper/modify it in any manner. In case if the same is found to be tampered/modified in any manner, Tender/Bid will be summarily rejected and EMD would be forfeited.

1.18.3 The complete bidding process is online. Bidders should be in possession of valid Digital Signature Certificate (DSC) of class III for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above. If the envelope is not digitally signed & encrypted the Purchaser shall not accept such open Bids for evaluation purpose and shall be treated as non-responsive and rejected.

1.18.4 Bidders are advised to go through “**Bidder Manual Kit**”, “**System Settings**” & “**FAQ**” links available on the login page of the e-Tender portal for guidelines, procedures & system requirements. In case of any technical difficulty, Bidders may contact the help desk numbers & email ids mentioned at the e-tender portal. Every Bidder will be required to obtain a Class-III Digital Signature (DSC) for submission of Bids.

- 1.18.5 Bidders are advised to visit CPPP website <https://etenders.gov.in> regularly to keep themselves updated, for any changes/modifications in the Tender Enquiry Document.
- 1.18.6 Intending bidders are advised to visit CPPP website <https://etenders.gov.in> regularly till closing date of submission of bid, for any corrigendum.
- 1.18.7 The Bid Security/Earnest Money Deposit shall be deposited through Bank Guarantee / Demand Draft drawn in favour of "The Director, Central Drug Research Institute, Lucknow". The original Bid Security/EMD must be delivered at address mentioned in Sr.No.2 of NIT till bid submission date and time as mentioned in "Date Sheet" failing which the bid shall be summarily rejected.
- 1.18.8 Purchaser shall receive the bids online through CPPP portal only. The e-Tender portal shall automatically stop accepting bids after the scheduled date and time specified in the Tender Document. Partially submitted bids shall be treated as invalid and shall not be processed.

**1.19 Due date for Submission of E-Bids**

- 1.19.1 EMD/BS must be received by the Purchaser at the address specified in NIT not later than the time and date specified in NIT.
- 1.19.2 Bidders are advised to upload and submit their E-bids timely within due date for submission of E-Bids in view of the electronic process so as to avoid last minute issues.
- 1.19.3 The Purchaser may, at its discretion, extend the due date for submission of E-bids by amending the tender documents in accordance with Clause relating to Amendment of Bidding Documents in which case all rights and obligations of the Purchaser and Bidders previously subject to the due date will thereafter be subject to the due date as extended.

**1.20 Late Submission of EMD**

- 1.20.1 Any bid security/EMD received by the Purchaser after the due date for submission of bids prescribed by the Purchaser is liable to be rejected.
- 1.20.2 Bidders must note that the e-tender portal shall not permit uploading of bids after the scheduled time of submission.

**1.21 Withdrawal, substitution and Modification of Bids**

- 1.21.1 The bidder may withdraw, correct or modify his digitally signed bid after submission prior to the deadline for submission of bids, through provisions of e-tendering portal.
- 1.21.2 The bidder is not allowed to modify or withdraw bid after deadline for submission of bids.

**E. Opening and Evaluation of E-Bids**

**1.22 Opening of E-Bids by the Purchaser**

- 1.22.1 The E-bids shall be opened online by authorised officials of the Purchaser as per schedule given in Date Sheet. In case of two bid tender, the price bid of only those bidders who qualified in technical evaluation, shall be opened.
- 1.22.2 In case, the day of bid opening is declared a holiday by the government, the E-bids will be opened on the next working day at the same time. No separate intimation shall be sent to the bidders in this regard.
- 1.22.3 Since, E-bid is an online process; the E-bid opening or any other process may be delayed due to any technical/server issue. If any such issue arises, this will not be tantamount to process delay and CSIR-CDRI will not be responsible for the same.
- 1.22.4 On opening of bids online, accepting the bid would not mean that the firm is technically or financially qualified.

**1.23 Confidentiality**

- 1.23.1 Information relating to the examination, evaluation, comparison, and post qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not

officially concerned with such process until Award of the Contract. However, decisions taken during process of tender evaluation shall be hosted on e-Tenders portal.

- 1.23.2. Any effort by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post qualification of the bids or contract award decisions may result in the rejection of its Bid.

**1.24 Clarification of Bids**

To assist in the examination, evaluation, comparison and post qualification of the bids, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted. However, no negotiation shall be held except with the lowest bidder, at the discretion of the purchaser. Any clarification submitted by a bidder in respect to its bid which is not in response to a request by the purchaser shall not be considered.

**1.25 Preliminary Examination**

- 1.25.1. The Purchaser shall examine the bids to confirm that all documents and technical documentation requested in **ITB Clause 1.9** have been provided, and to determine the completeness of each document submitted.

- 1.25.2. The Purchaser shall confirm that the following documents and information have been provided in the Bid. If any of these documents or information is missing, the offer shall be rejected.

- (a) All the tenders received will first be scrutinized to see whether the tenders meet the basic requirements as incorporated in the tender enquiry document. The bid, who do not meet the basic requirements, will be treated as non-responsive and ignored. The following are some of the important points, for which a tender may be declared as non-responsive and will be ignored, during the initial scrutiny:

i	The Bidder is not eligible
ii	The Bid validity is shorter than the required period
iii	The Bidder has quoted for goods manufactured by a different firm without the required authority letter from the proposed manufacturer
iv	Bidder has not agreed to give the required performance security
v	The goods quoted are sub-standard, not meeting the required specification, etc.
vi	Against the Requirement (Scope of supply) the bidder has not quoted for the entire requirement as specified in Chapter 4
vii	The bidder has not agreed to some essential condition(s) incorporated in the tender.

- (b) BOQ (Price Bid) of the technically qualified bidders shall be liable to rejection if any condition is added in BOQ which contradicts the technical bid/unpriced bid.

**1.26 Responsiveness of Bids**

- 1.26.1. Prior to the detailed evaluation, the purchaser will determine the substantial responsiveness of each bid to the bidding documents. For purposes of this clause, a substantive responsive bid is one, which conforms to all terms and condition of the bidding documents without material deviations, reservations or omissions. A material deviation, reservation or omission is one that:

(a)	affects in any substantial way the scope, quality, or performance of the Goods and Related Services specified in the Tender; <b>OR</b>
(b)	limits in any substantial way, inconsistent with the Bidding Documents, the Purchaser's rights or the Bidder's obligations under the Proposed Contract; <b>OR</b>
(c)	if rectified, would unfairly affect the competitive position of other bidders presenting substantially responsive bids.

- 1.26.2. The Purchasers' determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

- 1.26.3. If a bid is not substantially responsive, it will be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation or omission.

1.26.4. If a bidder quotes Nil Charges/consideration, the bid shall be treated as unresponsive and will not be considered.

**1.27 Non-Conformity, Error and Omission**

1.27.1. Provided that a Bid is substantially responsive, the Purchaser may waive any non-conformities or omissions in the Bid that do not constitute a material deviation.

1.27.2. Provided that a bid is substantially responsive, the Purchaser may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify non-material non-conformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.

1.27.3. Provided that the Bid is substantially responsive, the bid shall be evaluated as per BOQ.

1.27.4. Provided that a bid is substantially responsive, the purchaser may request that a bidder may confirm the correctness of arithmetic errors as done by the purchaser within a target date. In case, no reply is received then the bid submitted shall be ignored and its Bid Security may be forfeited.

**1.28 Examination of Terms & Conditions- Technical Evaluation**

1.28.1. The Purchaser shall examine the Bid to confirm that all terms and conditions specified in the GCC and the SCC have been accepted by the Bidder without any material deviation or reservation.

1.28.2. The Purchaser shall examine the Bid to confirm that Eligibility and Qualification criteria as specified in Chapter-5 is fulfilled by the bidder.

1.28.3. The Purchaser shall evaluate the technical aspects of the Bid submitted in accordance with **ITB Clause- 1.14**, to confirm that all requirements specified in Chapter 4 of the Bidding Documents have been met without any material deviation or reservation.

1.28.4. If, after the examination of the terms and conditions and the technical evaluation, the Purchaser determines that the Bid is not substantially responsive in accordance with **ITB Clause 1.26**, it shall reject the Bid.

1.28.5. Any bidder seeking benefit/preference under MSME / Make in India or any other policy/scheme of the Government of India, which is currently in force MUST at the time of bidding itself eCDRIose all relevant documents / certificates etc. for claiming such benefits. The bidder must also clearly highlight the provisions of the policy and the kind of benefit being sought by it for which it meets the conditions for claiming such benefits. It may be noted that no other benefit / preference / concessions which is beyond the scope of the policy or the bidder's entitlement under the policy shall be given / considered by us. If the bidder fails to claim such benefit and/or fail to submit necessary documents/certificates in support of its claim at the time of bidding itself, its claim shall not be entertained at a later stage in the bidding process and no opportunity shall be provided to it to submit any document / certificate.

**1.29 Conversion to Single Currency**

To facilitate evaluation and comparison, 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 selling exchange rate established by any bank in India as notified in the Newspapers on the date of bid opening in the case of single bid and the rates prevalent on the **date of opening of the Technical Bids** in case of two-bid. For this purpose, "Bill currency selling" exchange rate notified in **www.xe.com** or **www.rbi.org** or any other website would be used by the purchaser.

**1.30 Evaluation and comparison of bids**

1.30.1. The Purchaser shall evaluate each bid that has been determined, up to this stage of the evaluation, to be substantially responsive.

1.30.2. To evaluate a Bid, the Purchaser shall only use all the factors, methodologies and criteria defined below. No other criteria or methodology will be used.

1.30.3. The bids shall be evaluated on the basis of final landing cost which shall be arrived as under and as per format given in BOQ of e-Tender excluding GST:

(a) **For Goods manufactured within India**

i)	The price of the goods quoted Ex-works
ii)	The charges for inland transportation, insurance and other local services required for delivering the goods at the desired destination as specified in the BOQ.
iii)	The installation, commissioning and training charges including any incidental services, if any as given in Scope of Supply (Chapter 4)

(b) **For Goods manufactured abroad**

i)	The price of the goods, quoted on FCA (named Airport abroad) or FOB (named port of shipment), as specified in the BOQ.
ii)	The charges for insurance and transportation of the goods to the port / place of destination i.e. CIP/CIF Price.
iii)	The agency commission charges payable to Indian agent in Indian rupees, if any.
iv)	The installation, commissioning and training charges including any incidental services, if any

1.30.4. The comparison between the indigenous and the foreign offers shall be made on FOR destination basis and CIF / CIP basis respectively. However, the CIF / CIP prices quoted by any foreign bidder shall be loaded further as under:-

- (a) Towards customs duty and other statutory levies—as per applicable rates.
- (b) Towards custom clearance, inland transportation etc.- 2% of the CIF / CIP value.

**Note:** Where there is no mention of packing, forwarding, freight, insurance charges, taxes etc. such offers shall be rejected as incomplete.

1.30.5. In case of Purchase of many items against one tender, which are not inter- dependent or, where compatibility is not a problem, normally the comparison would be made on ex-works, ( in case of indigenous items) and on FOB / FCA (in the case of imports) prices quoted by the firms for identifying the lowest quoting firm for each item.

1.30.6. Orders for Imported Goods need not necessarily be on FOB / FCA basis rather it can be on the basis of any of the Incoterms latest edition as may be amended from time to time by the ICC or any other designated authority and favourable to CSIR -CDRI.

1.30.7. Wherever the price quoted on FOB / FCA and CIF / CIP basis are the same, the Contract would be made on CIF / CIP basis only. In this case supplier shall arrange the insurance cover from Suppliers Warehouse to purchasers' Warehouse i.e. CSIR-CDRI, Lucknow as per clause No. 2.16.1 of GCC/SCC

1.30.8. The GCC and the SCC shall specify the mode of transport i.e. whether by air / ocean / road / rail.

1.30.9. **Price preference to Local suppliers as per Make in India procurement policy of Govt. of India and Department for Promotion of Industry and Internal Trade (DPIIT) order No. P-45021/2/2017-PP (BE-II) dated 04<sup>th</sup> June, 2020 & 16<sup>th</sup> September 2020 and subsequent orders.**

**A. Eligibility of 'Class-I local supplier', 'Class-II local supplier' and 'Non-local supplier'**

- a) Only Class-I local suppliers are eligible to participate in tender if there is sufficient local capacity and local competition irrespective of the purchase value. L1 bidder amongst Class-I local suppliers shall be awarded contract subject meeting other requirements as per tender.
- b) In procurement of all goods or services not covered above, with the estimated value of purchases less than Rs. 200 Crore, only 'Class-I local supplier' and 'Class-II local supplier', as defined under the order referred in para 1.30.9, shall be eligible to bid, except when Global Tender enquiry has been issued. In global tender enquiries, 'Non-local suppliers' shall also be eligible to bid along with 'Class-I local suppliers' and 'Class-II local suppliers'.

**B. Estimated value of procurement of tendered goods is below Rs. 200 Crore and it is not a Global Tender:**

a) Tendered goods are divisible in nature, the following procedure shall be followed to evaluate L1 with the **margin of purchase preference of 20%** to Local supplier:

- i. Among all qualified bids, the lowest bid will be termed as L1. If L1 is from a Class-I local supplier, the contract for full quantity will be awarded to L1.
- ii. If L1 bid is not from a Class-I local supplier, 50% of the order quantity shall be awarded to L1. Thereafter, the lowest bidder among the Class-I local suppliers, will be invited to match the L1 price for the remaining 50% quantity subject to the local supplier's quoted price falling within the margin of purchase preference, and contract for that quantity shall be awarded to such local supplier subject to matching the L1 price. In case such lowest eligible Class-I local supplier fails to match the L1 price or accepts less than the offered quantity, the next higher



*Class-I* local supplier within the margin of purchase preference shall be invited to match the L1 price for remaining quantity and so on, and contract shall be awarded accordingly. In case some quantity is still left uncovered on local suppliers, then such balance quantity may also be ordered on the L1 bidder.

