



राष्ट्रीय आयुर्वेदीय पंचकर्म अनुसंधान संस्थान

(केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद्)

“आयुष” मंत्रालय, भारत सरकार, चेरुतुरुत्ति, त्रिशूर, केरल-679 531

NATIONAL AYURVEDA RESEARCH INSTITUTE FOR PANCHAKARMA

(CENTRAL COUNCIL FOR RESEARCH IN AYURVEDIC SCIENCES)

MINISTRY OF “AYUSH”, GOVT. OF INDIA

CHERUTHURUTHY, THRISSUR DIST., KERALA – 679 531

F. No. 1/1/2016/NARIP / CS (Med.) 3/2

Dated: 03.08.2017

Sub: - Tender for supply of Double Ox brand Gingelly Oil /Agmark Special grade Gingelly Oil for National Ayurveda Research Institute for Panchakarma, Cheruthuruthy. The estimated annual purchase on this account is approximate 3 lakhs.

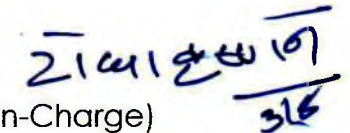
The NARIP, Cheruthuruthy is a part and parcel of Central Council for Research in Ayurvedic Sciences which is an autonomous organization functioning under the aegis of Ministry of AYUSH, Govt. of India.

The Institute invites sealed quotations from reputed, financially sound and experienced firms/agencies for supply of Double Ox brand Gingelly Oil /Agmark Special grade Gingelly oil.

General information about the Tender

Sl. No	Particulars	Remarks
1.	Last date & time for receipt of Tenders	21.08.2017
2.	Time & date of opening Tenders	22.08.2017 3.00 pm
3.	Place of opening of Tender	Chamber of the Asst. Director-in-Charge of NARIP, Cheruthuruthy
4.	EMD Amount	Rs. 5,000/-
5.	Cost of Tender document	Rs. 200/-

1. The Tender shall be submitted in two bid systems, technical bid and financial bid
2. Technical bid(as per Annexure –I) consisting of all technical details and
3. Financial bid(as per Annexure-II) indicating item-wise for the items mentioned in Annexure
4. Technical bid and the financial bid should be sealed by the bidder in separate covers duly superscripted and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscripted “Tender for supply of Vegetables”. by post or in person at the aforesaid address by due date and time along with cost of tender document fee of Rs. 200/-(Rupees two hundred only) by multicity cheque or D.D failing which, tender will be rejected. Tenders received late also will be rejected outright.
5. Quotations written with pencil, erased or over-written quotations will be outrightly rejected. The Asst. Director-in-Charge, NARIP reserves the right to accept any quotations or reject all or any of the quotations without assigning any reasons what so-ever.

Sd/- 
(Asst. Director-in-Charge)

Terms & Conditions

The tenders shall be subject to the following conditions:-

1. The rates should be firm for a period of One year from the date of opening of tender.
2. Each bidder should submit an EMD of Rs. 5,000/- (Rupees five Thousand only). EMD should be in the form of Multi city cheque or Demand Draft, drawn in favour of NARIP Cheruthuruthy. The E.M.D. will be returned to the unsuccessful bidders after the bids are finalized.
3. Firms are required to submit their quotation along with a copy of the quotation notice, duly signed by the same signatory who has signed the quotation, in confirmation of the fact that they are agreeable to the terms and conditions stipulated therein.
4. Firms which have been selected for supply of Gingelly oil will be required to furnish Performance Guarantee which may be between 5-10% of the total value of Gingelly oil likely to be purchased from them. The actual Performance security to be remitted by each firm will be worked out after opening of tenders, case of failure of successful firms to deposit Performance security within 7 days of being told to do so, earnest money amount will stand forfeited.
5. In respect of selected firms, EMD amount will be adjusted against Performance Guarantee. The amount of Performance Guarantee over and above the EMD will have to be deposited by the firm within 7 days of being asked to do so, failing which EMD will stand forfeited.
6. Payment to suppliers will be made only after supplies are duly verified and taken to stock, which would entail a time of 7-10 days after receipt of goods.
7. If at any stage of the quotation process/after the commencement of the contract period, a firm is unable / unwilling to comply with any of the conditions of the quotation notice, the EMD/ Performance Guarantee will stand forfeited without any further correspondence with them.
8. If a firm foresees a possibility that the requirement of the Institute cannot be met within the stipulated time period, it will inform the Institute of the same at the earliest possible and also state the additional time period within which the oil can be supplied. The Institute will consider the same and take a decision whether the reasons given by the firm are justified and in case the Institute decides other wise, it will be deemed as deficiency of service and the firm will be liable to forfeit the amount of Performance Guarantee.
9. The Technical Bid must contain information/documents signed by the authorized signatory of the bidding firm/agency should be kept in Technical Bid envelope alongwith other documents/information prescribed in this tender notice at Annexure-I.

