



सीएसआईआर - प्रगत पदार्थ तथा प्रक्रम अनुसंधान संस्थान



CSIR - ADVANCED MATERIALS & PROCESSES RESEARCH INSTITUTE

(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्)

COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH

होशंगाबाद रोड, हबीबगंज नाका के पास, भोपाल – 462 026

HOSHANGABAD ROAD, NEAR HABIBGANJ NAKA, BHOPAL – 462 026

(दूरभाष क्र./Phone No.: 0755-2488809, 2488355), ई-मेल/E-mail: spo@ampri.res.in, वेबसाइट/Website: www.ampri.res.in

सन्दर्भ क्र./File No.: PUR/Con/113/2024-25

दिनांक/ Date: 12/11/2024

To,

M/s Metrohm India Pvt Ltd.
3&4, OriginSri Tower” 2nd &4th Floor
Fourths Avenue, Anna Indira Nagar Thoraipakkam
Chennai – 600097. Email uday@metrohm.in

Due date & time for submission and opening of Bid	Immediate
---	------------------

INVITATION FOR BIDS

Director, CSIR-AMPRI, Bhopal, INDIA, invites offline quotation for Procurements of
“Power Supply Board spares for PGSTAT204 article no PG204.PWRPCB.S”.

1. Bids must be submitted in a sealed envelop by post, addressed to The Director CSIR-AMPRI, Bhopal.
2. The Director, AMPRI, Bhopal, reserves the right to accept any or all tenders either in part or in full or to split the order without assigning any reasons there for.
3. In the event of award of contract to the agency / Consultant following conditions shall be applicable.
4. Documents Comprising the Bid
The bid prepared by the Bidder shall include:
 - a) Bidder Information Form
 - b) Tender specific “Manufacturer’s Authorization form”(MAF)
 - c) Price Schedule form
 - d) Price Certificate
 - e) Code of integrity
 - f) Bid-Securing Declaration Form

Please read the Terms & Conditions carefully before submitting the quotation in the enclosed format only

अनुभाग अधिकारी(भण्डार एवं क्रय)

contd...

निबंधन एवं शर्ते/ TERMS & CONDITIONS

1. Following should invariably be enclosed along with quotation:
 - i. Valid GSTN
 - ii. Company's PAN no.
 - iii. Manufacturer Authorization Certificate.
2. The Bid will be rejected if :
 - i. The Bid is unsigned and undated.
 - ii. The Bid validity is shorter than the required period.
 - iii. The tenderer has not agreed to some essential condition(s) incorporated in the tender enquiry.
3. The tenderer should quote the rates in figures as well as in words. In case of any disputes/ambiguity and the rates quoted in words shall be considered.
4. The quotations shall be valid for a minimum period of 90 days from the date of opening of the tender.
5. The penalty shall be 0.5% per week towards late work completion subject to the maximum of 10% of the total value of the Work Order.
6. Unloading of material at AMPRI, Bhopal Stores has to be arranged by the firm.
7. No request for incorporating Post Tender changes in quoted specifications and correcting typographical error will be considered after opening of submitted tenders. Corrections, erasers, if any, in the quotation must be countersigned and number of corrections/erasers must be indicated specifically.
8. Tenders which do not fulfill any or all of the above conditions or incomplete in any respect, are liable for rejection.
9. Arbitration clause: In the event of any question /dispute/difference arising under the agreement or in connection herewith (except as to matters the decision of which is specially provided under this agreement) the same shall be referred to the Delhi International Arbitration Centre for appointment of Arbitrator to adjudicate the dispute. The award of the Arbitrator shall be final and binding on the parties. The Arbitrator may give interim award(s) and /or directions, as may be required. Subject to the aforesaid provision, the arbitration and conciliation act, 1996 and the rules made hereunder and any modification thereof from time to time being in force shall be deemed to apply to the Arbitration proceedings under this clause.”
10. Conditional quotations shall not be accepted.
11. All the corrections and alterations made in the quotations must be duly countersigned by the authorized signatory, without which quotation will not be considered.
12. In case of non-fulfillment/non-compliance of the above terms & conditions, your quotation shall be treated as incomplete.
13. Payment: 100% payment on bill basis will be made through RTGS only after satisfactory supply, of the Material
14. In case the order confirmation is not received within 15 days, it shall be presumed that the vendor has not accepted the order.
15. Force majeure as may be deemed fit will be made applicable for this Contract.

