



**CENTRAL AGRICULTURAL UNIVERSITY**  
**LAMPHELPAT, IMPHAL 795 004, MANIPUR, INDIA**  
*E-mail : di.office@yahoo.com*

Dr. S. Basanta Singh  
Director of Instruction

No. CAU/DI/309-ARC/22-23/ 296 (B)

Dated, 24<sup>th</sup> May, 2022

**NOTICE FOR EXPRESSION OF INTEREST**

The Central Agricultural University, Imphal, Lamphelpat-795004 (Manipur) is inviting Expression of Interest for entering into Rate Contract for Chemicals, Glassware, Plasticware, scientific consumables etc. for its constituent colleges located in 7 states of north-eastern hill region. Interested parties may download the details from [www.cau.ac.in](http://www.cau.ac.in).

**The last date for receipt of Tender document is 15<sup>th</sup> June, 2022.**

J. h.  
(S. Basanta Singh)  
Director of Instruction

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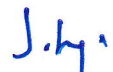
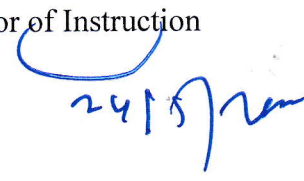
No. CAU/DI/309-ARC/22-23/

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**NOTICE INVITING EOI FOR PROCUREMENT OF SCIENTIFIC CONSUMABLES/LAB.  
CHEMICALS/GLASSWARE/PLASTICWARE , ETC.**

Sealed E. Tender are invited by CAU, Imphal, Lamphelpat, Manipur-795004 from reputed Manufacturers for **Chemicals, Glassware, Plasticware, Scientific consumables** for entering into Rate Contract for Procurement and supply as per University norms. The expression of interest would enable considering the manufactures for empanelment under the Rate Contract **for a term of one year period w.e.f 1<sup>st</sup> July, 2022 to 30<sup>th</sup> June, 2023**. Furthermore, the firms are requested to indicate the most competitive rates along with the maximum discount admissible (if any), that they would provide for supplying the concerned items. The current price list that would be valid for 1 (one) year has to be provided. **The last date for submitting the same is on 15<sup>th</sup> June, 2022. Any queries/ offers received after the due date would not be solicited for consideration.** It is mandatory to enclose and approved catalogue – cum- price list along with the proposal and percentage of offered discounts, along with the terms & conditions. Further, they will mention their authorized dealer located at Shillong, Tura (Meghalaya), Guwahati, Agartala, Pasighat (Arunachal Pradesh), Gangtok, Imphal, Aizawl & Dimapur (if any). The authorized dealer should have Proper chemicals storage facility and the dealer should be ready to cooperate if the University deputed any team for inspection of the facility.

The firms should also give a certificate that they have not offered more discounts of any public or private organization/ party in India. If they do after the execution of rate contract with this University, benefit of the same would also be extended to the University.

  
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**TERMS & CONDITIONS FOR RATE FOR CONTRACT OF SERVICES FOR A  
PERIOD OF ONE YEAR**

1. Relevant Documents :
  - i. Experience certificate, authorization letter.
  - ii. Dealership Certificate, Company registration certificate/ incorporation certificate, product certificate, etc. is mandatory.
  - iii. Dealership certificate/ Agency Certificate for the manufacturer/ manufacturing firm should be enclosed if the rates are quoted by the Dealers/Agents
  - iv. GST registration certificate, PAN card, bank details
  - v. Income Tax Returns certificate must be enclosed for last three years *i.e* from 2019-2020, 2020-2021, 2021-2022. (Failing which the quotation shall be rejected).
2. Prices : In Indian Rupees only. Price list should be latest. (**i.e. 2022 - 2023**). Old pricelist is not acceptable. Quoted prices should be FOR destination no other extra charges shall be paid.
3. ST/Packing/Forwarding: The University is entitled to concession on GST applicable to Educational/Research Institute/Lab. GST may be charged accordingly. Packing/forwarding charges for pickup and delivery will be borne by the party.
4. Excise duty : Exemption certificate will be issued, if required.
5. Order for : Materials for service should be picked up and delivered back accordingly as per the specifications mentioned in the work order.



