



# सी एस आई आर - प्रगत पदार्थ तथा प्रक्रम अनुसंधान संस्थान

CSIR - ADVANCED MATERIALS & PROCESSES RESEARCH INSTITUTE

(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्)

COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH

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सन्दर्भक्र./File No.: PUR/Con/162/2024-25

दिनांक/Date: 10/01/2025

प्रति,/To, :

M/s Optimized Solutions Limited,  
B-505, The First , B/h Keshavbaug Party Plot,  
Vastrapur, Ahmedabad-380015,

End Date and time for submission of Bid	27.01.2025 (3.00PM)
Date and time for opening of Bid	28.01.2025 (3.00PM)

## INVITATION FOR BIDS

Director, CSRIR-AMPRI, Bhopal, INDIA, invites quotation for Procurement of “Keithley make Electrochemistry upgrade option for Source and Measurement Model #EC-UPGRADE including EC cable and Software” through CPP portal

1. Bids must be submitted online through Central Public Procurement Portal.
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**

Sd/-

अनुभाग अधिकारी (भं एवं क्र) / Section Officer (S & P)

contd...

## निबंधन एवं शर्तें/ 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 suppliers are required to furnish a certificate stating that the rates quoted are reasonable and standard and not higher than those charged to other Government Departments/ Public Sector Undertakings and other CSIR Laboratories. If at a later date, if it is found that similar type of item(s) were sold to other Institutions during the same period at a lesser cost, the difference amount, with penal interest, thereon will be recovered from the supplier. If the vendor have supplied identical or similar equipment to other CSIR Labs/Instt., the details of such supplies for the preceding three years shall be given together with the prices eventually or finally paid. List of clients in India with supporting proofs for the quoted model must be submitted along with your quotation.
3. The tenderer should quote the rates of the items in figures as well as in words. In case of any disputes/ambiguity and the rates quoted in words/figures, the higher value quoted either of the two 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. Specific delivery period for supply at CSIR-AMPRI, Bhopal must be indicated. No extension for supply beyond due date will be granted.
6. The penalty shall be 0.5% per week towards late delivery & towards delay in installation & commissioning subject to the maximum of 10% of the total value of the Purchase order.
7. Unloading of material at AMPRI, Bhopal Stores has to be arranged by the firm.
8. 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.
9. Tenders which do not fulfill any or all of the above conditions or incomplete in any respect, are liable for rejection.
10. Any difference / dispute arising out of the agreement shall be referred to the Delhi International Arbitration Centre (DIAC), Delhi High Court, New Delhi.
11. Conditional quotations shall not be accepted.
12. All the corrections and alterations made in the quotations must be duly countersigned by the authorized signatory, without which quotation will not be considered.
13. In case of non-fulfillment/non-compliance of the above terms & conditions, your quotation shall be treated as incomplete.
14. Payment: 100% payment on bill basis will be made through RTGS/PFMS only after satisfactory supply, of the Material.
15. In case the order confirmation is not received within 15 days, it shall be presumed that the vendor has not accepted the order.
16. Force majeure as may be deemed fit will be made applicable for this Contract.

**Annexure- "I"**

<b>S/n</b>	<b>Description</b>	<b>Quantity</b>
<b>1</b>	Keithley make electrochemistry upgrade option for Source and mesurment Model #EC-UPGRADE including EC cable and Software	01 no.

## 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:

**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 <b>air/road/ rail</b>  <b>(retain one only)</b>	Total Price	Installation,  Commissioning and training charges, if any

Total Bid price in ₹ \_\_\_\_\_

**Note:**

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

(b) Cost of Spares, if any

in words \_\_\_\_\_

Signature of Bidder \_\_\_\_\_

Name \_\_\_\_\_

Business Address \_\_\_\_\_

**PRICE SCHEDULE FOR GOODS BEING OFFERED FROM ABROAD**

Name of the Bidder \_\_\_\_\_ TENDER No. \_\_\_\_\_

1	2	3	4	5	6	7	8	9	10	11	12
Sl. No.	Item Description	Country of origin	Unit	Qty	Unit price Indicating currency FOB/FCA (named port of shipment or FCA (named place of delivery) <i>(retain only one)</i>	Total price (5x6) FOB/FCA (named port of shipment or FCA (named place of delivery) <i>(retain only one)</i>	Charges for Insurance & transportation- to port /place of destination	Total price <b><i>CIF/CIP</i></b> <b><i>(retain one only)</i></b> (7+8)	Indian Agents Commission as a percent of FOB /FCA price included in the Quoted price	Approx Shipment weight and volume	Indian Customs Tariff No and HSN No. (ICT & HSN No.)

