

F.No : 8-1/19-20/ST**Date : 03.12.2019****LIMITED TENDER ENQUIRY**

Quotations are invited for the **Subscription (both Renewal & New Subscription) for Foreign Journals for CIBA Headquarters, KRC & NGRC** Library of CIBA for the year – 2020 (**i.e. January to December - 2020**) with the technical specifications mentioned in the Annexure III, in a two bid system.

Tender documents may be downloaded from CIBA web site www.ciba.res.in as per the schedule given in **CRITICAL DATE SHEET** as under.

CRITICAL DATE SHEET :

Published Date	03rd December 2019 (02.00 PM)
Bid Document Download / Sale Start Date	03rd December 2019 (02.00 PM)
Bid Clarification Start Date	03rd December 2019 (02.00 PM)
Bid Clarification End Date	16th December 2019 (02.00 PM)
Bid Submission Start Date	03rd December 2019 (02.00 PM)
Bid Submission End Date	16th December 2019 (02.00 PM)
Bid Opening Date	17th December 2019 (02.00 PM)

Delivery Site (CIBA, Hqrs) :

Central Institute of Brackishwater Aquaculture
(Indian Council of Agricultural Research),
No.75, Santhome High Road, R.A.Puram, Chennai-600028, Tamil Nadu.
Phone: +91-044-24618817, 24616948, 24610565.
E-mail: stores@ciba.res.in, storesciba@gmail.com

Delivery Site (KRC of CIBA) :

KRC of Central Institute of Brackishwater Aquaculture
(Indian Council of Agricultural Research), Kakdwip-743 347, West Bengal.
Phone: +91-03210-255072 Fax: +91-03210-255072
E-mail: krckakdwip@yahoo.co.in

Delivery Site (KRC of CIBA) :

NGRC-CIBA, First Floor Animal Husbandry & Polytechnic Building,
Navsari Agricultural University, Eru Char Rasta, Navsari,
Gujarat-396450
Ph-02637283509, 7977078509.

Tenderer / Contractor are advised to follow the instructions carefully provided in **Instructions to Bidders (ITB) and General Condition of Contract (GCC)**, without fail, which are uploaded in our website at www.ciba.res.in under “TENDER”, before submission of your bid. For clarification please send mail to stores@ciba.res.in

Care has been taken to avoid contradiction between stipulation in the ITB, GCC and those in the other sections of the bidding documents. But wherever contradiction arises, if any, stipulations contained in the Schedule of Requirements shall prevail.

Not more than one **quotations/estimates/bids** shall be submitted by one firm/bidder/contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

Tenderer who has downloaded the tender from the CIBA website www.ciba.res.in **shall not tamper/modify the tender form including downloaded price bid template in any manner**. In case if the same is found to be tampered / modified in any manner, **quotations/estimates/bids** will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with CIBA.

Before the deadline for submission of the bid, CIBA, Chennai reserves the right to modify the tender document terms and conditions. Such amendment / modification will be notified on ciba website. Intending firms are advised to visit again CIBA website www.ciba.res.gov.in at least 3 days prior to closing date of submission of **quotations/estimates/bids** for any corrigendum / addendum/ amendment.

EMD Payment:

Bid Security	Rs.0/-	For Registered Vendors of ICAR - CIBA
EMD	Rs.4000/-	For Non-Registered vendors of ICAR – CIBA
EMD Exemption if valid MSMEs Certificate is produced		

Earnest Money Deposit is to be deposited by **Demand Draft** in favour of **ICAR Unit, CIBA and payable at Chennai** obtained from any Nationalized/ scheduled Bank valid for three months. Bidders are required to submit the details of EMD payment at the time of Bid Preparation.

All applicable bank charges shall be borne by the applicant and he shall not have any claim what so ever on this account on Government.

The Hard Copy of earnest money deposit must be delivered to The Director, Central Institute of Brackishwater Aquaculture (ICAR), No.75, Santhome High Road, R.A. Puram, Chennai – 600 028 on or before bid opening date/time as mentioned in critical date sheet.

Bids will be opened as per date/time as mentioned in the **Critical Date Sheet**.

Prices:

The price should be quoted in net per unit (after breakup) and must include all packing and delivery charges to various Departments/Centers/Institutions. The offer /bid should be inclusive of taxes and duties. However the percentage of tax & duties should be clearly indicated. The price should be quoted without custom duty and excise duty, since CIBA, Chennai is exempted from payment of excise duty, and the custom duty, which will be paid at concessional rate against duty exemption certificates.

Taxes:

CIBA, Chennai is public funded research organisation under the administrative control of ICAR, Ministry of Agriculture and Farmers welfare, Government of India and we are eligible for concessional Integrated Tax as per notification No.45/2017 Central Tax-(Rate), dated:14-11-2017/ Notification No.47/2017 Integrated Tax – (Rate), dated:14-11-2017 on submission of concessional certificate.. Hence tax should be charged at concessional rates as applicable to educational and research institutions run without profit motives, for which necessary certificate will be issued on demand at the time of retirement of documents/payment, wherever applicable.

Risk Purchase Clause:

In the event of failure of supply of the item/equipment within the stipulated delivery schedule, the purchaser has all the right to purchase the item/equipment from other sources on the total risk of the supplier under risk purchase clause.

