



भा. कृ.अ.प.- केन्द्रीय पटसन एवं समवर्गीय रेशा अनुसंधान संस्थान

ICAR- CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES

नीलगंज, बैरकपुर, कोलकाता-700 120 : पश्चिम बंगाल

NILGANJ : BARRACKPORE: KOLKATA-700120 : WEST BENGAL



फ. सं. 17-25-SBC /P&S/2016-17/12721-24

दिनांक: 14.02.2017

Invitation to **Limited Tender Notice No. 27/2016-17 dated 14.02.2017** and Instructions containing terms & conditions for supply of Computers and Accessories

To

As per list enclosed

Sub: Invitation of Limited Tender for the Purchase of qRT-PCR analysis of jute samples-Reg.

1. Due date/time Receipt of Limited tender: **Date 08.03.2017 at 01.00 PM**
2. Due date/time Opening of Limited tender: **Date 08.03.2017 at 02.00 PM**

Dear Sir (s),

Director, ICAR-CRIJAF has invited sealed quotations in double bid system (Technical & Financial) for supply of **qRT-PCR analysis of jute samples** at this Institute from the reputed service providers. You are invited to submit your most competitive quotation for the following services as per terms & conditions given below:-

Sl. No.	Description of items	Quantity	Specification	Particulars required
01.	qRT-PCR analysis of Jute samples			
	qRT-PCR analysis of jute samples	140 Data point	<ul style="list-style-type: none"> • Apical shoot tip from 3 samples would be provided to the service provider in RNA stabilizing solution. • Service provider would process the tissues for total RNA extraction, QC analysis and consult with QC data to the indenter. • On satisfaction of the indenter, service provider will proceed with cDNA synthesis and QC analysis. The same QC data may be shared with indenter for further processing of the work. • On successful cDNA QC analysis, the service provider will proceed with synthesis of 10-15 gene-specific primers from the indenter supplied sequences. They would also include 3-4 housekeeping genes in the same work, whose sequence will be provided by the indenter. • The qPCR would be carried out in different cDNA samples using SYBR green chemistry from reputed firm. • The real time PCR amplification raw data of the specific genes and housekeeping genes, cumulating of 140 data points to be supplied by the service provider for quantification through CT method at the user end. • The service provider will provide with necessary consultation/support to indenter till the final data analysis. 	<p>Tender Cost: ` 5,00.00 (for all)</p> <p>EMD: ` 4,000.00</p>

Detailed specifications and terms and conditions are enclosed herewith. The tender document is also available on ICAR-CRIJAF website i.e. www.crijaf.org.in as well as on CPP Portal.

You are requested to submit the tender immediately within the due date i.e., **08.03.2017 till 01:00 PM** positively.

The Interested firm who wants to participate in the tender, can participate by using the downloaded tenders for the above services.

Yours faithfully,

Encl. As above.

Assistant Administrative Officer

Copy to:

- i. Sr. Finance & Accounts Officer, ICAR-CRIJAF.
- ii. AAO/DDO, ICAR-CRIJAF
- iii. In-charge, AKMU, ICAR CRIJAF, he is requested to kindly upload the tender documents on Institute's website & CPPP.
- iv. PS to Director, ICAR-CRIJAF.

TENDER DOUCMENTS

(Limited Tender)

Tender Notice No. **27/2016-17 dated 14.02.2017**

For Supply of qRT-PCR analysis of jute samples at ICAR-Central Research Institute for Jute & Allied Fibres, Barrackpore, Kolkata-700120

DOUBLE BID SYSTEM

AN ISO 9001:2008 CERTIFIED INSTITUTE



भाकृअनुप – केन्द्रीय पटसन एवं समवर्गीय रेशा अनुसंधान संस्थान
ICAR – CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES,
बैरकपुर, कोलकाता–700 120 : पश्चिम बंगाल
NILGANJ : BARRACKPORE: KOLKATA-700120 : WEST BENGAL
Ph.: (033) 2535-6121 Fax: (033) 2535-0415, E-Mail: aao_ps@rediffmail.com



Tender Documents containing terms & conditions for supply of qRT-PCR analysis of jute samples

TECHNICAL SPECIFICATIONS of qRT-PCR analysis of jute samples

Sl. No.	Name of Service	Specification
	qRT-PCR analysis of jute samples	<ul style="list-style-type: none"> • Apical shoot tip from 3 samples would be provided to the service provider in RNA stabilizing solution. • Service provider would process the tissues for total RNA extraction, QC analysis and consult with QC data to the indenter. • On satisfaction of the indenter, service provider will proceed with cDNA synthesis and QC analysis. The same QC data may be shared with indenter for further processing of the work. • On successful cDNA QC analysis, the service provider will proceed with synthesis of 10-15 gene-specific primers from the indenter supplied sequences. They would also include 3-4 housekeeping genes in the same work, whose sequence will be provided by the indenter. • The qPCR would be carried out in different cDNA samples using SYBR green chemistry from reputed firm. • The real time PCR amplification raw data of the specific genes and housekeeping genes, cumulating of 140 data points to be supplied by the service provider for quantification through CT method at the user end. • The service provider will provide with necessary consultation/support to indenter till the final data analysis.

