

**TENDER DOCUMENT FOR SUBMISSION OF OFFERS FOR RATE CONTRACT OF
CHEMICALS / SOLVENTS / REAGENTS / PLASTICWARES / GLASSWARES / LABWARES**

SUB.: ANNUAL RATE CONTRACT FOR SUPPLY OF LABORATORY CHEMICALS & REAGENTS.

Ours is a Government Research Institute engaged in various research activities to focus on research disciplines such as Molecular Diagnosis, Molecular Synthesis and Biology. To perform such activities, often we receive indents from our faculty members / researchers for procurement of different make of chemicals / solvents / reagents / plasticwares / glasswares / labwares etc. In order to cater the frequent demands of above lab items and making its procurement process easier and speedy we would like to have Rate Contract with different manufacturers for our laboratory items (**excluding equipment**) for future requirements. Enclose the current / applicable price list of your aforesaid nature of products under seal and signature on each page by the authorised signatory. A proposal for Rate Contract is invited on following terms & conditions:

1. Mention about maximum discount to be provided on the items listed in price list (excluding equipment)
2. Mention about your local authorized distributor (with complete address) for supply and invoicing (mandatory)
3. Govt. Tax and duties applicable on your products under price list.
4. GST / sales tax and income tax clearance certificate.
5. Annual turnover of your firm.
6. Delivery time applicable for supply.
7. Furnish refundable security money of ₹10,000/- (Rupees Ten thousand only) in shape of TDR/FDR in favour of Director, Centre of Biomedical Research along with your proposal for rate contract.
8. Furnish non-refundable tender fees of Rs. 1180/- in shape of Demand Draft in favour of Director, Centre of Biomedical Research along with your proposal for rate contract.
9. Copy of Rate Contract (as a proof) with other similar institutions like SGPGI, CDRI, etc., with whom the firm is having Rate Contract.

The last date for receiving of the offers is **18.02.2019 up to 5.00 p.m.** In case of last date of submission of offers is observed holiday, the next working day will be treated as last date for submission of offers. The offers should be sent through courier / speed post / registered post only. The offers should be submitted in favour of "Director, Centre of Biomedical Research (CBMR), SGPGIMS Campus, Raebareli Road, Lucknow - 226014". Name of the offer along with last date of its submission must be mentioned at the top of the envelope. Late received offers will not be considered for opening. The proposals will be scrutinized and evaluated by the Expert Committee. On the basis of recommendation of Committee further action will be taken for awarding rate contract for your product. **Please note that initially rate contract will be finalized for a period of one year which can be extended further on mutual consent.**

DIRECTOR
Centre of Biomedical Research
SGPGIMS Campus, Raebareli Road, Lucknow