



सी एस आई आर - केंद्रीय नमक व समुद्री रसायन अनुसंधान संस्थान  
गिजूभाई बधेका मार्ग , भावनगर -364002 गुजरात ( भारत )

CSIR-CENTRAL SALT & MARINE CHEMICALS RESEARCH INSTITUTE  
Gijubhai Badheka Marg, Bhavnagar - 364 002, Gujarat (India)

Tel:	(+91) 278 -2572354 EPABX: (+91) 278 2563805 Extn 8500/8540/8510/8530
E-mail:	<a href="mailto:purchase.amc@csmcri.res.in">purchase.amc@csmcri.res.in</a> ; <a href="mailto:so.purchase@csmcri.res.in">so.purchase@csmcri.res.in</a> ; <a href="mailto:spo@csmcri.res.in">spo@csmcri.res.in</a> ;

### REQUEST FOR QUOTATION

M/s Hornwood Inc., USA 766 Haileys Ferry Road Lilesville, NC 28091 Contact: (704)848-4121 E-mail:- <a href="mailto:info@hornwoodinc.com">info@hornwoodinc.com</a> <a href="mailto:nhorne@hornwoodinc.com">nhorne@hornwoodinc.com</a>	Ref. No.	IMP(876)/24-25/PB/T-88
	Date	30.01.2025
	Bid Securing Declaration Form	To be submitted
	PBG	Not Applicable
	Last Date of Submission	14/02/2025 within 06:00 p.m.
	Date of Opening	Immediately on receiving bids but not later than 14/02/2025

Dear Sir/s,

Director, CSMCRI invites your offer for the following item/s. Kindly send your offer in **Single Bid Format through Email** at [purchase.amc@csmcri.res.in](mailto:purchase.amc@csmcri.res.in) and at [spo@csmcri.res.in](mailto:spo@csmcri.res.in) as per schedule mentioned in the Tender document.

Sl. No.	Material Description	Quantity
	<b>Procurement of EPOXY-IMPREGNATED FABRIC</b>	
01	<b>EPOXY-IMPREGNATED FABRIC</b> T-34 Ea Style: 8109 Finished Weight: 4.0 – 5.0 oz. /sq. yd. Wales per inch 33-36 Courses per inch 48-52 Thickness 0.011-0.013 inches Resin Add-on 14-18% Base Fiber: Polyester	400 yards
<ul style="list-style-type: none"> <li>Kindly provide the Incoterm alongwith your rates</li> <li><del>Installation of the spares, for functionality of the equipment, in the present case, will be the sole responsibility of the supplier / Indian Agent.</del></li> <li>Offer is to be quoted in Multicurrency.</li> <li>Delivery is to be completed as offered by the firm from the date of issue of Purchase Order and Training <del>is to be provided for 02 nos of persons for 01 day (online) within 30 days of receipt of materials, failing which LD Clause will be applicable as per clause No.32 L.D. Clause will also applicable for delay in installation.</del></li> <li><del>Installation &amp; Commissioning of the material is required to be completed within 30 days of the receipt of material in CSIR-CSMCRI.</del></li> </ul>		
<ul style="list-style-type: none"> <li>Firm will also provide the following information in their bid/quotation for offered item :</li> <li>(i) Country of Origin.- Applicable</li> <li>(ii) Country of Shipment.- Applicable</li> <li>(iii) Mode of Transportation (Air/Road).</li> </ul>		

Please note:

Quotation may be submitted through email at [purchase.amc@csmcni.res.in](mailto:purchase.amc@csmcni.res.in) and at [spo@csmcni.res.in](mailto:spo@csmcni.res.in) and financial quote may be provided in BOQ. Required documents as per instructions of this enquiry may also be submitted through email.

**Format:**

- (i) Bidder information Form
- (ii) Code of Integrity & Conflict of Interest
- (iii) Manufacturer's Authorization
- (iv) Land Sharing Border
- (v) Bid Securing Declaration Form
- (vi) Price Schedule Form ( PDF)[Multicurrency]
- (vii) Schedule of Requirements
- (viii) Bank Details Format.
- (ix) Performance Bank Guarantee**

**Bidder should also submitted with Envelope in email online :**

- Technical Commercial Bid
- Brochure Catalogue, if any
- Past PO copies
- Documentary evidence about the status of the bidder i.e. whether MSE or not, owned by SC/ST or not and whether the MSE is owned by a women entrepreneur or not. – **Not Applicable if foreign manufacturer quotes directly.**
- Copy of GST Certificate and PAN.