Annexure- "I"

S/N	Description	Quantity
1	Power Supply Board spares for PGSTAT204 article no PG204.PWRPCB.S (Spares for Metrohm Autolab PGSTAT204 Electrochemical Workstation)	01 no.

ANNEXURE-II

Bidder Information Form

a) [The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted. This should be done of the letter head of the firm] Date: [insert date (as day, month and year) of Bid Submission] Tender No.: [insert number from Invitation for bids]

1. Bidder's Legal Name [insert Bidder's legal name]
2. In case of JV, legal name of each party: [insert legal name of each party in JV]
3. Bidder's actual or intended Country of Registration: [insert actual or intended Country of Registration]
4. Bidder's Year of Registration: [insert Bidder's year of registration]
5. Bidder's Legal Address in Country of Registration: [insert Bidder's legal address in country of registration]
(l) 6. Bidder's Authorized Representative Information Name: [insert Authorized Representative's name] Address: [insert Authorized Representative's Address] Telephone/Fax numbers: [insert Authorized Representative's telephone/fax numbers] Email Address: [insert Authorized Representative's email address]
7. Attached are copies of original documents of: [check the box(es) of the attached original documents] Articles of Incorporation or Registration of firm named in 1, above, in accordance with ITB Sub-Clauses 4.1 and 4.2.

Signature and Seal of the
Service Provider /Bidder.....
Place:
Date:

Annexure- "III"

Price Schedule Forms

PRICE SCHEDULE FOR GOODS BEING OFFERED FROM INDIA

Name of the Bidder _____

Tender No. _____

1	2	3	4	5	6	7	8	9	10	11	12
Sl. No.	Item Description With HSN code	Country of origin	Unit	Quantity	Unit Rate Ex-Works, Ex-warehouse, Ex-show-room off the shelf price (inclusive of all taxes already paid)	Total price Ex-Works, Ex-warehouse, Ex-show room off the shelf price (inclusive of all taxes already paid) 5x6	GST & other taxes payable, if contract is awarded	Packing & forward-ing up to station of dispatch if any	Charges for inland transportation, insurance up to Lab. / Instt.by air/road/ rail (retain one only)	Total Price	Installation, Commissioning and training charges, if any

Total Bid price in ₹ _____

in words _____

Note:

(a) The cost of optional items, if any shall be indicated separately

(b) Cost of Spares, if any

Signature of Bidder _____

Name _____

Business Address _____

Price Certificate

(To be submitted on the firm's letter head with Technical Bids)

Certified that, rates quoted are not higher than the rates quoted for the same /similar equipment /item charged to any other Govt. Organization /PSUs/CSIR Labs or any firm/ organization

Name

Signature & seal of Bidder

Address.....

.....

MANUFACTURERS' AUTHORIZATION FORM

[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer and be enclosed with the technical bid.]

Date: *[insert date (as day, month and year) of Bid Submission]*

Tender No.: *[insert number from Invitation for Bids]*

To: *[insert complete name and address of Purchaser]*

WHEREAS

We *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of goods manufactured]*, having factories at *[insert full address of Manufacturer's factories]*, do hereby authorize *[insert complete name of Bidder]* to submit a bid the purpose of which is to provide the following Goods, manufactured by us *[insert name and or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 2.21 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title: *[insert title]*

Duly authorized to sign this Authorization on behalf of: *[insert complete name of Bidder]*

Dated on _____ day of _____, _____ *[insert date of signing]*

Format for declaration by the Bidder for Code of Integrity & conflict of interest
(On the Letter Head of the Bidder)

Ref. No: _____

Date _____

To,

(Name & address of the Purchaser)

Sir,

With reference to your Tender No. _____ dated _____ I/We hereby declare that we shall abide by the Code of Integrity for Public Procurement as mentioned under Para 1.3.0 of ITB of your Tender document and have no conflict of interest.

The details of any previous transgressions of the code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity are as under:

a

b

c

We undertake that we shall be liable for any punitive action in case of transgression/contravention of this code.

Thanking you,

Yours sincerely,

Signature

(Name of the Authorized Signatory)

Company

Bid-Securing Declaration Form

Date: _____ Bid No. _____

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration).

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of : (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)