To be sent back duly signed and stamped with tender documents

Annexure-I

CHECK LIST

1	Name of the firm/ bidder:	
2	Total no of pages of the tender (including catalogues etc.):	
3	EMD	
4	Whether unit is registered with NSIC/ Small Scale Industries for the tendered item. If so, whether the required certificate enclosed?	
5	Whether list of “users” with service details enclosed?	
6	Tender Cost	

SIGNATURE.....

Stamp of the party.....

To be sent back duly signed and stamped with tender documents

QUESTIONNAIRE

BIDDERS SHOULD FURNISH SPECIFIC ANSWERS TO ALL THE QUESTIONS GIVEN BELOW. IN CASE A QUESTION DOES NOT APPLY TO A BIDDER, THE SAME SHOULD BE ANSWERED WITH THE REMARKS "NOT APPLICABLE" BIDDERS MAY PLEASE NOTE THAT IF THE ANSWERS SO FURNISHED ARE NOT CLEAR AND /OR ARE EVASIVE, THE BID WILL BE LIABLE TO BE IGNORED

1	Bid No. _____	Date for bid opening on:
2	Offer is open for acceptance	
3	Name & address of manufacturer	
4	Station of Manufacture	
5	What is your permanent Income Tax A/C No.	
6	VAT/TIN	
7	Confirm whether you have attached your latest/current ITCC or certified photocopy thereof.	
8	Status: (a) Are you currently registered with the Directorate General of Supplies & Disposals (DGS & D) for the item(s) quoted? If so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.	
	(b) Are you a small-scale unit currently registered with the National Small Industries Corporation (NSIC) under single point Registration Scheme for the item(s) quoted? If so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.	
	(c) If you are not registered either with NSIC or DGS&D, please state whether you are currently registered with directorate of Industries of the State Government concerned. If so, indicate the date up to which you are registered and whether there is any monetary limit on your registration.	
	(d) Are you registered under the Indian Companies Act, 1956 or any other Act?	

Please attach certified copy (copies) of the relevant registration certificate(s) in confirmation to your above answer(s).

10.	Please indicate: Name & Full address of your Banker(s)	
11	Whether you are: i) Service provider quoted or ii) Authorized agent for the service provider	
12	State whether business dealings with you have been currently banned by any Ministry/Deptt. of Central Govt. or any State Govt.	

Signature of Bidder

Signature of witness

Name & Address of Witness.

Full name, designation & Address of the persons signing above for and on behalf of M/s. _____

(Name and address of the bidding firm)

ICAR-CENTRAL RESEARCH INSTITUTE FOR JUTE & ALLIED FIBRES
(Indian Council of Agricultural Research)
 BARRACKPORE, KOLKATA 700 120, WEST BENGAL

Enclosure -1

Price Bids
(to be submitted in separate sealed cover)

IN INR

Sl. No.	Description of items	Quantity	Rate per unit	Total	Taxes & charges	Bid Price
01.	qRT-PCR analysis of jute samples					
		140 Data Points				

Total bid price in Rupees: (In figures) _____
 (In words) _____

Signature of bidder

Place: _____

Date: _____

Name _____

Business address _____

Note:

- In case of discrepancy between unit price and total price, the unit price shall prevail.
- If nothing to the contrary to this effect is mentioned under Technical Specification and Quality Control Requirements, the bidder shall give list of spare parts for two years operation separately indicating description, quantity, unit price and total price in the above format for those items whose scope of supply includes spare parts as per 'Technical Specifications'.
- Price is quoted on FOR till destination.

TERMS & CONDITIONS:

IMPORTANT: Non-compliance of any of the following terms and conditions will tantamount to rejection of the tender in Question.