**TERMS & CONDITIONS FOR TENDERS**

1. Please indicate the item serial numbers of our enquiry letter against the names of respective item quoted by you or quote in the same order as mentioned above.
2. Complete specifications of items should be given with the name of manufacturers. Offer of stores vaguely described or incomplete offers are liable to be ignored. Literature/Pamphlets of the quoted item/model should also be enclosed with the quotation.
3. The delivery of the item is needed **within as offered by the firm** from the date of purchase order/~~letter of credit establishment date~~. THE OFFERED DELIVERY PERIOD SHALL HAVE TO BE STRICTLY ADHERED TO INCASE AN ORDER IS PLACED.
4. All the above instructions and our standard terms and conditions printed must be complied failing which your offer may be liable for rejection.
5. ~~CONDITIONAL tenders shall not be considered.~~
6. No exemption certificate for GST will be provided for INR quote. Full GST will be applicable.
7. **CDEC(Customs Duty Exemption Certificate) will be provided. If same is mentioned in their offer (Only in case of Foreign Currency).**
8. The prices are to be quoted in Foreign currency.

9. Firm may kindly provide the copy of past purchase orders placed on the firm by various organizations for the items those are being quoted to CSIR-CSMCRI in the present case or the price list of the quoted items as per CSMCRI's enquiry.
10. If quote is provided by Indian Agent / Authorized Distributor then Manufacturer's authorization is to be submitted by the authorized distributor along with the bid.
11. The Bidder will assume total responsibility for the fault-free operation of equipment, application software, if any, and maintenance during the warranty period and provide necessary maintenance services for ten years after end of warranty period, if required. –**Not Applicable in the present case.**
12. The Institute reserves the right to seek past purchase order copies from the user organizations. The past purchase order copies obtained from the user organizations will be kept entirely confidential & this will only be for tallying the prices for reaching at proper decision by Decision Making Committee of CSIR-CSMCRI.
13. If there is any discrepancy in the cost quoted between PDF Financial bid and BOQ, then the cost mentioned in the BOQ will be final. – **Not Applicable in this case**
14. The Institute also may seek performance certificates from equipment manufacturers/the user organizations so as to confirm satisfactory functioning, installation & commissioning of the equipment, if applicable.
15. **This lab./instt. is registered with Deptt. of Scientific & Industrial Research, Govt. of India and thus is entitled for concessional rates of custom duty is leviable vide notification no. 51/96 dated 23.07.1996. If same is mentioned in their offer.**
16. Submission of detailed requirements for installation & commissioning of the equipment: All Vendors / Agents must submit full details and requirements for installation & commissioning of the Equipment as per Technical Specifications submitted by them, if applicable.
- (i) Water Supply (Filtered, Flow rate) Civil Works including Foundation, Flooring.
  - (ii) Mechanical and Fabrication work required.
  - (iii) Ambient Temperature Control (if required, as applicable).
  - (iv) Cooling requirement (if any).
  - (v) Electrical and Power requirements.
  - (vi) Space and Dimensions for Installation of the equipment as per the Quotation of the Vendor.
  - (vii) Requirements of Special Gases, if any.
17. ~~(i) A Bid Security (BS) of **Rs. 00.00** is to be submitted along the bid as per our detail Terms & Conditions.:- NA~~
- ~~(ii) A Performance Security (PS) of **10%** of the ordered value/ contract value needs to be submitted as mentioned in our detail terms & conditions.:-NA~~
- (iii) A bid securing declaration is to be submitted as per the provided format on your letter head as per the format by the bidder: Applicable.**

18. Bids of those tenders whose bid securing declaration are not received with the bids will be summarily rejected. –

**19. The bidders should quote as under:**

The price of the goods quoted ex works including all custom duties, if any and other taxes already paid. The percentage of GST/IGST which will be payable on the goods if the contract is awarded. The price for inland transportation, insurance and other local services required for delivering the goods to the ultimate destination.

(a) No exemption certificate for GST will be provided for INR quote. Full GST will be applicable.

(b) TDS will be applicable as per GST Rules.

