Bid Number: GEM/2026/B/7988062
Dated: 30-09-2026

Bid Corrigendum

GEM/2026/B/7988062-C3

Following terms and conditions supersede all existing “Buyer added Bid Specific Terms and conditions” given in the bid document or any previous corrigendum. Prospective bidders are advised to bid as per following Terms and Conditions:

Buyer Added Bid Specific Additional Terms and Conditions

1. OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity up to 25% of the contracted quantity during the currency of the contract at the contracted rates. The delivery period of quantity shall commence from the last date of original delivery order and in cases where option clause is exercised during the extended delivery period the additional time shall commence from the last date of extended delivery period. The additional delivery time shall be (Increased quantity ÷ Original quantity) × Original delivery period (in days), subject to minimum of 30 days. If the original delivery period is less than 30 days, the additional time equals the original delivery period. The Purchaser may extend this calculated delivery duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.
2. Buyer uploaded ATC document Click here to view the file.

Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers’ controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers’ Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export

experience.

9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

*This document shall overwrite all previous versions of Bid Specific Additional Terms and Conditions.

This Bid is also governed by the General Terms and Conditions

भा.कृ.अ.प.–राष्ट्रीय कृषि उच्चतर प्रसंस्करण संस्थान
I.C.A.R-NATIONAL INSTITUTE OF SECONDARY AGRICULTURE
नामकुम, राँची–834010 Namkum, Ranchi - 834 010 Jharkhand
E-mail : purchaseandstore.nisa@gmail.com
ISO-9001 Quality Evaluation Laboratory for Lac and Lac Based Products
GSTIN NO. 20AAAAI1830P1ZX

File No:- D-21013/24/2026-Admn-III-NISA(e-455011)/416 Date: 29/09/2026

CORRIGENDUM NOTICE

Tender Title: ANNUAL RATE CONTRACT FOR SUPPLY OF CHEMICALS GLASSWARE and PLASTICWARE.

GeM Bid ID No.: GEM/2026/B/7988062

Original Tender Publication Date: 08.09.2026

Subject: Corrigendum to Tender Document

In reference to the above GeM bid ID, it is to inform to all the bidders to kindly go through the amended ATC which is enclosed herewith for ready reference.

1. Bidders are advised to submit their bids in accordance with the amended terms. The signed copy of this Corrigendum must be uploaded/submitted along with the technical bid document as proof of acceptance.
2. This Corrigendum forms an integral part of the original tender document.

30/09/2026

Assistant Administrative Officer (P&S)

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ICAR–National Institute of Secondary Agriculture
Namkum, Ranchi–834010, Jharkhand

File No: D-21013/24/2026-Admn-III-NISA **(e-455011)**

TENDER DOCUMENT FOR "ANNUAL RATE CONTRACT WITH OEMs / AUTHORISED SUPPLIERS FOR SUPPLY OF CHEMICALS, GLASSWARE, PLASTICWARE AND MISCELLANEOUS LAB ITEMS" AT ICAR-NATIONAL INSTITUTE OF SECONDARY AGRICULTURE, NAMKUM, RANCHI (ICAR-NISA)

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SECTION - I

Ref. No. D-21013/24/2026-Admn-III-NISA(e-455011)

निविदा आमंत्रण सूचना

NOTICE INVITING TENDER (NIT)

"Annual Rate Contract with OEMs/ Authorised suppliers for Supply of Chemicals, Glassware, Plasticware and Miscellaneous Lab items at ICAR-NISA, Namkum, Ranchi" (hereinafter referred as 'the Institute')

1. ICAR- National Institute of Secondary Agriculture, Ranchi invites **e-Tender through Government e-Marketplace (GeM)** from OEM/Authorized Dealers (Having authentic authorization from the OEM) for **"Annual Rate Contract with OEMs/Authorised suppliers for Supply of Chemicals, Glassware, Plasticware and Miscellaneous Lab items at ICAR-National Institute of Secondary Agriculture, Namkum, Ranchi".**

2. The interested bidders can visit the Institute website https://nisa.res.in/ or GeM portal- for details.

3. Interested bidders are advised to visit GeM website or Institute website https://nisa.res.in/ regularly before submission of tender for any corrigendum/ addendum/ amendment. After closing date, any notice regarding tender will be published on the Institute website.

Sd/-
Assistant Administrative Officer(P&S)

SCHEDULE OF TENDER

Name of Works/Services	Annual Rate Contract with OEMs/Authorised supplier for Supply of Chemicals, Glassware, Plasticware and Miscellaneous Lab items at ICAR-NISA Ranchi
Type of Tender	Annual Rate Contract Tender
Tender Fee	**NIL**
EMD	NIL
Publication of e-Tender	As per GeM Portal
Pre-Bid Meeting	No
Last date and time for Submission of online tender documents	As per GeM Portal
Date and time of Tender Opening	As per GeM Portal

Note: - If the tender is not opened on the above date, due to unforeseen circumstances, then the next working day will be considered as tender opening date.

SECTION – II

INSTRUCTIONS TO BIDDERS

1. Tender document can be downloaded from the Institute Website https://nisa.res.in/ or Government e-Marketplace at https://gem.gov.in/.

2. The bidders are requested to read the tender document carefully and ensure all the compliance with instructions herein. Non-compliance of the instructions contained in this document may disqualify the bidders from the tender process.

