



PURCHASE & CONTRACT SECTION
ICAR-CENTRAL SOIL SALINITY RESEARCH INSTITUTE
KARNAL-132001, HARYANA (INDIA)
Tele/Fax No.-0184-2209-306/308, 2291156/0184-2290480



P-3(32)/AAS700p/CLab/2011-12

Dated: 17.11.2020

TENDER THROUGH E-PROCUREMENT

Online Bids are invited from interested firms under two bid system for AMC of two Atomic absorption Spectrophotometer (AAS) at ICAR-Central Soil Salinity Research Institute, Karnal 132001. Manual bids shall not be entertained.

Tender documents may be downloaded from e-procurement website of CPPP <https://eprocure.gov.in/eprocure/app/www.cssri.res.in> (for reference only) as per the schedule given in CRITICAL DATE SHEET as under:

CRITICAL DATE SHEET

Tender No.	18/2020
Name of Organization	Central Soil Salinity Research Institute, Karnal, Haryana
Date and Time for Issue/Publishing	17.11.2020 @ 05.00 pm
Document Download/Sale Start Date and Time	17.11.2020 @ 05.00 pm
Bid Submission start Date and Time	17.11.2020 @ 05.00 pm
Bid Submission End Date and Time	07.12.2020 @ 02.00 pm
Date and Time for Opening of Bids	08.12.2020 @ 03.00 pm
EMD amount	NIL
Tender Fee	NIL
Address for Communication	Asstt. Admn. Officer (Purchase), CSSRI, Karnal-132001 (Haryana)

Sd/-
(Sushma Garg)
Asstt. Admn. Officer (P)

ICAR-CENTRAL SOIL SALINITY RESEARCH INSTITUTE
KARNAL-132001, HARYANA (INDIA)

Check list for the tender

The bidders are requested to fill the check list for evaluation of technical bid.

Sr. No.	Particulars	Remarks (YES/NO)
01	Whether the required Tender Fee and EMD attached/scan copy uploaded or the bidder is MSME. In case of MSEM please provide the relevant documents in support of the same.	
02	Whether the scan copy of registration number uploaded	
03	Whether the scan copy of PAN number uploaded	
04	Whether the firm has GST Number or not	
05	Whether the bidder is Manufacturer or Agent of the manufacturer. Please mention as the case may be. In case of agent of the manufacturer/Principal the proper authorization is attached or not.	
06	Whether the scanned copies of Income Tax return uploaded as per requirement of the tender.	
07	Whether the Annexures –II, IV & V signed and accepted	
08	Whether the scanned copies of user list uploaded	
09	Whether the make and model of the equipment mentioned and catalogue provided	
10	Whether the tender document is sealed & signed and scan copies uploaded	
11	Whether the firm is Black listed by any of the Government Department/Agency	
12	Whether the proprietor of the firm is SC/ST. In case so please mention in the bid.	
13	Any other information	
14	Whether the rates quoted in BoQ as per tender	

INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. The Tender form/bidder documents may be downloaded from the <https://eprocure.gov.in/eprocure/app> or www.cssri.res.in. Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory. Manual/Offline bids shall not be accepted under any circumstances.
2. Tenderers/bidders are requested to visit the website <https://eprocure.gov.in/eprocure/app> or www.cssri.res.in regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
3. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Institute reserves the right to accept or reject any or all the tenders.
4. The interested Firms are required to deposit (in original) an Earnest Money Deposit (EMD) of the amount mentioned against items in the form of Demand Draft/FDR-TDR from any of the Commercial Bank in favour of **ICAR-UNIT, CSSRI payable at Karnal** may be address to **Asstt. Admn. Officer (Purchase), CSSRI, Karnal-132001, Haryana** on or before **bid opening date and time as mentioned in the Critical Date Sheet**.
5. The firm should send the original brochures of the product and may be addressed to Asstt. Admn. Officer (Purchase), CSSRI, Karnal-132001, Haryana on or before bid opening date and time as mentioned in the Critical Date Sheet along with Tender Fee & EMD.
6. Bidders need not to come at the time of Technical as well as Financial bid opening at CSSRI. They can view live bid opening after login on CPPP e-procurement portal at their remote end. If bidder wants to join bid opening at CSSRI then they have to come with bid acknowledge slip that is generated after successfully submission of online bid.
7. The firms are also required to upload copies of the following documents:-
 - **Technical Bid**
 - a) Scanned copy of Tender fee and Earnest Money Deposit (EMD)/its exemption, if any.
 - b) Scanned copy of Firm's registration, PAN Card, GST No./Service Tax No. Tender acceptance letter (Annexure-V).
 - c) Scanned copy of Manufacturers authorization certificate issued by Principal Manufacturer duly verified by the Indian Agent or Manufacturing certificate.
 - d) Scanned copy of Income Tax Statement for the last two/three years.
 - e) Scanned copy of IV.
 - f) Scanned copy of User List (if any)/Purchase Orders.
 - g) Scanned Copy of Make and model of all systems, sub systems and additional items should be mentioned in the technical bid and complete technical details should be provided in the form of Brochures and write-ups.
 - h) Experience in providing similar services in govt. offices for one year(2018-2019).
 - i)