(c) Customs Duty Exemption Certificate (CDEC) may be provided. If same is mentioned in their offer.

Note: The offers of the firms who quote on Ex-works basis and do not mention the handling, documentation, packing, forwarding, transportation & insurance charges etc. separately shall be rejected as incomplete.

20. The mode of dispatch of the items must be mentioned clearly in the quotation. Please indicate the approx. weight & measurements of the consignments also.

21. All offers should be **valid for 90 days** from the date of opening of the quotations.

22. The printed terms & conditions, if any, sent along with the tender shall not be binding on us.

23. The (Lab) reserves the right to reject or accept any or all the quotations received either in part or in full without assigning any reasons.

24. Bidder is requested to submit their offers in Single Bid Format through email at [purchase.amc@csmcri.res.in](mailto:purchase.amc@csmcri.res.in) and at [spo@csmcri.res.in](mailto:spo@csmcri.res.in)

25. The firms must provide the Technical Compliance Statement that they comply to the tendered technical specifications of CSIR-CSMCRI.

26. The Bidder shall indicate the unit prices and total bid prices of the goods it proposes to supply under the order and enclose it with the priced bid. CSIR-CSMCRI is a public funded scientific R&D centre and institute of higher studies (PhD). Please consider quoting special prices applicable to academic institutions as per your company policies.

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**27. Payment : ( Firm may kindly confirm CSIR-CSMCRI payment terms in their BID)**

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a) ~~For payment in Indian Currency: 100% payment through RTGS within 30days~~ after receipt of items/materials in good condition and duly certified by the user of CSIR-CSMCRI will be released subject to completion of all contractual obligations.

b) **For Payment In foreign Currency:** Through wire transfer. Bank details may be provided.

c) **No advance payment will be made.**

d) Advance payment can be made up to only 30% of material cost subject to

submission of Bank Guarantee.

**Note: All payments due under the contract shall be paid after deduction of statutory levies at source (like ESIC, Income Tax etc.) wherever applicable.**

28. All the bidders are requested to furnish the following details in your letter head with signature and also cancelled cheque for authenticity along with your bid for making e-payment (RTGS/NEFT)

11 digit core banking Account Number

Type of Account (Saving / Current)

Name of Account Holder

Name of Bank & Branch

IFSC Code Number

MICR Number

**Foreign supplier, if quoted in foreign currency, will provide the Bank Details also in their letter head along with their offer.**

**29. Warranty : Not Applicable**

~~The period of validity of the Warranty shall be 1 (One) Year from the date of installation, commissioning & final acceptance.~~

~~The Supplier must warrant that the goods supplied under the Contract are new, unused and the most recent or current and incorporate all recent improvements in design, materials as per specifications in this Tender Document. All Vendors (Manufacturers / Agents) must submit offers with as per OEM from the date of successful and complete installation, commissioning, demonstration and testing in all respects at Site, i.e., (CSIR-CSMCRI, G B Marg Bhavnagar-364002). The compliance of this clause by the vendor would be the part of the evaluation criteria.~~

**30. Installation, Commissioning, Integration and Demonstration: Not Applicable**

~~Installation, Commissioning, integration and demonstration will be the sole responsibility of the Supplier / Indian Agent. Installation, Commissioning, integration and demonstration with all infrastructural works have to be done by the supplier. The vendor and Indian Agent will complete the installation & commissioning within 30 days from the date of receipt of equipment/items at CSIR-CSMCRI. Installation of the spares and the functionality of the equipment, in the present case, will be the sole responsibility of the supplier / Indian Agent.~~

**Training: (Not Applicable)**

~~Training is required at CSIR-CSMCRI, Bhavnagar. Training is to be provided within \_\_\_ of the receipt of materials in CSIR-CSMCRI. Delay in training will attract Liquidated Damage clause.~~

~~Training is required for nos. of persons for day (online).~~

**31. Force Majeure Clause :**

1) A Force Majeure (FM) means extraordinary events or circumstance beyond human control such as an event described as an act of God (like a natural calamity) or events such as a war, strike,

riots, crimes (but not including negligence or wrong-doing, predictable/seasonal rain and any other events specifically excluded in the clause). An FM clause in the contract frees both parties from contractual liability or obligation when prevented by such events from fulfilling their obligations under the contract. An FM clause does not excuse a party's non-performance entirely, but only suspends it for the duration of the FM. The firm has to give notice of FM as soon as it occurs and it cannot be claimed ex-post facto. There may be a FM situation affecting the purchase organization only. In such a situation, the purchase organization is to communicate with the supplier along similar lines as above for further necessary action. If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of FM for a period exceeding 90 (Ninety) days, either party may at its option terminate the contract without any financial repercussion on either side.