3. The agencies/ bidders/ firms are advised to read carefully the tender documents and terms & conditions before quoting/ submitting their bid.

4. **All the pages of the tender documents should be signed and stamped by bidders for their acceptance of all terms and conditions of the tender.**

5. Quoting firms **must put page number on every page** of the bid. It is also required that page nos. of the documents attached should be mentioned against each item of the main bid.

6. Address and contact numbers for seeking clarifications & Communication: -

   (a) **Address for Communication**: Purchase & Store Office, ICAR-National Institute of Secondary Agriculture, Tata Road, Namkum, Ranchi-834010
   (b) If any query please E-mail ID as: <purchaseandstore.nisa@gmail.com > <Kameshwar.oraon@nic.in>

7. Instructions to fill the fields on GeM portal have been provided in the relevant section /format

SECTION – III

QUALIFICATION/ ELIGIBILITY CRITERIA

1. The bidder must have experience in the area of Supply of Chemicals, Glassware, Plasticware, Gas and Miscellaneous Lab items at Central/ State Government/ Central or State Govt. funded Academic and Research & Development (R&D) Institute or Autonomous bodies/ Reputed Organisations/ Educational institute, for a **minimum 03 successful executed supply orders** for a period of ***last three*** **years ending on 31st March, 2026**.

2. Supply of Chemicals, Glassware, Plasticware, and Miscellaneous Lab items successfully supplied at Central/ State Government/ Central or State Govt. funded Academic and Research & Development (R&D) Institute or ICAR Institutes / Autonomous bodies along with supply order value shall be furnished in the prescribed **Format -II (c).**

3. **Financial Capability**: Average annual financial turnover of the bidder during the last three financial years ended **31st March, 2026** should be at least **Rs. 25 lakh (Rupees Twenty five Lakhs only)** and for the OEM it should be **Rs. 2 crore (Rupees Two Crore only**).

4. Self-attested copy of following additional documents: -
    1. Certificate of Registration of Firm/ Agency/Company
    2. GST No.
    3. PAN Card
    4. Authorization letter from the OEM

5. Self-attested Copies of successfully completed work orders and experience with financial value in Supply of Chemicals, Glassware, Plasticware and Miscellaneous Lab items for last three years and names & address of clients who may be contacted for further information on those contracts {**Format-II (B)}**.

6. Income Tax returns filed for the last three financial years ending on 31st March, 2026.

7. Bank Account details (NEFT Mandate Form) (**Format-IV**).

8. An undertaking on non-judicial stamp paper of **Rs. 100.00** to be furnished as per the **Format-V** of the tender document.

Note: ***Bidders not complying with above conditions or not providing complete information as described shall not be considered and shall be rejected.***

SECTION – IV

SCHEDULES OF REQUIREMENTS

Chemicals/Biochemicals/Gases		
S.No	**BRAND/SCHEDULE**	**ESTIMATED COST(in Rs)**
1.	Merck	4,00,000
2.	Himedia	9,00,000
3.	Rankem	50,000
4.	Sigma Aldrich	24,00,000
5.	Qualigens	1,50,000
6.	Invitrogen	1,00,000
7.	Thermo Fischer Scientific	2,00,000
8.	Alfa	50,000
9.	Finar	50,000
10.	SRL	3,00,000
11.	Titan Biotech	50,000
12.	Loba Chemei	50,000
13.	Promega Biotech	50,000
14.	G-Biosciences	50,000
15.	Eurofins Genomics	50,000
16.	NEB (Vision Diagnostics)	50,000
17.	TM Media (chemicals & reagents)	50,000
18.	TM Media & cultures	50,000
19.	GENEI	50,000
20.	MSB Chemical Ltd (Ethanol)	1,00,000
21.	Macharey-Nagel	50,000
22.	QIAGEN	50,000
23.	Axibio	3,00,000
24.	Fermentas	50,000
25.	Takara	50,000
26.	Genetix	50,000
27.	WAKO	50,000

Note:

1. Value mentioned in **Item Quantity (01)** and **unit of measure (pieces)** in the uploaded bid corresponds to the whole catalogue for the respective brand of Chemicals/Biochemicals/Gases.

2. The estimated annual cost of items is only indicative/ tentative in nature. ICAR-NISA authorities reserve the full right to increase/ decrease the quantity of items either side in the time of award of supply/ purchase order as per its actual requirement.

3. Bidders are required to consider **estimated cost** mentioned against each brand/schedule for quoting the discount and unit price.

4. Bidders are required to fill the brand name in **make** and **model** fields on GeM portal and **HSN** for thesame.

Glassware/Plasticware		
S.No	**Name of the Make/Brand**	**ESTIMATED COST(in Rs.)**
1.	Borosil	1,00,000
2.	Rankem	50,000
3.	Omsons	50,000
4.	Riviera	50,000
5.	Fischer	50,000
6.	Glassco	4,00,000
7.	Tarsons	1,00,000
8.	Abdos	50,000
9.	Polylab	50,000
10.	Eppendorf	1,00,000
11.	Accumax	50,000

Note:

1. Value mentioned in **Item Quantity (01)** and **unit of measure (pieces)** in the uploaded bid corresponds to the whole catalogue for the respective brand of glassware/plasticware.

2. The estimated annual cost of items is only indicative/ tentative in nature. ICAR-NISA authorities reserve the full right to increase/ decrease the quantity of items either side in the time of award of supply/ purchase order as per its actual requirement.

