



**RATE QUOTATION FOR SCIENTIFIC CHEMICALS, CONSUMABLE & ELECTRICAL ITEMS  
FOR IBSD, IMPHAL, SHILLONG, SIKKIM & AIZAWL**

**Imphal, the July 1, 2020**

**No. 6/129/2020-IBSD (PUR):** IBSD is an autonomous R &D Institute under the Department of Biotechnology, Ministry of Science & Technology, Govt. of India with excellent research activities for sustainable development of bioresources. Sealed bids (Single bid system) are invited from the reputed manufacturers who have all India network of sales either directly or through their authorized dealers/distributors for supply of scientific chemical & consumable items (laboratory chemicals, solvents, glassware, plasticware, primer, sequencing, sample analysis, media, pharmabase consumable and small equipments) and electrical items on annual rate contract basis for the financial year 2020-21.

**Terms & Conditions:**

1. The Director IBSD, Imphal reserves the right to accept or reject any or all tenders without assigning any reason thereof.
2. The quotation should be submitted in the firm's letter head duly signed on each copy.
3. All the applicable taxes should be indicated separately for the supply of the items.
4. Rate of the items shall be considered independently & the rates should be given both in figures & the words. If any discrepancy arises, the rates in words shall be considered.
5. Attested copies of current authorization /dealership certificates along with company price list and relevant catalogue must be enclosed with the quotation.
6. On the top of the envelope containing the quotation should be written as "**Quotation for supply of Scientific chemicals & consumable items for IBSD (name of the concern centre)**" or "**Quotation for supply of Electrical items IBSD (name of the concerned centre)**" separately and should be addressed to "**The Purchase In-charge, Institute of Bioresources and Sustainable Development (IBSD), Takyelpat Institutional Area, Manipur, Imphal-795001**".
7. The discount rate should be clearly mentioned on the catalogue price in the quotation.
8. Separate rate quotations should be submitted in separate envelopes for IBSD, Imphal and its centres located at Sikkim, Shillong and Aizawl. Rate contract shall be processed and signed from IBSD, Imphal.
9. Special care should be taken for -20 degree to -80 degree items while transportation. Final payment will be released after checking the items.
10. Chemicals should be supplied before 2 years advance from the date of expiry.
11. IBSD, Imphal is the DSIR certified Institute.
12. Last date for receiving the sealed rate quotations will be **on July 22, 2020 up to 13:00 Hrs.**
13. Tenders will be opened on **July 24, 2020 at 2.00 pm**. Authorised representatives of firms may attend the tender opening either by physical presence or through videoconferencing.
14. Submission of photocopy of purchase order of any Central Government institution executed by the firm within the last 6 months may be useful in taking decision in favour of the concerned firm.
15. **Delivery:** Within 02 weeks from the date of receiving purchase order failing which the Purchase order shall automatically treated as cancelled.
16. **Warranty:** As per manufacturer's policy
17. All disputes are subject to Imphal jurisdiction only.
18. **Payment:** 100% after delivery & satisfactorily receiving the items. Items must be delivered to the IBSD. Bill in triplicate may be submitted to The Director IBSD, Imphal.
19. The validity of the rates accepted by the competent authority of this office shall be for the financial year 2020-2021 i.e., up to 31st March, 2021 from the date of acceptance of the rates.
20. Soft copy of price list along with catalogue should be made available for uploading at institute website after the entering the rate contract.

Sd/-  
(Atom Samarendra Singh)  
Purchase In-charge  
IBSD, Imphal