2) Notwithstanding the punitive provisions contained in the contract for delay or breach of contract, the supplier would not be liable for imposition of any such sanction so long as the delay and/ or failure of the supplier in fulfilling its obligations under the contract is the result of an event covered in the FM clause.

**32. Penalty Clause : (Firm may kindly provide their acceptance/confirmation in their Bid/Quotation )**

Subject to Clause on Force Majeure, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as penalty, a sum equivalent to 0.5% of the delivered price of the delayed Goods or unperformed Services or contract value in case the delivered price of the delayed goods or unperformed services cannot be ascertained from the contract, for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of 10%. Once the maximum is reached, the Purchaser may consider termination of the Contract pursuant to Clause on Termination for Default. Delay in supply and installation will attract this clause. Delay in installation beyond deadline as mentioned in Clause No. 30, if any, will also attract the penalty Clause.

**33. Denial clause :**

If delay in delivery is due to default by the seller, the buyer should protect himself against extra expenditure during the extended period by stipulating a denial clause (over and above levy of LD). In the denial clause, any increase in statutory duties and/or upward rise in prices or any adverse fluctuation in foreign exchange are to be borne by the seller during the extended delivery period, while the purchaser reserves his right to get any benefit of a downward revisions in statutory duties and foreign exchange rate.

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**34. Termination for Default :**

The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part.

If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the contract, or within any extension thereof granted by the Purchaser pursuant to on Extension of Time; or

If the Supplier fails to perform any other obligation(s) under the Contract.

If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent or collusive or coercive practices etc.

In the event the purchaser terminates the contract in whole or in part, he may take recourse to any one or more of the following action:

The Performance Security is to be forfeited; if applicable.

The purchaser may procure, upon such terms and in such manner as it deems appropriate, stores similar to those undelivered, and the supplier shall be liable for all available actions against it in terms of the contract.

However, the supplier shall continue to perform the contract to the extent not terminated.

### **35. Extension of time :**

Delivery of the Goods and performance of the Services shall be made by the Supplier in accordance with the time schedule specified by the Purchaser. If at any time during performance of the Contract, the Supplier should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may, at its discretion, extend the Supplier's time for performance with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of the Contract.

Except as provided under the Force Majeure clause, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to liquidated damages Clause unless an extension of time is agreed upon pursuant to above clause without the application of penalty clause.

### **36. Applicable Law :**

The Contract shall be interpreted in accordance with the laws of the Union of India and all disputes shall be resolved as per Point No. 37 (Settlement of Disputes).

### **37. Settlement of Disputes :**

i) The Purchaser and the supplier/service provider shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

(ii) If, after twenty-one (21) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Purchaser or the Supplier/Service Provider may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled

by arbitration. Arbitration may be commenced prior to or after delivery of the Goods/service under the Contract.

(iii) The dispute settlement mechanism/arbitration proceedings shall be concluded as under:

(a) In case of Dispute or difference arising between the Purchaser and a domestic supplier/service provider relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996 and Arbitration & Conciliation (Amendment) Act 2015, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Delhi International Arbitration Centre (DIAC), Delhi High Court, New Delhi.

(b) "Arbitration Clause" in the domestic agreement will be as under:

#### "ARBITRATION"

In the event of any question/dispute/difference arising under the agreement or in connection herewith (except as to matters the decision of which is especially provided under this agreement) the same shall be referred to the Delhi International Arbitration Centre for appointment of Arbitrator to adjudicate the dispute.

The award of the Arbitrator shall be final and binding on the parties. The Arbitrator may give interim awards(s) and /or directions, as may be required.

Subject to the aforesaid provision, the arbitration and conciliation act, 1996 and the rules made hereunder and any modification thereof from time to time being in force shall be deemed to apply to the Arbitration proceeding under this clause.

(c) in the case of a dispute between the purchaser and a Foreign Supplier, the dispute shall be settled by arbitration in accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules.

(iv) The venue of the arbitration shall be the place from where the purchase order or contract is issued.