3. Bidders are required to consider **estimated cost** mentioned against each brand/schedule for quoting the discount and unit price.

4. Bidders are required to fill the brand name in **make** and **model** fields on GeM portal and **HSN** forthesame.

SECTION - V

GENERAL CONDITION OF CONTRACT

1. The terms and conditions of Bid Securing Declaration Form will be executed, if: -
   (i) The bidder fails to supply the ordered item as per the supply/ purchase order, or
   (ii) In the event of withdrawal of offer during the validity period, or
   (iii) Non-confirmation of acceptance of the letter of intent/ purchase order within the stipulated time after issue of the letter of intent/ work order by the Institute, or
   (iv) The bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of the tender.

The Bid Securing Declaration Form must be submitted as per provision on OM No. F. 9/4/2022-PPD dated 12th November, 2022, Ministry of Finance. (Format VI).

2. **Contract Period**: The normal contract period will be for **One Year** which may be considered for renewal on the basis of performance and mutual consent of buyer & seller with the same terms and conditions**.** The contract shall be terminated by the Institute giving a notice of **30 days** to this effect. However, the contract can also be terminated by the agency giving a written notice of **90 days**.

3. Warranty, as applicable:

a. Any deviation in the material and the specifications from the accepted terms may liable to be rejected and the bidders need to supply all the goods in the specified form to the satisfaction/ specifications specified in the order / contract and demonstrate at their own cost. The payments shall be made only after receiving the material in the required specifications and quality to the satisfaction of the Institute authorities.

b. The Vendor shall warrant that any Material supplied hereunder shall conform to the generally recognized manufacturing and safety standards of the Vendor's industry as per Indian Standard Institution (ISI)/ Indian Standard (IS) or similar standard. The Vendor's specifications on performance as detailed in the Vendor's brochures, sales literature and other specifications as may be available to the Institute.

c. Vendor should provide insurance up to the delivery point (on-site and not up to the nearest transit/ transport point).

d. This warranty provision shall survive any inspection, delivery, acceptance, payment, expiration or earlier termination of this order and such warranties shall be extended to the users of the material. Nothing herein, however, shall limit the Institute's rights in law or equity for damages resulting from delivery of defective goods or damage caused during the delivery of goods or provision of services.

e. Rights granted to the Institute in this article entitled WARRANTIES are in addition to any other rights or remedies provided elsewhere in this order or in Law.

4. Payment Terms & Conditions:

a. **Terms of payments for Goods:** 100% of the total payment shall be released on

submission of proof of delivery of complete item/ stores i.e. stores/ consignee receipt, inspection report and satisfactory certificate (if applicable) of the item at the consignee's premises.

b. Documents for Payments :

i. Supplier's Invoice indicating, inter alia description and specification of the goods, quantity, unit price, total value, GST no. of seller & buyer (ICAR-NISA), HSN/ SAC No., amount & percentage rate of GST (CGST/ SGST etc);

ii. Packing list;

iii. Railway receipt/ consignment note/ delivery challan;

iv. Certificate duly signed by the supplier's representative/ service engineer and Institute official, if applicable;

v. Any other document/ certificate(s) as and if required in terms of the payment/ supply order/ tender document.

(a) Invoicing/Payments/Set-Offs: After completion of supply against the purchase order, the Vendor shall send triplicate invoices including item number to the Institute's concerned department. Payment of invoice shall not constitute acceptance of material ordered and shall be subject to appropriate adjustment, if the Vendor failed to meet the requirements of the purchase order. The Institute shall have right at any time to set-off any amounts due to the Vendor, (or any of its associated or affiliated companies) against any amounts owed by the Institute with respect to the purchase order.

5. The successful bidder/ firm/ agency **shall not be paid any kind of advance** under any circumstances.

6. **Prices and Taxes:** Prices quoted should be firm and shall remain firm until required deliveries have been completed unless otherwise expressly agreed to, in writing by both parties. The vendor agrees that any price reduction made with respect to Material covered by this order subsequent to placement will be applied to the order.

7. The price quoted by the bidder should be final and no escalation shall be permitted during the delivery period except for statutory levies or government escalation, enhanced or introduced subsequent to the date of submission of the price bid duly supported by documentary evidence unless otherwise expressly agreed to, in writing by both parties.

8. **Prices should be FOR** – ICAR-National Institute of Secondary Agriculture, Ranchi and for imported equipment supplier will be responsible for custom clearance and forwarding the same up to Institute campus. Custom Duty will be reimbursed on actual basis, after submission of the evidence in original. All prices specified herein include all charges for, but not limited to, inspection, and packaging. Prices set forth shall be inclusive of applicable taxes until and unless specified in the schedule.

9. **Price Fall Clause:** If at any time prior to delivery of the stores, the bidder/supplier

reduces the sale price of such stores as covered under this tender enquiry, to any organization (including Central/State/Deemed Institute) at price lower than the price quoted under this contract, he shall forthwith reduce the price payable under this tender for the equipment/stores being supplied after the date of coming into force of such reduction, the price of equipment/stores shall stand corresponding reduced.

10. **Insurance:** Wherever necessary, the goods supplied under the contract, shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the contract. If considered necessary, insurance may cover "all risks" including war risks and strike clauses. The amount to be covered under insurance should be sufficient to take care of the overall expenditure to be incurred by the Procuring Entity for receiving the goods at the destination.