- b) Tendered goods are **not divisible** in nature, the following procedure shall be followed to evaluate L1 and award of contract:
- i. Among all qualified bids, the lowest bid will be termed as L1. If L1 is from a *Class-I* local supplier, the contract will be awarded to L1.
  - ii. If L1 is not from a *Class-I* local supplier, the lowest bidder among the *Class-I* local suppliers, will be invited to match the L1 price subject to local supplier's quoted price falling within the margin of purchase preference, and the contract shall be awarded to such local supplier subject to matching the L1 price.
  - iii. In case such lowest eligible *Class-I* local supplier fails to match the L1 price, the *Class-I* local supplier with the next higher bid within the margin of purchase preference shall be invited to match the L1 price and so on and contract shall be awarded accordingly. In case none of the *Class-I* local suppliers within the margin of purchase preference matches the L1 price, then the contract may be awarded to the L1 bidder.

**Note: the tendered item as shown in Chapter 4 is non-divisible.**

- c) For more clarity in this regard, following table is furnished:

Quantity of Tendered goods	Price quoted by Local suppliers	Finalization of tender
Can be Split	L1 is <i>Class-I</i> local supplier	Full order on <i>Class-I</i> Local supplier
Can be Split	Not L1 but <i>Class-I</i> Local supplier within L1 + 20%	50% order on <i>Class-I</i> Local supplier subject to matching L1 price
Cannot be Split	L1 is <i>Class-I</i> local supplier	Full Order on <i>Class-I</i> Local supplier
Cannot be Split	Not L1 but <i>Class-I</i> local supplier within L1+20%	Full Order on <i>Class-I</i> Local supplier subject to matching L1 price

- d) Definitions of terms applicable to this clause
- i. 'Local content ' means the amount of value added in India which shall be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.
  - ii. '*Class-I Local supplier*' means a supplier or service provider whose goods or services offered for procurement, has local content equal to or more than 50% as defined under the Order referred in para 1.30.9.
  - iii. '*Class-II local supplier*' means a supplier or service provider, whose goods or services offered for procurement, has local content equal to or more than 20% but less than 50%, as defined under the Order referred in para 1.30.9.
  - iv. '*Non-Local supplier*' means a supplier or service provider, whose goods or services offered for procurement, has local content less than or equal to 20%, as defined under the Order referred in para 1.30.9.
  - v. 'L1' means the lowest tender or lowest bid or the lowest quotation received in this tender, bidding process or other procurement solicitation as adjudged in the evaluation process as per the tender or other procurement solicitation .
  - vi. 'Margin of purchase preference' means the maximum extent to which the price quoted by a *Class-I* local supplier may be above the L1 for the purpose of purchase preference.

- e) Verification of local content

- i. The 'Class-I local supplier'/ 'Class-II local supplier' at the time of tender, bidding or solicitation shall be required to **Indicate percentage of local content, item(s) of Local content, & provide self certification** that the item offered meets the minimum local content and shall give details of the location(s) at which the local value addition is made. (Annexure-M)
- ii. In cases of procurement for a value in excess of ₹ 10 crores, the local supplier shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.
- iii. False declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Finance Rules along with such other actions as may be permissible under law.
- iv. A supplier who has been debarred by any procuring entity for violation of the order of the **Department for Promotion of Industry and Internal Trade (DPIIT) order No. P-45021/2/2017-PP (BE-II) dated 04<sup>th</sup> June, 2020** shall not be eligible for preference under the said order for procurement by any other procuring entity for the duration of the debarment. The debarment for such other procuring entities shall take effect prospectively from the date on which it comes to the notice of other procurement entities, in the manner prescribed in the order of the **Department for Promotion of Industry and Internal Trade (DPIIT) order No. P-45021/2/2017-PP (BE-II) dated 04<sup>th</sup> June, 2020**.

C. "Class-II local supplier" will **NOT** get purchase preference in any procurement.

**1.30.10. Purchase Preference to MSEs**

- i) In case MSE bidder is L1 entire value of the tender is to be ordered on the L1 MSEs bidder.
- ii) In tender, participating Micro and Small Enterprises quoting price within price band of L1 + 15% shall also be allowed to supply a portion of requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprise and such Micro and Small Enterprise shall be allowed to supply upto 25 percent of the total tendered value (where the tender quantity can be split).
- iii) In case of more than one such MSEs are in the price band of L1 + 15% and matches the L1 price, the supply may be shared proportionately if the goods can be split.
- iv) In case the tendered quantity of goods cannot be split, MSEs shall be allowed to supply total tendered quantity provided their quoted price is within a price band of L1 + 15% and they match the L1 price.
- v) If the quantity cannot be split and there are more than one eligible MSEs bidders (price band within L1+15%) then the opportunity to match the L1 rate of the tender shall be given first to MSEs (who have quoted lowest rate among the MSEs within the price band of L1+15%) and the total quantity shall be awarded to him after matching the L1 price of the tender.
- vi) If the MSE who have quoted lowest rate among the MSEs in the price band of L1 + 15% do not agree to match the rate of L1 of the tender, then the next ranked MSE bidder who has quoted within the price band of L1 + 15% in order shall be given chance to match the rate of L1 for award of the quantity/order.
- vii) For more clarity in this regard, following table is furnished:

Quantity of Tendered goods	Price quoted by MSE	Finalization of tender
Can be Split	L1	Full order on MSE
Can be Split	Not L1 but within L1+15%	25% order on MSE subject to matching L1
Cannot be Split	L1	Full Order on MSE
Cannot be Split	Not L1 but within L1+15%	Full Order on MSE subject to matching L1

- viii) The purchase preference to MSE is not applicable for works contracts where supply of goods not produced by MSEs is also involved.
- ix) Purchase preference shall be made applicable subject to conditions given in Clause- 1.15.7.

**1.30.11. Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs) as per Ministry of Finance Order No.: F. No. 6/18/2019-PPD Dated 23<sup>rd</sup> July, 2020 & OM no. F. No. 18/37/2020-PPD Dated 08th February, 2021.**

- I. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority.
- II. "Bidder" including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- III. "Bidder from a country which shares a land border with India" for the purpose of this Order means:
  - a. An entity incorporated, established or registered in such a country; or
  - b. A subsidiary of an entity incorporated, established or registered in such a country; or
  - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
  - d. An entity whose beneficial owner is situated in such a country; or
  - e. An Indian (or other) agent of such an entity; or
  - f. A natural person who is a citizen of such a country; or
  - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.
- IV. The beneficial owner for the purpose of (iii) above will be as under:
  1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means. Explanation-
    - a. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent. Of shares or capital or profits of the company;
    - b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decision including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
  2. In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership.
  3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
  4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official.
  5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- V. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.
- VI. In case of Work contracts, including turnkey contracts, contactors shall not be allowed to sub-contract works to any contractors shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India: i) A bidder is permitted to procure raw material, components, sub-assemblies etc. from the vendors from countries which shares a land border with India. Such vendors will not be required to be registered with the Competent Authority, as it is not regarded as "sub-contracting". ii) However, in case a bidder has proposed to supply finished goods procured directly/ indirectly from the vendors from the countries sharing land border with India, such vendor will be required to be registered with the Competent Authority. The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

**1.31 Comparison of Bids**

The Purchaser shall compare all substantially responsive bids to determine the lowest bid (L1), in accordance with **ITB Clause 1.30** and prices quoted in BOQ.

**1.32 Contacting the Purchaser**

1.32.1. Subject to **ITB Clause 1.24**, no Bidder shall contact the Purchaser on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded.

1.32.2. Any effort by a Bidder to influence the Purchaser in its decisions on bid evaluation, bid comparison or contract award may result in rejection of the Bidder's bid.

**1.33 Post qualification**

1.33.1. In the absence of pre-qualification, the Purchaser will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in **ITB Clause 1.13**.

1.33.2. The determination will take into account the Eligibility & Qualification criteria listed in the Chapter-5 Tender document and it will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information as the Purchaser deems necessary and appropriate.

1.33.3. 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.

**F. Award of contract**

**1.34 Negotiations**

Normally, there shall not be any negotiation. Negotiations, if at all, shall be an exception and only in the case of items with limited source of supply. Negotiations shall be held with the lowest evaluated responsive bidder. Counter offers tantamount to negotiations, shall be treated at par with negotiations.

**1.35 Award Criteria**

Subject to **ITB Clause 1.37**, the Purchaser will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily. The details of the award would be hosted on the CPPP website <https://etenders.gov.in> & CSIR-CDRI Website [www.CDRI-india.org](http://www.CDRI-india.org).

**1.36 Purchaser's right to vary Quantities at Time of Award or later**

The Purchaser reserves the right to increase or decrease the quantity of the required goods up to 25% (Twenty-Five) per cent at any time, without any change in rate or other terms and conditions of the Purchase Order, till final delivery date (or the extended delivery date of the contract), by giving reasonable notice even though the quantity ordered initially has been supplied in full before the last date of the delivery period (or the extended delivery period).

**1.37 Purchaser's right to accept any Bid and to reject any or all Bids**

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 award of Contract, without thereby incurring any liability to the affected Bidder or Bidders.

**1.38 Notification of Award**

1.38.1. Prior to the expiration of the period of bid validity, the Purchaser will notify the successful bidder in writing by registered letter or by cable or telex or fax or e mail that the bid has been accepted and a separate purchase order shall follow through post.

1.38.2. Until a formal contract is prepared and executed, the notification of award should constitute a binding contract.

1.38.3. Upon the successful Bidder's furnishing of the signed Contract Form and Performance Security pursuant to **ITB Clause 1.41**, the Purchaser will promptly notify each unsuccessful Bidder and discharge its bid security.

**1.39 Signing of Contract**

- 1.39.1. The Purchaser shall send the successful Bidder the Purchase Order.
- 1.39.2. Within fourteen (14) days of date of the Purchase Order, the successful Bidder shall enter into Contract Agreement as per Chapter- 8.

**1.40 Order Acceptance**

- 1.40.1. The successful bidder should submit Order acceptance within 14 days from the date of issue of Purchase Order, failing which it shall be presumed that the vendor is not interested and his bid security is liable to be forfeited pursuant to **ITB Clause 1.15.11**.
- 1.40.2. The order confirmation must be received within 14 days. However, the Purchaser has the powers to extend the time frame for submission of order confirmation beyond the original date. Even after extension of time, if the order confirmation is not received, the contract is liable to be cancelled provided that the purchaser, on being satisfied that it is not a case of cartelization and the integrity of the procurement process has been maintained, may, for cogent reasons, offer the next successful bidder an opportunity to match the financial bid of the first successful bidder, and if the offer is accepted, award the contract to the next successful bidder at the price bid of the first successful bidder.

**1.41 Performance Security**

Within 21 days of receipt of the notification of award / Purchase Order as per the GCC Clause 2.12, the Supplier shall furnish Performance Security for the amount specified in SCC, valid for the time 60 days beyond the fulfilment of all contractual obligations including warranty.

**1.42 Assistance to Bidders:**

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

**1.43 Bidder's right to question rejection**

A Bidder shall have the right to be heard in case he feels that a proper procurement process is not being followed and/or his tender has been rejected wrongly. Only a directly affected bidder can represent in this regard as under:

- 1.43.1 Only a bidder who has participated in the concerned procurement process i.e. pre- qualification, bidder registration or bidding, as the case may be, can make such representation.
- 1.43.2 In case pre-qualification bid has been evaluated before the bidding of Technical bids, an application for review in relation to the technical bid may be filed only by a bidder who has qualified in pre-qualification bid.
- 1.43.3 In case technical bid has been evaluated before the opening of the financial bid, an application for review in relation to the financial bid may be filed only by a bidder whose technical bid is found to be acceptable.
- 1.43.4 In case a Bidder feels aggrieved by the decision of the purchaser, he may then send his representation in writing to the Purchaser's address as indicated in special conditions of contract (SCC) within 05 working days from the date of communication of the purchaser intimating the rejection for reconsideration of the decision by the purchaser.
- 1.43.5 Following decisions of the purchaser in accordance with the provision of internal guidelines shall not be subject to review:
  - a) Determination of the need for procurement;
  - b) Selection of the mode of procurement or bidding system;
  - c) Choice of selection procedure;

- d) Provisions limiting participation of bidders in the procurement process;
- e) The decision to enter into negotiations with the L1 bidder;
- f) Cancellation of the procurement process except where it is intended to subsequently re-tender the same requirements;
- g) Issues related to ambiguity in contract terms may not be taken up after a contract has been signed, all such issues should be highlighted before consummation of the contract by the vendor/contractor; and
- h) Complaints against specifications except under the premise that they are either vague or too specific so as to limit competition may be permissible.

