



राष्ट्रीय पादप जीनोम अनुसंधान संस्थान

(जैव प्रौद्योगिकी विभाग, विज्ञान एवं प्रौद्योगिकी मंत्रालय, भारत सरकार का स्वायत्त अनुसंधान संस्थान)

NATIONAL INSTITUTE OF PLANT GENOME RESEARCH

(An Autonomous Institution of the Department of Biotechnology, Ministry of Science and Technology, Government of India)

अरुणा आसफ अली मार्ग, पो. बाक्स नं. 10531, नई दिल्ली-110067
Aruna Asaf Ali Marg, Post Box Number 10531, New Delhi-110067

संख्या : 8/2017-18/रा.पा.जी.अनु.सं./एस एंड पी

दिनांक: 02/2/2018

विषय / Subject: मुहरबंद कोटेशन का निमंत्रण / Invitation of Sealed Quotations

Sealed Tenders are invited on behalf of Director, NIPGR from the Original Equipment Manufacturer or their authorized dealers for the purchase of **01 no. of Photocopy Machine** for the laboratory of our Institute, as per the following specifications in two bid system.

Technical Specifications

20 PPM Colour & BW, A4/A3 Size, Digital Copier, Network Printer, Network Colour Scan, Scan to USB, Print From USB, 110 Sheets DADF, 4GB RAM, 1.05GHz Dual Core Processor, 1200*2400 DPI, 1*520 sheets feed tray, 100 sheets bypass tray, Apple Air Print, Google Cloud Services, Searchable PDF, Inbuilt OCR, 7" Tab based touch screen, 256 bit encryption

You are therefore requested to please send your offer in **two bid system** indicating the maximum discount offered, installation charges along with a copy of authorization certificate, issued by the Principals/OEM. **The prices and taxes should be quoted separately in the Price Bid.** The quotations must accompany a Demand Draft amounting to ₹ 3,000/- (Rupees Three Thousand only), being the EMD in the name of Director, NIPGR, New Delhi and must be sent in a **Sealed Envelope** duly super-scribed on top of envelope as "**Quotation for 01 no. of Photocopy Machine**" so as to reach to the undersigned latest by **22/2/2018 (3:00 PM)**, the same shall be opened on same day at **3.30 PM**.

धन्यवाद,

(क्रय एवं भंडार अधिकारी)

Encl: Terms & Conditions (Annex – I)

नियम और शर्तें:

1. The tender document can be obtained from our Office on payment of ₹ 500/- (Rupees Five Hundred only) from 02/2/2018 to 21/2/2018 (01:00 P.M.). The tender document is also available on <https://eprocure.gov.in> and can also be downloaded free of cost from our website www.nipgr.ac.in.
2. Every tender shall be accompanied with the required Earnest Money Deposit in the form of Demand Draft drawn in favour of the “**Director, NIPGR**” payable at New Delhi. Any tender not accompanied by such earnest money will be rejected straight away.
3. The rates quoted in the tender shall remain valid for a period **180** days from the date of issue of Award Letter. No tenderer can withdraw/or modify his tender or revoke the same within the said period. If a tenderer on his own withdraws or revokes the tender or revises or alters or modifies the tender for any item or condition within the period mentioned in the tender notice, his earnest money deposit shall stand forfeited. Notwithstanding foregoing, the Institute reserves the right to take other actions as deemed appropriate. In case the successful tenderer after award of acceptance of work fails to perform as per work order or violates any condition of tender, the security deposit/ performance security will be forfeited/encashed.
4. NIPGR does not bind itself to accept the lowest or any tender and reserves the right to reject any or all tenders without assigning any reason.
5. In two-bid system the tenders should be submitted containing (a) Technical Bid consisting of all technical details along with commercial terms and conditions and (b) Financial Bid indicating item wise price for the items mentioned in technical bid. The technical bid and financial bid should be sealed by the bidder in separate covers duly super scribed and both these covers must be put in a bigger cover which should also be sealed and duly super scribed. NIPGR will not pay any expense, whatsoever incurred by tenderer for the preparation and submission of tenders.
6. The notice inviting tender, will form part of the contract agreement to be executed by the successful tenderer with the NIPGR.
7. All the correspondence on the tender shall be addressed to the Director, NIPGR, Aruna Asaf Ali Marg, New Delhi and any communication addressed to anyone else shall not in any manner to be binding upon the NIPGR, Aruna Asaf Ali Marg, New Delhi.
8. The tenderer shall submit a copy of PAN/TIN/GST numbers allotted to them.
9. NIPGR reserves the right to change the quantities of the units while issuing the letter of award of work.
10. The successful tenderer shall be required to deposit an amount equal to 10% of the Tender value as Performance Security after adjusting the Earnest Money Deposit within 10 days from the date of issue of letter of acceptance. Performance Security may be deposited in the form of Demand Draft or Bank Guarantee from State Bank of India Or any Scheduled bank which shall be valid till completion of the warranty period of quoted / ordered items. Incase of violation of any condition of Tender, the Security Deposit / BG will be forfeited / revoked.
11. The rates shall be inclusive of Transportation, loading, unloading, taxes etc., nothing extra will be paid.
12. The supplier should be responsible for any damage and site clearance and nothing extra shall be paid.
13. The bidder shall show the rate of GST and tax component in the financial bid separately. The bid will be evaluated on the basis of GST rate applicable on the date of opening of price bid.

(क्रय एवं भंडार अधिकारी)