

सी.एस.आई.आर. - जीनोमिकी और जीव-विज्ञान समवेत संस्थान
CSIR-INSTITUTE OF GENOMICS & INTEGRATIVE BIOLOGY,
जुबली हॉल के सामने, मॉल रोड, दिल्ली-110007. भारत
Opp. Jublee Hall, Mall Road, Delhi-110007 India
फोन/Phone: 011-27667765, टेलिफैक्स: 011- 27662099
ईमेल/e . mail : purchase@igib.res.in; वेब/Web: www.igib.res.in

निविदा आमंत्रित करने की सूचना/Notice Inviting Tender (NIT)

संदर्भ संख्या/Ref No.IGIB/5-2C/253/25-26(1107)

दिनांक/Date: 09.10.2025

सेवा में/To,

M/s Premas Life Science Private Limited
E49/5, IInd Floor, Okhla Phase II, Okhla Industrial Area
New Delhi-110020

प्रिय महोदय/Dear Sirs,

यह संस्थान आपसे निम्नलिखित वस्तुओं को अगले पृष्ठ पर लिखी शर्तों के अनुसार खरीदने को लेने का इच्छुक है। आपसे अनुरोध है कि आप अपनी निविदा बनाकर, केवल भारत सरकार के खरीद संबंधी सार्वजनिक ई-प्रापण पोर्टल www.etenders.gov.in के माध्यम से, निविदा जमा करने की अंतिम तिथि से पहले भिजवाने का कष्ट करें।

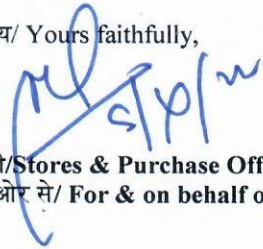
This Institute is interested in procurement of goods from you, for the following items/services on the terms & conditions mentioned overleaf. You are, therefore, requested kindly to submit your bid/quotation for the same only through Public Procurement Portal www.etenders.gov.in meant for procurement, on or before the last date of submission of the bids.

क्रसं/S.No	वस्तु या सेवा का विवरण/Description of Item/service	मात्रा/Qty.
1.	Twist Library Preparation EF Kit 2.0, 96 sample Cat No. 104207	04
2.	Twist Universal Adapter System TruSeq Compatible, 96 samples Plate A, Cat. No. 101308	01
3.	Twist Universal Adapter System TruSeq Compatible, 96 samples Plate C, Cat. No. 101310	01
4.	Twist Universal Adapter System TruSeq Compatible, 96 samples Plate D, Cat. No. 101311	01
5.	Twist Universal Adapter System TruSeq Compatible, 96 samples Plate B, Cat. No. 101309	01

Important: As per the Public Procurement (Preference to Make in India), Order, 2017 dated 16th September, 2020 as amended from time to time, the bidder is required to submit a certificate about the percentage (%) of local content in the product quoted by the bidder. For more details kindly refer the Department for Promotion of Industry and Internal Trade (DPIIT) website <https://dipp.gov.in>

Note: The bid shall not be considered without this Certificate

भवदीय/ Yours faithfully,



(संभार एवं क्रय अधिकारी/Stores & Purchase Officer)

