

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
<b>Bid End Date/Time/बिड बंद होने की तारीख/समय</b>	31-10-2023 16:00:00
<b>Bid Opening Date/Time/बिड खुलने की तारीख/समय</b>	31-10-2023 16:30:00
<b>Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)</b>	30 (Days)
<b>Ministry/State Name/मंत्रालय/राज्य का नाम</b>	Ministry Of Agriculture And Farmers Welfare
<b>Department Name/विभाग का नाम</b>	Department Of Agricultural Research And Education (dare)
<b>Organisation Name/संगठन का नाम</b>	Indian Council Of Agricultural Research (icar)
<b>Office Name/कार्यालय का नाम</b>	National Bureau Of Fish Genetic Resources(nbfg)
<b>Total Quantity/कुल मात्रा</b>	1
<b>Item Category/मद केटेगरी</b>	Micromanipulation System (Q3)
<b>Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)</b>	40 Lakh (s)
<b>OEM Average Turnover (Last 3 Years)/मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)</b>	40 Lakh (s)
<b>Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष</b>	3 Year (s)
<b>MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है</b>	Yes
<b>Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है</b>	Yes

Bid Details/बिड विवरण	
<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC),Compliance of BoQ specification and supporting document *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
<b>Past Performance/विगत प्रदर्शन</b>	10 %
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)</b>	No
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation

#### EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	AXIS BANK LTD
EMD Amount/ईएमडी राशि	40000

#### ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	AXIS BANK LTD
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	3.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	18

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

**Beneficiary/लभार्थी :**

Director

National Bureau Of Fish Genetic Resources(nbgr), Department of Agricultural Research and Education (DARE),  
Indian Council of Agricultural Research (ICAR), Ministry of Agriculture and Farmers Welfare  
(Icar Unit Nbfgr Payable At Lucknow)

**Splitting/विभाजन**

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

**MII Purchase Preference/एमआईआई खरीद वरीयता**

MII Purchase Preference/एमआईआई खरीद वरीयता	Yes
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**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU / Public Listed Company for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.
5. OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
6. Preference to Make In India products (For bids < 200 Crore):Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating

to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023.

[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

7. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer)of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for 25%(selected by Buyer) percentage of total QUANTITY.The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023

[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

8. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 10% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

## Micromanipulation System ( 1 pieces )

**(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/कमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)**

### Technical Specifications/तकनीकी विशिष्टियाँ

Buyer Specification Document/क्रेता विशिष्टि दस्तावेज़	<a href="#">Download</a>
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### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Kaneez Fatima	226002,ICAR-NBFGR Canal Ring Road PO Dilkusha Telibagh PIN-226002 Lucknow (U.P.)	1	30

## Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

### 1. Generic

**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 by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

### 2. Generic

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

### 3. Generic

**End User Certificate:** Wherever Bidders are insisting for End User Certificate from the Buyer, same shall be provided in Buyer's standard format only.

### 4. Generic

Installation, Commissioning, Testing, Configuration, Training (if any - which ever is applicable as per scope of supply) is to be carried out by OEM / OEM Certified resource or OEM authorised Reseller.

### 5. Generic

**Manufacturer Authorization:** Wherever Authorised Distributors/service providers are submitting the bid, Authorisation Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid

### 6. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

ICAR UNIT NBFGR  
payable at  
AASHIYANA LUCKNOW

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

### 7. Forms of EMD and PBG

Bidders can also submit the EMD with Banker's Cheque in favour of

ICAR UNIT NBFGR  
payable at  
Lucknow

Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

### 8. Forms of EMD and PBG

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

ICAR UNIT NBFGR  
Account No.  
918020045053793  
IFSC Code  
UTIB0001878  
Bank Name

AXIS BANK LIMITED  
Branch address  
AASHIYANA LUCKNOW

. Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

#### 9. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

ICAR UNIT NBFGR  
payable at  
LUCKNOW

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

#### 10. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

ICAR UNIT NBFGR Payable at Lucknow  
A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

#### 11. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

ICAR UNIT NBFGR  
Account No.  
918020045053793  
IFSC Code  
UTIB0001878  
Bank Name  
AXIS BANK LIMITED  
Branch address  
AASHIYANA LUCKNOW

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

#### 12. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

## Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

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 within 4 days of bid publication on GeM. 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 Bid is also governed by the General Terms and Conditions/ यह बिड सामान्य शर्तों के अंतर्गत भी शासित है](#)

