



CSIO

सीईएसआईआर – केन्द्रीय वैज्ञानिक उपकरण संगठन
CSIR-CENTRAL SCIENTIFIC INSTRUMENTS ORGANISATION
सैक्टर 30 सी चंडीगढ़ Sector-30C, Chandigarh 160 030
Sector - 30/C, Chandigarh - 160 030 (India)
Phone: 0172-2672286/8283883255
Email : bhargab.das@csio.res.in

निविदा संख्या / Tender No.	CSIR-CSIO/ 2023-24/2B/06	दिनांक / Issue Date:	22/12/2023
निविदा प्राप्त का अंतिम समय एवं दिनांक / Last Date & Time of receipt of tender	04/01/2024 (Midnight)	निविदा खोलने का समय एवं दिनांक / Date & Time of opening of Tender	05/01/2024; 10:00 Hrs

Dear Sir,

निदेशक, सीएसआईओ की ओर से, हम नीचे दी गई वस्तुओं/संलग्न वस्तुओं को खरीदने के इच्छुक हैं। कृपया अपनी मुहरबंद निविदा/कोटेशन हाथ/डाक/या ई-मेल (जो लागू हो) के माध्यम से आमंत्रण निर्देश के रूप में भेजें। देर से प्राप्त होने वाली निविदाओं/उद्धरणों पर बिल्कुल भी विचार नहीं किया जाएगा। On behalf of the Director, CSIO, we are interested to purchase the below given items/attached items. Kindly send your sealed Tender/Quotation by hand/post/or through E-mail (which is applicable) as per invitation instructions. Tenders/quotation received late will not be considered at all.

Sr. No.	Name of Item (Additional details, if any, attached)	Qty	Single/Two bid system	EMD (applicable for bids more than Rs.2.50 lakh)
01	Computer Hardware (Motherboard) for HP Z840 Workstation (with Installation On Site at CSIR-CSIO, Sector 30-C, Chandigarh)	01	Single Bid	Submit Annexure 5F or Rs. _____

Note: Please carefully refer attached terms & conditions before submission of tender to avoid rejection. The offer received without mentioning the terms & conditions i.e validity of offer, deliver period, payment terms, warranty etc and the enclosed Formats/Annexures will not be considered and summarily rejected. Submit the tender under the sealed Cover & shall be superscribed with NIT of Local Purchase Committee, LPC NIT no., Due date, Date of opening and addressed to the Director, CSIR-Central Scientific Instruments Organisation, Sector- 30 C, Chandigarh-160030 and also mention- **Kind Attention: Dr. Bhargab Das, Principal Scientist, CSIR-CSIO.**

Prospective bidders are requested to registered themselves at www.eprocure.gov.in for our E-Tender information/requirement. Bidders may also upload their product on GeM portal.

Yours faithfully

(Dr. Bhargab Das, Principal Scientist)
For & on behalf of CSIR-CSIO

Website: www.csio.res.in; Email: bhargab.das@csio.res.in; Phone: 0172-2672286/8283883255

