

भारत सरकार / Government of India
केन्द्रीय अनुसंधान संस्थान / Central Research Institute
कसौली, जिला सोलन-173204 (हि0प्र0) / Kasauli, Distt. Solan(HP)-173204
दूरभाष संख्या / Telephone No.01792-272995, 273207

Regd.

दर-पूछताछ संख्या / Rate Enquiry No. Q-129/II-16/Alm. Seals Green/2016-17/St.

दिनांक / Dated

दिनांक 08.11.2016 को 2:30 बजे खोली जायेगी।

सेवा में / To

महोदय,

निम्नलिखित वस्तुओं / सामान की खरीद हेतु निदेशक, केन्द्रीय अनुसंधान संस्थान, कसौली द्वारा मुहरबन्द दरें आमन्त्रित की जाती है। कोटेशन दाताओं को यह सुझाव दिया जाता है कि वे दरें प्रस्तुत करने से पहले इस पत्र में छपी शर्तों को ध्यान पूर्वक पढ़ लें। चूंकि यदि वे किसी शर्त (शर्तों) का उल्लंघन करेंगे या उनकी **दरें नियत तारीख के पश्चात प्राप्त होंगी तो उन्हें स्वीकार नहीं किया जायेगा।** Sealed quotations are invited by the Director, Central Research Institute, Kasauli for the following items. The tenders are advised to read the terms and conditions carefully before quoting, as the quotations are liable to be rejected if they contravene any of the condition(s) or are received after the due date.

क्र०सं० / S.No.	वस्तु का नाम / Name of the Items(s)	संख्या / Qty. required
1.	Aluminum Seals Green Specifications of Aluminum Seals Green Color attached as Annexure-I	16,00,000 nos
2.	Aluminum Seals White Colour Specifications of Aluminum Seals White Color attached as Annexure-II	1,00,000 nos
Note 1 : Quoted prices should be inclusive of all taxes OR rates of taxes & duties etc. should be mentioned clearly.		
Note 2 : In case of quotation value more than Rs.75,000/-, the quotation should be accompanied with EMD @ 2% of quoted value in the shape of FDR (Fixed Deposit Remittance) only in favour of Director, Central Research Institute, Kasauli failing which quotation will be rejected. Appropriate certificate need to be attached in case of EMD waiver".		

भवदीय / yours faithfully,

मण्डार अधिकारी / Stores Officer,
कृते निदेशक / for Director |

दर-पूछताछ की शर्तें / Conditions of Rate Enquiry

- दरों के लिफाफे की बाईं ओर निम्नलिखित विवरण स्पष्ट रूप से लिखा होना चाहिए। On the left hand side of the envelope containing quotation the following should be clearly mentioned:
दर-पूछताछ संख्या / Rate Enquiry No.: Q-129/II-16/Alm. Seals Green/2016-17/St. दिनांक / Dated (दिनांक 08.11.2016 को दर खोली जाएगी / Due to be opened on 08.11.2016)
जो दरें मुहरबन्द लिफाफे की बजाए खुले लिफाफे में प्राप्त होंगी और जिनके लिफाफे पर उपर्युक्त शीर्षक नहीं लिखा होगा, उन्हें अस्वीकार किया जा सकता है। **Quotations which are received open and not in sealed cover or do not contain the above mentioned caption are liable to rejection.**
- निवेदित दरें प्रति युनिट निवल और माल भाडा सहित पहुँच के 0अ0सं0, कसौली ही होनी चाहिए और उनमें पैकिंग और उन्हें भेजने के सभी प्रभार सम्मिलित होने चाहिए। पहले से निवेदित दरों में वृद्धि के किसी प्रतिवेदन पर किसी भी हालत में विचार नहीं किया जाएगा। The prices quoted **must be delivered at C.R.I., Kasauli** net per unit and must include all charges for packing and forwarding. No representation for increase in rates already quoted will be considered under any circumstances.
- यदि अलग से केन्द्रीय बिक्री-कर/बैट आदि लिया जाना हो, तो तदनुसार उसका उल्लेख किया जाए। विशेष रूप से इसका उल्लेख न किए जाने पर यह मान लिया जाएगा कि बिक्री-कर/बैट आदि निवेदित दर में शामिल है और इसके लिए अलग से किये जाने वाले दावे पर कोई विचार नहीं किया जाएगा। Central Sales Tax/VAT etc. if chargeable extra must be mentioned accordingly. In the absence of a specific mention, it will be presumed that these taxes are included in the price quoted and no separate claim for it will be entertained.
- आपकी दर को पक्का प्रस्ताव माना जाएगा और आपकी निवेदित दर निवेदन की तारीख से **तीन महीने तक बैद्य रहनी चाहिये**। इस अवधि के दौरान इसमें कोई परिशोधन, संशोधन करने या इसे वापिस लेने की अनुमति नहीं दी जाएगी। Your quotation will be treated as firm offer and **must remain open for three months** from the date of your quotation. No revision, amendment or withdrawal will be permissible during this period.
- अंकों या शब्दों में कोई काट-छाट न की जाए। गलत अंकों या शब्दों को काट दिया जाए और उन्हें अपने हाथ से दुबारा लिखकर उन पर हस्ताक्षर कर दिये जाएं। No figures or words should be overwritten. Incorrect figures or words should be struck off and rewritten under your signatures.
- आप जिन वस्तुओं की दरें भेज रहे हैं, उनकी पूर्ति आप किस तारीख तक कर सकते हैं, इसका उल्लेख दर में अवश्य किया जाए। The dates by which you can supply the articles for which you quote, should invariable be indicated against the item.