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

**---Thank You/धन्यवाद---**



# ICAR-NATIONAL BUREAU OF FISH GENETIC RESOURCES

Canal Ring Road, P.O. Dilkusha, Lucknow-226 002, U.P., India

Ph. : (0522) 2441735, 2440145, 2442440, 2442441 Fax : (0522) 2442403 :

Website : [www.nbfgres.in](http://www.nbfgres.in)



F.No.3-88/2023-24/Purchase of Micromanipulation System/Institute

Dated: 06.10.2023

## **NOTICE INVITING TENDER THROUGH Government E-Market Place (GeM)**

Online Bids are invited from the interested firms under two bid system for procurement of "**Micromanipulation System**" at ICAR-National Bureau of Fish Genetic Resources, Canal Ring Road, Telibagh, P.O. Dilkusha, Lucknow-226002. **Manual bids shall not be entertained.**

Tender documents may be downloaded from GeM website as per the schedule as given in CRITICAL DATE SHEET as under.

## **CRITICAL DATE SHEET**

Tender No.	F.No. 3-84/2023-24
Date and Time for Issue/Publishing	10/10/2023 on 04:00 PM
Document Download/Sale Start Date and Time	10/10/2023 on 04:00 PM
Bid Submission Start Date and Time	<b>10/10/2023 on 04:00 PM</b>
Bid Submission End Date and Time	31/10/2023 on 04:00 PM
Date and Time for Opening of Bids	<b>31/10/2023 on 04:30 PM</b>
Address for Communication	<b>I/c (S&amp;P)</b> ICAR-National Bureau of Fish Genetic Resources, Canal Ring Road, Telibagh, P. O. Dilkusha, Lucknow-226002.

**I/c (S&P)**



**INSTRUCTIONS FOR ONLINE BID SUBMISSION**

1. The tender from/bidder documents may be downloaded from the website: of GeM. Online submission of Bids through GeM is mandatory. Manual/Offline bids shall not be accepted under any circumstance.
2. Tenders/bidders are requested to visit website: [GeM](#) regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
3. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The council reserves the right to accept or reject any or all the tenders.
4. The interested firms are required to deposit (in original) **Earnest Money Deposit (EMD)** worth **Rs. 40,000/- (Rupees Forty Thousand Only)** in the form of Demand Draft from any of the Commercial Bank in favour of **ICAR Unit: NBFGR, payable at Lucknow** must be addressed to the **Asstt. Administrative Officer, ICAR-National Bureau of Fish Genetic Resources, Canal Ring Road, Telibagh, P.O. Dilkusha, Lucknow-226002** **on or before bid opening date and time as mentioned in the Critical Date Sheet.**
5. The firm should send the Original brochures of the product and may be addressed to the **Asstt. Administrative Officer, National Bureau of Fish Genetic Resources, Canal Ring Road, Telibagh, P.O. Dilkusha, Lucknow-226002** on or before bid opening date and time as mentioned in the Critical Date Sheet.
6. Bidder need not to come at the time of Technical as well as Financial bid opening at ICAR-NBFGR. They can view live bid opening after login on GeM Portal at their remote end. If bidder wants to join bid opening event at ICAR-NBFGR then they have to come with bid acknowledge slip that generates after successful submission of online bid.

**The firms are also required to upload copies of the following documents:-**

• **Technical:**

- (a) Scanned copy of Firm's registration, Pan Card, GSTIN No., Tender Acceptance Letter (Annexure-IV). {Tender Acceptance Letter along with full tender documents with sign & seal of firm in each and every pages of tender documents.}
- (b) Scanned copy of Manufacturers Authorization Certificate issued by Principal Manufacturer duly verified by the Indian Agent or Manufacturing Certificate.
- (c) Scanned copy of Income Tax Statement for the last three years 2020-2021, 2021-2022 & 2022-2023.
- (d) Scanned copy of Annexure-II and III.
- (e) Scanned copy of Make and Model of all systems, sub systems and additional items should be mentioned in the technical bid and complete technical details should be verifiable in the form of published catalogue (evidence of copyright by the manufacturer & year of publishing) and available at company's official website.

**Note:**

Circular No. 1(2)(1)/2016-MA dated 10<sup>th</sup> March 2016 of Ministry of Micro, Small & Medium Enterprises (MSE,s) and Circular No. F/20/2/2014-PPD (Pt), dt.26/07/2016 of Ministry of Finance, Department of Expenditure, Procurement Policy Division; regarding relaxation of Norms for Startups and Micro & Small Enterprises in Public Procurement on Prior Experience-Prior Turnover Criteria prior turnover would be applicable.