#### 1.44 Integrity Pact

~~1.44.1 Integrity Pact binds both buyers and sellers to ethical conduct and transparency in all activities from pre-selection of bidders, bidding and contracting, implementation, completion and operation related to the contract.~~

~~1.44.2 The Integrity pact essentially envisages an agreement between the prospective vendors/bidders and the buyer, committing the persons/officials of both sides, not to resort to any corrupt practices in any aspect/stage of the contract. Only those vendors/bidders, who commit themselves to such a Pact with the buyer, would be considered competent to participate in the bidding process. In other words, entering into this Pact would be a preliminary qualification. The essential ingredients of the Pact include:~~

- ~~i) Promise on the part of the Purchaser to treat all bidders with equity and reason and not to seek or accept any benefit, which is not legally available~~
- ~~ii) Promise on the part of bidders not to offer any benefit to the employees of the Purchaser not available legally and also not to commit any offence under Prevention of Corruption Act, 1988 or Indian Penal Code 1860~~
- ~~iii) Promise on the part of bidders not to enter into any undisclosed agreement or understanding with other bidders with respect to prices, specifications, certifications, subsidiary contracts; etc.~~
- ~~iv) Undertaking (as part of Fall Clause) by the bidders that they have not and will not sell the same material/equipment at prices lower than the bid price;~~
- ~~v) Foreign bidders to disclose the name and address of agents and representatives in India and Indian Bidders to disclose their foreign principals or associates;~~
- ~~vi) Bidders to disclose the payments to be made by them to agents/brokers or any other intermediary;~~
- ~~vii) Bidders to disclose any past transgressions committed over the specified period with any other company in India or Abroad that may impinge on the anti-corruption principle;~~
- ~~viii) Integrity Pact lays down the punitive actions for any violation.~~

~~1.44.3 Each page of such Integrity pact proforma would be duly signed by Purchaser's competent signatory. All pages of the Integrity Pact are to be returned by the bidder (along with the technical bid) duly signed by the same signatory who signed the bid, i.e. who is duly authorized to sign the bid and to make binding commitments on behalf of his company. Any bid not accompanied by Integrity Pact duly signed by the bidder shall be considered to be a non-responsive bid and shall be rejected straightway.~~

~~1.44.4 The SCC shall specify whether there is a need to enter into a separate Integrity pact or not.~~

~~1.44.5 The Integrity Pact would be effective from the date of invitation of bids till complete execution of the contract.~~

~~1.44.6 The names and contact details of the Independent External Monitors (IEM) in the event of the need of IP is as detailed in the SCC.~~

~~1.44.7 The modal format of Integrity Pact is given in Chapter 7: Annexure J.~~

**Critical Dates:**

Sl. No	Stage	Date & Time
1	Publish Date & Time	12.01.2023 (18:15 HRS)
2	Sale/document Download Start Date & Time	12.01.2023 (18:15 HRS)
3	Last Date & time for receipt of queries	.....
4	Pre-bid Conference	.....
5	Bid Submission Start Date & time	12.01.2023 (18:305 HRS)
6	Bid Submission End Date & Time	02.02.2023 (13:00 HRS)
7	Bid Opening Date & Time	03.02.2023 (14:30 HRS)

**CHAPTER 2**  
**CONDITIONS OF CONTRACT**

**A. GENERAL CONDITIONS OF CONTRACT**

Clause No.	Contents	Page No.
2.1	Definitions	26
2.2	Contract Documents	26
2.3	Fraud, Corruption and Code of Integrity	26
2.4	Joint Venture, Consortium or Association	27
2.5	Scope of Supply	27
2.6	Suppliers' Responsibilities	27
2.7	Contract price	27
2.8	Copy Right and Patent Indemnity	27
2.9	Application	28
2.10	Standards	28
2.11	Use of Contract Documents and Information	28
2.12	Performance Security	28
2.13	Installation, Commissioning, Demonstration, Inspection, Tests & Training	29
2.14	Packing	29
2.15	Delivery and Documents	29
2.16	Insurance	30
2.17	Transportation	31
2.18	Incidental Services	31
2.19	Spare Parts	31
2.20	Warranty	32
2.21	Terms of Payment	33
2.22	Change Orders and Contract Amendments	33
2.23	Assignment	33
2.24	Subcontracts	34
2.25	Extension of time	33
2.26	Penalty Clause	33
2.27	Force Majeure	33
2.28	Termination for Default	34
2.29	Termination for insolvency	35
2.30	Termination for Convenience	35
2.31	Settlement of Disputes	35
2.32	Governing Language	36
2.33	Applicable Law	36
2.34	Notices	36
2.35	Taxes and Duties	36
2.36	Right to use Defective Goods	36
2.37	Protection against Damage	37
2.38	Site preparation and installation	37
2.39	Import and Export Licenses	37
2.40	Risk Purchase Clause	37
2.41	Purchaser' s right to vary Quantities	37
2.42	Order Acceptance	37
2.43	Integrity Pact	37

**Note: The General Conditions of Contract shall form the part of Purchase Order / Contract.**



## GENERAL CONDITIONS OF CONTRACT

### 2.1 **Definitions**

The following words and expressions shall have the meanings hereby assigned to them:

Sr. No.	Words / Expressions	Meaning
(a)	Contract	The Contract Agreement entered into between the Purchaser and the Supplier, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.
(b)	Contract Documents	The documents listed in the Contract Agreement, including any amendments thereto.
(c)	Contract Price	The price payable to the Supplier as specified in the Contract Agreement, subject to such additions and adjustments thereto or deductions there from, as may be made pursuant to the Contract.
(d)	Day	Calendar day
(e)	Completion	The fulfilment of the Related Services by the Supplier in accordance with the terms and conditions set forth in the Contract.
(f)	GCC	The General Conditions of Contract.
(g)	Goods	All of the commodities, raw material, machinery and equipment, and/or other materials that the Supplier is required to supply to the Purchaser under the Contract
(h)	Services	The services incidental to the supply of the goods, such as transportation, insurance, installation, training and initial maintenance and other such obligations of the Supplier under the Contract.
(i)	SCC	The Special Conditions of Contract.
(j)	Subcontractor	Any natural person, private or government entity, or a combination of the above, to which any part of the Goods to be supplied or execution of any part of the Related Services is subcontracted by the Supplier.
(k)	Supplier	The natural Person, Private or Government entity, or a combination of the above, whose bid to perform the Contract has been accepted by the Purchaser and is named as such in the Contract Agreement.
(l)	Council	The Council of Scientific & Industrial Research (CSIR), registered under the Societies Registration Act, 1860 of the Government of India having its registered office at 2, Rafi Marg, New Delhi-110001, India.
(m)	Purchaser	Any of the constituent Laboratory/Institute of the Council situated at any designated place in India as specified in SCC
(n)	The final destination	The place named in the SCC.

### 2.2 **Contract Documents**

2.2.1 Subject to the order of precedence set forth in the Contract Agreement, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory. The Contract Agreement shall be read as a whole.

2.2.2 Successful bidder shall have to enter into Contract Agreement as per Contract Form given in Chapter- 8 within 14 days of placement of Purchase Order having value **above Rs. 25 Lakh** or equivalent amount in Foreign Currency.

### 2.3 **Fraud, Corruption and Code of integrity**

2.3.1 The purchaser requires that bidders, suppliers, contractors and consultants, if any, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy,

(a) The terms set forth below are defined as follows:

I	Corrupt practice	The offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution
II	Fraudulent practice	A misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract
III	Collusive practice	A scheme or arrangement between two or more bidders, with or without

		the knowledge of the Borrower, designed to establish bid prices at artificial, non-competitive levels
IV	Coercive practice	Harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract

- (b) The purchaser will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

**2.3.2** Without prejudice to and in addition to the rights of the Purchaser to other penal provisions as per the bid documents or contract, if the Purchaser comes to a conclusion that a (prospective) bidder/supplier, directly or through an agent, has violated this code of integrity in competing for the contract or in executing a contract, the Purchaser may take appropriate measures including one or more of the following:

- a) Cancellation of the relevant contract and recovery of compensation for loss incurred by the purchaser;
- b) Forfeiture or encashment of any other security or bond relating to the procurement;
- c) Recovery of payments including advance payments, if any, made by the Purchaser along with interest thereon at the prevailing rate.
- d) Provisions in addition to above:
  - i. Removal from the list of registered suppliers and banning/debarment of the bidder from participation in future procurements of the purchaser for a period not less than one year
  - ii. In case of anti-competitive practices, information for further processing may be filed under a signature of the Joint Secretary level officer, with the Competition Commission of India
  - iii. Initiation of suitable disciplinary or criminal proceedings against any individual or staff found responsible.

**2.4 Joint Venture, Consortium or Association**

If the Supplier is a joint venture, consortium, or association, all of the parties shall be jointly and severally liable to the Purchaser for the fulfilment of the provisions of the Contract and shall designate one party to act as a leader with authority to bind the joint venture, consortium, or association. The composition or the constitution of the joint venture, consortium, or association shall not be altered without the prior consent of the Purchaser.

**2.5 Scope of Supply**

Scope of Supply (i.e. the Goods to be supplied and Related Services to be performed) shall be as specified in the Chapter-4 clause 4.2

**2.6 Suppliers' Responsibilities**

**2.6.1** The Supplier shall supply all the Goods and perform all Related Services iCDRIluded in the Scope of Supply-Clause 2.5 of the GCC and the Delivery &Completion Schedule, as per GCC Clause 2.15 relating to delivery and document.

**2.6.2 Amalgamation/Acquisition etc.:**

In the event the Manufacturer/Supplier proposes for amalgamation, acquisition or sale its business to any firm during the contract period, the Buyer/Successor of the Principal Company are liable for execution of the contract and also fulfilment of contractual obligations i.e. supply, installation, commissioning, warranty, maintenance/replacement of spares accessories etc. You may confirm this condition while submitting the bid.

**2.7 Contract price**

Prices charged by the Supplier for the Goods supplied and the Related Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid.

**2.8 Copy Right and Patent Indemnity**

**2.8.1 Copy Right**

The copyright in all drawings, documents, and other materials containing data and information furnished to the Purchaser by the Supplier herein shall remain vested in the Supplier, or, if they are furnished to the Purchaser directly or through the Supplier by any third party, including suppliers of materials, the copyright in such materials shall remain vested in such third party

**2.8.2 Patent Indemnity**

a) The Supplier shall, subject to the Purchaser's compliance with GCC Sub-Clause 2.8.2(a), indemnify and hold harmless the Purchaser and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Purchaser may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract by reason of:

(I)	the installation of the Goods by the Supplier or the use of the Goods in India
(II)	the sale in any country of the products produced by the Goods

b) If any proceedings are brought or any claim is made against the Purchaser, the Purchaser shall promptly give the Supplier a notice thereof and the Supplier may at its own expense and in the Purchaser's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claims.

**2.9 Application**

These General Conditions shall apply to the extent that they are not superseded by provisions in other parts of the Contract.

**2.10 Standards**

The Goods supplied and services rendered under this Contract shall conform to the standards mentioned in the Technical Specifications and Schedule of Requirements, and, when no applicable standard is mentioned, to the authoritative standard appropriate to the Goods' country of origin and such standards shall be the latest issued by the concerned institution.

**2.11 Use of Contract Documents and Information**

2.11.1 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 performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far, as may be necessary for purposes of such performance.

2.11.2 The Supplier shall not, without the Purchaser's prior written consent, make use of any document or information enumerated above except for purposes of performing the Contract.

2.11.3 Any document, other than the Contract itself, enumerated above 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.

**2.12 Performance Security (PS)**

2.12.1 Within 21 days of receipt of the notification of award of contract / Purchase Order, the Supplier shall furnish performance security in the amount specified in SCC, valid till 60 days after the warranty period. Alternatively, the PS may also be submitted at the time of release of final payment in cases where part payment is made against delivery & part on installation. The PS, where applicable, shall be submitted in advance for orders where full payment is to be made on Letter of Credit (LC) or on delivery. In this case, submission of PS at the time of negotiation of documents through Bank would be stipulated as a condition in the LC and the PS should be kept valid till such time the PS is submitted.

2.12.2 The proceeds of the performance security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

- 2.12.3 The Performance Security shall be denominated in Indian Rupees for the offers received for supplies within India and denominated in the currency of the contract in the case of offers received for supply from foreign countries.
- 2.12.4 In the case of imports, the PS may be submitted either by the principal or by the Indian agent and, in the case of purchases from indigenous sources, the PS may be submitted by either the manufacturer or their authorized dealer / bidder.
- 2.12.5 The Performance security shall be in one of the following forms:

(a)	A Bank guarantee or stand-by Letter of Credit issued by a Nationalized / Scheduled bank located in India or a bank located abroad in the form provided in the bidding documents.
<b>OR</b>	
(b)	A Banker's cheque or Account Payee demand draft in favour of the purchaser.

- 2.12.6 The performance security will be discharged by the Purchaser and returned to the Supplier not later than 60 days following the date of completion of the Supplier's performance obligations, including any warranty obligations, unless specified otherwise in SCC, without levy of any interest.
- 2.12.7 In the event of any contract amendment, the supplier shall, within 21 days of receipt of such amendment, furnish the amendment to the performance security, rendering the same valid for the duration of the contract, as amended for further period of 60 days thereafter.
- 2.12.8 The order confirmation should be received within 14 days from the date of notification of award. However, the Purchaser has the powers to extend the time frame for submission of order confirmation and submission of Performance Security (PS). Even after extension of time, if the order acceptance and PS are not received, the contract shall be cancelled and limited tenders irrespective of the value would be invited from the responding firms after forfeiting the bid security of the defaulting firm, where applicable provided there is no change in specifications. In such cases the defaulting firm would not be considered again for re-tendering in the particular case.
- 2.12.9 Whenever, the bidder chooses to submit the Performance Security in the form of Bank Guarantee, and then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.

**2.13 Installation, Commissioning, Demonstration, Inspections, Tests and Training**

Bidder shall be responsible for Installation, Commissioning, Demonstration, Inspections, Tests and Training wherever applicable and for after sales service during the warranty and thereafter as specified in Chapter- 4.

**2.14 Packing**

- 2.14.1. The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.
- 2.14.2. The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract including additional requirements, if any, specified in SCC and in any subsequent instructions ordered by the Purchaser.

**2.15 Delivery and Documents**

- 2.15.1. Delivery of the Goods and completion and related services shall be made by the Supplier in accordance with the terms specified by the Purchaser in the contract. The details of shipping and/or other documents to be furnished by the supplier are as given below or /and as specified in SCC.