कृ०पृ०३० / PTO

- 7 सामान उच्च कोटि का होना चाहिए और हमारी विशिष्टियों के अनुसार ही होना चाहिए । सामान इस शर्त पर लिया जाएगा कि उस की जांच हमारे परिसर में की जाएगी और बाद में उसका अनुमोदन किया जाएगा । Supplies must be of first class quality and in accordance with our specifications only. Supplies are subject to inspection and approval at our premises.
- 8 आपकी दरों के संदर्भ में नमूने मांगे जाने पर उन्हें निर्धारित तारीख तक अवश्य प्रस्तुत किया जाए । ऐसा न करने पर आपकी दरों पर ध्यान नहीं दिया जाएगा । इस सम्बन्ध में तीसरी बार गलती करने पर इस संस्थान के पूर्तिकर्ताओं की अनुमोदित सूची से आपके प्रतिष्ठान का नाम काटा जा सकता है । Samples against your quotations when called for should be furnished promptly by the stipulated date. Failure to do so will entail your quotations being ignored. Repetition of such lapse for **third time** in this respect may result in the removal of the name of your concern from the approved list of suppliers to this Institute.
- 9 जिन वस्तुओं पर उत्पाद-शुल्क लगता हो, उनके सम्बन्ध में अपनी निवेदित दर में शुल्क की दर का उल्लेख स्पष्ट रूप से अलग मद के रूप में करें । निवेदित दरें अधिकतम अंकित मूल्य से अधिक नहीं होना चाहिए । In case of excisable articles, the rate of duty should be quoted distinctly as a separate item in your quotation. **Quoted prices should not be more than Maximum Retail Price(MRP).**
- 10 यदि दरें अधिकृत विक्रेता द्वारा प्रस्तुत की जा रही हैं तो कुटेशनदाता अपनी कुटेशन के साथ अधिकृत विक्रेता होने का प्रमाण पत्र जो कि निर्माता द्वारा जारी किया गया हो (नवीनतम) आवश्यक संलग्न किया जाना चाहिये । In case of quotation through authorized dealer/distributor, quotation should be accompanied with an authorization letter (preferably of most current date available) from manufacturer.
- 11 औषधियों और रसायनों के सम्बन्ध में विनिर्माता का नाम, विनिर्माण की तारीख, बैच संख्या और जहां आवश्यक हो, वहां इनके उपयोग की तारीख अवश्य दी जाए । In case of drugs and chemicals, manufacturer's name, date of manufacturer, batch number, date of expiry where applicable should invariably be quoted.
- 12 शल्य-चिकित्सा के उपकरणों और यंत्रों पर विनिर्माता का नाम अंकित होना चाहिए । इस बात का स्पष्ट रूप से उल्लेख किया जाए कि उपकरण भारत मानक संस्थान अथवा कोई ओर लागू एजेंसी की विशिष्टियों के अनुरूप हैं । Surgical instruments and appliances should be imprinted with manufacturer's name. It should be clearly indicated whether the equipment is conforming to ISI or any other applicable agency specifications.
- 13 कृपया ध्यान रखें कि पूर्ति आदेश में दी गई सामान की सुपुर्दगी की तारीख तक सामान अवश्य पहुंचा दिया जाए । यदि किसी कारण से निर्धारित अवधि के अन्दर सामान की पूर्ति न की जा सकती हो, तो समय पर आपूर्ति न कर पाने के कारण बताते हुए सुपुर्दगी की तारीख बढ़ाने का आवेदन-पत्र काफी समय पहले दे दिया जाए । सुपुर्दगी की तारीख केवल निदेशक ही बढ़ा सकता है । निदेशक बिना कोई कारण बताए किसी भी आपूर्ति आदेश को रद्द कर सकता है । जिस सामान का आदेश दिया हो, उसे यदि सुपुर्दगी की नियत तारीख तक आपूर्ति न करने की प्रायः शिकायत पायी जाएगी, तो आप का नाम पूर्तिकर्ताओं की सूची में से काटा जा सकता है । Please note that the date of delivery indicated in the supply order must be adhered to strictly. If for any reason supply cannot be delivered within the stipulated period, application for extension of delivery date should be made well in advance stating reasons as to why the supply cannot be delivered in time. Extension may be granted only at the discretion of the Director. The Director may cancel an order at this discretion without assigning any reason. Repeated instances of failure to supply stores ordered, by the due dates of delivery will entail removal of your name from list of suppliers.
- 14 आप चाहें तो निर्दिष्ट समय और तारीख को दर-पूछताछ के खुलने पर स्वयं उपस्थित हो सकते हैं या अपने किसी प्रतिनिधि को प्राधिकृत कर सकते हैं । You are at liberty to be present or authorize a representative to be present at the opening of the Rate Enquiry at the specified time and date.