• **Financial Bid:**

- (a) Price Bid as BoQ .....
- \* Item should be of reputed make and used by reputed Research Organizations in India for not less than 5 years.
- \* Submission of samples of the quoted items is compulsory without which the rates will not be considered. Rates will be opened only for those items for which the samples is approved with respect to the requirement.
- \* Tax extra as applicable should be indicated separately in the column provided.

**Note:-** The above mentioned Financial Proposal/Commercial Bid format is provided as BoQ\_XXXX. xls along with this tender document at GeM. Bidders are advised to download this BoQ\_XXXX. xls as it is and quote their offer/rates in the permitted column and upload the same in the Financial Bid. Bidder shall not tamper /modify downloaded price bid template in any manner. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and tenderer is liable to be banned from doing business with ICAR-NBFGR.

**I/c (S&P)**

**Checklist:**

The firm must be fill this check list.

Sr. No.	Documents	Page No.	Remarks
1.	Firm's Registration		
2.	Pan Card		
3.	GSTIN No.		
4.	Tender Acceptance Letter along with full tender documents with sign & seal of firm in each and every pages of tender documents.		
5.	Manufacturers Authorization Certificate issued by Principal Manufacture duly verified by the Indian Agent or Manufacturing Certificate.		
6.	Income Tax Statement for the last three years i.e. 2020-2021, 2021-2022 & 2022-2023		
		2020-2021	
		2021-2022	
		2022-2023	
7.	Make and Model of all systems, sub systems and additional items should be mentioned in the technical bid and complete technical details should be provided in the form of Brochures and write-ups.		
8.	Copy of published/printed catalogue under the copyright and year of publishing by the principal manufacturer.		

***Note: Please clear mentioned the page number of attached documents clearly.  
Failing which tender will be rejected.***

**Terms & Conditions**

1. The tender shall quote rates, which will include the delivery and other incidental charges, Taxes, if any, should be indicated separately.
2. The rates should be quoted as per the BOQ uploaded on the GeM Portal. Taxes, if any, should be indicated separately. It must be noted that the contract shall be awarded to the firm which fulfils all the required terms and conditions and remains L-1 for any particular items.
3. The firm must also possess valid PAN No., GSTIN No. and a copy of the same must also be enclose with the tender document.
4. Copy of previous three years of Income Tax Statement may be furnished.
5. Any compulsive amendment, if required in the tender documents must be communicated up to 7 days before closing date of tender. This communication should have appropriate justification. The right to accept or not accept is vested with Competent Authority, ICAR-NBFGR, Lucknow.
6. The successful firm shall have to supply within 45 days from the date of confirmed supply order. The rates quoted shall be valid for one year from the date of opening of tender.
7. The contractor/bidder or his representative may contact the undersigned at Telephone No. 0522-2441735, 2440145 for any further clarification.
8. The Director, ICAR-National Bureau of Fish Genetic Resources (ICAR-NBFGR) shall have the right to reject all or any of the offers, accept more than one offer, and assign part of the job.
9. Merely quoting of lowest rates does not mean that order shall be given to that firm. The Competent Authority will finally decide on the basis of quality and performance of past installation.
10. The interested firms are required to deposit (in original) **Earnest Money Deposit (EMD)** worth **Rs. 40,000/- (Rupees Forty Thousand Only)** in the form of Demand Draft from any of the Commercial Bank in favour of **ICAR Unit: NBFGR, payable at Lucknow** must be addressed to the **Asstt. Administrative Officer, ICAR-National Bureau of Fish Genetic Resources, Canal Ring Road, Telibagh, P.O. Dilkusha, Lucknow-226002** **on or before bid opening date and time as mentioned in the Critical Date Sheet.**
11. Rates once finalized will not be enhanced/reduced during the currency of the contract.
12. In case of foreign currency, conversion rates in INR will be taken on that day when financial bid will open.
13. In case, the successful bidder shows inability at any stage, after the contract is finalized and awarded, for whatsoever reason (s), to honor the contract, the Earnest Money/ Performance Security deposited would be forfeited.
14. The Director, ICAR-NBFGR reserves the right to cancel the contract at any time during the currency period of the contract without giving any reason.
15. **The firm to whom the tender will be awarded, will have to deposit the Performance Security equal to 3% of the total amount at the time of installation of the equipment. If the services are not found to be satisfactory, the Performance Security is liable to be forfeited. No. interest will be paid on Performance Security.**