TERMS & CONDITIONS

1. **The quotation/tender must be submitted as per tendered specifications, terms & conditions and should be free from corrections/erasures. In case there is any unavoidable correction it should be properly attested. If not the quotation will not be considered. Hand written Quotations will not be considered. Please refer our CSIO Website for complete tender terms & conditions, different Format/Annexure under CSIR Manual on Procurement of Goods 2019. Ensure to provide the required documents to avoid rejection.**
2. The rates should be on FOR, CSIO, Chandigarh (Central Stores) basis for indigenous items. Where there is no mention of packing, forwarding, freight, insurance charges, taxes, validity of the offer, such offers shall be treated as unresponsive and will be rejected. **The validity of the offer should be 90 days and delivery. The period of supply should be immediately but normally within 4-6 weeks, or as specified in the tender documents by the bidder etc.**
3. **Taxes: CSIR-CSIO is registered with Dept. of Scientific & Industrial Research, Govt. of India, GST & IGST are leviable vide notification no. Custom Duty under Govt. Notification No. 51/96-Custom dated 23.07.1996 and & No. 43/2007-Customs dated 30.06.2017 and Govt. Notification No. 45/2017-Central Tax (rate) & No. 45/2017-Integrated Tax (rate) dated 14.11.2017. Hence concessional GST & IGST for Goods, if any, is applicable and should be shown separately. No other charges than those mentioned clearly in the quotation will be paid. Please carefully refer the provisions for taxes before submitting your offer.**
4. **The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required in 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. Our Pan No. PANCSIR AAATC2716R, IEC 0588137685. Our GST No. is 04AAATC2716R1ZN. Supplier Should furnish PAN & GST Number in their quotation & on Invoice also. TDS would be recovered as per Govt rules.**
5. **Bid security (Ernest Money Deposit) is applicable for the bid more than Rs. 2.50 lakh only. Accordingly EMD should be submitted as required in the Bid documents either in the shape of Bid Format Annexure-5F or in Indian currency for Rs..... (where applicable). EMD should be in favour of the Director, CSIO payable at Chandigarh. Our Banking details: State Bank of India, Sector 30-C, Chandigarh Account No. 30267029400 IFC Code 01443 (Attach the proof of document of online deposit of EMD). The MSEs are provided tender document free of cost, where applicable, and are exempted for the payment of Bid Security provided the goods are produced and the services are rendered by them and not for any trading activities undertaken by them. As such, if you are manufacturer, item produced by you exemption is applicable otherwise EMD or Annexure 5F as per tender condition should be submitted to avoid rejection. 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 **EMD will be returned with the approval of the Sr. Most Officer of the Purchase when the bidding process is complete.****
6. **Performance Security - On the event of award of purchase order in your favour, you need to submit a **Performance Bank Guarantee (PBG)** valid for a period of 60 days beyond the Warranty period of..... (retain only, if applicable). In case of all capital items (equipment, machine etc) costing above 2.5 lakh rupees , the successful bidder will have to submit PBG (@3% of total value) within 21 days from the date of issuing purchase order. PBG order is applicable upto 31.03.2023 after that it will be 5 to 10 percent as per tender terms**
7. The sealed tenders where applicable should be submitted. **Cover shall be superscribed with NIT of Local Purchase Committee, LPC NIT no., Due date, Date of opening and addressed to the Director, CSIR-Central Scientific Instruments Organisation, Sector-30 C, Chandigarh-160030 and also mentioned- **Kind Attention: Dr. Bhargab Das, Principal Scientist.****
8. The acceptance of the tender/quotation will rest with the competent authority of **Central Scientific Instruments Organisation, Sector-30, Chandigarh** who does not bind himself to accept the lowest quotation and reserves the right to himself to reject, or partially accept any or all the quotations received without assigning any reason.
9. The bidder may submit the applicable Price in Price Schedule Form. For reference as our complete tender document available on the website with all Annexures.
10. Complete specification with manufacturer's name and address should be given while quoting. Literature/Pamphlets should also be enclosed wherever applicable to avoid rejection.
11. **Bidder who does not manufacture the goods it offers to supply shall submit **Manufacturers' Authorization Form (MAF)** where applicable 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, failing which offer will not be considered/rejected.** The offer submitted through authorisation on behalf of the principal, the terms & conditions settled by the Agent/dealer with buyer will be binding on their principal.
12. The mode of dispatch/transportation of the items must be by **Road/Rail/Air only. (Retain one only).**
13. In case the items in the enquiry are covered by any rate contract or running contract finalised by any other state or central Government, it should be specified in your quotation and accepted contract rates should also be mentioned.
14. **Delivery period required for supplying the material should be invariably specified in the quotation. The offered delivery period shall have to be strictly adhered to in case an order is placed failing which **Liquidated Damages Clause** will be applicable for delays: The applicable rate is 0.5% per week and maximum deduction is 10% of the contract price. **Installation/commissioning:** Equipment/Instruments are required to be commissioned/installed/ demonstrated successfully immediately or within 30 days from the date of receipt of the system in CSIO by the Principal or by their authorized Agent, **failing which the Liquidated Damage Clause will be applicable as mentioned above.****
15. **Warranty Period: Please mention the warranty period of equipment, which should be from the date of satisfactory installation. **The offer received for lesser warranty, as asked for in the tender, will be rejected/ignored.** All supplies are subject to**

inspection and approval before acceptance. Manufacturer warranty certificates and manufacturer/Government approved lab test certificate shall be furnished along with the supply, wherever applicable.

