



ICMR-NATIONAL INSTITUTE FOR RESEARCH IN REPRODUCTIVE HEALTH

(Indian Council of Medical Research)

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Enquiry No. NIRRH/ST/45/2018-2019

Date: February 28, 2019

Subject: **Quotation for Notepad Computer**

DUE DATE: **21st March, 2019**

TERMS & CONDITIONS:

1. Quotations must be sealed and super scribed on the cover with the words as under:

“QUOTATION FOR: _____”
“ENQUIRY NO.: _____; DUE DATE: _____”.

2. Your offer must be kept open for at least **THREE MONTHS** from the date of your Quotation.
3. Specific information should be furnished as to whether the items have been offered ex-stock or will have to be imported. Delivery period should be clearly indicated in the Quotation.
4. The Director, National Institute for Research in Reproductive Health (NIRRH) does not bind himself to accept only the Lowest Quotation. The right to accept or to reject any Quotation without assigning any reason is reserved.
5. The rate of G.S.T. must be clearly Indicated wherever chargeable. G.S.T. number must be indicated. It will be deemed that No Taxes are payable by us if such numbers are not indicated. **The GST Number of the Institute is 27AAEAT4818Q1ZS and is eligible for reduced rate of GST (i.e. 5%) under GST Notification No.45/2017 and 47/2017.**
6. The name of the manufacturer must be clearly specified while indicating the ‘Make’ of the product. Supplies are to be made in the manufacturer’s original packing wherever possible.
7. Rates quoted by outstation firms should be on F.O.R. Mumbai basis only and the rates quoted by local (Mumbai) firms should be on free delivery basis at NIRRH.
8. Rates quoted will be assumed to include packing and forwarding charges etc. unless separately stated.
9. The goods should be insured against theft, loss or breakage / damage during transit and insurance charges should not exceed 3% of the cost of the materials supplied.
10. Payment will be made by the crossed Cheque / Demand Draft / Bank Transfer in 14 working days from the date of receipt of the stores in satisfactory condition in full. The payment of bills for Goods / Equipment supplied will be subject to inspections of Goods / Equipment by competent authority.
11. Offers made on conditions like “Subject to prior Sale” or “Subject to availability of stores” or “Taxes as applicable” or such other vague conditions are likely to be ignored. Hence specific mention of your conditions in the quotation must be made.
12. In the case of Supply Orders, the dates must be strictly adhered to. In case of delayed supplies without prior approval of this Institute, the Director, NIRRH reserves the right to reject /refuse the items in part or in full at the discretion of the Director. The Director also reserves the right to claim liquidated damages for non-delivery of the items in time.

Policy for Preference to domestically manufactured electronic products in Government procurement as per Department of Electronics and Information Technology (DeitY), Ministry of Communication and Information Technology Notification No.33(3)/2013-IPHW dated 23/12/2013.

1) Purchaser reserves the right for providing preference to domestically manufactured electronic products in terms of the Department of Electronics and Information Technology (DeitY) Notification No.33(3)/2013-IPHW dated 23.12.2013 read with Notification No.33(3)/2013-IPHW dated 22/05/2014 and Guidelines issued there under through Notification No. 8(78)/2010-IPHW dated 12/06/2013. A copy of the aforesaid Notifications / Guidelines can be downloaded from DeitY website i.e. URL www.deity.gov.in/esdm. Purchase preference for domestic manufacturer, methodology of its implementation, value addition to be achieved by domestic manufacturers, self-certification, and compliance and monitoring shall be as per the aforesaid Guidelines/ Notifications. The Guidelines may be treated as an integral part of the tender documents.

2)) The modalities through which the preference for Domestically Manufactured Electronic Products (DMEPs) shall be operated are as follows:

- The electronic products for which preference will be provided to domestic manufacturers shall be **NOTEPAD COMPUTER**.
- The quantity of procurement for which preference will be provided to domestic manufactures shall be **50%** of the total tendered quantity.
- Percentage of domestic value addition, which qualifies the electronic product i.e. **NOTEPAD COMPUTER** to be classified as domestically manufactured shall be 50 % for the financial year from **01/04/2018 to 31/03/2019**.
- The preference to DMEP shall be subject to meeting technical specifications and matching L1 price.