(v) Notwithstanding any reference to arbitration herein,

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(a) The parties shall continue to perform their respective obligations under the Contract unless they otherwise agree and

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(b) The Purchaser shall pay the Supplier any monies due the Supplier.

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#### 38. Performance Security: (Not Applicable)

- i) ~~@3% of the order value applicable beyond 2 months of the comprehensive warranty period of One Year. Warranty will start from the date on which all the sales obligations as mentioned in the purchase order/contract is fulfilled/completed by the vendor of the satisfaction of the user of the CSIR-CSMCRI associated with the procured equipment/item under this tender/enquiry.~~
- ii) ~~Performance Security may be furnished in the form of an account payee demand draft, fixed deposit receipt in favor of the Purchaser from a commercial bank, bank guarantee~~



- ~~issued/confirmed from any of the commercial bank in India in an acceptable form, safeguarding the purchaser's interest in all respects.~~
- ~~iii) The Performance Security shall be denominated in Indian Rupees only.~~
  - ~~iv) Whenever, the bidder chooses to submit the Performance Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.~~
  - ~~v) The Performance Security will be forfeited and credited to the Procuring Entity's account in the event of a breach of contract by the contractor.~~
  - ~~vi) The performance security will be discharged by the Purchaser and returned to the Supplier not later than 60 days following the date of completion of the Supplier's performance obligations, including any warranty obligations, unless specified otherwise in Purchase Order, without levy of any interest.~~
  - ~~vii) Firm may confirm for submission of PBG / Bid Security in their bid. If Order / Contract is placed to them. If it is not confirmed then offer may be rejected. If confirmation is asked from the firm by the purchaser after opening of the bid and not responded / confirmed by the firm whether the stipulated period / date then offer will not be accepted.~~

**39. CSIR-CSMCRI reserves the right to ask the vendors / suppliers to submit the shortfall documents pertaining to their eligibility criteria etc. as mentioned in the tender document after opening of the offer within the stipulated time failing which their technical offer may be considered as non-responsive.**

**40. In pursuant of the OM bearing No. F.N. 6/18/2019-PPD dated 23.07.2020 issued by Public Procurement Div., Department of Expenditure, Ministry Of Finance, Govt. of India regarding restrictions on procurement from a bidder of a country which shares a land border with India, firms are required to submit the "Certificate" as per format provided as mandatory eligibility criteria for acceptance of their offers. If this certificate is not provided by the firm then their offer will be rejected. No such certificate from the firm will be accepted after opening of the bids.**

#### **Clauses:-**

- (i) Any bidder from a country which shares a land border with India will be eligible to bid in this tender/enquiry only if the bidder is registered with the Competent Authority.**
- (ii) "Bidder" (including the term 'tendered', '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 (i.e. OM bearing No. F.N. 6/18/2019-PPD dated 23.07.2020 issued by Public Procurement Div., Department of Expenditure, Ministry Of Finance, Govt. of India means:-**
  - a. An entity incorporated, established or registered in such a 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(s), 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 percent of shares or capital or profits of the company;
  - b. "Control" shall include the right to appoint the majority of the directors or to control the management or policy decisions, including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
2. In case of a 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 profits 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 profits of such association or body of individuals;
  4. Where no natural person is identified (i) or (ii) or (iii) 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 of ownership.

~~(v) An Agent is a person employed to do any act for another, or to represent another in dealings with third persons.~~

(vi) The successful bidder shall not be allowed to sub-contract the Purchase Order (in full or in part) or any work/services mentioned in the contract/Purchase Order to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

Thanking you,

Yours faithfully,



(A. K. Pandey)

**Stores & Purchase Officer**

(For and on behalf of The Council of Scientific & Industrial Research)