11. **Deduction of Income Tax, GST and so on, at source from payment to suppliers**: This will be done as per existing government rules/ regulations/ laws in force during the currency of the contract.

12. **Delivery Period**: The item should the delivered to ICAR – National Institute of Secondary Agriculture, Ranchi and within a time period **15 days from the date of receipt of supply order/purchase order**. If any material is not delivered by the date specified therein, the Institute reserves the right, without liability, to deduct a penalty as per the provisions stated in the purchase order or to cancel the order for undelivered material not yet shipped or tendered, and to purchase the same from another vendor and to charge the defaulting Vendor for any loss incurred in this transaction. Any provisions thereof for delivery by instalment shall not be construed as obligatory unless agreed upon by both the parties. The Institute shall have the right to refuse deliveries made more than one week in advance of any delivery schedule appearing in the order unless arrangements for such early delivery have been confirmed with the receiving party.

13. **Shipping, Packaging and Labelling:** All Material purchased hereunder must be packed and packaged to ensure its safe delivery in accordance with good commercial practices and where incorporated, the Institute's packaging specification. The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit, including the final destination. The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract including additional requirements, if any, specified in the contract and in any subsequent instructions ordered by the Purchaser. It is the sole responsibility of the vendor to provide/replace the item/goods, if it is lost or broken during the shipping or transportation due to whatever may be the reason. Vendor is responsible to ensure, by contacting the Institute, that the shipping has been properly done i.e., all the items/goods have properly reached the Institute.

14. **Liquidated Damages (LD)**If vendor fails to deliver any of or all products or does not

perform the services within the period specified in the contract, the Institute reserves the right to, without prejudice to its other remedies under the contract, deduct from the bill, a sum equivalent to **0.5 % of the price of undelivered stores** at the agreed price **for each week to maximum limit of 10% of the value of stores** so undelivered. Once maximum is reached, the second party may consider termination of contract.

15. **Inspection and Acceptance:** Material procured from vendor shall be inspected and tested by the Institute at vendors cost, **if deemed necessary by the Institute**, the Vendor shall provide without charge, all reasonable facilities and assistance for such inspection and test. Any inspection records relating to Material covered by this agreement shall be made available to the Institute during the performance of the order.

16. If any Material covered by this agreement is defective or otherwise not conforming to the requirements of this agreement, the Institute may, by written notice to the Vendor:

(i) rescind the purchase/supply order as to such non-conforming Material;

(ii) accept such material at an equitable reduction in price;

(iii) reject such non-conforming material and require the delivery of suitable replacements

17. If the vendor fails to deliver suitable replacements promptly, the Institute, with notice of seven business days, may replace or correct such material and charge the vendor the additional cost occasioned thereby, or terminate this order for default. No inspection (including source inspection) test, approval (including design approval) or acceptance of material shall relieve the Vendor from responsibility for defects or other failures to meet the requirements of this order. Rights granted to the Institute in this article entitled INSPECTION is in addition to any other rights or remedies provided elsewhere in this order or in Law.

18. **Refund from Supplier**: if the supplier, after claiming and receiving reimbursements for GST or other taxes and so on, from the purchaser, applies to the concerned authorities for refunds, on genuine grounds, of certain portions of such duties and taxes paid by it and receives the allowable refunds. Such refunds contain the Institute's share also (out of the payments already made by the Institute to that supplier) and that should be **refunded to the Institute**.

19. Modification of bids.

a. The Institute reserves the right to alter/ modify any or all conditions of this tender document before submission of bids.
b. The agencies/ bidders/ firms shall not be permitted to alter or modify their bids after last date of submission of bids.

At any time prior to the deadline for submission of tender, the Institute may amend the tender documents issuing by addendum/ corrigendum. The Institute shall have the right at any time, by written notice, in the form of an amendment order, to make any changes, if deems necessary, including, but not limited to, changes in specifications, design, delivery, testing methods, packing or destination. If any such required changes cause an increase or decrease in the cost of or the time required for performance, an equitable adjustment

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shall be made in the contract price or delivery schedule, or both. Any claim by the Vendor for adjustment under this clause shall be deemed waived unless asserted in writing within ten (10) days from receipt by the Vendor of notice of change (amendment order). Price increase, extension of time for delivery and change in quantity shall not be binding on the Institute unless sufficiently justified by vendor and accepted by the Institute in a form of amendment/ modified Order issued and signed by the Institute.

20. **Selection of the Bidder.** For the purpose of selection of the successful bidder, a schedule / item wise evaluation method will be adopted. The bidder having quoted the least unit price considering the maximum discount that firm will mention in Format III.

21. **a. Technical Evaluation:** The bid should contain information regarding the company/ firm registration details, Authorization letter, Clientele list (List of Users), Performance certificate from clients, self-declaration for non-blacklisting , business turnover, experience and other details of the firm to judge the suitability of the bidder. **(Format II with Format I – Check List)**

b. Financial Evaluation: The bid should contain the maximum discount offered along with the other discounts in format III duly filled and signed by authorized person. (Format III)

22. **Evaluation of bid**.

Technical evaluation

a. In evaluating each Bid technically, the Institute shall first. use the criteria as listed in **Section-III**: Qualification & Eligibility Criteria. The Institute shall examine the Bid submitted in accordance with Qualification & Eligibility Criteria in Section-III. Only the Bids evaluated to be substantially responsive after technical evaluation shall be considered for financial evaluation on the date and time to be fixed and intimated to the successful bidders.

b. The duly constituted Committee shall evaluate the bids and is empowered to take appropriate decisions on minor deviations.