<b>Details of Shipping and other Documents to be furnished by the Supplier are :</b>	
<b>A)</b>	<b>For goods manufactured or supplied from within India</b>
	Within 24 hours of dispatch, the supplier shall notify the purchaser the complete details of dispatch and also supply following documents by registered post / speed post and copies thereof by FAX/email
(a)	Three copies of Supplier's Invoice indicating, inter-alia description and specification of the goods, quantity, unit price, total value
(b)	Packing list
(c)	Certificate of country of origin, if applicable
(d)	Insurance certificate, if required under the contract
(e)	Railway receipt/Consignment note
(f)	Manufacturer's warrantee certificate and in-house inspection certificate, if any
(g)	Inspection certificate issued by purchaser's inspector, if any
(h)	Any other document(s) as and when required in terms of the contract
<b>NOTE:</b>	
<b>1</b>	The nomenclature used for the item description in the invoice(s), packing list(s) and the delivery note(s) etc. should be identical to that used in the contract. The dispatch particulars including the name of the transporter should also be mentioned in the Invoice(s).
<b>2</b>	The above documents should be received by the Purchaser before arrival of the Goods and, if not received, the Supplier will be responsible for any consequent expenses.
<b>B)</b>	<b>For goods manufactured or supplied from abroad</b>
	Within 24 hours of dispatch, the supplier shall notify the purchaser the complete details of dispatch and also supply following documents by Registered Post / courier and copies thereof by FAX.
(a)	Three copies of supplier's Invoice giving full details of the goods including quantity, value, etc.
(b)	Packing list
(c)	Certificate of country of origin
(d)	Manufacturer's warrantee and Inspection certificate, if any
(e)	Inspection certificate issued by the Purchaser's Inspector, if any
(f)	Insurance Certificate, if required under the contract
(g)	Name of the Vessel / Carrier
(h)	Bill of Lading / Airway Bill
(i)	Port of Loading
(j)	Date of Shipment
(k)	Port of Discharge & expected date of arrival of goods
(l)	Any other document(s) as and when required in terms of the contract
<b>NOTE:</b>	
<b>1</b>	The nomenclature used for the item description in the invoice(s), packing list(s) and the delivery note(s) etc. should be identical to that used in the contract. The dispatch particulars including the name of the transporter should also be mentioned in the Invoice(s).
<b>2</b>	The above documents should be received by the Purchaser before arrival of the Goods and, if not received, the Supplier will be responsible for any consequent expenses.
	The clearing of the consignment at Mumbai Airport shall be done by our authorized Custom House Agents (CHA). The corresponding shipping documents may be forwarded to them accordingly. It is advised to give us and our CHA, a pre-alert before the consignment is dispatched. If there is delay in clearing of the consignment for <u>not</u> giving timely pre-alert then demurrage (Ware house charges), if applicable has to be refunded to us.

2.15.2. The terms FOB, FCA, CIF, CIP etc. shall be governed by the rules prescribed in the current edition of the Incoterms published by the International Chambers of Commerce (ICC), Paris.

2.15.3. The mode of transportation shall be as specified in SCC.

2.15.4. The Bidders may please note that the delivery of the system should be strictly within delivery schedule mentioned in the Chapter-4 / Purchase Order.

2.15.5. Goods should not be dispatched until the vendor receives a firm Purchase Order

## **2.16 Insurance**

- 2.16.1. Indigenous goods, the Goods supplied under the Contract shall be fully insured in Indian Rupees against any loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in SCC.
- 2.16.2. Where delivery of the goods is required by the purchaser on CIF / CIP basis for imported goods or FOR destination for Indigenous goods, the supplier shall arrange and pay for Marine / Transit Insurance, naming the purchaser as beneficiary and initiate & pursue claims till settlement, in the event of any loss or damage.
- 2.16.3. Where delivery is on FOB or FCA basis for imported goods or FOR dispatch station for indigenous goods, then insurance would be the responsibility of the purchaser.
- 2.16.4. The equipment to be supplied will be insured by the supplier against all risks of loss or damage from the date of shipment till such time it is delivered at CDRI site in case of Rupee transaction
- 2.16.5. With a view to ensure that claims on insurance companies, if any, are lodged in time, the Bidders and / or the Indian agent shall be responsible for follow up with their principals for ascertaining the dispatch details and informing the same to the Purchaser and he shall also liaise with the Purchaser to ascertain the arrival of the consignment after clearance so that immediately thereafter in his presence the consignment could be opened and the insurance claim be lodged, if required, without any loss of time. Any delay on the part of the Bidder / Indian Agent would be viewed seriously and he shall be directly responsible for any loss sustained by the Purchaser on the event of the delay.

**2.17 Transportation**

- 2.17.1. Where the Supplier is required under the Contract to deliver the Goods on FOB basis, transport 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 paid for by the Supplier, and the cost thereof shall be including in the Contract price. Where the Supplier is required under the Contract to deliver the Goods on FCA basis, transport of the Goods and delivery into the custody of the carrier at the place named by the Purchaser or other agreed point shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract price.
- 2.17.2. Where the Supplier is required under the Contract to deliver the Goods CIF or CIP, transport of the Goods to the port of destination or such other named place of destination in the Purchaser's country, as shall be specified in the Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.
- 2.17.3. In the case of supplies from within India, where the Supplier is required under the Contract to transport the Goods to a specified destination in India, defined as the Final Destination, transport to such destination, including insurance and storage, as specified in the Contract, shall be arranged by the Supplier, and the related costs shall be included in the Contract Price.
- 2.17.4. The clearing of the consignment at Mumbai Airport shall be done by our authorized Custom House Agents (CHA) for CIP / CIF consignments. The details of CHA will be given in the Purchase Order. The corresponding shipping documents may be forwarded to them accordingly. It is advised to give us and our CHA, a pre-alert before the consignment is dispatched. If there is delay in clearing of the consignment for not giving timely pre-alert then demurrage (Ware house charges) and/or penalty imposed by Indian Customs for late custom clearance, if payable has to be refunded to us by the Supplier / Indian Agent or the same will be deducted from any payment due to Supplier / Indian Agent against this order or any other Purchase order.

**2.18 Incidental Services**

The supplier may be required to provide any or all of the services, including training, if any, as specified in **Chapter 4: Clause-4.2.**

**2.19 Spare Parts**

The Supplier shall be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

- |     |   |
|-----|---|
| (a) | Such spare parts as the Purchaser may elect to purchase from the Supplier, providing that |
|-----|---|

	this election shall not relieve the Supplier of any warranty obligations under the Contract; and
(b)	In the event of termination of production of the spare parts:
	(i) Advance notification to the Purchaser of the pending termination, in sufficient time to permit the Purchaser to procure needed requirements; and
	(ii) Following such termination, furnishing at no cost to the Purchaser, the blueprints, drawings and specifications of the spare parts, if requested.

## 2.20

### **Warranty**

- a) The Supplier warrants that all the Goods are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.
- b) The Supplier further warrants that the Goods shall be free from defects arising from any act or omission of the Supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in India.
- c) **Unless otherwise specified in the SCC**, the warranty shall remain valid for Thirty Six (36) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the SCC, or for Forty Two (42) months after the date of shipment from the port or place of loading in the country of origin, whichever period concludes earlier.
- d) The warranty on the associated software should cover providing of upgraded version/s, if any, released during the warranty period free of cost.
- e) The bidder shall assure the supply of spare parts after warranty is over for maintenance of the equipment supplied if and when required for a period of 10 years from the date of supply of equipment on payment on approved price list basis.
- f) The equipment must be supported by a Service Centre manned by the principal vendor's technical support engineers. The support through this Centre must be available 24 hours in a day, seven days a week and 365 days a year. Also it should be possible to contact the Principal's vendor support Centre on a toll free number/web/mail.
- g) An undertaking from the manufacturer is required in this regard stating that they would facilitate the Bidder, Service provider on regular basis with technology / product updates & extend support for the warranty as well.
- h) Supplier will have to arrange for all the testing equipment & tools required for installation, testing & maintenance etc.
- i) The Principal Supplier must have a local logistics support by maintaining a local spares depot in the country of deployment of the equipment. This is to ensure immediate delivery of spares parts from Principal Supplier of equipment to its channel partner/system integrator.
- j) Details of onsite warranty, Name of Agency that shall maintain during warranty and undertake Annual Maintenance Contract/Comprehensive Service Maintenance Contract beyond warranty shall be given in the offer. In case of foreign quote, the name of Indian Agent who shall maintain during warranty and AMC beyond warranty shall be given in the Technical Offer.
- k) The Purchaser shall give notice to the Supplier stating the nature of any such defects together with all available evidence thereof, promptly following the discovery thereof. The Purchaser shall afford all reasonable opportunity for the Supplier to inspect such defects.
- l) Upon receipt of such notice, the Supplier shall, within a reasonable period of time, expeditiously repair or replace the defective Goods or parts thereof, at no cost to the Purchaser.
- m) If having been notified, the Supplier fails to remedy the defect within a reasonable period of time; the Purchaser may proceed to take within a reasonable period 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.
- n) In case the Equipment / System remains non-operational or performs below the desired level for more than 1 week after intimation of the fault in the Equipment / System then Warranty period shall be extended for further period for which Equipment / System remained non-operational or performed below the desired level, without prejudice to any other terms and conditions of the Contract.
- o) The defects, if any, during the warranty period are to be rectified free of charge by arranging free replacement wherever necessary.

- p) In case of any replacement during the warranty period the same shall be made free of cost i.e. DDP for import replacement and/or free delivery to CDRI for indigenous replacement. All the duties / taxes relating to these replacements have to be borne by the supplier. Dispatch details of such warranty replacements have to be informed in advance to enable us to provide documents for custom clearance.
- q) Any replacements during warranty period should be free of cost. If the defective item has to be sent back to the Principal Supplier, for such replacements / returns to the Principal Supplier / Indian Agent has to bear documentation charges. If the cost of replacement is upto Rs. 5 Lakh then the documentation charges will be Rs. 5,000 and above Rs. 5 Lakh it is Rs. 10,000. Such charges have to be paid in favour of The Director, CDRI, Lucknow. These charges are only for documentation. Any charges regarding packing, forwarding, freight, insurance, etc. should be borne by the Principal supplier / Indian Agent for returning of defective items. In other words, any warranty replacement has to be done immediately/within a week (7 days) without expecting CDRI to export the defective items to Principal supplier for repair/replacements. All charges involved for re-export of defective items have to be borne by Principal supplier / Indian Agent.

## **2.21 Terms of Payment**

- 2.21.1. The method and conditions of payment to be made to the Supplier under this Contract shall be as specified in the SCC.
- 2.21.2. The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and the Services performed, and by documents, submitted pursuant to Delivery and document Clause of the GCC and upon fulfilment of other obligations stipulated in the contract.
- ~~2.21.3. Advance payment will be paid in exceptional cases only against equivalent amount of Bank Guarantee or Stand by Letter of credit valid till acceptance of all ordered goods and services. Advance payment shall not exceed 30% of Purchase Order value.~~
- 2.21.4. Payments shall be made promptly by the Purchaser but in no case later than thirty (30) days after submission of the invoice or claim by the Supplier. While claiming the payment, the supplier should certify in the bill/invoice that the payment being claimed strictly in terms of the contract and all obligations on the part of the supplier for claiming the payment have been fulfilled as required under the contract.
- 2.21.5. Payment shall be made in currency as indicated in the contract.

## **2.22 Change Orders and Contract Amendments**

- 2.22.1. The Purchaser may at any time, by written order given to the Supplier pursuant to Clause on Notices of the GCC make changes within the general scope of the Contract in any one or more of the following:

a)	Increase or decrease in the quantity required
b)	Changes in schedule of deliveries and terms of delivery
c)	The changes in inspection arrangements
d)	Changes in terms of payments and statutory levies
e)	Changes due to any other situation not anticipated

- 2.22.2. If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be ascertained within fifteen (15) days from the date of the Supplier's receipt of the Purchaser's change order.
- 2.22.3. No variation or modification in the terms of the contract shall be made except by written amendment signed by the parties.

## **2.23 Assignment**



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.

**2.24 Subcontracts**

The Supplier shall notify the Purchaser in writing of all subcontracts awarded under this Contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the Supplier from any liability or duties or obligation under the Contract.

**2.25 Extension of time**

2.25.1. Delivery of the Goods and performance of the Services shall be made by the Supplier in accordance with the Delivery schedule specified by the Purchaser.

2.25.2. If at any time during performance of the Contract, the Supplier or its sub-contractor(s) should encounter conditions impeding 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). As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may, at its discretion, extend the Supplier's time for performance with or without penalty, in which case the extension shall be ratified by the parties by amendment to the Contract.

2.25.3. Except as provided under the Force Majeure clause of the GCC, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of penalty pursuant to Penalty Clause of the GCC unless an extension of time is agreed upon pursuant to above clause without the application of penalty clause.

**2.26 Penalty clause**

Subject to GCC Clause on Force Majeure, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as penalty, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services or contract value for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the Percentage specified in SCC. Once the maximum is reached, the Purchaser may consider termination of the Contract pursuant to GCC Clause on Termination for Default. The SCC shall also indicate the basis for ascertaining the value on which the penalty shall be applicable.

**2.27 Force Majeure**

2.27.1. Notwithstanding the provisions of GCC Clauses relating to Extension of Time, Penalty and Termination for Default the Supplier shall not be liable for forfeiture of its Performance Security, Liquidated Damages 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 Majeure.

2.27.2. For purposes of this Clause, "Force Majeure" means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may including, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

2.27.3. If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof within 21 days of its occurrence. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

2.27.4. If the performance in whole or in part or any obligations under the contract is prevented or delayed by any reason of Force Majeure for a period exceeding 60 days, either party may at its option terminate the contract without any financial repercussions on either side.

**2.28 Termination for Default**

2.28.1 The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part:

(a)	If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the contract, or within any extension thereof granted by the Purchaser pursuant to GCC Clause on Extension of Time;
(b)	If the Supplier fails to perform any other obligation(s) under the Contract
(c)	If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent or collusive or coercive practices as defined in GCC Clause on Fraud or Corruption in competing for or in executing the Contract.

2.28.2 In the event the purchaser terminates the contract in whole or in part, he may take recourse to any one or more of the following action:

(a)	The Performance Security/EMD will be forfeited;
(b)	The Purchaser may procure, upon such terms and in such manner as it deems appropriate, Goods similar to those undelivered, and the supplier shall be liable for all available actions against it in terms of the contract.
(c)	However, the supplier shall continue to perform the contract to the extent not terminated.