**अंजनी कुमार पाण्डेय**

**Anjani Kumar Pandey**

**भंडार व क्रय अधिकारी**

**Stores and Purchase Officer**

**सीएसआईआर-सीएसएमसीआरआई, भावनगर-364002**

**CSIR-CSMCRI, Bhavnagar - 364002**

**गुजरात (भारत) / Gujarat (India)**

### **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]*

Page 1 of \_\_\_\_\_ pages

01.	Bidder's Legal Name <i>[insert Bidder's legal name]</i>
02.	In case of JV, legal name of each party: <i>[insert legal name of each party in JV]</i>
03.	Bidder's actual or intended Country of Registration: <i>[insert actual or intended Country of Registration]</i>
04.	Bidder's Year of Registration: <i>[insert Bidder's year of registration]</i>
05.	Bidder's Legal Address in Country of Registration: <i>[insert Bidder's legal address in country of registration]</i>
06.	Bidder's Authorized Representative Information Name: <i>[insert Authorized Representative's name]</i> Address: <i>[insert Authorized Representative's Address]</i> Telephone/Fax numbers: <i>[insert Authorized Representative's telephone/fax numbers]</i> Email Address: <i>[insert Authorized Representative's email address]</i>
07.	Attached are copies of original documents of: <i>[check the box(es) of the attached original documents]</i> Articles of Incorporation or Registration of firm named in 1, above.

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

Name \_\_\_\_\_

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

**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 in 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 Seal

## 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 CSMCRI's Tender Enquiry, 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]*

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Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert  
date of signing]*

**Land Sharing Border Certificate**

**[To be submitted by the bidding/participating firm in their letter Head]  
(Certificate is to be addressed to the Director, CSIR-CSMCRI)**

**[For details for OM bearing No. F.N. 6/18/2019-PPD dated 23.07.2020 issued by Public Procurement Div., Department of Expenditure, Ministry Of Finance, Govt. of India may be referred to CSIR-CSMCRI's website <http://www.csmcni.res.in> under tender notice]**

**To**

The Director,  
CSIR-CSMCRI,  
G B Marg Bhavnagar-364002

**Sir**

With reference to CSMCRI's tender Enquiry bearing No. ....  
dated ..... this is certified that:-

- (i) I have read the OM bearing No. F.N. 6/18/2019-PPD dated 23.07.2020 issued by Public Procurement Div., Department of Expenditure, Ministry of Finance, Govt. of India and the Notice bearing No. .... dated ..... of CSIR-CSMCRI pertaining to clause regarding restrictions on procurement/services from a bidder of a country which shares a land border with India; I hereby certify that bidder M/s. .... is not from such a country and is eligible to be considered.
- (ii) The manufacturer of the offered item does not pertain to such a country which shares land border with India.
- (iii) If our bid is accepted as per certificate given by us as Point No. (i & ii) above is found to be false, this would be a ground for immediate termination and further legal action in accordance with law by the procuring entity (i.e. CSIR-CSMCRI on behalf of CSIR, New Delhi) may be taken.

**For and on behalf of M/s. ....**

**[Seal of the firm]**

**Place:- .....**

**Date:- .....**

**Bid-Securing Declaration Form**

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

Bid No. \_\_\_\_\_

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

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

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

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

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

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

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

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

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

Corporate Seal (where appropriate)

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(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)



**PRICE SCHEDULE FORM 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	Total price (5x6)	Charges for Insurance & transportation to port//place of destination	Total price <i>CIF/CIP (retain one only)</i> (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 & address \_\_\_\_\_  
(b) Installation, commissioning & training charges, if any \_\_\_\_\_

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

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

Name \_\_\_\_\_  
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) Approx. Gross Weight & Net Weight \_\_\_\_\_

(f) Volume of goods \_\_\_\_\_

**PRICE SCHEDULE FORM 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 & forwarding up to station of dispatch, If any	Charges for inland transportation, insurance up to Lab. / Instt.by <i>air/road/rail</i> (retain one only)	Total Price	Installation, Commissioning and training charges, if any

**Note:**

(a) Cost of Spares, if any \_\_\_\_\_

(b) Approx. Gross Weight & Net Weight \_\_\_\_\_

(c) Volume of goods \_\_\_\_\_

Total Bid price in Indian currency \_\_\_\_\_  
in words \_\_\_\_\_

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

Name \_\_\_\_\_

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

## **SCHEDULE OF REQUIREMENT**

Sl. No.	Brief Description of Goods & Services along with HSN Codes	Quantity	Physical Unit	Final destination/ Place	Delivery Schedule (to be filled by the bidder)	Time frame required for conducting installation, commissioning of the eqpt., acceptance test, etc. after the arrival of consignment (to be filled by the bidder)

Term of delivery: FOB/FCA/CIF/CIP \_\_\_\_\_ **(named port of shipment or named place of delivery)**  
**(retain only one)**

Period of delivery shall count from: \_\_\_\_\_  
 (to be filled by the bidder)

Scope of Supply: \_\_\_\_\_

Country of Shipment: \_\_\_\_\_  
 Country of Origin: \_\_\_\_\_  
 Approx. Gross & Net Wt. with volume: \_\_\_\_\_

Training requirement: \_\_\_\_\_

**(Location, no. of persons, period of training, nature of training)**

Date : .....

