



**NATIONAL BUREAU OF AGRICULTURALLY IMPORTANT  
MICROORGANISMS**

**(Indian Council of Agricultural Research)**

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F. No.: 1/store/RC/NBAIM/2015-16

Dated: 03.06.2015

**Sub: Rate Contract Proposal of Chemicals, Glasswares and Plasticwares from Manufacturer Firms for the year 2015-16.**

On behalf of the Secretary, Indian Council of Agricultural Research, the Director, National Bureau of Agriculturally Important Microorganisms, Kushmaur, distt.-Mau (U.P) invites the sealed proposals for entering into Annual Rate Contract (2015-16) for Chemicals, Glasswares, Plasticwares etc., from the original manufacturer firms in the prescribed form which can be downloaded from our Website:

[www.nbaim.org.in](http://www.nbaim.org.in) and [www.mgrportal.org.in](http://www.mgrportal.org.in). Bureau is exempted from the payment of Custom/ Excise duty for the purpose of Annual Rate Contract of these items. The firms applying for contract must attach their latest price list, catalogue and should clearly mention the *percentage of discount* they wish to offer on their products along with a certificate that the discount offered is the maximum which is being given by the company to any organization whether Government or Private. All the manufacturer firms are requested to send their proposals alongwith their TIN /CST /RST /VAT etc and DD worth Rs. 1,000/- (Rupee: One Thousand Only) **as processing charges (Non-refundable) in the name of ICAR-NBAIM payable at Maunath Bhanjan (UP) Branch Code (01671).** Demand Draft payable outside Maunath Bhanjan will not be considered. The proposals will not be considered if received without Processing Fee and after due date. The Director, NBAIM, Mau reserves the right to reject any or all the proposals at his discretion without assigning any reason what soever to any of the concerned. **The proposal must reach the Director, ICAR-National Bureau of Agriculturally Important Microorganisms, Kushmaur, Mau – 275103 (UP) latest by 29.06.2015 through Speed post/ registered post/ couriers.**

**Administrative Officer**

**The following information is required for entering into Annual Rate Contract for the purchase/supply of Chemicals, Glassware, Plastic ware & other services for 2015-16.**

1. Name & full address of the applicant/ Firms (in Block letters):
2. Items/ material for which rate contract needed (a) Chemicals (b) Glass Ware (c) Plastic ware:
3. Whether the firm is registered under Company Act 1956? If yes, enclose Certificate copies:
4. Whether Price List is inclusive of Excise Duty:
5. Maximum discount offered on manufacturers price list:
6. Effective date of price list (validity must be up to 31.03.2016):
7. Income Tax PAN No. (in the name of firm/ company & not individual):
8. Whether product catalogue is in circulation, if so, please enclose one Copy/ set:
9. State whether business / dealing with you have been currently banned/blacklisted by any Ministry/ Dept. of Central Govt. or any State Govt. if so, give details:
10. Please indicate name & full address of your Banker:
11. Name & Address of dealers (Pl. Mention minimum two dealers):
12. Please indicate (a) Name of Bank (b) No. of Account (c) RTGS code (d) IFSC Code
13. Any other information vital for entering into rate contract:

**Dated:**

**Signature of the Applicant with Seal**

## **TERM & CONDITIONS FOR RATE CONTRACT**

1. No major equipment, apparatus, etc. are covered under the rate Contract.
2. The packing, freight, forwarding, insurance charge, if any, will not be borne by the purchaser. Similarly any loss, damage, pilferage etc. of the material on transit will be sole responsibility of the supplier. The defective supply, breakages (s) if any is to be replaced by the supplier within 7 days without freight/transport charges.
3. The delivery supply will be made on F.O.R. basis to this bureau.
4. Sales Tax / VAT, Excise Duty and other Govt. levies will be paid extra as applicable under Rule.
5. The supply of material will have to be completed within mentioned period by manufacturer firm.
6. The liquidated damage charges @ 0.5% percent per week shall be imposed if supply made after expiry of delivery period subject to maximum 10% of the total value of order. After 10 week orders shall stand cancelled.
7. No payment will be made in advance. Payment will be released within 30 days through interent banking only after receiving goods in full satisfactory conditions. Duplicate pre-receipted bills on a revenue stamp should be sent to the concerned Division for payment. No interest will however, be payable in case of delay in payments.
8. Payment will be made according to the latest price list 2015-16 and no price revision in rate (on higher side) will be accepted during the period of rate contract.
9. The order will be placed as per requirement irrespective value of the order.
10. The firm may supply the required items as per unit price mentioned in the price list.
11. Any dispute arising between the manufacturer and the purchaser will be referred to Secretary, ICAR, Krishi Bhawan, New Delhi for which sole arbitration and decision thereof shall be final and binding upon the parties i.e. manufacturer / supplier and purchaser.
12. Supply should be made in full against the order and no part supply will be accepted.
13. No payment will be made for unsatisfactory supply.
14. The articles should be securely packed to avoid damages etc. in transit.
15. Supply to be made from the latest batch of production with maximum life period in original packing.
16. The Director, NBAIM, Mau reserves the right to cancel the rate contract at any time without assigning reason.
17. The Rate Contract will be valid upto 31<sup>st</sup> March, 2016 from the date of award of Rate Contract.
18. A certificate is to be given by the applicant that the price list supplied is the only one in circulation.
19. Printed and bound price list along with softcopy for 2015-16 duly signed & certified by the authorized signatory must be sent.
20. Discount, if any on the ruling prices may be mentioned clearly with trade discount certifying that higher discount is not being offered to any other Department.
21. In case of discrepancy between unit price & total price, the price whichever is less shall prevail.
22. In case supply of goods made through dealer (s), their name and mail address may be declared / indicated.
23. The competent authority reserves the right to accept or reject any or all the proposals without assigning any reason.
24. Where ever applicable, minimum warranty should be one year.
25. Sealed proposals duly signed may be sent to this office, by Speed post/ registered post/ couriers along with the required Demand Draft and requisite documents of your firm/company letter head.
26. The prior intimation is needed to be given to the Bureau in case of change of dealer by firm(s).
27. Supply orders will be sent by this office to the manufacturer firms only.
28. Please give a self declaration certificate stating that the firm is not currently banned/ blacklisted by any Ministry/Dept. of Central Govt. autonomous body or any State Government.
29. Information in prescribed format formation as given above will only be entertained.
30. Rate contract proposals will not be received by hand.