**2.29 Termination for Insolvency**

The Purchaser may at any time terminate the Contract by giving written notice to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the Purchaser.

**2.30 Termination for Convenience**

2.30.1. The Purchaser, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

2.30.2. The Goods that are complete and ready for shipment within 30 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 elect:

(a)	To have any portion completed and delivered at the Contract terms and prices ; <b>and / or</b>
(b)	To cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods / Services and for materials and parts previously procured by the Supplier.

**2.31 Settlement of Disputes**

2.31.1. The Purchaser and the supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

2.31.2. If, after twenty-one (21) 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. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract. .

2.31.3. The dispute settlement mechanism / arbitration proceedings shall be conceded as under:

(a)	If any dispute or difference arises between the parties hereto as to the construction, interpretation, effect and implication of any provision of this agreement including the rights or liabilities or any claim or demand of any party against other or in regard to any other matter under these presents but excluding any matters, decisions or determination of which is
-----	--

	expressly provided for in this Agreement, such disputes or differences shall be referred to an Arbitral Bench consisting of three Arbitrators, one each to be appointed by each party and the two Arbitrators shall appoint a third Arbitrator who shall be the presiding Arbitrator. A reference to the Arbitration under this Clause shall be deemed to be submission within the meaning of the Arbitration and Conciliation Act, 1996 and the rules framed thereunder for the time being in force. Each party shall bear and pay its own cost of the arbitration proceedings unless the Arbitrators otherwise decides in the Award. The venue of arbitration should be the place from where the contract has been issued.
(b)	In the case of a dispute between the purchaser and a Foreign Supplier, the dispute shall be settled by arbitration. In accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules

2.31.4. The venue of the arbitration shall be the place from where the Purchase Order or Contract is issued.

2.31.5. Notwithstanding any reference to arbitration herein,

(a)	the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; <b>and</b>
(b)	the Purchaser shall pay the Supplier any monies due the Supplier.

### 2.32 Governing Language

The Contract shall be written in English language which shall govern its interpretation. All correspondence and other documents pertaining to the Contract, which are exchanged by the parties, shall be written in the English language only.

### 2.33 Applicable Law / Jurisdiction

The Contract shall be interpreted in accordance with the laws of the Union of India and all disputes shall be subject to place of jurisdiction as specified in SCC.

### 2.34 Notices

2.34.1. Any notice given by one party to the other pursuant to this contract / order shall be sent to the other party in writing or by cable, telex, FAX, e-mail or / and confirmed in writing to the other party's address specified in the SCC.

2.34.2. A notice shall be effective when delivered or on the notice's effective date, whichever is later.

### 2.35 Taxes and Duties

2.35.1. For goods manufactured outside India, the Supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside India.

2.35.2. For goods Manufactured within India, the Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred till its final manufacture / production.

2.35.3. If any tax exemptions, reductions, allowances or privileges may be available to the Supplier in India, the Purchaser shall make its best efforts to enable the Supplier to benefit from any such tax savings to the maximum allowable extent.

2.35.4. The CSIR-CDRI is a public funded Research Institution under Department of Scientific & Industrial Research and concessional Custom Duty @ 5.50% OR 0% as the case may be, is applicable for the goods purchased for research purpose vide Government of India Notification No.51/96-Customs dated 23.07.1996

~~2.35.5. CSIR-CDRI is a public funded Research Institution under Department of Scientific & Industrial Research and concessional GST @ 5% is applicable for the goods purchased for research purpose vide Ministry of Finance (Department of Revenue) Notification No.47/2017 Integrated Tax dated 14.11.2017 & Notification No.45/2017 Central Tax dated 14.11.2017.~~

2.35.6. All payments due under the contract shall be paid after deduction of statutory levies (at source) (like ESIC, IT, etc.) wherever applicable.

### 2.36 Right to use Defective Goods

If after delivery, installation and within commissioning & acceptance and within warranty period, the operation or use of the goods proves to be unsatisfactory, the Purchaser shall have the right to continue to operate or use such goods until rectifications of defects, errors or omissions by repair or by partial or complete replacement is made without interfering with the Purchaser's operation.

**2.37 Protection against Damage**

The system shall not be prone to damage during power failures and trip outs. The normal voltage and frequency conditions available at site as under:

- (a) Voltage 230 volts – Single phase or 415 Volt for 3 phase (±10%)
- (b) Frequency 50 Hz.

**2.38 Site preparation and installation**

The Purchaser is solely responsible for the construction of the equipment sites unless otherwise specified in Chapter 4 in compliance with the technical and environmental specifications defined by the Supplier. The Purchaser will designate the installation sites before the scheduled installation date to allow the Supplier to perform a site inspection to verify the appropriateness of the sites before the installation of the Equipment, if required. The supplier shall inform the purchaser about the site preparation, if any, needed for installation, of the goods at the purchaser's site immediately after notification of award / contract.

**2.39 Import and Export Licenses**

2.39.1 If the ordered materials are covered under restricted category of EXIM policy in India the Vendor / Agent may intimate such information for obtaining necessary, license in India.

2.39.2 If the ordered equipment is subject to Vendor procuring an export license from the designated government agency / country from where the goods are shipped / sold, the vendor has to mention the name, address of the government agency / authority. The vendor must also mention the time period within which the license will be granted in normal course.

**2.40 Risk Purchase Clause**

If the supplier fails to deliver the goods within the maximum delivery period specified in the contract or Purchase Order, the purchaser may procure, upon such terms and in such a manner as it deems appropriate, Goods or Services similar to those undelivered and the Supplier shall be liable to the purchaser for any excess costs incurred for such similar goods or services.

**2.41 Purchaser's right to vary Quantities**

The Purchaser reserves the right to increase or decrease the quantity of the required goods up to 25% (Twenty-Five) per cent at any time, till final delivery date (or the extended delivery date of the contract), by giving reasonable notice even though the quantity ordered initially has been supplied in full before the last date of the delivery period (or the extended delivery period).

**2.42 Order Acceptance**

2.42.1 The successful bidder should submit Order acceptance within 14 days from the date of issue of Purchase Order, failing which it shall be presumed that the vendor is not interested and his bid security is liable to be forfeited pursuant to **ITB Clause 1.15.11**.

2.42.2 The order confirmation must be received within 14 days. However, the Purchaser has the powers to extend the time frame for submission of order confirmation beyond the original date. Even after extension of time, if the order confirmation is not received, the contract is liable to be cancelled provided that the purchaser, on being satisfied that it is not a case of cartelization and the integrity of the procurement process has been maintained, may, for cogent reasons, offer the next successful bidder an opportunity to match the financial bid of the first successful bidder, and if the offer is accepted, award the contract to the next successful bidder at the price bid of the first successful bidder.

**2.43 Integrity Pact : Not applicable**

2.43.1 As per directive of the CVC all organizations including CSIR laboratories / institutes have to adopt an Integrity pact (IP) to ensure transparency, equity and competitiveness in major Public procurement having **procurement value above Rs.3 Crore**. The integrity pact envisages an agreement between the prospective bidders / vendors with the buyer committing the persons / officials of both the parties

with the aim not to exercise any corrupt influence on any aspect of the contract. Only those bidders / vendors, who are willing to enter in to such an integrity pact with the Purchaser, would be competent to participate in the bidding.

**2.43.2** The SCC shall specify whether there is a need to enter into a separate integrity pact or not. If the Integrity Pact is required for the Tender then the format of Integrity Pact is as given in **Chapter – 7**.

**CHAPTER- 2: B**  
**SPECIAL CONDITIONS OF CONTRACT (SCC)**

The following Special Conditions of Contract (SCC) shall supplement and / or amend the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

GCC Clause	Special Condition of Contract (SCC)
GCC 2.1(m)	<p><b>The Purchaser is:</b></p> <p>THE DIRECTOR CSIR-CENTRAL DRUG RESEARCH INSTITUTE Sector 10, Jankipuram Vistar Lucknow -226031, U.P.(India) Tel #: 00 91 522 2772793 / EXTN: 2482 Email: <a href="mailto:cosp-cdri@cdri.res.in">cosp-cdri@cdri.res.in</a>; ; Website: <a href="http://www.cdri.res.in">www.cdri.res.in</a></p>
GCC 2.1(n)	<p><b>The Final Destination is:</b></p> <p>CSIR-CENTRAL DRUG RESEARCH INSTITUTE Sector 10, Jankipuram Vistar Lucknow -226031, U.P.(India)</p>
GCC 2.12.1	The amount of the <b>Performance Security</b> shall be <b>3 % of the contract value</b> , valid up to 60 days after the date of completion of contract obligations including warranty obligations.
GCC 2.14.2	<p><b>The marking and documentation</b> within and outside the packages shall be marked with proper paint / indelible ink.</p> <p>(a) Each package should have a packing list within it detailing the Part No.(s), description, quantity etc.</p> <p>(b) Outside each package, the Contract No., the name and address of the Purchaser and the Final destination should be indicated on all sides and top.</p> <p>(c) Each package should be marked as 1/x, 2/x, 3/x.....x/x, where "x" is the total No. of packages contained in the consignment.</p> <p>(d) All the sides and top of each package should carry an appropriate indication / label / stickers indicating the precautions to be taken while handling / storage.</p>
GCC 2.15.3	<p>(a) In case of supplies from within India, the <b>mode of transportation</b> shall be by <b>Air / Rail / Road</b>.</p> <p>(b) <del>In case of supplies from abroad, the mode of transportation shall be by Air/Sea.</del></p>
GCC 2.16.1	Insurance of the Goods is sole responsibility of supplier.
GCC 2.20 (c)	<p>The period of validity of the Warranty shall be: <b>As mentioned in clause no. 4.5(i) of Chapter 4</b></p> <p>The warranty shall remain valid for __ months after the Goods, or any portion thereof as the case may be, have been delivered and accepted after successful installation and satisfactory commissioning at the final destination.</p>
GCC 2.21.1	<p><b>The method and conditions of payment</b> to be made to the Supplier under this Contract shall be as follows:</p> <p><b>A Payment for Goods and Services supplied from India:</b></p> <p>The payment shall be made in Indian Rupees, as follows:</p> <p>(a) <b>100%</b> payment shall be made within 30 days on receipt of goods in good condition, its successful installation &amp; commissioning and final acceptance by user.</p> <p>(b) In case of supplies / services where installation &amp; commissioning is <b>not</b> required 100% payment will be made within 30 days from receipt of items by purchaser as per purchase order contract.</p> <p>(c) <b>E-Payment:</b> All payments, CDRI prefers to make Electronic Transfers (RTGS) through State Bank Of India, CDRI Campus Branch, OR through PFMS RBI.</p> <p><b>NOTE:</b></p> <p>➤ All payments due under the Contract shall be paid after deduction of statutory levies at source (like ESIC, Income Tax, etc.), wherever applicable.</p>
GCC 2.26	<p>(a) As time is the essence of the contract, Delivery period mentioned in the Purchase Order should be strictly adhered to. Otherwise we will have to forfeit EMD/PS and</p>

		also LD clause will be applicable / enforced.
	(b)	If the supplier fails to Supply, Install and Commission the system as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 0.5% of order value per week of delay subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier
	(c)	CDRI reserves the right to cancel the order in case the delay in supply is more than 20 weeks. Penalties, if any, will be deducted from the EMD/PS
	(d)	The <b>maximum</b> amount of <b>penalty</b> shall be <b>10%</b> .
	(e)	The liquidated damages shall be levied on the delivered price of the delayed Goods or unperformed Services or contract value.
GCC 2.33		The <b>place of jurisdiction</b> is <b>Lucknow, India.</b>
GCC 2.34.1		<b>For notices</b> , the Purchaser's address is  THE DIRECTOR CSIR-CENTRAL DRUG RESEARCH INSTITUTE Sector 10, Jankipuram Vistar Lucknow -226031, U.P.(India) Tel #: 00 91 522 2772793 / EXTN: 2482 Email: <a href="mailto:cosp-cdri@cdri.res.in">cosp-cdri@cdri.res.in</a> ;
GCC 2.43		The <b>integrity pact</b> is <b>not to be signed.</b>

### **CHAPTER 3**

(To be filled by the bidder and eCDRIlosed with the Technical Bid)

#### **SCHEDULE OF REQUIREMENT**

The Schedule of Requirement must clearly specify the time frame required (Schedule) for delivery of goods and services to be completed by the bidder (in reference to Scope of Supply given in Clause-4.2 of Chapter-4) if the Contract is awarded for the offer / proposal submitted by the bidder in response to this Tender.

**A) Delivery Schedule:**

Sr. No.	Brief Description of Goods and Services	Quantity & Unit	Delivery Schedule
01.	Pelleted Feed for Rat & Mice (as per specifications) Breeding Diet	38000 kgs.	Delivery should be staggered as mentioned in Specifications - Chapter-4
02.	Maintenance Diet	30000 Kgs.	