- 15 कृपया यह सूचित करें कि इस दर-पूछताछ में उल्लिखित मदों के सम्बन्ध में आपने पूर्ति और निपटान के महानिदेशक से दर ठेका किया है अथवा नहीं । यदि यह ठेका किया है तो दरें प्रस्तुत करते समय हमें दर-ठेका संख्या सूचित करें और साथ ही दर ठेके की एक प्रति भिजवा दें । Please let us know whether you have entered into Rate Contract with the Director General of Supplies & Disposals in respect of items mentioned in this Rate Enquiry. If so, the Rate Contract No. may please be intimated to us while offering rates, with a copy of the Rate Contract.
- 16 यह केन्द्र सरकार का संस्थान है अतः नियमों के अनुसार बैंक के माध्यम से प्रलेख स्वीकार नहीं किये जाते और न ही पेशगी-अदायगी की जाती है । अतः सामान की पूर्ति बिल के आधार पर की जानी चाहिए । आपको विश्वास दिलाया जाता है कि आपकी दरें मंजूर हो जाने पर सामग्री अच्छी हालत में प्राप्त होते व उपकरणों के विषय में इसकी सन्तोषजनक प्रतिष्ठापन होते ही आपके बिल की तत्काल अदायगी करने की व्यवस्था की जाएगी । This being a Central Government Institution acceptance of documents through bank or provision of advance payment is not admissible under the rules. As such the supply of the stores is required to be made on bill basis. It is assured that in the event of acceptance of your quotation, payment of your bill would be arranged immediately on receipt of stores in good condition/satisfactory installation in case of machinery & equipment.
- 17 यदि दरें को खुलने की उपरोक्त तिथि को संस्थान में अवकाश हो तो दरों के प्राप्त करने तथा खुलने की तिथि, समय और स्थान में बिना किसी परिवर्तन के स्वमेव अगले कार्यदिवस तक बढ़ जायेगी । A In case, the date of opening of quotations mentioned above falls on holiday in the institute, the date for receiving and opening the quotation shall automatically be extended to the next working day of the institute, time and place remaining unaltered.
- 18 कृपया अपनी कुटेशन में टिन/बैट/सी0एस0टी/पैन नम्बर का उल्लेख करें । Please indicate your TIN/VAT/CST/PAN No. in your quotation.
- 19 खरीद प्रक्रिया के दौरान, इस संस्थान द्वारा कुटेशनदाता से सी0एस0टी0/बैट/टिन/पैन, नवीनतम आयकर रिटर्न तथा पंजीकरण आदि के ब्यौरे के बारे में सूचना मांगी जा सकती है । At any time of procurement process, CRI may ask to submit details w.r.t. TIN/VAT/CST/PAN such as latest return filed, registration certificate etc.
- 20 संस्थान द्वारा आपूर्तिकर्ता से सामान की आपूर्ति करने से पूर्व सामान का पायलट सैम्पल भेजने को कहा जा सकता है । Institute may ask to submit the pilot sample prior to complete supply.
- 21 संस्थान के निदेशक द्वारा किसी भी दर पूछताछ को खरीद प्रक्रिया के दौरान बिना कोई कारण बताये कुछ समय के लिये स्थगित अथवा पूर्णतया रद्द किया जा सकता है । Director, CRI may suspend/postpone or cancel any rate enquiry at any stage of procurement without assigning any reason.
- 22 Any firms, who is indulged in illegal bid rigging and cartelization in the recent past and have been penalized/ debarred / blacklisted by any Government Agencies (Central/ State/ Undertaking) will not be considered in the tender. If, at any point of time, it comes to the notice, the said firm's quotation will be cancelled and an appropriate action will be taken against the firms.
- 23 All Stores should be subject to inspection on receipt and purchaser shall have full discretion to accept or reject. Rejected supply should be removed within 15 days from date of intimation otherwise it will be disposed off in any manner deemed fit by the institution.
- 24 The price charged for stores supplied to the institution or jobs shall in no event exceed the lowest at which tenderers sells the store to any other person. If during contract period tenderer reduces the Sales Prices, he should notify the same to the Director, Central Research Institute, Kasauli.
- 25 If the firms fails to supply the items ordered within 40 days of signing of order, there will be liquidate damage equivalent to 5% of the delivered price of the delayed goods for each month or part of the month until actual delivery of performance up to a maximum of 10 % of the delayed goods. The purchaser may consider termination of contract seeing its urgency even without extending the date of delivery.
26. The conditions of the tenderer shall not be binding on this Institute.