Financial Evaluation

a. The Financial Evaluation of technically qualified bidders shall be done.

b. The discount offered by the bidder in **format III** and hence the unit price quoted considering the same discount should be final and no escalation shall be permitted during the contract period.

c. All the participating bidders are **essentially required** to quote the discount percentage against the estimated cost of each schedule as per **Section – IV (Schedule of Requirement)** of the Tender Document. The bidders are essentially required to fill the discount in **Format III. (The discount quoted in Format III only will be considered for evaluation)**

d. The **overall successful bidder/ lowest bidder (L1) for each schedule** will be decided on the basis of highest reasonably quoted **discount and hence the least unit price** of **each tendered schedules** quoted on GeM portal**.**

e. If required, discount negotiation may be done with L1 bidder, as per financial regulations.

22. **Rejection of Bids**:

(a) If bidders give wrong information in their bid, Institute reserves the right to reject such bids at any stage and forfeit the **Bid Securing Declaration Form**/ **Performance Bank Guarantee** and cancel the order, if awarded.

(b) Canvassing in any form in connection with the tender is strictly prohibited and the

bids submitted by the bidder who resort to canvassing are liable for rejection.

(c) Unsigned tenders/ bids, unattested corrections and over writing by bidders are also liable for rejection. **All pages** of this tender documents have to be **duly signed and stamped** by the authorised signatory.

(d) Bids submitted without supporting documents as mentioned or required to submit with bids are liable to be rejected.

The Tenderer must confirm in their bid acceptance of all the terms and conditions in this enquiry. Any non-acceptance or deviations from the terms and conditions must be clearly brought out. However, tenderers must note carefully that any conditional offer or any deviation from the terms and conditions of this enquiry may render /liable the Quotation for rejection.

(e) The Institute reserves the right to reject any or all the bids without assigning any reason thereof.

(f) Incomplete tenders, amendments and additions to tender after opening are liable to be ignored and rejected.

(g) Overwriting should be avoided. Correction, if any, should be made by neatly by crossing out, signed and re-writing. Use of fluid (whitener) is not allowed and such tenders shall be rejected. Pages of the tender document are numbered. Additional sheets, if any added by the supplier, before last date of submission of bid should also be numbered by him.

23. **Withdrawal of bids**. No bidder will be allowed to withdraw its bid in the interval between the deadline of submission of bids and expiration of period of bid validity.

24. **Bid Validity**. Bids should be valid for a period of **180 days** from the date of opening of bid.

25. **Final decision making authority.** The Director, ICAR-NISA Ranchi reserves the right to accept or reject any bid and to annul the tender process and reject any or all bid at any time, without assigning any reason or incurring any liability to the applicants.

Upon the occasion of any one of the aforesaid and in addition to any remedies which the Institute may have in Law or in Equity, the Institute may also cancel this order or any outstanding deliveries hereunder by notifying the Vendor in writing of such cancellation and the Vendor shall thereupon transfer title and deliver to the Institute such work in progress or completed material/ services as may be requested by the Institute. The Institute shall have no liability to the Vendor beyond payment of any balance owing for Material/ service purchased hereunder and delivered to and accepted by the Institute prior to the Vendor's receipt of the notice of termination, and for work in progress requested for delivery to the Institute.

26. **Other terms & conditions**.

(a) ICAR-NISA Ranchi reserves the right to verify/ seek confirmation of all original documentary evidence submitted by bidders in support of above mentioned specification for eligibility criterion. In case any information furnished by the bidder is found to be false/ incorrect at any stage, the bid shall be summarily rejected and no correspondence on the same shall be entertained.

(b) If any information furnished by the applicant is found to be incorrect at a later stage, he shall be liable to be debarred from tendering/taking up of work in ICAR-NISA

Ranchi. ICAR-NISA Ranchi Jharkhand reserves the right to verify the particulars furnished by the applicant independently.

(c) ICAR-NISA Ranchi reserves the right to reject any or all prospective applicants without assigning any reason and to restrict the list of bidder to any number deemed suitable by it, if too many applications are received.

(d) The applicant may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged supply. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of Tender document unless it is called for by the Institute.

27. **Letter of transmittal**. The bidder should submit the letter of transmittal along with tender document.

SECTION – VI

SPECIAL CONDITION OF CONTRACT

1. **Refund from Supplier**. If the supplier, after claiming and receiving reimbursements for GST or other taxes and so on, from the purchaser, applies to the concerned authorities for refunds, on genuine grounds, of certain portions of such duties and taxes paid by it and receives the allowable refunds and such refunds contain the Institute's share also (out of the payments already made by the Institute to that supplier) and that should be **refunded to the Institute**.

2. **Rescheduling**. The Institute may without liability, at least three days prior to the scheduled delivery date appearing on the order, defer delivery on any or every item under said order by giving oral notice to the Vendor (confirmed in writing within three working days) of any necessary rescheduling.

3. **Site Visit**. The bidder, at the bidder's own responsibility, risk and expenses, is encouraged to visit and examine the site and it's surroundings and obtain all information that may be necessary for preparing the bid and entering into a contract for the services.