Period of delivery shall start from : \_\_\_\_\_

**B) Term of delivery / Delivery Term :**

Goods from Abroad	
Goods from India	

**~~C) Time frame required for conducting installation, commissioning of the equipment, acceptance test, training, etc. after the arrival of consignment or before dispatch of equipment:~~**

Sr.No.	Activity	Time Frame
1	Site Preparation (if required)	
2	Installation & Commissioning	
3	Acceptance Test	
4	Training	
5		

Place : \_\_\_\_\_

Signature of the Bidder : \_\_\_\_\_

Date : \_\_\_\_\_

**NOTE**

- a) The delivery schedule shall clearly indicate the time period within which the successful bidder must deliver the consignment in full from the date of order. ~~establishment of LC or from the date of contract or from the date of advance payment etc. It should also indicate separately the time period desired for installation and commissioning of the equipment after arrival of the consignment at the premises of the Purchaser.~~
- b) ~~The date or period for delivery should be carefully specified, taking into account the implications of delivery Incoterms (EXW, or CIF, CIP, FOB, FCA terms – that “delivery” takes place when goods are delivered to the carriers), and the date prescribed herein from which the delivery obligations start (i.e., notice of award, contract signature, opening or confirmation of the letter of credit, date of releasing advance payment etc.).~~





**CHAPTER 4**  
**SPECIFICATIONS, ALLIED TECHNICAL DETAILS AND SCOPE OF SUPPLY**

**TECHNICAL SPECIFICATIONS OF PELLETED FEED FOR RAT & MOUSE**

- Name of the Item : Pelleted feed for Rat & Mouse
- Indented quantity : 68000 kg

**A) General/ Physical Appearance of pellet:**

Size: Diameter- 10-14 mm & Length: 20-30 mm, hardness (kg/cm<sup>2</sup> - Kahl): 18-22 with cylindrical, rectangular or half curve in shape. Pelleted feed of extruded quality and porous texture is not accepted.

**B) Proximate values and energy:**

Parameters	Approx. Values	Parameters	Approx. Values	Parameters	Approx. Values
Moisture	9-11%	Crude fiber	3.5-5%	Crude fat	a) Maintenance feed : 4 - 4.5% b) Breeding feed : 4.5 - 6%
Total ash	5-8%	Crude protein	c) Maintenance feed :18-21% d) Breeding feed : 22-24%	Metabolizable energy	3200-3800 Kcal

**C) Minerals:**

mineral	Approx. Values	mineral	Approx. Values	mineral	Approx. Values
Calcium	0.7 -1.1%	Manganese	75-118ppm	Potassium	0.68-1.0%
Phosphorus	0.5-0.8%	Copper	12-15.3 ppm	Magnesium	0.2%
Sodium	0.23-0.25%	Iodine	02-12 ppm	Zinc	77-80 ppm
Cobalt	0.6-2.0 ppm	Iron	200-300 ppm	Selenium	0.2ppm

**D) Vitamins:**

Name	Approx. Values	Name	Approx. Values	Name	Approx. Values
Vit. A	15-18 IU/g	Thiimine	12-17 ppm	Biotin	0.2- 0.4 ppm
Vit-D3	1.2-1.55 IU/g	Riboflavine	14-25 ppm	Folic Acid	3-5 ppm
Vit. E	0.11-0.18 IU/g	Nicitinic acid	40-100 ppm	Inositol	50-1455ppm
Vit. K	05-51 ppm	Pantothenic acid	33-40 ppm	Choline	1100-1600 ppm
-	-	Cyanocobalamin	50-80 mcg/kg	Pyridoxine	12-20 ppm

**E) Amino acids:**

amino Acid	Approx. Values	amino Acid	Approx. Values	amino Acid	Approx. Values
Aspartic acid	1.4-1.5 %	Serine	0.8-0.97 %	Tyrosine	0.5-0.61 %
Glutamic acid	3.5-4.0 %	Leusine	1.5-1.94 %	Methionine	0.3-0.43 %
Glycine	0.7-0.9 %	Isoleusine	0.85-0.9 %	Cystine	0.25-0.33 %
Threonine	0.5-0.67 %	Valine	0.95-1.0 %	Lysine	0.9-1.03 %
Arginine	1.06-1.2 %	Phenylalanine	0.9-0.99 %	Histidine	0.47-1.45 %
Tryptophan	0.2-0.25 %				

**Sources:** Nutrient requirements of laboratory animals (NRC-1995), INSA (India), NIN (India), Laboratory animal diets advisory committee, Laboratory Animal Center-GV-SOLAS (Society for Lab Animal Sci., Germany), US-FDA (21 CFR-58), US-EPA.

**F) Limit values for contaminants:**

Parameters	Values in mg/kg	Parameters	Values in mg/kg	Parameters	Values in mg/kg
Arsenic	1.0	Cadmium	0.4	Lead	1.5*
Mercury	0.1	Flourine	150**	-	-
<b>Mycotoxins</b>					
Aflatoxin-B1	0.010	Aflatoxin-B2	0.005	Aflatoxin-G1	0.005
Aflatoxin-G2	0.005				
<b>Chlorinated hydrocarbons</b>					
Aldrin & dieldrin	0.01	DDT+DDE+DDD	0.05	Endrin	0.01
Gamma HCH(Lindane)	0.10				
<b>Phosphoric acid esters</b>					
Malathion	1.0	Poly chlorinated biphenyles(PCBs)	0.05		
<b>Nitrosamines</b>					
Nitrosodiethylamine (NDEA)	0.01	Nitrosodiemethylamine (NDMA)	0.01		
<b>Fusarium toxin***</b>					
Deoxynivalenol	0.500	Ochratoxin	0.100	Zearalenone	0.100

All the aforesaid contaminants are referring to feed stuffs with 88% DM basis.

\* Lead level may be up to 2.5 mg/kg with feed having more than 20% C.P. and 12% CF.

\*\* Fluorine is undesirable substance and it is listed under heavy metals in this case even though it is not one.

\*\*\* The given limit values are valid complete feed for monogasters (Ref-GV-SOLAS guideline).

**G) Maximum permissible limit for micro organism:**

Microorganism	CFU*/g in a feed having CF level <7%	Microorganism	CFU*/g in a feed having CF level <7%	Microorganism	CFU*/g in a feed having CF level <7%
Aerobic germs(TCC**)	< 1X10 <sup>5</sup> CFU/g	Total bacterial count	<1X10 <sup>5</sup> CFU/g	<i>Pseudomonas spp</i>	<1X10 <sup>4</sup> CFU/g
Yeast/Mould	<1X10 <sup>3</sup> CFU/g	<i>E coli</i>	<1X10 <sup>3</sup> CFU/g	<i>Salmonella spp</i>	Free/absent

\*CFU-Colony forming unit

\*\*TCC-Total colony count: As per GV-SOLAS guideline.

H) Indented pelleted feed quantity (Total qty-68000 kg: Breeding diet: 38000kg & Maintenance diet: 30000 kg) should be supplied at CSIR-CDRI main store/laboratory animal facility on FOR basis on quarterly **interval** with total of 17000 kg/quarter (9500 kg breeding feed and 7500 kg maintenance feed) of same batch for **one year**. However, if actual feed requirement may be varying, depending upon the animal numbers in stock position, it would be informed subsequently.

I) Indented pelleted feed must be supplied in double layer air tight, polypropylene bag or standard feed grade sealed poly bag, having 10-15 kg feed per bag to maintain its' specified quality during transit, storage and use as well as also better storage in room temperature (26±4)°C at laboratory animal facility.

J) Each bag of pelleted feed must bear following information:

Net quantity in kg, manufacturing and expiry dates, Batch no/Lot nos, Specified storage condition, Name and address of the manufacturer.

K) The firm should have GMP compliance certificate for the establishment and have to submit list of customer having GLP certified facility with documentary evidence during last two years.

L) The firm should have submitted the quality analysis report (Proximate values, Microbial load, Aflatoxins, Pesticide residues, heavy metals) of competent authority in a standard format with each and every batch of feed to be supplied.

M) NABL accredited Cross validation of nutrients and microbial load parameters of feeds should be submitted by the vendor twice a year by a third party testing Laboratory.

N) Feed cost may preferably be quoted in INR.

## 4.2 Scope of Supply

**Scope of Supply includes** the following:

- (i) Supply of the equipment / system as specified in 4.1 above
- (ii) Delivery should be at CDRI, Lucknow
- (iii) Price should be quoted F.O.R CSIR-CDRI, Lucknow including Loading & unloading

## 4.3 Inspection & Tests

### 4.3.1 General

- (i) The Supplier shall at its own expense and at no cost to the Purchaser carry out all such tests and/or inspections of the Goods and Related Services as are specified here. The Supplier shall at its own expense and at no cost to the CDRI carry out all such tests and/or inspections of the Goods and Related Services as are specified in the chapter 4 or as discussed and agreed to during the course of finalization of contract.
- (ii) The CDRI or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the CDRI and what inspections and tests the CDRI requires and where they are to be conducted. The CDRI shall notify the Supplier in writing in a timely manner of the identity of any representatives retained for these purposes.
- (iii) Should any inspected or tested Goods fail to conform to the specifications, the purchaser may reject the goods and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Purchaser.
- (iv) The Purchaser's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival at final destination shall in no way be limited or waived by reason of the Goods having previously been inspected, tested and passed by the Purchaser or its representative prior to the Goods shipment.
- (v) The Supplier shall provide the Purchaser with a report of the results of any such test and/or inspection. (please see para 4.1 of this chapter)
- (vi) Before the goods and equipment are taken over by the Purchaser, the Supplier shall supply operation and maintenance Manuals together with Drawings of the goods and equipment built.
- (vii) The Manuals and Drawings shall be in the ruling language (English) and in such form and numbers as stated in the Contract.
- (viii) Unless and otherwise agreed, the goods and equipment shall not be considered to be completed for the purposes of taking over until such Manuals and Drawing have been supplied to the Purchaser.
- (ix) On successful completion of acceptability test, receipt of deliverables, etc and after the Purchaser is satisfied with the goods delivered, the acceptance certificate signed by the Supplier and the representative of the Purchaser will be issued. The date on which such certificate is signed shall be deemed to be the date of successful commissioning of the equipment. Acceptance certificate form as given in Annexure-I (Chapter 8) should be signed by authorised representative of Supplier & Purchaser.
- (x) In case of non-acceptance of goods, supplier will have replaced the rejected goods immediately.
- (xi) Payment shall be made within 30 days after satisfactory acceptance of the item.

#### 4.3.2 ~~Manufacturer's Inspection Certificate~~

~~After the goods are manufactured and assembled, inspection and testing of the goods shall be carried out at the supplier's plant by the supplier, prior to shipment to check whether the goods are in conformity with the technical specifications. Manufacturer's test certificate with data sheet shall be issued to this effect and submitted along with the delivery documents. The purchaser reserves the options to be present at the supplier's premises during such Pre dispatch inspection and testing.~~

#### 4.3.3 ~~Installation, Commissioning & Acceptance Test~~

~~The acceptance test will be conducted by the Purchaser, their consultant or other such person nominated by the Purchaser at its option after the equipment is installed at Purchaser's site in the presence of supplier's representatives. The acceptance will involve trouble free operation. There shall not be any additional charges for carrying out acceptance test. No malfunction, partial or complete failure of any part of the equipment is expected to occur. The Supplier shall maintain necessary log in respect of the result of the test to establish to the entire satisfaction of the Purchaser, the successful completion of the test specified.~~

~~In the event of the ordered item failing to pass the acceptance test, a period not exceeding two weeks will be given to rectify the defects and clear the acceptance test, failing which, the Purchaser reserve the right to get the equipment replaced by the Supplier at no extra cost to the Purchaser.~~

~~Successful conduct and conclusion of the acceptance test for the installed goods and equipment shall also be the responsibility and at the cost of the Supplier.~~

#### 4.4 ~~Training~~

~~(i) Location: CSIR-CDRI, Lucknow~~

~~(ii) Number of persons: 2~~

~~(iii) Period of Training: 2 day(s)~~

~~(iv) Nature of training: To operate the equipment efficiently, training to Collect the data, safe handling of the equipment and minimum maintenance.~~

#### 4.5 ~~Incidental Services~~

~~(i) On site Comprehensive Warranty:~~

~~a) 1 Year from Installation & Commissioning and date of acceptance.~~

~~b) Down-time call attendance should be within 48 hrs.~~

~~c) In case the Equipment / System remains non-operational for more than 7 days then warranty period will be extended for the equivalent period for which Equipment / System remained non-operational. Warranty extension in such case shall be done without prejudice to any other Term & condition of the contract~~

#### 4.6 ~~Delivery Schedule~~

~~AS mentioned in Para 4.1 above.~~

#### 4.7 ~~Commercial evaluation of bid~~

~~The bid will be treated as **incomplete** if bidder has **not quoted** for all the components given in scope of supply (clause 4.2) and **the incomplete bid will be rejected**. The bidder should also include all incidental services in their quote (clauses- 4.4 and 4.5). The bid will be commercially evaluated for the components in the scope of supply~~

CHAPTER 5  
Eligibility & Qualification Requirements

**5.1 Eligibility Criteria**

**a) Legal Valid Entity:**

The Bidder shall necessarily be a legally valid entity either in the form of a Limited Company or a Private Limited Company registered under the Indian Companies Act, 1956 or Country of Origin. Bidder may be Joint Venture, Consortium or Association so long as they are formed and registered prior to the bid submission date.

**Copy of Certificate of Incorporation** issued by Registrar of firms/companies is to be submitted in support of this criterion.

b) An **undertaking (self-certificates)** is to be submitted to demonstrate that the bidder satisfies the bidders' **eligibility criteria**, as mentioned in **ITB Clause 1.1.2 & 1.1.3** in the form of declaration by the Bidder for Code of Integrity & conflict of interest as per **Annexure-I of Chapter- 7**.

c) Only Class-I and Class-II local suppliers are eligible to participate in Domestic tender enquiry. Refer Clause- 1.30.9 and submit Annexure-M with your bid/offer.

**5.2 Technical Qualification Criteria**

a) The Bidder should be a manufacturer /authorized representative of a manufacturer who must have ~~designed, manufactured, tested and~~ supplied the goods similar to the type specified in the "Technical Specification". Authorised representative / Indian Agent to submit the **Manufacturers' Authorization Form Chapter-7: Annexure B** with the technical bid.

b) Goods offered must be of the most recent batch/series incorporating the latest improvements in manufacturing.. The models should be in **successful operation for at least one year as on date of Technical Bid Opening**. The bidder (OEM/Direct Distributor/Dealer) should have supplied during **past 3 years, at least two similar items** mentioned in Chapter-4.

