



द्वारा : स्पीड पोस्ट/हाथों – हाथ



भा. कृ. अनु. प. – केन्द्रीय शुष्क क्षेत्र अनुसंधान संस्थान
ICAR - Central Arid Zone Research Institute
जोधपुर (राजस्थान) 342 003 / Jodhpur (Rajasthan) 342 003
Website: www.cazri.res.in, Email: director.cazri@icar.gov.in
Phone No. 0291 – 2786584 / FAX: 0291 – 2788706



F.No. 2(6)2017-2018/Admn.IV

Dated : 29.05.2017

To

M/s.....
.....
.....
.....

Sub: Inviting Quotations for Purchase of Various Consumable Items for the Kharif Season 2017-18.

Dear Sir(s),

You are requested to kindly quote your lowest rates on the letter head of your firm with your all terms & condition keeping the following conditions in view, in respect of the articles as mentioned in the Schedule to Tender.

1. No advance payment will be made. However, the payment is normally made within 30 days from the date of receipt of material in good condition as per order.
2. Payment will be made by mode of e-payment to the supplier/firm after satisfactory supply of ordered material and receipt of pre-receipt.
3. The quantity proposed in the quotation may be increased or decreased at the discretion of the authority while placing the order.
4. Quotations not found according to specification will be rejected/not considered.
5. The firm should supply the printed literature, operational manual etc., if applicable. The firm should also supply a copy of the authorised dealership certificate of the item, if applicable.
6. Quotations should remain valid for 6 months from the date of quotation.
7. The rate should be on F.O.R. ICAR-CAZRI, Jodhpur basis for indigenous items.
8. No. form 'C' & 'D' for sales tax will be issued. Payment will be made at full rate, if applicable. However, the firm is required to produce the valid sales tax Registration No. The firm should also indicate PAN/TIN as per Income Tax Rules.
9. The Rates quoted should **be clearly be indicated in figure as well as in words**. While quoting the rates, it may be clearly indicated whether the items are inclusive or exclusive of ST/VAT, CST, Excise Duty, Custom Duty, Octroi etc. either in terms of percentage or in absolute term.
10. Delivery will have to be made normally within 30 days from the date of issue of our order or as mentioned in the supply order unless such extension is allowed by the Institute **failing which suitable penalty as indicated in the supply order will be imposed.**
11. The quotation may be sent to the office by courier/Regd. Post/Speed Post in sealed cover superscribed with **"Quotation for Purchase of Various Consumable Items for the Kharif Season 2017-18** due date 22.06.2017 and the same must be reach to this Office on or before **22.06.2017 upto 3.00 PM** failing which it will not be considered. The quotation should be dropped in the Tender Box placed in the Store Section (with A.A.O. IV). The Quotation will be opened on the very same i.e. on 22.06.2017 at 3.30 PM in presence of the representative of the firm if they desire to attend.
12. In case of any disputes, the decision of the Director, CAZRI, Jodhpur shall be binding on the part of the contractor/supplier.
13. Director, CAZRI, Jodhpur reserves the right to accept or reject any or all the quotation without assigning any reason.

P.T.O.

14. All bids must be accompanied by a bid security/Earnest money deposit (EMD) @ 2% of the estimated value of the item, if the cost of the item is more than Rs. 1.00 lac in the form of a Demand Draft on a scheduled commercial bank in India, in favour of **ICAR Unit – CAZRI, Jodhpur**. Without EMD as above, quotation will not be considered (Item less than Rs. 1.00 lac need not require EMD). If the firm is registered with National small Industries Corporation (NSIC) there is no need to submit EMD (Bid Security).
15. Guarantee/Warrantee may be provided for the item(s) for which rates are quoted.
16. The firm awarded the contract may/will have to furnish a performance security in the form of Bank Guarantee as per the proforma to be supplied alongwith supply order or FDR pledged to **“ICAR Unit – CAZRI, Jodhpur”** from a scheduled Commercial Bank for an amount which may vary from 5% to 10% of the value of the contract at the discretion of Director, which should remain valid for the entire period of warrantee plus two months.
17. In case, rates are quoted in terms of foreign currency, the rates must be quoted as on FOB basis and NOT on CIF basis indicating all the terms and condition. The foreign banking charges shall be borne by the beneficiary.
18. No part supply will be allowed.
19. Installation/Demonstration where-ever required will have to be done by the firm free of cost by their representative/engineer.
20. The items required is for the ICAR-CAZRI, Jodhpur and therefore, supply will have to be made accordingly.
21. The details of this NITs are also available in our web site-www.cazri.res.in.

Yours faithfully,

Asstt. Administrative Officer (S)
for Director

Schedule to Tender

S.No	Items	Qty.	Place of Supply
1.	Selfing Bags Parachment Paper Size 45cm x 10cm	10000 Nos.	CAZRI, Jodhpur
2.	Selfing Bags Parachment Paper Size 35cm x 8cm	10000 Nos.	
3.	Brown Paper Bags a) ½ Kg. Cap b) 1 Kg. Cap c) 2 Kg. Cap d) 3 Kg. Cap	2 Kg. 2 Kg. 1 Kg. 20 Kg.	
4.	Seed Envelops	100 Nos.	
5.	Yellow Envelops a) 12 x 16 b) 12 x 10	50 No. 50 No.	
6.	Polythebe Lock Bag a) 15x20 cm b) 20x30 cm c) 10x15 cm	5 Pkt. 5 Pkt. 5 Pkt.	
7.	Rubber band a) Big Size b) Small Size	1 Kg. 1 Kg.	
8.	Polythene Bags A4 Size	11 Kg. (10" x 12")	
9.	Malasyia Cloth Bag a) 6" x 10"	2000 Nos.	
10.	Polythene Bags a) 18cm x 30cm	2 kg.	
11.	Polythene Bags a) 12cm x 16cm	3 Kg.	
12.	Polythene Bags a) 7" x 20"	1 Kg.	
13.	Polyviny/begs a) 50 Kg. Cap.	100 Nos.	
14.	Sutli	10 Kg.	

Asstt. Administrative Officer (S)
for Director