4. **Patent Indemnity**. The Vendor shall indemnify, hold harmless and defend the Institute, and its employees with respect to all claims, suits, actions and proceedings of actual or alleged infringements of any Letter Patent, Registered or Industrial Design, Trademark or Trade Name, Trade Secret, Copyright or other protected right in any country resulting from any sale, use or manufacture of any Material delivered hereunder and to pay and discharge all judgments, decrees, and awards rendered therein or by reason thereof and bear all expenses and legal fees (including the Institute's) associated herewith. The Institute reserves the right to be represented in any such action by its empaneled Counsel at its own expense.

5. **Compliance with Laws**. After acceptance of tender, successful bidder shall have to comply with the requirements of all the existing laws. The Vendor shall also have to comply with the Fair Labour Standards Act and the Occupational Safety and Health Act, and all other applicable laws, ordinances, regulations and codes in the Vendor's performance hereunder. The Vendor will have to indemnify and hold the Institute and its customers harmless from any loss or damage that may be sustained by the Institute, by reason of the Vendor's failure to comply with any laws, ordinance, regulations and codes.

6. **Settlements of disputes**. All the disputes shall be initially settled with mutual discussions / arbitration. Any dispute, disagreement of question arising out of or relating to this contract or relating to services or performance, which cannot be settled amicably, if any, with regard to providing services and interpretation of any clause in this agreement, the same shall be settled by way of Arbitration in the manner stated herein below.

7. **Place of Jurisdiction** The parties specially agreed that the courts of Ranchi alone shall have jurisdiction to adjudicate upon / entertain any claim with regard to the dispute between the parties hereto any matter arising out of the present agreement.

8. **Arbitration.** The arbitration proceedings will be followed as enumerated below: -

(a) All disputes or differences arising out of or in connection with the present contract or any part thereof, should be settled by bilateral discussions.

(b) Any dispute, disagreement of question arising out of or relating to this contract or relating to services or performance, which cannot be settled amicably, shall within sixty (60) days or such longer period as may be mutually agreed upon, from the date on which either party informs the other in writing by a notice that such dispute, disagreement or question exists, will be referred to a sole Arbitrator, to be appointed by the Secretary, ICAR whose decision will be binding upon both the parties

(c) The seat of Arbitration shall be at Ranchi/ New Delhi.

(d) The arbitration proceedings shall be conducted under the Indian Arbitration and Conciliation Act, 1996 as amended time to time.

(e) Each party shall bear its own cost of preparing and presenting its case. The cost of arbitration including the fees and expenses there to shall be shared equally by the parties, unless otherwise awarded by the arbitrator.

(f) The parties shall continue to perform their respective obligations under this contract during the pendency of the arbitration proceedings except in so far as such obligations are the subject matter of the said arbitration proceedings.

(g) The language of the arbitration shall be English.

9. **Assignment/ Subcontracting/ Sublet.** The Firm/Agency shall not assign the order received, any rights under this agreement or to become due hereunder neither delegate nor subcontract/ sublet any obligations or work hereunder without the prior written consent of the Institute.

10. **Force Majeure clause:** The Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such event may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods. Epidemics, quarantine restrictions, strikes, lockout or any act of war. Notice of the happening of any such event is given by either party to the other within 15 days from the date of occurring thereof. However, either party at its discretion can terminate the contract in such cases.

11. **Once the ARC gets finalized the firms which are awarded the contract are under obligation to submit the referenced catalogue/current price list on the basis of which discount has been offered by the them in the tender.**

12. In case, the bidder who is awarded the rate contract for supply of Chemicals, Glassware, Plasticware and Miscellaneous Lab items/consumables fails to execute the work/ services as per work order/ agreement, the Institute shall award the contract against the *ad-hoc* requirement, to the next higher responsive bidder at the rates offered by lowest responsive bidder. (Rule 173(xvi) of GFR 2017)

13. **Penalty for use of Undue influence:** The firm/ agency undertakes that it has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward,

commission, fees, brokerage or inducement to any person in service of the Institute or otherwise in procuring the Contracts or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Government of India for showing or forbearing to show favour or dis-favour to any person in relation to the present Contract or any other Contract with the Government of India. Any breach of the aforesaid undertaking by the Seller or any one employed by him or acting on his behalf (whether with or without the knowledge of the firm/ agency) or the commission of any offers by the firm/ agency or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 (now similar /equivalent provisions in the BNS) or the Prevention of Corruption Act, 1988 or any other Act enacted for the prevention of corruption shall entitle the Institute to cancel the contract and all or any other contracts with the firm/ agency and recover from the firm/ agency the amount of any loss arising from such cancellation. A decision of the Institute or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the firm/ agency. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the firm/ agency towards any officer/ employee of the Institute or to any other person in a position to influence any officer/ employee of the Institute for showing any favour in relation to this or any other contract, shall render the firm/ agency to such liability/ penalty as the Institute may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the Institute.

14. The supplier shall be available to contact at all times (24 X 07 Hrs a day) and message sent by WhatsApp, SMS, E-mail, Fax or any Special Messenger from Institute, shall be acknowledged immediately on receipt on the same day.