1. Tender shall be sealed in an envelope in double bid system. The envelope shall be addressed to the Administrative Officer (S), ICAR-Central Research Institute for Jute & Allied Fibres, Barrackpore, Kolkata-700120 and it should also bear the tender enquiry No. and the words Tender for **qRT-PCR analysis of jute samples “DO NOT OPEN BEFORE” dt. 08.03.2017 at 02.00 PM**
2. **The Tender should be submitted along with the enclosed Annexure duly signed failing which the tender shall be liable to be rejected.**
3. Tender should remain valid for acceptance for a period of not less than **90 days** after the specific date of opening of the offer.
4. If tenders received by telegraphically/Fax/E. Mail or without **earnest money** or after due date will not be entertained in any case.
5. The Tender must reach this office by **dt. 08.03.2017 at 1.00 P.M** otherwise it will not be considered, at any cost. The Bids shall be opened on **dt. 08.03.2017 at 02.00 PM** in the presence of bidders or their authorized representative.
6. The Price Bids of technically qualified bidders shall be opened in different date. The date & time of opening of Price Bids will be communicated through email/telephone only.
7. The representative of bidder, who intends to attend the bid opening, shall bring with him/her a letter of authority from the bidder on the bidder’s letter head, dully authorizing him/her to attend the bid opening. In the absence of such a letter of authority, the representative(s) will not be allowed to enter and attend the bid opening. The bidders representatives, who attend the bid opening, shall sign a register (will be provided by the purchaser) evidencing their attendance.
8. **Price structure**
 - a) The entire quoted rate should be on F.O.R., ICAR-Central Research Institute for Jute & Allied Fibres, Barrackpore, Kolkata-700120.
 - b) **All duties, taxes and levies payable by the supplier under the contract shall be included in the quoted price. The purchaser will not pay any such duties, taxes and levies separately. If the firm does not mention clearly about CST/VAT/Service tax/other charges etc. It would be assumed that the rates quoted are inclusive of all these and subsequently no request for charging these as extra will be entertained in this regard.**
 - c) While claiming reimbursement for ST, the supplier shall furnish the following certificate duly dated and signed, on its bill:-

“Certified that the goods on which ST has been charged have not been exempted under the CST Act or State ST Act or the rules made there under and the charges on account of ST on these goods are correct under provisions of that Act or the Rules made there under. Certified further that we are registered as dealers for the purpose of ST in the State of.....under registration number..... We further confirm that the amount ST shown in the bill against this contract is correct in terms of above proviso.”
 - f) Central Excise duty, if any may not be included in the bill as the Institute is exempted from the same vide DSIR Registration No. **TU/V/RG-CDE (683)/2011 dated 02nd December, 2011.**
 - g) The rates are prices quoted by the supplier shall remain firm and fixed during the currency of the contract and shall not be subject to variation on any account, whatsoever, including statutory variations, if any.
 - h) The comparison shall be on FOR destination basis, duly delivered and commissioned at the destination.
8. At the time of awarding the contract, the purchaser reserves the right to increase or decrease the quantity of services without any change in the unit price or other terms & conditions.
9. Each Tender must accompany checklist duly signed and stamped by the party concerned otherwise Tender would be rejected.

10. The tender/offer shall remain valid for acceptance for a period not less than 90 days after the specified date of opening of the offers. An offer valid for a shorter period shall be rejected as non-responsive.
11. Tender must accompany with an earnest money of Rs. 4,000.00 only . EMD & Tender Cost should be in the shape of Demand Draft drawn in favour of “**ICAR-UNIT-CRIJAF**, Payable at **Barrackpore**. EMD/Tender Cost in the shape of Cheques, Fixed Deposits etc. will not be accepted. Consolidated amount of EMD for more than one Tender will NOT be accepted. EMD of party whose tender is accepted for procurement of services would be refunded only after receipt of material in good condition at the earliest possible.
12. All the firms except those registered with Central Purchase Organization, NSIC/SSI have to deposit EMD/Bid Security. Kindly note that the tenderer must submit the valid certificate for exemption from submission of EMD.
13. Cuttings/overwriting should be avoided; otherwise these should be properly initiated with stamp of the party.
14. The party who submits the tender will have to ensure after sale-service facility and billing by the same party.
15. The documentary evidence of conformity of the services to the bidding documents may be in the form of literature, drawing data etc. and shall consists of:
 - a. A detailed description of the services essential technical and performance characteristics.
 - b. A clause-by-clause commentary on the purchaser’s Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications or a statement of deviations and exceptions to be provisions of the ‘Technical Specifications’.
16. **It would be desirable to attach a User list, if any so as to judge its creditability and reputation.**
17. If the party fails to provide the service in a stipulated period, the EMD is liable to be forfeited.
18. The supplier shall not arrange part-shipments and/or transshipment without the prior written consent of the purchaser.
19. The bidder/tender shall have to furnish the Check List/Questionnaire duly signed and stamped by the party concerned otherwise Tender would be ignored.
20. **Payment**
 - a. Payment of the bill shall be made within 30 days through online mode after the receipt of services satisfactorily. **It is not possible for the Institute either to negotiate documents through bank/wire transfer or to make payment in advance.**
21. The Departmental Rules/Instructions shall bind tenderer.
22. **Guarantee period must be indicated.**
23. In case of any dispute, the decision of the Director, ICAR-CRIJAF, Barrackpore, Kolkata will be final.
24. The Director, ICAR-CRIJAF reserves the right to reject any or all tender(s) partially or fully without assigning any reasons thereof.
25. You may also mention your Firm Bank Account No. on which your payment could be transferred through e. payment.

Accepted by the firm

Seal/ signed by the Firm