The Bidder should furnish the information on all past supplies and satisfactory performance during past 3 years in the **Performance Statement Form** (Chapter-7, Annexure D). Bidders shall invariably furnish documentary evidence (Client's certificate) in support of the **satisfactory supply of the goods**.

~~c) Details of Service Centres and information on service support facilities that would be provided after the warranty period (in the **Service Support Form Chapter 7 Annexure F**).~~

**5.3 Financial Qualification Criteria**

~~a) The average annual financial turnover of 'The bidder' during the last three years, ending on 31st March 2021, should be at least ₹ \_\_\_\_\_ (or equivalent in foreign currency at exchange rate prevalent on 31st March 2021).~~

b) The net worth of the Bidder firm (manufacturer or principal of authorised representative) should not be negative on 31st March 2021 and also it should have not eroded by more than 30% (thirty percent) in the last three years, ending on 31st March 2021. Audited Balance Sheet duly authenticated by Chartered Accountant/Cost Accountant in India or equivalent in relevant countries, is to be submitted in support.

~~c) A copy of the annual report (**audited balance sheet and profit & loss account**) of the relevant period, duly authenticated by a Chartered Accountant/Cost Accountant in India or equivalent in relevant countries, is to be submitted in support of this criterion.~~

**5.4 Applicability in Special Cases:**

**a) Applicability to 'Make in India'**

Bidders (manufacturer or principal of authorised representative) who have a valid/approved ongoing 'Make in India' agreement/ program and who while meeting all other criteria above, except for any or more of sub-criteria in Experience and Past Performance above, would also be considered to be qualified provided:

- i. their foreign 'Make-in-India' associates meet all the criteria above without exemption, and
- ii. the Bidder submits appropriate documentary proof for a valid/approved ongoing 'Make in India' agreement/program.

- iii. the bidder (manufacturer or principal of authorised representative) furnishes along with the bid a legally enforceable undertaking jointly executed by himself and such foreign Manufacturer for satisfactory manufacture, Supply (and erection, commissioning if applicable) and performance of 'The Product' offered iCDRluding all warranty obligations as per the general and special conditions of contract.

**b) Authorized Representatives**

Bids of bidders quoting as authorised representative of a principal manufacturer would also be considered to be qualified, provided:

- i. their principal manufacturer meets all the criteria above without exemption, and
- ii. the principal manufacturer furnishes a legally enforceable tender-specific authorisation in the prescribed form assuring full guarantee and warranty obligations as per the general and special conditions of contract; and
- iii. the bidder himself should have been associated, as authorised representative of the same or other Principal Manufacturer for same set of services as in present bid (supply, installation, satisfactorily commissioning, after sales service as the case may be) for same or similar 'Product' for past three years ending on 'The Relevant Date'.

**c) Joint Ventures and Holding Companies**

Credentials of the partners of Joint ventures cannot (repeat cannot) be clubbed for the purpose of compliance of PQC in supply of Goods/Equipment, and each partner must comply with all the PQC criteria independently. However for the purpose of qualifying the Financial Standing Criteria, the Financial Standing credentials of a Holding Company can be clubbed with only one of the fully owned subsidiary bidding company, with appropriate legal documents proving such ownership.

**Note for Bidders:**

**a) Doctrine of Substantial Compliance**

The Eligibility and Qualification Criteria are for shortlisting of sources who are competent to perform this contract to ensure best value for money from expenditure of Public Money. This process is neither intended to bestow any entitlement upon nor to create any rights or privileges for the Bidders, by way of overly hair-splitting or viciously legalistic interpretations of these criteria, disregarding the very rationale of the Eligibility and Qualification Criteria. Keeping this caveat in view, interpretation by the Purchaser would be based on common usage of terminologies and phrases in public procurement in accordance with the 'Doctrine of Substantial Compliance' and would be final.

- b) The Bidder must declare, whether asked or not in a bid document, any previous transgressions of such a code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity. Failure to do so would amount to violation of this code of integrity.
- c) In case of agents quoting in offshore procurements, on behalf of their principal manufacturers, one agent cannot represent two manufacturers or quote on their behalf in a particular tender enquiry. One manufacturer can also authorise only one agent/ dealer. There can be only one bid from the following:
  - i. The Principal manufacturer directly or through one Indian agent on his behalf; and
  - ii. Indian/foreign agent on behalf of only one principal.
- d) Foreign bidders must disclose the name and address of agent and representatives in India and Indian bidder must disclose their foreign principal or associates.

**[ ONLY CLASS-I OR CLASS-II LOCAL SUPPLIERS UNDER MAKE IN INDIA  
ARE ELIGIBLE TO PARTICIPATE IN THIS TENDER.]**

## CHAPTER 6

### FORMAT OF UNPRICED BID/QUOTATION FOR GOODS

*(Bidder should quote in this format however, if quoted in different format; all parameters given below should be covered)*

**To be submitted as part of Technical bid**

**Note-**

There should not be any mention of cost/price/taxes/duties in the **unpriced bid**. The prices mentioned in BOQ shall be considered for evaluation and comparison of bids.

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

Tender No: \_\_\_\_\_

Tender Date: \_\_\_\_\_

Quotation No. \_\_\_\_\_

Date: \_\_\_\_\_

Quotation Valid upto date: \_\_\_\_\_

Country/Countries of goods: \_\_\_\_\_

Sr. No.	Description of Item	Quantity	Unit
1.	Catalogue, Part/Model Number with Specifications		
2.	Spares/Consumables (if any)		
3.	Accessories (if any)		
4.	Additional Items		
<b>Approximate Weight of the Consignment</b>			
<b>Approximate dimensions of the Consignment</b>			

TENDER CLAUSE NO.	TERM	CONDITION
GCC/SCC 2.15.3	Mode of Shipment	<b>BY AIR / SEA / ROAD</b>
GCC 2.15.2	Delivery Term (Use INCOTERM for import of goods. Kindly mention the name of Airport/ port of shipment along with the incoterm)	NA
CHAPTER 3	Delivery Schedule Period of delivery shall count from Time Frame required for conducting Installation & commissioning of the equipment, Acceptance Test, Training, etc.	Use Chapter-3 of Tender document
	Port of destination (for import goods)	NA
	Final Destination	CSIR-CDRI, Lucknow
	Installation & Commissioning	
4.4	Training Details	
GCC/SCC 2.20 (c)	Warranty Period	
	Annual Maintenance Contract	Comprehensive Non-Comprehensive
GCC/SCC 2.21.1	Payment Term	
GCC/SCC 2.21.1 (d)	Bank Charges (for import goods)	Inside India to CDRI account and Outside India to beneficiary's account

**SIGNATURE OF AUTHORISED PERSON**



**CHAPTER 7**  
**OTHER STANDARD FORMS**

<b>Sr. No.</b>	<b>Name of the Form</b>	<b>Annexure</b>
1	Bidder Information Form	A
2	Manufacturers' Authorization Form	B
3	Bid Security Form / Earnest Money Deposit	C
4	Bid Securing Declaration Form	D
5	Performance Statement Form	E
6	Deviation Statement Form	F
7	<del>Service Support Detail Form</del>	<del>G</del>
8	Bid Form	H
9	Format for declaration by the Bidder for Code of Integrity & conflict of interest	I
10	<del>Format of Integrity Pact</del>	<del>J</del>
11	Performance Security Form	K
12	Acceptance Certificate Form	L
13	Self Certification for Make in India	M
14	Self Certification regarding Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs)	N

**Bidder Information Form**

(a) *[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted. This should be done of the letter head of the firm]*

Date : *[Insert date (as day, month and year) of Bid Submission]*

Tender No : *[Insert number from Invitation for bids]*

01.	Bidder's Legal Name <i>[insert Bidder's legal name]</i>
02.	In case of JV, legal name of each party: <i>[Insert legal name of each party in JV]</i>
03.	Bidder's actual or intended Country of Registration: <i>[Insert actual or intended Country of Registration]</i>
04.	Bidder's Year of Registration: <i>[Insert Bidder's year of registration]</i>
05.	Bidder's Legal Address in Country of Registration: <i>[Insert Bidder's legal address in country of registration]</i>
06.	<p>Bidder's Authorized Representative Information</p> <p>Name: <i>[Insert Authorized Representative's name]</i></p> <p>Address: <i>[Insert Authorized Representative's Address]</i></p> <p>Telephone/Fax numbers: <i>[Insert Authorized Representative's telephone/fax numbers]</i></p> <p>Email Address: <i>[Insert Authorized Representative's email address]</i></p>
07.	<p>Attached are copies of original documents of:</p> <p>Articles of Incorporation or Registration of firm named in 1, above.</p>

Signature of Bidder \_\_\_\_\_

Name \_\_\_\_\_

Business Address \_\_\_\_\_

**MANUFACTURERS' AUTHORIZATION FORM \***

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

Date : *[Insert date (as day, month and year) of Bid Submission]*

Tender No. : *[insert number from Invitation For Bids]*

To : **The Director, CSIR-CDRI, Lucknow.**

**WHEREAS**

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

We hereby extend our full guarantee and warranty in accordance with Clause 2.20 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

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

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

Title: *[insert title]*

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

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

**\*(Not required in case the bidder itself is the manufacturer)**

**BID SECURITY FORM**

Whereas \_\_\_\_\_  
(hereinafter called the tenderer)

has submitted their offer dated \_\_\_\_\_  
for the supply of \_\_\_\_\_  
(hereinafter called the tender)

Against the Purchaser's Tender No. \_\_\_\_\_  
KNOW ALL MEN by these presents that WE \_\_\_\_\_ (Bank Name)  
of \_\_\_\_\_ having our registered office at  
\_\_\_\_\_ are bound unto \_\_\_\_\_ (hereinafter called the "Purchaser")

In the sum of \_\_\_\_\_

For which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

**THE CONDITIONS OF THIS OBLIGATION ARE:**

(1)	If the tenderer withdraws or amends or modifies or impairs or derogates from the Tender in any respect within the period of validity of this tender.
(2)	If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity
(a)	Fails to furnish the Performance Security for the due Performance of the contract.
(b)	Fails or refuses to accept/execute the contract.

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

\_\_\_\_\_  
(Signature of the authorized officer of the Bank)

Name and designation of the officer  
Seal, name & address of the Bank and address of the

Branch

**Note:** Whenever the bidder chooses to submit the Bid Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.

**Bid Securing Declaration Form**

Date: \_\_\_\_\_

Tender No. \_\_\_\_\_

To : **The Director, CSIR-CDRI, Lucknow.**

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: \_\_\_\_\_ (insert signature of person whose name and capacity are shown)  
in the capacity of \_\_\_\_\_ (insert legal capacity of person signing the Bid Securing Declaration)

Name: \_\_\_\_\_ (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of \_\_\_\_\_ (insert complete name of Bidder)

Dated on \_\_\_\_\_ day of \_\_\_\_\_ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

**PERFORMANCE STATEMENT FORM**

**Details of similar equipment / systems supplied & installed during past 3 years in India & Abroad**

**Name of the Firm** \_\_\_\_\_

Order Placed by (full address of Purchaser)	Order No. and date	Description and quantity of ordered Goods/equipment	Value of order	Date of actual completion of delivery	Remarks indicating reasons for late delivery, if any	Has the goods working satisfactory? (Attach a certificate from the purchaser / Consignee)	Name of Contact person along with Telephone No., FAX No. and e-mail address

**Signature and Seal of the manufacturer/Bidder** .....

**Place** :

**Date** :

**DEVIATION STATEMENT FORM****PART -I**

The following are the particulars of deviations from the requirements of the tender specifications:

Sl. No.	Specifications / Parts / Accessories as per Tender	Specifications of Model / Part /Accessory	Compliance Whether Yes of No	Deviation, if any to be indicated in unambiguous terms (The compliance / Deviation should be supported by relevant Technical Literature)	Technical justification for the deviation, if any. If specification is superior /inferior than asked for in the enquiry, it should be clearly brought out in the justification	Reference to the original technical literature/Brochure of the Manufacturer

**Note for the bidders:**

- a) ~~If the bidder comply or offer better technical specification, same shall be indicated with reference to the page number of the original technical literature/Brochure of the Manufacturer submitted with Techno-commercial bid.~~
- b) The technical and commercial deviations should be indicated separately.
- c) If the bidder fails to enclose the compliance statement, his bid is likely to be rejected.
- d) Where there is no deviation, the statement should be returned duly signed with an endorsement indicating "No Deviations".