SECTION - VII

FORMATS TO BE UPLOADED MANDATORILY

Format – I

CHECK LIST

(To be filled by the bidder and submit supporting documents along with their relevant documents). All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

S. No.	Document details	Yes/ No	Page No. of Supporting documents
1.	Signed copy of Tender documents		
2.	EMD Declaration Form (**Format VI**)		
3.	Company/ Firm registration details		
4.	PAN No.		
5.	GST No.		
6.	Bank accounts details for NEFT payment		
7.	Income Tax Return (Last three years) ending 31st March, 2026		
8.	List of Clients and successfully executed supply orders for Chemicals, Glassware, Plastic ware and Miscellaneous Lab items during the last three years.		
9.	Maximum no. of executed Supply orders for Chemicals, Glassware, Plasticware, Gas and Miscellaneous Lab items by the agency/firm/company (Attach supporting documents)		
10.	Declaration of Non-Black Listing of firm, No family member/ relative at ICAR-NISA and other terms & conditions on Non-Judicial paper **(As per Format V)** .		
11.	Signed Un-priced copy of Financial Bid (BOQ) with "**Nil**" written in Rate and amount Column.		
12.	Tender Acceptance Letter as per **Format VIII**		
13.	Signed copies of any other documents as mentioned in tender		
14.	Trade License or certificate issued by appropriate authority for this business.		

Note : The bid shall be submitted online through GeM only. The offers submitted by Post/ Fax/ email shall not be considered. No correspondence will be entertained in this matter.

(Signature of the Bidder with stamp of firm with Date)

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Format - II (A)

(GENERAL INFORMATION)

Sl. No.	Particular	Details
1.	Name of the firm/ dealer/ agency	
2.	Address of the firm/ dealer/ agency	
3.	Mobile No.	
4.	E-mail	
5.	Registration Number and date of registration of company / cooperative / agency / SHG / Society, if any	
6.	Year of Establishment	
7.	Type of Organization: (Whether Proprietorship, Partnership, Private Ltd. Company or Co-operative body etc. In case the applicant is a non-individual, Certified copy of a Partnership deed/ Certificate of Incorporation/ Certificate of Registration issued by the Registrar of Cooperative Societies/ as the case should be enclosed)	
8.	GST Registration no.	
9.	PAN Card no.	
10.	Average annual financial turnover for last three Financial years ended **31st March, 2026**.	
11.	Income Tax Return for last three Financial years.	
12.	Successfully completed order/ Performance certificates from previous clients with contact no. separately in respect of tendered or similar items.	
13.	Do you have at least three years' experience for successful supply of Chemicals, Glassware, Plasticware, and Miscellaneous Lab items to Central/ State Government/ Central or State	

	Govt. funded Academic and Research & Development (R&D) Institute or Institute / Autonomous bodies.	
14.	Maximum no. of executed Supply orders for Chemicals, Glassware, Plastic ware, Gas and Miscellaneous Lab items by the agency/ firm/ company (Attach supporting documents)	
15.	Any other relevant information important in the opinion of the tenderer.	
16.	Name, Designation, Mobile Number and email of senior executives, who can be contacted at any time.	
17.	Trade License or certificate issued by appropriate authority for this business.	

Note: Attach supporting documents for all the above mentioned details. Tenderer may use separate / additional sheet wherever required)

(Signature of the Tenderer with stamp of firm with Date)

Format - II (B)

FINANCIAL INFORMATION

Financial Analysis: Furnished following financial details, duly supported by certified copy of audited balance sheet for the last three years: -

Financial Year	Annual Turn over	Remarks
FY 2023-24		
FY 2024-25		
FY 2025-26		
Gross Total		
Average Annual Turnover of three years		

(Signature of the bidder with stamp of firm with Date)

Details of certifying Charter Accountant

Name:-

Reg. No.-

Membership No.-

Address with Mobile no. and E-mail -

Certified by Charter Accountant (ink signed with stamp)

Format - II (C)

DETAILS OF SIMILAR WORKS COMPLETED DURING LAST THREE (03) YEARS.

Sl. No.	Name of the project and location	Name of the organization	Cost of work in Lakh	Date of Commencement as per the contract	Stipulated date of completion	Actual date of completion	Litigation/ arbitration pending/ in progress with details *
1.							
2.							
3.							
4.							
5.							

*Indicate gross amount claimed and amount awarded by the Arbitrator

Notes: -

1. Submit the relevant supporting documents.
2. Please mention all works executed equal to or above the qualifying amount.
3. For stipulated date of completion, submit copy of work order.
4. For actual date of completion, submit copy of completion certificate from the purchaser.
5. Please clearly indicate the works (in the above form) on the basis of which pre-qualification is being sought.

(Signature of the Tenderer with stamp of firm with Date)

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Format - III

FINANCIAL DOCUMENT (To be uploaded in the bid for financial evaluation)

Scope of work: "Annual Rate Contract for Supply of Chemicals, Glassware, Plasticware & Miscellaneous Lab **items at ICAR-NISA, Namkum, Ranchi"**

1. Name and full address of the Agencies/Firms: (with Email Id & Tel./Mobile No.)

LIST OF CHEMICALS/Biochemicals/Gases					
Sl. No.	**Name of the Make/Brand**	**Offer Discount Percentage**	**GST (if any)**	**Reference catalogue year/Price list**	**Remarks**

LIST OF GLASSWARE					
Sl. No.	**Name of the Make/Brand**	**Offer Discount Percentage**	**GST (if any)**	**Reference catalogue year/Price list**	**Remarks**

LIST OF PLASTICWARE					
Sl. No.	**Name of the Make/Brand**	**Offer Discount Percentage**	**GST (if any)**	**Reference catalogue Year/Price list**	**Remarks**

NOTE:

Price quoted in the bid on GeM portal should be consistent with the total discount quoted here in this format for each schedule.