Place : .....Signature of the Bidder

**Notes for Bidders:**

- (1) The delivery schedule shall clearly indicate the time period within which the successful bidder must deliver the consignment in full from the date of establishment of LC or from the date of contract etc. It should also indicate separately the time period desired for installation and commissioning of the equipment after arrival of the consignment at the premises of the Purchaser.
- (2) The date or period for delivery should be carefully specified, taking into account
  - (a) The implications of delivery terms stipulated in the Instructions to Bidders pursuant to the Incoterms rules (i.e., EXW, or CIF, CIP, FOB, FCA terms—that “delivery” takes place when goods are delivered to the carriers), and
  - (b) The date prescribed herein from which the delivery obligations start (i.e., notice of award, contract signature, opening or confirmation of the letter of credit, date of releasing advance payment etc.).

**PERFORMANCE SECURITY FORM**

**MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY  
( Applicable to the awardee firm after placement of Purchase Order )**

To,

.....

WHEREAS ..... (name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract No. .... dated .....to supply (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract; AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of ..... (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the ..... day of ....., 20.....

(Signature of the authorized officer of the Bank)

.....

Name and designation of the officer

.....

Seal, Name & Address of the Issuing Branch of the Bank

<p><b>Note: Whenever, the bidder chooses to submit the Performance Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.</b></p>
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**सीएसआईआर -केन्द्रीय नमक व समुद्री रसायन अनुसंधान संस्थान**

गिजभाई बंधेका मार्ग, भावनगर - 364002 गुजरात (भारत)

**इलेक्ट्रॉनिक फंड ट्रांसफर खाता विवरण**

1	खाताधारक का नाम / Name of account holder	
2	पता / Address	
3	ईमेल पता / e-mail address	
4	दूरभाष संख्या/मोबाइल नंबर / Phone No. / Mobile No.	
5	फैक्स संख्या / Fax No.	
6	स्थायी खाता नंबर / Permanent Account Number (PAN)	
7	बैंक खाता का विवरण / Particulars of Bank Account	
	(क) बैंक का नाम / A. Name of the Bank	
	(ख) शाखा का नाम / B. Name of the Branch	
	(ग) शाखा कोड नंबर / C. Branch Code	
	(घ) पता / D. Address	
	(च) दूरभाष संख्या / E. Telephone No	
	(छ) खाता संख्या / F. Account No.	
	(ज) प्रकार / G. Type of Account	
	(झ) आई एफ एस सी कोड (आर टी जी एस/एन डी एफ टी) H. IFSC Code ( RTGS/NEFT)	
	(ट) एम.आई.सी.आर. कोड / I. MICR code	

हम/ मैं यह घोषित करता हूँ की ऊपर दिए गए विवरण पूर्ण एवं सत्य हैं । अगर अपूर्ण एवं असत्य जानकारी के कारण कारोबारी में देरी/विफलता होती है तो इसके लिए सी.एस.एम.सी.आर.आई. किसी प्रकार से ज़िम्मेदार नहीं होगा.

खातेदार के हस्ताक्षर

We/ I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or lost because of incomplete or incorrect information, I/ we would not hold CSMCRI responsible.

Signature of the account holder

बैंक प्रमाणपत्र

यह सत्यापित किया जाता है कि मेसर्स \_\_\_\_\_ का खाता संख्या \_\_\_\_\_ हमारे बैंक/शाखा में है और ऊपर दिए गए विवरण हमारे अभिलेखन/रिकार्ड के अनुसार सत्य है.

दिनांक:     /     /

स्थान :

प्राधिकृत अधिकारी का हस्ताक्षर एवं बैंक का मुहर

Bank Certificate

It is certified that M/S \_\_\_\_\_ has an Account No \_\_\_\_\_ with our Bank and it is confirmed that the details given above are correct as per our record

Date: / /

Place:

Signature of the Authorized Official  
of Bank with seal