16. **Terms of Payment:** Our normal payment terms are 100% (hundred percent) within 30 (thirty) days on receipt and acceptance of material at our site in good condition or after installation where applicable. Please inform your Bank details for RTGS payment. **Banking details should be available on Bill/invoice.** Other mode of payment may be decided by the by the Committee with the approval of the Director. **Supplier should furnish PAN & GST Number in Invoice. TDS would be recovered as per rules.**
17. **Reasonability of Prices/Fall Clause**
- i) Quote best minimum prices applicable for a CSIR-CSIO, Research Institution, leaving no scope for any further negotiations on prices.
 - ii) **The quoting party should give a certificate to the effect that the quoted prices are the minimum and they have not quoted the same item on lesser rates than those being offered to CSIO to any other customer nor they will do so till the validity of offer or execution of the purchase order, whichever is later.**
 - iii) Copies of at least two recently supplied orders of the last two years received from other Government Organisation along with details of such supply orders preferably in India for the same or similar goods may be submitted with the offer. Reasons of price difference of the supply order to other Government Organisation/Universities & those quoted to us, if any, may be submitted. The bidder must give details of identical or similar equipment, if any, supplied to any CSIR lab during the last three years along with the final price paid and Performance certificate from them.
18. Certificate of undertaking that the equipment is of latest technology & will not be obsolete within 5 years after warranty will be attached with the offer. All essential spares parts of the offered equipment will available with the manufacturer or in India with your Indian Agents for a period of at least 5-7 years after warranty period which will be required at later stage
19. Code of Integrity has to be maintained by Bidders/Suppliers/Contractors by maintaining highest standards of ethics in the Procurement process and prohibits corrupt practice/Fraudulent practice/Anti- Competitive practice / Coercive Practice/ Conflict of Interest and Obstructive practice either directly or indirectly during the process of contract.
20. Instructions to Bidders, General Conditions of Contract applicable to limited tenders originating from S&P Division along with different formats can be viewed on our website www.csio.res.in under the heading tenders. If the ordered materials are covered under restricted category of EXIM policy in India, the vendor/agent may intimate such information for obtaining necessary licence in India
21. Tender conditions (printed on the reverse), if any, or otherwise sent along with the tender shall not be binding on us.
22. MSME benefits will be given to the eligible supplier as per the Govt. guidelines subject to submission of proper document as per policy or Udyog Adhar Udyog Memorandum in respective category. As per Govt. of India procurement policies (under Make in India (MII)).
- A copy of **self - certification** about the products offered in this tender meets local content requirement for **Class- I Local supplier (local content equal to or more than 50%)** or **Class- II Local supplier (local content more than 20% but less than 50%)** as per **Make in India Policy No. P-45021/2/2017-PP(BE-II)dt- 16/09/2020, should be attached with bid.** The details of the **location(s)** at which the local value addition is made should also be mentioned in the self-certification. **Exemption will be given as per the policy of Govt Of India. Beyond the exemption limit, Non-local supplier will not participate in any tender, their bid will be rejected. Whenever Govt will issue any amendment in this policy, the same will be applicable accordingly.**
23. A copy of certificate regarding **Restrictions on procurement from a bidder of a country which shares a Land Border with India** wherein if any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods, services or work only if the bidder registered with the competent authority, should be attached with bid.
24. Above instructions & our standard terms & conditions must be complied failing which your offer may be liable for rejection.
25. The Director, CSIR-CSIO, Chandigarh reserves the right to reject all or even the lowest quotation without assigning any reason. All disputes shall be settled in the courts of Chandigarh Jurisdiction only

Yours faithfully,
Dr. Bhargab Das, Principal Scientist
For & on behalf of CSIR-CSIO