सी.एस.आई.आर. के लिये व की ओर से/ For & on behalf of CSIR

09/10/25

TERMS & CONDITIONS COMMON TO ALL ITEMS

1. The bid should be submitted as per terms of this Request for Quotation (RFQ), only ONLINE through Central Public Procurement Portal (CPPP) <https://etenders.gov.in>. Manual bid or documents shall not be considered except for the documents required to be submitted manually in original, if any, as a part of the bid. Technical bid/specifications and Terms & Conditions may be submitted duly signed in PDF form.
2. The bid should be addressed to The Director, CSIR-Institute of Genomics and Integrative Biology, Mall Road, Delhi-110007 India.
3. Bidder may submit its quote either for indigenously manufactured product or foreign product available from ready stock OR in foreign exchange as Indian Agent/Branch on behalf of its foreign supplier for direct import by CSIR-IGIB.
4. HSN code of each item should be mentioned against all quoted items.
5. The bid should indicate clearly about the packing, forwarding, freight transportation, insurance and installation and commissioning charges, if any, upto the place of supply/port of destination. Otherwise, it will be presumed that taxes/charges are included in the quoted prices and CSIR-IGIB will not be liable to pay any such charges separate from the quoted rates.
6. **The terms for payment in advance will not be considered**
7. The delivery schedule should be clearly mentioned in the quotation by the bidder.
8. The mode of dispatch of the items must be mentioned clearly in the bid.
9. **The bid shall be valid for 30 days for supply of indigenous items and 60 days for import of goods from abroad, from the date of opening of the bid. No revision in price will be allowed after opening the bid.**
10. Complete specifications of the product with manufacture's name and address should be mentioned in the bid. Technical Literature/Pamphlet should also be submitted with the bid.
11. Prices are required to be quoted in the units as indicated in the BOQ.
12. CSIR-IGIB, being a Public Funded Research Institution, is partly exempted from payment of customs duty vide notification No. 51/96 dated 23.07.1996 and GST applicable as per the extant rules/guidelines.
13. CSIR-IGIB has GST No. 07AAATC2716R4ZE which should be mentioned in the invoice at the time of supply.
14. **Reasonability of Prices:** In order to ensure that the quoted prices are reasonable and minimum for CSIR-IGIB, the bidder must provide copies of at least two purchase orders for the supply of the similar product made to any CSIR Labs/Govt. recognized Institutes/Govt. Academic Institutes/PSUs/Autonomous Bodies during the last two years. At the same time, a Price Reasonability Certificate may also be furnished on the letter head that the quoted prices are lowest and lower prices than those offered to CSIR-IGIB have not be provided to anyone else. If case any deviation in this regard if brought to the notice of CSIR-IGIB in future then the firm is liable to refund the excess amount charged from us.
15. The date of delivery should be strictly adhered to otherwise the Director reserves the right not to accept delivery in part or full and to levy a penalty 0.5% per week subject to maximum of 10% of the total value of supply order for delay in supply or installation.
16. Unsolicited / Conditional tenders shall not be considered.
17. The Director, CSIR-IGIB, Delhi, reserves the right to reject, or partially accept any or all the quotations received without assigning any reasons.
18. All disputes arising out of this transaction shall be referred to Delhi International Arbitration Centre (DIAC), Delhi High Court New Delhi. The disputes in case of import of goods shall be dealt as per United Nations Commission on International Trade Law (UNCITRAL) Arbitration Rules.
19. **ADDITIONAL TERMS APPLICABLE FOR PROCUREMENT OF EQUIPMENT (both indigenous as well imports):-**
 - 19.1 ~~Warranty:~~ The bidder should quote a warranty for a minimum of 12 months from the date of satisfactory installation, unless mentioned specifications specifically in the or note.
 - 19.2 ~~Performance Bank Guarantee/Security deposit (PBG/SD):~~ The bidder shall be required to submit a PBG/SD for 5% of the order value on receipt of material and satisfactory installation.
 - 19.3 **Authorisation Letter:** A certificate from the OEM/Principal supplier should be submitted wherein the bidder has been authorized to quote, sell the equipment and provide the after sales services.
20. **ADDITIONAL TERMS FOR PURCHASE FROM INDIGENOUS SOURCES**
 - 20.1 Prices should be quoted preferably on free Delivery at IGIB, Delhi basis.
 - 20.2 The goods should be insured against theft, loss or breakage and all other transit losses during transportation. Insurance charges should not exceed 2% of the cost of material.
 - 20.3 Bidder should mention its GST Number in the bid for records and necessary action.
 - 20.4 **PAYMENT TERMS:-** 100% Payment shall be released through RTGS after receipt of goods in good working condition and wherever applicable on satisfactory installation of material at CSIR-IGIB, Mall Road/Mathura Road, Delhi. The bidder should provide bank detail in the bid.
 - 20.5 TDS on goods and services will be deducted as per rules.
21. **ADDITIONAL TERMS FOR IMPORT OF ITEM (when bidding in foreign currency):-**
 - 21.1 The rate should be quoted on CIP/CIF basis giving breakup of charges up Part of destination i.e. Delhi Airport Port.
 - 21.2 **PAYMENT TERMS:** The following terms of payment shall be acceptable to us:
 - a. On Credit basis within 30 days of receipt of material in good working condition and in case of equipment on satisfactory installation.
 - b. Through sight draft where the original shipping documents may be sent immediately after shipment either to us or to our bankers State Bank of India, TFCPC Branch, Parliament Street, New Delhi-110001. We shall retire the documents on its first presentation to us.
 - c. 100% through irrevocable letter of credit (excluding for Indian Agent's Commission, if any)
22. **DOCUMENTS REQUIRED FROM THE BIDDER:-**
 - 22.1 Documentary evidence about the status of the bidder i.e. whether MSME/Start-up
 - 22.2 Declaration abiding by the code of Integrity and no conflict of interest for public procurement. (DoE (Govt. of India)-OM No.F.1/20/2018-PPD Dt. 02.11.2023)
 - 22.3 Declaration by the bidder regarding Land Border sharing Regulations.
23. Indian Agent's Commission, if any, will be paid in equivalent Indian Rupees only after the satisfactory installation of material on exchange rates which was applied for payment to the principal supplier.
24. All the instructions and terms & conditions of this NIT must be complied failing which the offer may be liable for rejection.