5) Domestic manufacturers are required to indicate the domestic value addition in terms of Bill of Material (BoM) for the quoted product, in terms of aforesaid guidelines, in the Domestic Value in the following format:

Item No.	Item Description	Manufacturer / Supplier	Country of Origin	Value	Domestic Value Addition in Percentage

6) Bidders, claiming to bid in the status of domestic manufacturer, are required to give an undertaking in the format as given as Form 1 of the guidelines Notification No. 8(78)/2010-IPHW dated 12/06/2013. Furnishing of false information on this account shall attract penal provisions as per Guidelines/Notification.

7) Procedure for award of contracts involving procurement from domestic manufacturers: "For each electronic product proposed to be procured, among all technically qualified bids, the lowest quoted price will be termed as L1 and the rest of the bids shall be ranked in ascending order of price quoted, as L2, L3, L4 and so on. If L1 bid is of a domestic manufacturer, the said bidder will be awarded full value of the order. If L1 bid is not from a domestic manufacturer, the value of the order awarded to L1 bidder will be the balance of procurement value after reserving specified percentage of the total value of the order for the eligible domestic manufacturer. Thereafter, the lowest bidder among the domestic manufacturers, whether L2, L3, L4 or higher, will be invited to match the L1 bid in order to secure the procurement value of the order earmarked for the domestic manufacturer. In case first eligible bidder (i.e. domestic manufacturer) fails to match L1 bid, the bidder (i.e. domestic manufacturer) with next higher bid will be invited to match L1 bid and so on. However, the procuring agency may choose to divide the order amongst more than one successful bidder as long as all such bidders match L1 and the criteria for allocating the tender quantity amongst a number of successful bidders is clearly articulated in the tender document itself. In case all eligible domestic manufacturers fail to match the L1 bid, the actual bidder holding L1 bid will secure the order for full procurement value". Only those domestic manufacturers whose bids are within 20% of the L1bid would be allowed an opportunity to match L1 bid.

**Format for Affidavit of Self Certification regarding Domestic Value Addition in an
Electronic Product to be provided on ₹ 100/- Stamp Paper**

Date:

I, S/o, D/o, W/o, Resident of _____ do hereby solemnly affirm and declare as under:

That I will agree to abide by the terms and conditions of the policy of Government of India issued vide Notification No: 33(3)/2013-IPHW dated 23.12.2013.

That the information furnished hereinafter is correct to best of my knowledge and belief and I undertake to produce relevant records before the procuring authority or any authority so nominated by the Department of Electronics and Information Technology, Government of India for the purpose of assessing the domestic value addition.

That the domestic value addition for all inputs which constitute the said electronic product has been verified by me and I am responsible for the correctness of the claims made therein.

That in the event of the domestic value addition of the product mentioned herein is found to be incorrect and not meeting the prescribed value-addition norms, based on the assessment of an authority so nominated by the Department of Electronics and Information Technology, Government of India for the purpose of assessing the domestic value-addition, I will be disqualified from any Government tender for a period of 36 months. In addition, I will bear all costs of such an assessment.

That I have complied with all conditions referred to in the Notification in force wherein preference to domestically manufactured electronic products in Government procurement is provided and that the procuring authority is hereby authorized to forfeit and adjust my EMD and other security amount towards such assessment cost and I undertake to pay the balance, if any, forthwith.

I agree to maintain the following information in the Company's record for a period of 8 years and shall make this available for verification to any statutory authorities.

- i. Name and details of the Domestic Manufacturer (Registered Office, Manufacturing unit location, nature of legal entity)
- ii. Date on which this certificate is issued
- iii. Electronic Product for which the certificate is produced
- iv. Procuring agency to whom the certificate is furnished
- v. Percentage of domestic value addition claimed

- vi. Name and contact details of the unit of the manufacturer
- vii. Sale Price of the product
- viii. Ex-Factory Price of the product
- ix. Freight, insurance and handling
- x. Total Bill of Material
- xi. List and total cost value of inputs used for manufacture of the electronic product
- xii. List and total cost of inputs which are domestically sourced. Please attach value addition certificates from suppliers, if the input is not in-house.
- xiii. List and cost of inputs which are imported, directly or indirectly

for and on behalf of (Name of firm/entity)

Authorized signatory (To be duly authorized by the Board of Directors)