16. If any disputes (s) arises between ICAR-NBFGR and the firm with reference to the contract, ICAR-NBFGR will decide it and its decision will be binding on the firm.
17. **Bid Validity: 180 days.**
18. The contract will be given to item-wise Least one (L-1).
19. Our Institute is Registered with DSIR and we are exempted from Excise Duty & Custom Duty. Hence CDEC/DSIR will be provided to the selected bidder, after submission/production of Performance Bank Guarantee by the supplier (s). Rate should be quoted accordingly.
20. **PAYMENT:**
- (A) Payment for Goods supplied from abroad:
- (a) On shipment 90% of the contract price (FOB) shall be paid through irrevocable Letter of Credit upon submission of documents detailed in L/C.
- (b) 10% of the contract price (FOB) (in foreign currency) and other charges like freight etc. from FOB to FOR ICAR-NBFGR, Lucknow (in INR) will be released after satisfactory installation/working of equipment/machine etc. As well as on submission/production of Performance Bank Guarantee by the supplier (s).
- (B) Payment for Goods supplied within India:
- (a) 100% of the contract price on receipt of goods by the consignee supported by satisfactory installation/working report and submission of PBG.
21. **INSTALLATION:**  
Within 30 days from the date of receipt of equipment in the Institute failing which liquidated Damage clause shall apply.  
**Liquidated Damage Clause:** It would be realized @0.5% (half per cent) of the base price (excluding taxes) of the delayed goods for each week of delay subject to maximum 10%.
- 22- **SETTLEMENT OF DISPUTE:-**
- i- The purchaser and the supplier 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-eight (28) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Purchaser or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the 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 under the Contract. Arbitration proceedings shall be conducted in accordance with the rules.
- iii- Notwithstanding any reference to arbitration herein.
- a- The parties shall continue to perform their respective obligations under the Contract unless they otherwise agree;
- and

b- The Purchaser shall pay the Supplier any monies due the Supplier.

22. **Price:**

- i. If any bidder wants to quote in foreign currency, price be quoted on FOB international port of shipment in foreign currency and all charges from FOB international Port to FOR, ICAR-NBFGR, Lucknow (like: Air/Sea freight, insurance, custom duty against CDEC, Custom Clearing charges and transportation up to ICAR-NBFGR, Lucknow) should be quoted in INR only.
- ii- If any bidder wants to quote in INR, Price be quoted on FOR, ICAR-NBFGR, Lucknow basis.
- iii- IN CASE THE STORES PERTAINS TO IMPORT:
  - (a) KINDLY ENSURE TO ENCLOSE MANUFACTURER'S AUTHORIZATION IN FAVOUR OF INDIAN SUBSIDIARY FIRM. IT MAY ALSO BE NOTED THAT FURTHER AUTHORIZATION BY SUBSIDIARY FIRM IN FAVOUR OF ANY OTHER FIRM LOCATED IN INDIA TO PROMOTE THEIR SALE MUST HAVE AUTHORIZATION FROM THE PRINCIPAL FIRM FOR FURTHER AUTHORIZATION TO AN INDIAN FIRM, FAILING WHICH THE TENDER IS LIABLE TO BE CANCELLED.
  - (b) PRICE SHOULD BE QUOTED ON FOR INTERNATIONAL AIRPORT/ SEAPORT AND CIF NEW DELHI ALSO. IN CASE ANY FIRM QUOTES THE RATE ON FCA EX-WORKS BASIS ONLY, FCA OR EX-WORKS PRICE WILL BE TREATED AS FOR INTERNATIONAL AIRPORT/ SEAPORT.
  - (c) PRICE CAN ALSO BE QUOTED IN INR (FOR BASIS) OR INTERNATIONAL CURRENCY CDEC/DSIR AND/OR GST CAN BE DEMANDED FOR AVAILING EXEMPTIONS.

“Terms and conditions are acceptable”

**Dated:**

**(Authorized Signatory of the firm)**

### Annexure-III



## **ICAR-NATIONAL BUREAU OF FISH GENETIC RESOURCES**

Canal Ring Road, P.O. Dilkusha, Lucknow-226 002, U.P., India

Ph. : (0522) 2441735, 2440145, 2442440, 2442441 Fax : (0522) 2442403 :

Website : [www.nbfgres.in](http://www.nbfgres.in)



Name of the firm :

Registered/Postal Address :

1.	Permanent Account Number (PAN No.)	
2.	GST Registration No., if applicable	
3.	Bank Details:	
a	Bank Name	
b	Branch Address	
c	Account No.	
d	Type of Account (Current/Saving)	
e	MICR No.	
f	RTGS/NEFT Code:	

Date:

Name of the Authorized Signatory

Place:

Stamp & Signature

**TENDER ACCEPTANCE LETTER**  
**(to be given on Company Letter Head)**

Date:

To,

.....  
.....  
.....  
.....

