



स्पीड पोस्ट/ Speed Post
CSIR - NATIONAL PHYSICAL LABORATORY
सी.एस.आई.आर. राष्ट्रीय भौतिक प्रयोगशाला
Dr. K. S. Krishnan Marg, New Delhi-110 012
डा. के एस. कृष्णन मार्ग, नई दिल्ली - ११००१२

Contact:011-4560-8645/8219
Email:purchase-so1@nplindia.org,
pradeep@nplindia.org

निविदा सं./Tender No.:	14-VII/SK(3004-STE)24-PB/T-200	तिथि/Date:	16.01.2025
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From: Director

To,

Federal Institute of Metrology METAS
Lindenweg 50, 3003 Bern-Wabern,
Switzerland.
Email: info@metas.ch

Dear Sir/Madam,

Quotation is invited on the behalf of the Director, CSIR-NPL for the Calibration of articles mentioned below. **The bid must be submitted ONLINE in case of Indian supplier at CPPP Portal & OFFLINE in case of Foreigner Supplier through email/hard copy by post.** as per dates/times mentioned on the CPPP Portal/Email.

S. No.	Description of material	Qty.
1	Roughness Specimen; Make: Mitutoyo; Code no.: 178-604; S. No.: 004502012 (Roughness Specimen (Type D) (Left and Right side: both sides are required to be calibrated for Ra and Rz)	01
2	Depth Setting Standard (6 groove); Make: Halle; S. No.: 8915 (Depth Setting Standard (6 grooves) (Type A1) Measurement of groove depth of all 6 grooves)	01

Note: The prices of quotation should be up to NPL including freight & insurance charges, GST may be mentioned separately. In addition no additional payment will be made except from its quoted price.

- Please submit price with breakup for each item(s) as per attached **at Annexure A.**
- A **price reasonability certificate** may be submitted stating that you will not sell the quoted item to any other organization less than the quoted prices to NPL (as per **Annexure-I on Letter Head of Bidder**).
- The rate of GST/taxes to be charged should be clearly mentioned in your quotation, If applicable.
- ~~A Catalogue/Literature and HSN/Tariff code of the quoted model may be provided in the quotation.~~ **NOT REQUIRED**
- ~~PAC Certificate (Proprietary Article Certificate) stating that you are Sole manufacturer of the above mentioned item must be submitted along with quotation.~~ **NOT REQUIRED**
- ~~Installation: Required~~ by the seller within 30 days after receipt of material. No separate charges towards installation shall be quoted. **NOT REQUIRED**
- Payment terms acceptable would be 100% through RTGS/NEFT/Wire Transfer after receipt of material and its satisfactory installation/commissioning of equipment (if applicable).
- Kindly submit **Multi Form –Annexure-II** along with your quotation.
- Kindly provide recent order copies of offered item(s) of previous Purchase Orders to any CSIR/ Govt. organization.

Yours Faithfully,

Sr. Controller of Stores & Purchase

TERMS & CONDITIONS

1. **PRICES:** Shall be quoted in Multi Currency including INR.
(A) For goods manufactured in India:
 - ~~(i) The price of goods quoted Ex Works including taxes already paid.~~
 - ~~(ii) GST and other taxes like excise duty etc. which will be payable on the goods if the contract is awarded.~~
 - ~~(a) The charges for inland transportation, insurance and other local service required for delivering the goods at the desired destination as specified in the price schedule form.~~
 - ~~(b) The installation, commissioning and training charges including any incidental services, if any.~~
(B) For goods manufactured abroad:
 - (i) The price of the goods/services/calibration must be quoted on Ex-works/ DDP including taxes, as specified in the Schedule of Requirement form.
 - ~~(ii) The charges for insurance and transportation of the goods to the port/place of destination.~~
 - ~~(iii) The agency commission charges, if any.~~
 - (iv) The installation, commissioning and training charges including any incidental services, if any.

2. **VALIDITY OF OFFER:**
The Prices must be valid at least for a period of 90 days from the date of QUOTATION. No changes in prices will be acceptable in any condition after opening of tender till the validity of the offer or execution of the order whichever is later.

3. **REASONABILITY OF PRICES**
 - (a) Please quote best minimum prices applicable for a premiere Research Institution, **leaving no scope for any further negotiations on prices.**
 - (b) **The quoting party should give a certificate to the effect that** the quoted prices are the minimum and they have not quoted the same item on lesser rates than those being offered to NPL to any other customer nor they will do so till the validity of offer or execution of the purchase order, whichever is later.
 - (c) Copies of **LATEST SUPPLY/SERVICE ORDERS** received from other customers along with details of such supply orders preferably in India for the same item/model **may be submitted with the offer** giving reasons of price difference of their supply order & those quoted to us, if any.

4. **PERIOD & MODE OF DELIVERY:** **The delivery period is the essence of supply; hence** it must be indicated specifically in the quotation, period of calibration, delivery/completion time.