- **Financial Bid:-**

- a) Price Bid as BoQ XXX.xls

Sd/-

(Sushma Garg)
Asstt. Admn. Officer (P)

Terms & Conditions

1. The tenderer shall quote rates, which will include the delivery & other incidental charges. Taxes, if any, should be indicated separately.
2. The rates should be quoted as per the BOQ uploaded on the CPP Portal (reference may be obtained from Annexure-III). Taxes, if any, should be indicated separately. It must be noted that the contract shall be awarded to the firm which fulfills all the required terms and conditions and remains L-I for any particular items.
3. The firm must also possess valid PAN No. & GST number and a copy of the same must also be enclosed with the tender document.
4. Copy of previous three years of Income Tax Statement may be furnished.
5. The firm should be in existence for over 02 (Two) years in the trade with the business turnover of not less than Rs. 50.0 lakhs per annum. Documents to this effect may be enclosed.
6. Modification in the tender documents after the closing date is not permissible.
7. The successful firm shall have to supply the Various Scientific Equipment within 4-6 weeks from the date of confirmed supply order and if the materials are not supplied in time then EMD shall be forfeited. The rates quoted shall be valid for 180 days from the date of opening of tender.
8. The contractor/bidder or his representative may contact the undersigned at **Tel. No. 0184-2209-306/308** for any further clarification. No variation in terms of quality of the items shall be entertained or else EMD/Security deposit shall be forfeited. Exemption from submission of EMD is available to the firm with MSME and NSIC certificate.
9. The interested Firms are required to deposit (in original) an Earnest Money Deposit (EMD) of the amount mentioned against item in the form of Demand Draft from any of the Commercial Bank in favour of **ICAR-UNIT, CSSRI payable at Karnal** may be address to **Asstt. Admn. Officer (Purchase), CSSRI, Karnal-132001, Haryana** on or before **bid submission closing date and time 02.00 p.m. on 07.12.2020**. No quotation shall be considered without the earnest money deposit. Demand draft drawn in favour of any officer other than 'ICAR UNIT-CSSRI payable at Karnal' will not be accepted and the tender will be rejected. The earnest money will be refunded only after the finalization of the procurement and no interest will be paid on earnest money.
10. Rates once finalized will not be enhanced/reduced during the currency of the contract.
11. In case of foreign currency, conversion rates in INR will be taken on the day of opening financial bid.
12. In case, the successful bidder shows inability at any stage, after the contract is finalized and awarded, for whatsoever reason(s), to honour the contract, the earnest money /performance security deposited would be forfeited.
13. The Director, CSSRI reserves the right to cancel the contract at any time during the currency period of the contract without giving any reason.
14. The firm to whom the tender will be awarded, will have to deposit the performance security equal to 10% of the total amount at the time of installation of the equipment. If the services are not found to be satisfactory, the performance security is liable to be forfeited. No interest will be paid on performance security.
15. If any dispute(s) arises between CSSRI and the firm with reference to the contract, Director ICAR- CSSRI be the final authority in any matter.
16. Bid Validity: 180 days
17. The contract will be given to L1 firm only as per comparative statement.
18. **Authorization Certificate: Authorization certificate from the Principal/Manufacturer for this specific tender only will be entertained in case OEM/Principal has issued authorization to multiple dealers in India.**
19. The bidders must certify that **'The firm is not black listed by any of the Government Department/Agency'** while submitting the quotation.

20. Our Institute is registered with DSIR and we are exempted from Excise Duty & Custom Duty. Hence CDEC/DSIR will be provided to the firm, if demanded. Rate should be quoted accordingly.
21. Payment terms: -
- a) Payment for goods supplied from abroad: By Letter of Credit (LC)/Wire Transfer as the case may be.
 - b) Payment of goods supplied within India-100% of the contract price on receipt of goods by the consignee supported by satisfactory installation/working report & submission of Performance value.
22. Installation: - Within 30 days from the date of receipt of equipment in the Institute failing which Liquidated Damage clause shall apply.
Liquidated Damage clause: It would be realized @ 0.5% (half per cent) of the base price (excluding taxes) of the delayed goods for each week of delay subject to maximum 10%.
23. Prices:
- i. Rates for accessories/local items to be provided by Indian Dealer can be quoted in INR.
 - ii. If any bidder wants to quote in INR, price can be quoted on F.O.R, CSSRI basis.
24. Tender Evaluation: Tender evaluation will be done as enumerated in Manual on Procurement of Goods (2017) and GFR-2017.