Sub: Acceptance of terms and 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 (s) namely:

.....  
.....

As per your advertisement, given in the above mentioned website (s).

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), schedules (s) etc.) which form part of the contract agreement and I/we shall abide hereby the terms/conditions/clauses contained therein.

3. The corrigendum (s) issued from time to time by your department/organization too 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 the our firm is true and correct and in the event the information is found to be incorrect/untrue for found violated, then your department/organization 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,  
(Signature of the Bidder, with official seal)



## **INSTRUCTION FOR ONLINE BID SUBMISSION**

The bidders are requested to submit soft copies of their bids electronically on the GeM Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the GeM Portal, prepare their bids in accordance with the requirements and submitting their bids online on the GeM Portal.

More information useful for submitting online bids on the GeM Portal may be obtained.

### **REGISTRATION:**

- Bidders are required to enrol on the e-Procurement module of the GeM by clicking on the link.
- As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the GeM Portal.
- Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sift / TCS /nCode /eMudhra etc.), with their profile.
- Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC/e-Token.

### **SEARCHING FOR TENDER DOCUMENTS:**

- There are various search options built in the GeM Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, other keywords etc. to search for a tender published on the GeM Portal.
- Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### **PREPARATION OF BIDS**

- Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF /XLS /RAR/DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN Card Copy, Annual Reports, Auditor Certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

#### **SUBMISSION OF BIDS**

- Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- The serve time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### **ASSISTANCE TO BIDDERS**

- Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- Any queries relating to the process of online bid submission or queries relating to GeM Portal in general may be directed to the (8AM to 8PM, Mon. to Sat.) GeM Portal Helpdesk.

**SPECIFICATION OF EQUIPMENTS**  
**Technical Specification Compliance Statement Form**

Name of the Equipment : **Micromanipulation System**  
**(Micro-injector, micromanipulator, stereo-microscope, camera, display screen)**

Quantity : **1 No.**

S. No.	Specification	Yes/No	Specification Offered/Deviation if any
1	2	3	4
1.	Manual Micromanipulator (for holding fish eggs/zygote); should have three-dimensional fine movement; magnetic stand with vertical main arm and sub arm able to rotate 180-degree angle.		
2.	Microinjection System with suitable stand and clamps; should have integrated pressure source with $0.3-90 \pm 10\%$ PSI pressure; should have foot switch for injection; capable of injection in picoliter volume.		
3.	Compatible Trinocular Stereo-microscope (with magnification of 7x-45x, adjustable interpupillary distance of 50-70 mm); camera (1920X1080 resolution, 30fps HDMI, 5.0 MP image capture) and $\geq 10''$ display screen.		
4.	All non-consumable accessories (stands, clamps, adapters etc.), which are necessary for functionalization of Micromanipulation System, should be included in the quote.		
5.	Make and model of all components, namely micromanipulator, injection system, microscope, camera, and display screen must be mentioned in technical bid and bidder should submit undertaking of OEM to supply the quoted components/spares/service for next 10 years.		
6.	Micro-injector and micromanipulator (same model or its predecessor models) should have been successfully used in genome editing/microinjection into eggs of fish/ animal species as cited by minimum 3 publications in peer reviewed journals.		
7.	Minimum five numbers of installations of same model or its predecessor/equivalent model with satisfactory certificate from users.		
8.	ISO or equivalent Certification.		
9.	Warranty: minimum one year.		
10.	The bidder should have authorization of OEM to quote against this bid of Micromanipulation System (manual) of ICAR-NBFGR.		

Mark (YES) if specification offered is as per tender or better. If not, specify the specification offered. An item-by-item 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 the provision of the Technical Specifications.

1. Published/Printed Technical literature/brochures/manuals should be attached along with this format that certifies the quoted specification. Simple internet downloaded are not accepted unless the catalogue/brochures from authorized website of original manufacturer can be certified.

2. Compliance/Deviation statement comparing the specification of the quoted model to the required specifications. This statement should also give the last page of the technical literature where the relevant specification is mentioned.

3. Failure to give support documents for verifying specification will lead to rejection of bid.

**SIGNATURE WITH STAMP OF THE BIDDER**