5. **PAYMENT CONDITION:**

A. FOR INDIGENOUS SUPPLIES

~~Payment will be made only after satisfactory commissioning/Installation and performance of the equipment at NPL, New Delhi through NEFT and after certification by our technical expert/scientist, subject to submission of 5% Performance Bank Guarantee of basic order value, valid till 60 days after the warranty period, if required.~~

B. FOR IMPORTS:

~~The payment for imported goods shall be made 100% through wire transfer/Telegraphic Transfer within 30 days after receipt of goods and satisfactory installation/Commission of instrument subject to submission of 5% Performance Bank Guarantee of basic order value, valid till 60 days after the warranty period, if required.~~

6. **COMMENCEMENT OF WARRANTY PERIOD:** ~~The warranty period of an item shall commence after receipt of the items in good working condition and from the date of its satisfactory installation/commissioning/demonstration at the project site in NPL, New Delhi. **NOT REQUIRED.**~~
7. **INSTALLATION:** ~~The Spare parts /equipment should be installed/commissioned and demonstrated, by the supplier at NPL immediately but in any case within **ONE MONTH** after receipt of the item in NPL and the same will be put under operation to the satisfaction of our technical expert/Scientist who will test the performance of the equipment. No separate charges for installation etc. will be paid to the party beyond the quoted prices. **NOT REQUIRED.**~~
8. **GUARANTEE/WARRANTEE:** ~~The Spare parts/equipment/instrument must be guaranteed/ warranted for a period of at **ONE YEAR, if not specifically mentioned otherwise in the specifications sheet, from the date of its satisfactory installation/commissioning** against all manufacturing defects. If the equipment is found defective during this period the whole equipment or part thereof will have to be replaced/repared by the supplier free of cost at the NPL or at site of the supplier for which 'to and fro' expenses will be borne by the supplier. However, if the items are guaranteed for a period of more than one year, it may be specifically mentioned in the quotation, if required. **NOT REQUIRED.**~~
9. **AFTER SALES SERVICES:** ~~It should be clearly mentioned in the quotation whether the after sales services during and after the completion of warranty shall be provided directly by the supplier or their authorized agent/representative. Terms of the after sales services, if any, may be mentioned in the offer. However, in both the cases the original supplier shall be responsible for poor performance/services. **NOT REQUIRED.**~~
10. **INSPECTION:** ~~**NOT REQUIRED.**~~
- a) ~~The inspection of the system will be done by our technical expert /Scientist in the presence of firm's representative.~~
 - b) ~~In case of receipt of the material in short supply or damaged condition the supplier will have to arrange the supplies/ replacement of goods free of cost pending the settlement of the insurance case wherever applicable on FOR at the NPL. Or CIF basis till satisfactory installation of the system.~~
 - c) ~~The supplier should arrange for physical Inspection of the items directly or through their authorized representative within seven days of arrival of the consignment failing which they will be responsible for the losses. After the shipment is effected, the supplier/its representative/Indian agents must remain in touch with the lab/Instt. to ascertain the date of arrival of consignment.~~

11. **USERS LIST: NOT REQUIRED.**

~~If you have supplied identical or similar Spare parts /equipment to any other CSIR Labs./Instts., the details of such supplies for the preceding three years shall be given together with the prices finally paid.~~

12. **LD CLAUSE FOR LATE DELIVERY & LATE INSTALLATION:**

- As time is the essence of this requirement, liquidated damages shall be levied @ 0.5 % per week of the basic order value or part thereof for delayed execution of order/supply subject a maximum of 10% of basic order value after which the order shall be deemed cancelled. Please note that it will also affect the other/future business dealings with such suppliers.

13. **ACCEPTANCE OR REJECTION OF OFFER:** The Director, NPL, New Delhi reserves the right to accept or reject any quotation /tender in part or full without assigning any reason thereof. The successful bidder should submit Order acceptance within 15 days from the date of issue.

(A) PRICE SCHEDULE FORM FOR GOODS BEING OFFERED FROM ABROAD/IMPORT PURCHASES

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, Port of shipment or FCA, Name place of delivery (Retain only one)	Total price (5x6) FOB (named port of shipment) or FCA (named place of delivery) (retain only one)	Charges for Insurance & transportation to port//place of destination	Total price CIF/CIP (retain only) (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 code No. (ICT & HSN No.)

Note:

Currency _____

Total Bid price in foreign currency _____
in words _____

(a) Indian agents name & address _____

(b) Installation, commissioning & training charges, if any _____

Signature of Bidder
Name _____(a) 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 22.1 of GCC.

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

PRICE REASONABILITY CERTIFICATE

(On the Letter Head of the Bidder)

This is to certify that the prices quoted Vide Quotation No. _____

dated: _____ against Tender No: _____ dated:
for

(name of item) _____ are best and minimum and we have not quoted the same on lesser rates than those being offered to CSIR-NPL to any customer nor we will do till the validity of offer or execution of Purchase Order.

Please see s. no. 3(c) of the Terms & Conditions regarding Reasonability of Prices and attached relevant documents accordingly.

Date:

Authorized Signatory

Name:

Designation:

MULTI FORM

(Bid Form, Bidder Information, Border Declaration, Code of Integrity)

To:

The Director,
CSIR – National Physical Laboratory,
Dr. K. S. Krishnan Marg,
New Delhi -11012, INDIA

We, the undersigned, declare that:

- a) We have examined and have no reservations to the Bidding Documents. We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services. Prices and discounts, if any, are mentioned in the Price Bid.
- b) Our bid shall be valid for the period of time specified in the bid document and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- c) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed. We understand that you are not bound to accept the written standard terms and conditions of our offer and also the lowest evaluated bid or any other bid that you may receive.
- d) **Border Declaration:** We have read clause regarding restriction on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries; *We certify that the bidder is not from such a country* or, if from a such a country, has been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the competent Authority. A valid certificate issued by the Competent Authority has been attached with the bid. I hereby certify that this bidder fulfill all requirements in this regard and is eligible to be considered.(As per requirements under P-45021/112/2020-PP(BE-II)(E-43780) dated 24.08.2020 of Ministry of Commerce and Industry, Department for Promotion of Industry and Internal Trade and any amendments thereon.)
- e) **Declaration for Code of Integrity & Conflict of Interest:** I/We hereby declare that we shall abide by the Code of Integrity for Public Procurement has 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:
 - 1.
 - 2.
 - 3.

Signature & Seal of Bidder / Authorized Signatory

Name of the Signatory