(Signature of the Tenderer with stamp of firm with Date)

Format - IV

NATIONAL ELECTRONIC FUNDS TRANSFER (NEFT) – MANDATE FORM

(1) Name of Account holder: _____

(2) Bank Name: _____

(3) Bank Branch Address: _____

(4) Account Type: Savings/Current/Cash Credit/NRI _____

(5) Account No. _____
(Bank account number should be written from left to right)

(6) IFS Code: _____

(7) MICR Code. : _____

(8) Bank Registered Mobile number: _____

(9) Bank Registered E-Mail Id: _____

Signature of the Account holder
Date:

Enclosure:-

a. Cancelled cheque leaf

Or

b. If cheque is not having the name of bank holder then Photo copy of the page of bank pass book containing details of Bank Accounts, IFS code etc.

Format - V

DECLARATION BY THE BIDDER

I/We M/s _____ Proprietor/ authorized dealer of _____ do hereby declare

(To be executed & attested by Public Notary / Executive Magistrate on Non-Judicial Stamp paper of Rs. 100/- by the bidder)

following, that : -

1. The firm/ company namely M/s_____**has not been blacklisted or debarred** in the past by Central / State Government or Central / State Government funded/ Autonomus bodies/ PSUs from taking part in any Government tenders in India.

2. Neither myself nor any of my family members are employee of the ICAR-NISA Ranchi.

3. I/ We do accept all the terms and conditions of the tender documents towards "Tender for Annual Rate Contract for supply of Chemicals, Glassware, Plasticware, Gas and other Lab consumables at ICAR-NISA Ranchi".

4. I/We have not involved in any litigation/ arbitration with Central / State Government or Central / State Government funded/ governed/ controlled organization at present or during the last five years. (if yes, the details of parties concerned and disputed amount are as follows: _____).

5. All services shall be performed by persons qualified and experienced in performing such services.

6. I/We shall be available to contact at all times (24 X 07 Hrs a day) and message sent by WhatsApp, SMS, E-mail, Fax or any Special Messenger from Institute to the supplier shall be acknowledged immediately on receipt on the same day.

7. I/We shall not engage an Agent or paid commission or influenced any person to obtain the contract as described in clauses relating to Agents/Agency Commission and penalty for use of undue influence, the firm/agency, on a specific request of the Institute, shall provide necessary information/ inspection of the relevant financial documents/information.

8. The information furnished is true, complete and correct to the best of my knowledge and belief, I undertake that in the event of any information being found fake or false at any stage, my tender/ order shall be liable to be cancelled / terminated without any notice or compensation in lieu thereof shall be given.

9. In case the above information found false, I / We are fully aware that the tender/order/ contract will be rejected/ cancelled by the ICAR-NISA Ranchi, Bid Security / Performance Security shall be forfeited and will be debarred from any future tendering process for a period **upto 03 Years**. Pay the penalty as fixed by the Institute in addition to forfeiture of

the performance guarantee for causing administrative inconvenience to the Institute.

10. The Institute may also initiate the process of blacklisting our firm/agency for the breach of contract. In addition to the above, ICAR-NISA Ranchi, will not be responsible to pay the bills for any completed/ partially supplied items/ work.

Deponent

Witness:-
1. .....
2. .....

Name_____
Address _____

_____
Attested:

(Public Notary / Executive Magistrate)

Format - VI

Bid Securing Declaration Form

(Letter head of Firm/ Agency)

Date ..... Tender No.....

To
The Director
ICAR-NISA Namkum
Ranchi – 834010

We, the undersigned, declare that:

We, M/s..... (herein referred as bidder) understand that, according to bid clause, bids may be supported with a Bid Securing Declaration, bidder render the declaration that:-

Bidder will automatically be suspended from being eligible for bidding in any contract with the ICAR-NISA Ranchi (herein referred as Purchaser) **for the period of one year,** starting on bid submission closing date, if bidder are in breach of any of the following obligation(s) under the bid conditions:-

(a) The bidder fails to supply the ordered item as per the supply/ purchase order, or
(b) In the event of withdrawal of offer during the validity period, or
(c) Non-confirmation of acceptance of the letter of intent/ purchase order within the stipulated time after issue of the letter of intent/ work order by the Institute, or
(d) The bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of the tender

Bidder understand that this declaration shall expire, if Bidder is not the successful bidder and on receipt of purchaser's notification of the award to another Bidder; or 45 days after the validity of the Bid' whichever is later.

(Signature) Authorized Signatory Name: _____

Designation: _____

Office Seal: _____

Place: _____

Date : _____

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Format-VII

UNDERTAKING FOR BIDDER FINANCIAL STANDING

(To be printed in Company's Letter Head)

Date: __/__/_____

UNDERTAKING FOR BIDDER FINANCIAL STANDING

We, _____(Name of the firm) are not under liquidation, court receivership or similar proceedings, and not bankrupt.

Seal of the firm/company

Name : _____

Date : _____

Format -VIII

TENDER ACCEPTANCE LETTER
(On company/firm letter head)

Date:

To,
Director, ICAR-NISA Namkum, Ranchi

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 website named….
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 like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organisation have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ 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/ organisation shall without giving any notice or reason therefore or summarily reject the 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,

(Name and signature)
On letterhead with stamped