‘Terms & Conditions are acceptable’

Dated

(Authorized signatory of the firm)

Annexure III

(Reference for BOQ) (To be quoted in format provided on CPP Portal)

Bidder Name :									
PRICE SCHEDULE									
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)									
NUMBER	TEXT #	NUMBER #	TEXT #	TEXT #	NUMBER #	NUMBER	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	Quoted Currency in INR / Other Currency	BASIC RATE In Figures To be entered by the Bidder including Rs. P	GST	TOTAL AMOUNT Without Taxes	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	4	5	12	13	15	53	54	55
1	Price for AMC Analytik Jena(Germany) Model: ZENit 700P with auto sampler, Year of Installation: September, 2009 Status: In working condition Mode: Flame and Graphite mode	1	Nos	INR			0.00	0.00	INR Zero Only
2	Price for AMC Make: Spectrum (China) Model: Z-Xpress 8000 with auto sampler Year of Installation: July, 2018 Status: In working condition Mode: Flame and Graphite mode	1	Nos	INR			0.00	0.00	INR Zero Only
Total in Figures							0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only							

- Items should be of reputed make and suitable for high end elite users
- Tax extra as applicable should be indicated separately in the column provided.

Note: The above mentioned Financial Proposal/Commercial bid format is provided as BoQ_XXXX.xls along with this tender document at <https://eprocure.gov.in/eprocure/app>. Bidders are advised to download this BoQ_XXXX.xls as it is and quote their offer/rates in the permitted column and upload the same in the Financial bid. **Bidder shall not tamper/modify downloaded price bid template in any manner.** In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with CSSRI.



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Name of the Firm_____

Registered/Postal Address_____

1	Permanent Account Number (PAN)	
2	GST Number	
	Bank Details	
	Bank Name	
	Branch Address	
	Account Number	
	Type of account (current/saving)	
	MICR No.	
	RTGS/NEFT code	

Date:

Name of the Authorized Signatory

Place:

Stamp & Signature

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date:

To

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No. _____

Name of Tender/Work:

Dear Sir,

1. I/ We have downloaded/obtained the tender document(s) for the above mentioned 'Tender/work' from the web site(s) namely:

As per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents lime annexure(s), schedule(s), etc...) which form part of the contract agreement and I/We shall abide hereby the terms/conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender conditions of above mentioned tender documents/corrigendum(s) in its totality/entirely.
5. I/we do hereby declare that our Firm has not been black-listed/debarred by any Govt. Department/Public sector undertaking.
6. I/we certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefore or summarily reject that bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL <https://eprocure.gov.in/eprocure/app>.) by clicking on the link ‘**Online bidder Enrollment**’ on the CPP Portal which is free of charge.
- As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (class II or Class III certificates with signing key usage) issued by any certifying authority recognized by CCA India (e.g. Sify/nCode/eMudhra etc.) with their profile.
- Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- Bidder then logs in to the site through the secured log-in by entering their users ID/password and the password of the DSC/e-Token.

SEARCHING FOR TENDER DOCUMENTS

- There are various search options built in the CPP Portal. To facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS/e-mail in case there is any corrigendum issued to the tender document.
- The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

PREPARATION OF BIDS

- Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents- including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/XLS/RAR/DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use 'My Space' or 'Other important Documents' area available to them to upload such documents. These documents may be directly submitted from the 'My Space' area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- Bidder has to select the payment option as 'offline' to pay the tender fee/EMD as applicable and enter details of the instrument.
- Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- Bidders are requested to note that they should necessarily submit their financial bids in the Format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cell with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- Upon the successful and timely submission of bids (i.e. after clicking 'Freeze Bid Submission' in the portal), the portal will give a successful bid submission message and a bid summary will be displayed with the bid no. and the date and time of submission of the bid with all other relevant details.

- The bid summary has to printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISSTANCE TO BIDDERS

- Any queries relating to the tender documents and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contract person indicated in the tender.
- **Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk Nos. 0120-4200462/0120-4001002 or Mobile No. +91 8826246593.**

Details of Equipments & EMD

Sr. No.	Purchase of item	Qty	Earnest Money in INR	Tender Fee	File. No. for reference
01	AMC Atomic absorption Spectrophotometer (AAS)	2	NIL	NIL	P-3(32)/AAS700p/CLab/2011-12

Note: EMD defined on to the Portal is MINIMUM. Bidder has to submit the EMD as per item for which quoting for

Technical specifications;

Annual Maintenance Contract required for the following mentioned two AAS system (without parts) from the authorized and experienced service provider.

1.

Make: Analytik Jena(Germany)

Model: ZEE nit 700P with auto sampler,

Year of Installation: September, 2009

Status: In working condition

Mode: Flame and Graphite mode

2.

Make: Spectrum (China)

Model: Z-Xpress 8000 with auto sampler

Year of Installation: July, 2018

Status: In working condition

Mode: Flame and Graphite mode

Scope of work may include the following:

Routine inspection, servicing, fault diagnosis and defect rectification.

Testing and calibration of the Instrument

Cleaning the system

Upgradation of software and

Any other issue related to defects.

Normal Inspection Visit: Two

Emergency Visit: Two

Payment: Half Yearly (after the completion of six months)