



भारतीय मृदा विज्ञान संस्थान (भा0 कृ0 अनु0 प0)  
नबीबाग, बैरसिया रोड, भोपाल – 462038  
Indian Institute of Soil Science

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F.No 5-36/2018-19/P&S/IISS/

Date:-05/04/2018

To,

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Sub: Invitation of rate for award of Rate Contract proposal for supply of Filter papers for the financial year 2018-19.

Dear Sir,

The Director IISS, Bhopal is pleased to invite printed rate lists for award of Annual Rate contract from **manufacturer** for the supply of Filter papers to the Director Indian Institute of Soil Science (ICAR), Bhopal on the following terms and conditions.

1. No equipment, apparatus, liquid handling system Gel electrophoresis apparatus, single channel and multi channel micropipettes etc. are covered under this rate contract.
2. The packing, freight forwarding, insurance charges, if any will not be borne by the purchaser, similarly any loss, damage, pilferage etc. of the material on transit will be sole responsibility of the supplier. The defective supply, breakage(S) if any is to be replaced by the supplier within 7 days without freight/transport charges.
3. The delivery supply will be made on F.O.R. basis to this Institute.
4. Sale Tax/VAT, Excise Duty and other Govt. levies will be paid extra as applicable under Rule.
5. The delivery of goods will be taken at the risk and cost of supplier from railway/transport.
6. The Supply of material will have to be completed within 30 days from the date of issuing purchase order. The liquidated charges @ 0.5% per week shall be imposed if supply made after expiry of delivery period subject to maximum 10% of total value of order.
7. No payment will be made in advance even through bank but payment will be made within reasonable time say within 30 days after the receipt of material/stores in good condition at this Institute. **Since the mode of payment will be e-payment system, hence Bank Account No., Name of Bank with location and IFSC code Number of Bank & GST No. may be furnished in the quotation positively. Quotation should be sent in sealed cover and the cover must containing “ Quotation for Invitation of rate for award of Rate Contract for supply of Filter papers vide No.....”Quotation & received up to on or before 28.04.2018 ( 5.00 p.m.)** shall only be considered. Quotations sent in an unsealed cover or received after the due date and those which are ambiguous are liable to be rejected.

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8. Payment will be made according your price list as accepted by the Institute under rate contract and no price revision in rate (on higher side) will be accepted during the period of rate contract. Manufacture discounts may be clearly mentioned.
9. The order will be placed as per requirement of items and as per unit price mentioned in the price list.
10. Any dispute arising between manufacturer and the purchaser will referred to Arbitrator appointed by the Director, IISS, Bhopal for which sole arbitration and decision there on will be binding upon both the parties i.e. manufacturer/supplier and purchaser.
11. Supply should be made in full against the order and shortage will be procured on the risk and cost of the supplier.
12. Bid Security (EMD) @ Rs. 5000/- must be submitted along with the quotation in the form of Demand Draft/Banker's Cheque drawn in favour of "ICAR UNIT-IISS Bhopal" otherwise the bid will not be taken into consideration.
13. Performance Security: The supplier shall furnish performance security Rs. 10000/-in the form of Demand Draft/ Banker's Cheque drawn in favour of "ICAR UNIT-IISS Bhopal" to the institute Within 15 days after the issue of a letter of award.
14. No payment will be made for unsatisfactory supply.
15. Supply must be made from the latest batch of production with the maximum life period & original packing.
16. Triplicate pre-receipted bills should be sent along with challan and goods.
17. The bills may be prepared in the name of the Director, Indian Institute of Soil Science, Bhopal.
18. In case the proposal is accepted, the firm shall sign an agreement with the Institute for entering into rate contract.
19. In case of supply of goods made through dealer, its (only one) name and address may be indicated who with supply the material, bill on behalf of the firm.
20. The rate contract will be valid for a period of 12 month or till further communication whichever is earlier.
21. All communications must be addressed to the undersigned by DESIGNATION ONLY and not by name.
22. The Director, IISS, Bhopal reserves the right to accept or reject any or all proposals without assigning any reason.

Yours faithfully,

Senior Administrative Officer

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