6. Delivery : As specified in the work order:-
- i. Central Agricultural University, Headquarter, Lamphelpat-795004, Imphal, Manipur
  - ii. College of Agriculture, Iroisemba, Imphal, Manipur-795004.
  - iii. College of Food Technology, Lamphelpat, Imphal-795004.
  - iv. College of Veterinary Sciences & Animal Husbandry, Selesih, Aizawl, Mizoram- 796014.
  - v. College of Horticulture, Thenzawl, Mizoram- 796186.
  - vi. College of Veterinary Sciences & Animal Husbandry, Jalukie, Peren, Nagaland-797110.
  - vii. College of Fisheries, Lembucherra, Tripura- 799210
  - viii. College of Horticulture & Forestry, Pasighat, Arunachal Pradesh-791102.
  - ix. College of Agriculture, Pasighat, Arunachal Pradesh,-791102.
  - x. College of Agricultural Engineering & Post Harvest Technology, Ranipool, Sikkim-737135.
  - xi. College of Horticulture , Bermiok, Sikkim, 737135
  - xii. College of Post Graduate Studies in Agricultural Sciences, Umiam, Barapani, Shillong, Meghalaya-793103.
  - xiii. College of Community Sciences, Tura, Meghalaya-794101.
  - xiv. College of Agriculture, Kyrdemkulai, Meghalaya-793103.
7. Service Delivery Period: 30 days or as per the time mutually agreed depending on work
8. Payment : On the receipt of bill basis.

9. Defective Services : Services if found defective at any time, the same must be rectified immediately and any loss occurred to our Institute due to the use of your faulty material/ services all damages/loss shall be borne by you and payment of bill, if already made shall be refunded/ will be deducted from any of your pending bills. The Rate Contract is also liable to be cancelled in case of such eventually. If material for service is lost in transit, or in processing, all sample preparation cost and other related losses would be borne by the party.
10. Part services : Part services shall not be accepted until and unless it is supported by convincing reasons and approved by the Competent Authority
11. Late services : A penalty of 2% per week or part thereof will be deducted in respect of delayed services calculated on the order value of items delayed limited to 10% of value
12. Fluctuation in quoted Prices : The quoted price of the articles shall remain constant throughout the contract period. Any additional levy of Taxes by the Government in the course of contract would be payable & also the reduction of quoted price (s) on account of lower levy etc. of any of the articles shall have to be passed on to CAU, Imphal, Lamphelpat, Manipur-795004.
13. Charging Higher quoted Rate(s) : The firm shall not charge from CAU, Imphal, Lamphelpat, Manipur-795004 higher quoted rate(s) than for the same items to any other organization. A certificate from the party in this regard should be enclosed. If, at any stage it is found, the difference of amount shall have to be refunded to CAU, Imphal, Lamphelpat, Manipur-795004. The rate (s) is liable to be cancelled and steps will be initiated for blacklisting of the firm.


14. Cancellation of Rate Contract :

The Director of Instruction, CAU, Imphal, Lamphelpat, Manipur-795004, India reserves the right to cancel the quoted rate (s) at any time without assigning any reason by the giving one month notice.

15. **KHADC license**  
(applicable only for colleges located in Shillong)

- i. **The Firm/ Agency run by the firm contractor's/ firms /companies /suppliers /stockiest/ banned warehouse/ Private carriage contractors /Co-operative Societies etc. should produce Trading License issued by the KHADC (Govt. of Meghalaya) and may be kept in the Technical Bid (Bid- I).**
- ii. **Submission of tender paper does not fall under trade as per the above said act. However, if a firm becomes a successful bidder he has to furnish License issued by the KHADC (Govt. of Meghalaya) before any work involving trade is issued to him.**

*Further those firm/agency opting for clause II above are requested to submit an UNDERTAKING mandatorily to this effect along with the technical bids as a certification about their capability of submission of the trade license when ask for, failing which the tender are liable to be rejected/not to be considered at any circumstances. (If not applicable submit the relevant document).*

  
(S. Basanta Singh)  
Director of Instruction

  
24/11/20