

ICMR – REGIONAL MEDICAL RESEARCH CENTRE, N.E. REGION
POST BOX NO. 105, DIBRUGARH – 786001 ASSAM (INDIA)

No. RMRC/DIB/S&P – RC/2019-20/ ~620

Date: 04-6-19

Notice Inviting Tender: -

Proposals from reputed Companies / Principals / Manufacturers, dealing with **chemicals / glass wares / plastic wares / different diagnostic kits** etc. for biomedical research work are invited for registration of suppliers for purchase of the same on annual rate contract basis by The Director, ICMR – Regional Medical Research Centre, N.E. Region, Dibrugarh, Post Box No. 105 along with 3 copies of price list (**Softcopy & Hardcopy**) and product, names of the manufacture, their credential, manufacturing capabilities, quality control system, financial background etc. on or before 03/07/2019.

*** Important Notes:**

- The Supplier must be a **Manufacturer** or the **Indian Agent of any Foreign Manufacturer**. Any Distributor of Indian Manufacturer cannot be considered to enter into the Annual Rate Contract directly. However, the Principal Manufacturer firm can supply their products through any of their authorized dealer for this purpose, they have to submit one generalize authorization certificate (**Certified by Notary person**) without addressing to the Director, ICMR – RMRC, NE Region, Dibrugarh along with their proposal.
- Interested suppliers must submit **EMD @ Rs. 5000** (Five Thousand only) in favour of The Director, ICMR-Regional Medical Research Centre, N.E. Region, Dibrugarh separately along with the Proposal. Otherwise, the proposal will be rejected.
- The Supplier must enclose their **Authorization Certificate (Certified by Notary Person)** from the Principal with their proposal (**in case of Foreign Principal Firm**), in which the **Validity** of the authorization must be mentioned clearly. Otherwise, the proposal will not be considered. The **Validity of Authorization Certificate** must be at least up to **31.03.2020** (i.e., up to the Annual Rate Contract period)
- The firm must mention the **Product Name/Names** clearly on the Main Proposal Letter. The **valid authorization certificate** against each & every product must be enclosed along with the proposal.
- The firm must send **3 copies** of the **Company's Price List (Soft Copy & Hard Copy with Sign & Seal on the cover page)** of current financial year along with their proposal. If a firm submitted the Price List of Previous year, they will also have to mention it in their proposal that the price list submitted by them will be valid for the whole financial year and no other price list will be valid for placing orders.
- Certificates like **PAN Card/ GST Registration Certificate/ Registration Certificate/ IT Return for last three years etc.** must be enclosed along with the Proposal.

S. P. Sinha
04/06/19

- The Supplier **should not authorize more than 1 (one) local dealer**. If any supplier authorizes more than 1 local dealer, the proposal for Rate-contract may be rejected.
- **In case of authorizing any local dealer**, the Principal firm will also have to submit the **authentic documents of the local dealer** along with the proposal (i.e. PAN Card/ GST Registration Certificate/ Registration Certificate/ IT Return for last three years etc. of the **local dealer**)
- All the photo Copies of relevant documents submitted along with the proposal (i.e, authorization certificates, Pan Card copy, Registration copy etc.) have to be duly attested by the Gazetted Officer.
- The **percentage of discount** provided by the companies will be taken into consideration while placing orders.
- Damaged materials of any kind or heat labile chemicals if cold chain not maintained will not be accepted by the stores.
- Upon Failure to Supply ordered materials within 90 days, the order will be automatically treated as cancelled through system management.
- Liquidated damages: The date of delivery should be strictly adhered to, otherwise the institute reserves the right not to accept the delivery in part or full. The liquidated damages @ 0.5% per week subject to a maximum of 10% of the value of the order can be imposed and recovered.
- All documents to be paginated by the firm.
- Item /Materials for which rate contract applied for:
 - a] Chemical b] Plasticware c] Glassware d] Diagnostic Kits e] Any kits
 - f] Sequencing / Servicing / Synthesis / Construction analysis/Annotation including bioinformatics /Application

➤ **Give the following details in separate Page.**

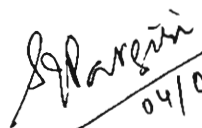
Details of Firm		Page No.
Name Of The Firm		
EMD		
Products/Brand		
Dealership Certificate		
Items		
Discount		
Tax		
Name Of Auth. Dealer (Certified By Notary Person)		
Extra Charges If any		
Price List		
Others		

For Example

Details of Firm		Page No.
Name Of The Firm	M/s.	page No.-5
EMD	Submitted	
Products/Brand		page No.-6
Dealership Certificate	Submitted	page No.-7
Items	Glassware/Chemical/Plasticware	page No.-9
Discount	5%	page No.-12

S. K. Kishore
04/04/19

Tax (CGST/SGST)	12% (GST)	page No.-14
Name Of Auth. Dealer (Certified By Notary Person)	M/s.....	page No.-20
Extra Charges If any	Penalty Charges @ 18% on late Payment after 30 days.	page No.-25
Price List	2017 (Soft copy & Hard Copy)	----
Others	Pan card/sales tax/.....	page No.-29


 04/06/2019
Purchase Officer I/c.
For Director