Date:

Signature and seal of the Manufacturer/Bidder

**PART - II**  
**(Refer Clause 1.25 of Tender Document)**

.	TENDER REQUIREMENT	COMPLIANCE	Document Submitted
1	Bid Validity (90 days after the date of Bid opening)	Yes / No Bid valid up to	Yes / NA
2	Warranty: <b>1 year</b> from Installation, Commissioning and date of acceptance.	Yes / No	Yes / NA
3	Agree to submit Performance Security <b>3%</b> of PO Value as per Clause 2.12.1& as specified in SCC	Yes / No	Yes / NA
4	Agree to Clause no. 1.1.4 whereby it shall be mandatory for sellers providing Goods & Services (if the total amount of the bid is more than Rs. 25 Lacs, including all taxes etc.), to Central Government organisations to be registered on GeM and obtain a unique GeM seller ID at the time of placement of order/acceptance of contract	Yes / No	NA
5	<del>Original Equipment Manufacturer/Authorised Indian Agent agree to submit Contract Agreement in the form as per Chapter 8 (For procurements above Rs.25 Lacs)</del>	Yes / No	Yes / NA

The following documents as applicable are submitted as part of bid (**Refer Clause- 1.9**):

Sr. No.	Document	Submission
1	Bid Security / EMD for Amount specified in NIT OR Bid Securing Declaration form if EMD amount is NIL or exempted	Yes / NA
2	Bid form- Tender Acceptance form	Yes / NA
3	Declaration by the Bidder for Code of Integrity & conflict of interest	Yes / NA
4	Bidder Information Form	Yes / NA
5	Certificate of Incorporation	Yes / NA
6	Manufacturers Authorisation Form	Yes / NA
7	Unpriced bid with Technical Specifications & Scope of Supply	Yes / NA
8	Schedule of Requirement	Yes / NA
9	Deviation Statement	Yes / NA
10	Performance Statement Form	Yes / NA
11	<del>Service Support Details</del>	Yes / NA
12	Certificate towards Net worth duly authenticated by CA or audited balance sheet of the last three financial years, duly authenticated by a Chartered Accountant/ Cost Accountant.	Yes / NA
13	Self Certification - regarding Class I or Class II Local Supplier	Yes / NA
14	Documents to substantiate MSME Bidder status	Yes / NA
15	Self Certification regarding Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs)	Yes / NA

Date:

Signature and seal of the Manufacturer/Bidder





**Bid Form**

*[The Bidder shall fill in this Form in accordance with the instructions indicated No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date : *[Insert date (as day, month and year) of Bid Submission]*

Tender No. :

To : Director, CSIR-CDRI, Lucknow

We, the undersigned, declare that:

(a)	We have examined and have no reservations to the Bidding Documents, Pre-Bid Conference, including Addenda No.: <i>[Insert the number and issuing date of each Addenda]</i>
(b)	We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services <i>[Insert a brief description of the Goods and Related Services]</i> as specified in Chapter 4
(c)	The prices are separately mentioned as per format of Bill of Quantity (BOQ) of this tender.
(d)	Our bid shall be valid for the period of time specified in ITB Clause 1.16, from the date fixed for the bid submission due date in accordance with ITB Clause 1.19 and it shall remain binding upon us and may be accepted at any time before the expiration of that period
(e)	If our bid is accepted, we commit to obtain a performance security in accordance with ITB Clause 1.41 and GCC Clause 2.12 for the due performance of the Contract
(f)	The following commissions, gratuities, or fees have been paid or are to be paid with respect to the bidding process or execution of the Contract: <i>[Insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity]</i>

Name of Recipient	Address	Reason	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(If none has been paid or is to be paid, indicate "none.")

(g)	We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
(h)	We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signed : *[Insert signature of person whose name and capacity are shown]*

In the capacity of *[Insert legal capacity of person signing the Bid Submission Form]*

Name : *[Insert complete name of person signing the Bid Submission Form]*

Duly authorized to sign the bid for and on behalf of: *[Insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[Insert date of signing]*

**Format for declaration by the Bidder for Code of Integrity & conflict of interest  
(On the Letter Head of the Bidder)**

No: \_\_\_\_\_

Date \_\_\_\_\_

To,  
**The Director, CSIR-CDRI, Lucknow.**

Sir,

With reference to your Tender No. \_\_\_\_\_ dated \_\_\_\_\_ I/We hereby declare that we shall abide by the Code of Integrity for Public Procurement as mentioned under Para 1.3.0 of ITB of your Tender document and have no conflict of interest.

It is certified that we are not associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Purchaser to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation of Bids / Tender.

The details of any previous transgressions of the code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity are as under:

- a
- b
- c

We undertake that we shall be liable for any punitive action in case of transgression/ contravention of this code.

Thanking you,

Yours sincerely,

Signature  
(Name of the Authorized Signatory)  
Company Seal

**Format of Integrity Pact**  
(Refer para 5.1.2 (ix) (k) of the CSIR Manual)

**INTEGRITY PACT Between**

**Council of Scientific & Industrial Research (CSIR) a Society registered under the Indian Societies Act 1860 represented by \_\_\_\_\_ hereinafter referred to as "The Principal" and \_\_\_\_\_ herein referred to as "The Bidder/ Contractor."**

**Preamble**

~~The Principal intends to award, under laid down organizational procedures, contract/s for \_\_\_\_\_ The Principal values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/ transparency in its relations with its Bidder(s) and/or Contractor(s).~~

~~In order to achieve these goals, the Principal will appoint an Independent External Monitor (IEM), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.~~

**Section 1 – Commitments of the Principal**

- ~~1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 
  - a) ~~No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.~~
  - b) ~~The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.~~
  - c) ~~The Principal will exclude from the process all known prejudiced persons.~~~~
- ~~2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary action.~~

**Section 2 – Commitments of the Bidder(s)/Contractor(s)**

- ~~1) The Bidder(s)/Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.
 
  - a) ~~The Bidder(s)/Contractor(s) will not, directly or through any other Person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.~~
  - b) ~~The Bidder(s)/Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, Certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.~~~~

- c) ~~The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s)/Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, iCDR including information contained or transmitted electronically.~~
  - d) ~~The Bidder(s)/Contractor(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly the Bidder(s)/Contractors(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further details as mentioned in the “Guidelines on Indian Agents of Foreign Suppliers” shall be disclosed by the Bidder(s)/Contractor(s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/representative have to be in Indian Rupees only. Copy of the “Guidelines on Indian Agents of Foreign Suppliers” is annexed and marked as Annexure.~~
  - e) ~~The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.~~
- 2) ~~The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.~~
  - 3) ~~The person signing IP shall not approach the courts while representing the matters to IEMs and he/she will await their decision in the matter.~~

#### **Section 3 — Disqualification from tender process and exclusion from future Contracts**

~~If the Bidder(s)/Contractor(s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form such as to put his reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or take action as per the procedure mentioned in the “Guidelines on Banning of business dealings”. Copy of the “Guidelines on Banning of business dealings” is annexed and marked as Annex –“B”.~~

#### **Section 4 — Compensation for Damages**

- 1) ~~If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/ Bid Security.~~
- 2) ~~If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages of the contract value or the amount equivalent to Performance Bank Guarantee.~~

#### **Section 5 — Previous transgression**

- 1) ~~The Bidder declares that no previous transgressions occurred in the last 3 Years with any other Company in any country conforming to the anti-corruption approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.~~
- 2) ~~If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or action can be taken as per the procedure mentioned in “Guidelines on Banning of business dealings.”~~

#### **Section 6 — Equal treatment of all Bidders / Contractors/ Sub-contractors**

- 1) ~~The Bidder(s)/Contractor(s) undertake(s) to demand from all Subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Principal before contract signing.~~
- 2) ~~The Principal will enter into agreements with identical conditions as this one with all Bidders, Contractors and Subcontractors.~~

- ~~3) The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.~~

#### ~~Section 7—Criminal charges against violating Bidders / Contractors/ Subcontractors~~

~~If the Principal obtains knowledge of conduct of a bidder, Contractor or Subcontractor or of an employee or a representative or an associate of a bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.~~

#### ~~Section 8—Independent External Monitors~~

- ~~1) The Principal appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.~~
- ~~2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the JS (A), CSIR.~~
- ~~3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Contractor(s) / Subcontractor(s) with confidentiality.~~
- ~~4) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.~~
- ~~5) As soon as the Monitor notice, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action. ———~~
- ~~6) The Monitor will submit a written report to the JS(A), CSIR within 8 to 10 weeks from the date of reference or intimation to him by the Principal and should the occasion arise, submit proposals for correcting problematic situations.~~
- ~~7) Monitor shall be entitled to compensation on the same terms as being extended to/provided to Independent Directors on the CSIR.~~
- ~~8) If the Monitor has reported to the JS(A), CSIR, a substantiated suspicion of an offence under relevant IPC/PC Act, and the JS(A), CSIR has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.—~~
- ~~9) The word 'Monitor' would include both singular and plural.~~

#### ~~Section 9—Pact Duration~~

~~This Pact begins when both parties have legally signed it. It expires for the Contractor 10 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. If any claim is made/ lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by JS(A), CSIR.~~

**Section 10— Other provisions**

- ~~1) This agreement is subject to Indian Law. Place of performance and Jurisdiction is the Registered Office of the Principal, i.e. New Delhi~~
- ~~2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.~~
- ~~3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.~~
- ~~4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.~~

\_\_\_\_\_  
~~(For & On behalf of the Principal) (For & On behalf of Bidder/Contractor)~~  
~~(Office Seal) (Office Seal)~~

~~Place..... Place.....~~

~~Date..... Date.....~~

~~Signature of Witness 1:  
(Name & Address):~~

~~Signature of Witness 2:  
(Name & Address):~~

## PERFORMANCE SECURITY FORM

## MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY

To,  
**THE DIRECTOR**  
**CSIR-CENTRAL DRUG RESEARCH INSTITUTE**  
 Sector 10, Jankipuram Vistar  
 LUCKNOW-411 008 (MAHARASHTRA) - INDIA

**WHEREAS** .....

(name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no. .... dated .....to supply (description of goods and services) (herein after 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 scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its 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), 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 of (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 hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the .... day of ....., 20.....

(Signature of the authorized officer of the Bank)

.....  
 Name and designation of the officer

.....  
 Seal, name & address of the Bank and address of the Branch

**Note:** Whenever, the bidder chooses to submit the Performance Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.



## Acceptance certificate form

No.

Dated:

M/s.

_____
_____
_____

Sub: Certificate of commissioning of equipment

01. This is to certify that the equipment as detailed below has/have been received in good condition along with all the standard and special accessories (subject to remarks in Para 2). The same has been installed and commissioned.

(a)	Contract No. Date:	
(b)	Description of the equipment	
(c)	Name of the consignee	
(d)	Scheduled date of delivery of the consignment to the Laboratory / Institutes	
(e)	Actual date of receipt of consignment by the Laboratory / Institutes	
(f)	Scheduled date for completion of installation/commissioning	
(g)	Actual date of completion of installation/commissioning	
(h)	Penalty for late delivery (at Laboratory / Institutes level) Rs.	
(i)	Penalty for late installation (at Laboratory / Institutes level) Rs.	

02 Details of accessories/items not yet supplied and recoveries to be made on that account:

Sr. No.	Description	Amount to be recovered

03 The acceptance test has been done to our entire satisfaction. The supplier has fulfilled his contractual obligations satisfactorily

OR

The supplier has failed to fulfil his contractual obligations with regard to the following:

Sr. No.	Failure	Amount to be recovered
(a)		
(b)		
(c)		

The amount of recovery on account of failure of the supplier to meet his contractual obligations is as indicated at para03.

For Supplier

Signature .....

Name .....

Designation .....

For Purchaser

Signature .....

Name .....

Designation .....

Name of the firm .....

Date .....

Name of the Laboratory.....

Date .....

**Self Certification for Make in India**

Having read and understood the Public Procurement (Preference to Make in India PPP - MII) Order, 2017 (as amended and revised till date) and related notifications from the relevant Nodal Ministry/ Department, and solemnly declare the following:

We hereby certify that as per the above referred Order, based on the \_\_\_\_\_percentage (supplier is required to indicate the percentage) of local content in the equipment as per BOQ (excluding profit, warehousing, marketing, logistics, freight, installation & Commissioning etc.) offered by us against tender No. \_\_\_\_\_, we are

Class-I Local Supplier

Class-II Local Supplier

Non-Local Supplier

(Tick the appropriate category above)

The details of the item(s) and location(s) at which the local value addition is made is as below:

Sr. No.	Name of the item(local content)	Full Address of the Location where local content added
1.		
2.		

We also certify that if the details are found to be false then it shall be a breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Finance Rules along with such other actions as may be permissible under law.

Place:

Date:

Authorised Signatory.

Name:

Company Seal.

**Self Certification regarding Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs)**

**Reference:** Ministry of Finance Order No.: F. No. 6/18/2019-PPD Dated 23<sup>rd</sup> July, 2020 on “Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs)” & OM no. F. No. 18/37/2020-PPD Dated 08<sup>th</sup> February, 2021.

“I have read the clause no. 1.1.3 & 1.30.11 of your tender regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfills all requirements in this regard and is eligible to be considered. *[Where applicable, evidence of valid registration by the Competent Authority shall be attached]*”

Place:

Date:

Authorised Signatory.

Name:

Company Seal.

## CHAPTER 8

### Contract Form

Contract No. \_\_\_\_\_ Date: \_\_\_\_\_

THIS CONTRACT AGREEMENT is made  
the [ *insert: number* ] day of [ *insert: month* ], [ *insert: year* ].

#### BETWEEN

- (1) The Council of Scientific & Industrial Research registered under the Societies Registration Act 1860 of the Government of India having its registered office at 2, Rafi Marg, New Delhi-110001, India represented by Central Drug Research Institute, Lucknow (hereinafter called "the Purchaser"), and
- (2) [ *insert name of Supplier* ], a corporation incorporated under the laws of [ *insert: country of Supplier* ] and having its principal place of business at [ *insert: address of Supplier* ] (hereinafter called "the Supplier").

WHEREAS the Purchaser invited bids for certain Goods and ancillary services, viz., [ *insert brief description of Goods and Services* ] and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of [ *insert Contract Price in words and figures, expressed in the Contract currency(ies)* ] (hereinafter called "the Contract Price").

#### NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

01. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
02. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract:

(a)	This Contract Agreement
(b)	General Conditions of Contract
(c)	Special Conditions of Contract
(d)	Technical Requirements including Schedule of Requirements and Technical Specifications
(e)	The Supplier's Bid and original Price Schedules
(f)	The Purchaser's Notification of Award
(g)	[ <i>Add here any other document(s)</i> ]

03. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.
04. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
05. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Union of India on the day, month and year indicated above.

For and on behalf of the  
Council of Scientific & Industrial Research

For and For and on behalf of the Supplier

Signed : [ *insert signature* ]  
in the capacity of [ *Controller of Stores & Purchase* ]  
In the presence of [ *insert identification of official witness* ]

Signed: [ *insert signature of authorized representative(s) of the Supplier* ]  
in the capacity of [ *insert title or other appropriate designation* ]

Signed : [ *insert signature* ]  
in the capacity of [ *Sr. CoFA/CoFA/FAO* ]  
in the presence of [ *insert identification of official witness* ]

in the presence of [ *insert identification of official witness* ]