**Note:**

Currency \_\_\_\_\_ Total Bid price in foreign currency \_\_\_\_\_

in words \_\_\_\_\_

(a) Indian agents name &amp; address \_\_\_\_\_

(b) Installation, commissioning &amp; training charges, Signature of Bidder \_\_\_\_\_

if any \_\_\_\_\_ Name \_\_\_\_\_

(c) Cost of Spares, if any \_\_\_\_\_ Business Address \_\_\_\_\_

(d) The Indian agent's commission shall be paid in Indian Rupees only based on the Exchange Rate prevailing on the date of negotiation of documents in accordance with clause 2.22 of GCC.

(e) The cost of optional items shall be indicated separately.

**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 he 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)

**LAND BORDER DECLARATION UNDERTAKING**

**Certificate regarding Restrictions on procurement, from a bidder of a country which shares a land border with India**

( As per GOI, Ministry of Finance, Department of expenditure, Public Procurement Division Order (Public Procurement Order No.1) dated 23<sup>rd</sup> July 2020, any bidder from a country which shares a land border with India will be eligible to bid in the procurement only if the bidder is registered with the Competent authority specified in Annexure I of the Order)

Date: \_\_\_\_\_

I/We/M/s. \_\_\_\_\_ do hereby solemnly affirm and declare asunder:

1. That I have read the clauses regarding restrictions on procurement from a bidder of a country which shares a land border with India issued vide GOI Ministry of Finance, Department of expenditure, Public Procurement Division Order (Public Procurement OrderNo.1) dated 23<sup>rd</sup> July 2020.

2. I do hereby certify that, I/we (name and address of the bidder \_\_\_\_\_) is not sharing a land border with India.

OR

3. I do hereby certify that I/we ((name and address of the firm \_\_\_\_\_) is sharing a land border with India and is registered with the Competent Authority as specified in Annexure I of the GOI, Ministry of Finance, Department of expenditure, Public Procurement Division Order (Public Procurement Order No.1) issued vide F No.6/18/2019/PPD dated 23<sup>rd</sup> July 2020. and fulfils all requirements in this regard and is eligible to be considered for this procurement. The valid registration certificate issued by the Competent Authority is attached.

Signed : (insert signature of person whose name and capacity are shown)

In the capacity of : (insert legal capacity of person signing the bid submission form)

Name : (insert complete name of person signing the bid submission form)

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

Dated on \_\_\_\_\_ day of \_\_\_\_\_ (insert date of signing)

**Instructions for Bidders for Land Border sharing:**

**Clauses As per GOI, Ministry of Finance, Department of expenditure, Public Procurement Division Order (Public Procurement Order No.1) dated 23<sup>rd</sup> July 2020 for the Bidders**

- I. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority.
- II. “Bidder” (including the term ‘tenderer’, ‘consultant’ or ‘service provider’ in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any

of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, Participating in a procurement process.

- III. “Bidder from a country which shares a land border with India” for the purpose of this Order means:-
- a. An entity incorporated, established or registered in such country; or
  - b. A subsidiary of an entity incorporated, established or registered in such a country; or
  - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
  - d. An entity whose beneficial owner is situated in such a country; or
  - e. An Indian (or other ) agent of such an entity; or
  - f. A natural person who is a citizen of such a country; or
  - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

IV. The beneficial owner for the purpose of (iii) above will be as under:

1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person (s), who, whether acting alone or together , or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation—

- a. “Controlling ownership interest” means ownership of or entitlement to more than twenty-five per cent. Of shares or capital or profits of the company;
  - b. “Control shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreement or voting agreements.;
2. In case of partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together , or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profit of the partnership;
  3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profit of such association or body of individuals;
  4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official.
  5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or in ownership.

V. An Agent is a person employed to do any for another, or to represent another in dealing with third person.

**Note: This Form is to be filled mandatorily & is to be submitted along with the technical bid, failing which tender shall be declared as non- responsive and rejected.**