10. The bidder must furnish list of clients in Govt./Semi Govt. Sectors with address, name of contact person and contact numbers where they have supplied such equipment. vi. The bidding firm should not have been blacklisted by any Govt./Semi Govt. /Semi. Govt. Deptt., therefore, bidder should furnish an Undertaking to this effect that any Govt./Semi. Deptt. /Office has not blacklisted their firm/agency.

11. The tendering firms are required to enclose self attested/ certified copies of their PAN card and shop act license.

12. The bidder must have VAT (TIN No.) Service Tax registration and PAN number (copies of the Certificates/Card should be enclosed as a proof), if the same is applicable to his firm.

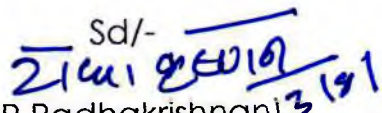
13. The firm should not handover execution of order to any other/sister firm(s) and in such a case it will amount to violation of contract and may entail cancelation of contract and forfeiture of E.M.D.

14. The tenders will be opened on stipulated date and time mentioned at Sl.No. 2 in the presence of the tenderers or their authorized representatives who may like to be present.

15. If any tenderer withdraws his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money, if any, deposited will be forfeited and no correspondence in this regard will be entertained thereafter.

16. In case where a successful tenderer, does not supply the items in full or in time the Institute at its discretion may get such items from the next higher tenderer and the loss, if any, caused to the Council due to increased rates shall be borne by the defaulting.

5. The rates quoted should be inclusive of all taxes and other charges viz. packing, transport for delivery at this Institute's address etc. and should be firm for a period of one year from the date of opening of tenders and no request for increase in rates will be entertained.

Sd/-

(Dr.P.Radhakrishnan) 3/19/1
Asst. Director- in Charge

Copy to:-

1. Chairman, purchase Committee
2. Hindi Officer for Hindi Version.
3. All Notice boards of this Institute

Annexure-1

TECHNICAL BID

M/s.....

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(Name, address, Landline and mobile phone Nos. of the bidding firm/agency firm /agency)

Sl No.	Documents kept with Technical bid	Whether enclosed (The firm would write Yes or No in the respective column)
1.	E.M.D. Amount	
2.	Copy of registration/License and other documents as proof of trade in supply of.....	
3.	Self Certificate in respect of not being blacklisted by any Govt./Semi Govt. Office.	
4.	Details & copy of VAT/Service Tax(TIN) no. If applicable to the firm	
5.	Copy of PAN of the firm	
6.	Any other (please specify)	

It is hereby declared that the Terms& Conditions of the Institute's Quotation Notice No.....dated are fully acceptable by our firm/Agency.

(To be signed by the Authorized signatory of the firm/Agency with Name and stamp)

The Asst. Director-in-Charge,
National Ayurveda Research Institute for Panchakarma,
Cheruthuruthy, Thrissur Dist. Kerala-679 531.

Respected Sir,

I/We.....

Who are established and reputed firm dealing with supply of

Hereby offer our quotation against Tender ref. No.....

dated..... and accept the terms & conditions of the Tender and enclosed a copy of
the Tender document duly signed by the authorized signatory.

Yours faithfully,

(Name) for and on behalf of M/s.....
(Name of Manufactures)

Note: This letter of authority should be on the Letter Head of the concerned and should be signed by an authorized signatory.