Performance Security Deposit:

Performance Security Deposit (100% of the contract value) will be collected from the supplier as per the “ICAR - Procurement Manual of Library Books and Journals including e-Journals” rules before releasing supply/purchase order. The security deposit would be returned only after expiry of the contract period and sixty days. In the event of selected firm refusing or failing to supply the journals , the security deposit would be forfeited. And it is also informed that the **Performance Security deposit has to be claimed within three years after completion of warranty period, otherwise it would be forfeited.**

Submission of quotations :

The following 2 envelopes has to be sent our office within the stipulated time:

1. Technical Bid:

a. Signed copy of below documents in a separate envelope – Technical Bid:

1. Tender Acceptance Letter (Annexure-I) (To be given on Company Letter Head).
2. Price Bid Undertaking (Annexure-II) (To be given on Company Letter Head).
3. Price Bid(Annexure-IV)
4. PAN card and GST Certificate.
5. Cancelled Cheque copy / ECS Mandate form duly signed by Bank.

2. Price Bid:

- a. The Prices has to be mentioned in the format as per the Annexure IV in a separate envelope – Price Bid.

**The Director,
Central Institute of
Brakishwater Aquaculture,
No.75.Santhome High Road,
R.A.Puram,
Chennai – 600 028.**

ANNEXURE - I
TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To,
The Director,
Central Institute of Brakishwater Aquaculture,
No.75. Santhome High Road,
R.A.Puram,
Chennai – 600 028.

Subject : Acceptance of Terms & Conditions – Reg

CIBA Ref.No. : F.No:8-1/19-20/ST.

Name of Tender / Work: Subscription (both Renewal & New Subscription)
for Foreign Journals for CIBA Headquarters, KRC & NGRC

Dear Sir,

1. I/ We have downloaded the tender document(s) for the above mentioned 'Tender/Work' from the web site(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. 1 to 9** (including the annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too has 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 and also unconditionally accept that CIBA, Chennai has the right to accept the whole or any part of the Tender or portion of the quantity offered or reject it in full without assigning any reason.

5. I / We accept that being L1 alone will not confer the award of the contract by the CIBA. The Award of the contract will be communicated by CIBA, Chennai through Post/ Fax / electronic form of communication, which is final and I / we shall abide by the terms / conditions / clauses contained therein.

6. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

7. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or 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)

ANNEXURE - II
PRICE BID UNDERTAKING

(To be given on Company Letter Head)

From: (Full name and address of the Bidder)

To,
The Director,
Central Institute of Brakishwater Aquaculture,
75, Santhome High Road,
R.A. Puram,
Chennai – 600 028

Dear Sir/Madam,

Sub : Price Bid Undertaking – Reg

CIBA Ref.No. : F.No:8-1/19-20/ST.

I submit the Price Bid for the “**Subscription (both Renewal & New Subscription) for Foreign Journals for CIBA Headquarters, KRC & NGRC.**” as envisaged in the Bid document.

2. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.

3. I offer to supply at the rates as indicated in the price Bid of this tender.

Place :

Yours faithfully,

Date :

Signature of authorized Representative

ANNEXURE – III

Subscription (both Renewal & New Subscription) for Foreign Journals for

CIBA Hqrs, Chennai; KRC, Kakdwip & NGRC, Navsari

Sl. No.	Name / Title of the Journal
1.	Sea Food News - (Online Journal - Single User) Renewal for CIBA Hqrs, Chennai
2.	Science (New Journal. for CIBA Hqrs - 2020, Print)
3.	Aquaculture Spectrum (Indian Journal) Renewal CIBA Hqrs , KRC & NGRC
4.	Aquaculture Asia Pacific, for CIBA Hqrs, KRC & NGRC (New Journal for 2020, Print + Online)
5.	World Aquaculture Magazine, for CIBA,Hqrs , KRC & NGRC (New Jnl. for 2020, Print only)

ANNEXURE – IV

Price Bid

The Bidder has to fill this Price Bid sheet. It has to be duly signed and the seal of the organization has to be affixed to ascertain the genuinity of the quote/estimate/bid .
The unsigned bid without sign/seal may be rejected. CIBA reserves the right to reject any bid which are not responsive. The Price Bid has to be mentioned in a separate envelope.

Sl. No.	Name / Title of the Journal	Amount (inclusive of taxes)
1.	Sea Food News - (Online Journal - Single User) Renewal for CIBA Hqrs, Chennai	
2.	Science (New Journal. for CIBA Hqrs - 2020, Print)	
3.	Aquaculture Spectrum (Indian Journal) Renewal CIBA Hqrs , KRC & NGRC	
4.	Aquaculture Asia Pacific, for CIBA Hqrs, KRC & NGRC (New Journal for 2020, Print + Online)	
5.	World Aquaculture Magazine, for CIBA,Hqrs , KRC & NGRC (New Jnl. for 2020, Print only)	
	Total	

केन्द्रीय खारा जलजीव पालन अनुसंधान संस्थान (भारतीय कृषि अनुसंधान परिषद)
#75, संथोम हाई रोड, राजा अण्णामलैपुरम, चेन्नई - 600028, तमिलनाडु, भारत



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Fax: +91 44 24610311

Email: director.ciba@icar.gov.in, director@ciba.res.in