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Annexure-I

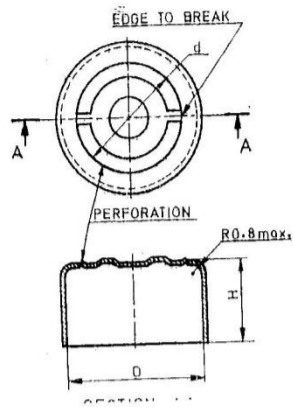
Technical specifications approved by TAC for Aluminum Seals-Green Color

1. The seals are required for affixing on 5ml molded, Type I and 6R tubular, Type I glass vials having external neck diameter of $19.75\text{mm} \pm 0.25\text{mm}$.
2. The recommended dimensions of the seals are given in the table below:

Particulars	Dimensions
Height	$7.7 \pm 0.2\text{mm}$
Internal diameter of aluminum seal	$20.45 \pm 0.05\text{mm}$
Thickness	$0.20 \pm 0.2\text{mm}$
Diameter of perforation	$11.1 \pm 0.2\text{mm}$
Color	Green

3. The seals should be manufactured from $0.20\text{mm} \pm 0.02\text{mm}$ thick aluminum alloy sheets or coils conforming to Grade 19000 or 19500 of IS:737-1974, and should be of temper 1/4 H.
4. The seals shall have to be manufactured from a single piece of aluminum and free from any fracture and cracks. The seals should be in new and clean condition.
5. The seals should pass all the tests as per current IS requirements.
6. The seals shall have to be embossed as "CRI, KASAUJI" on the upper half and "T.T." on lower half.
7. The seals should conform to ISI specifications IS:2123-1977. The seals should conform to neck finish specified in IS:1984 (Part-1)-1971 and the rubber stoppers dimensions specified in IS:3692-1975.
8. The central portion of the seal shall have to be perforated. The provision for tearing off or breaking off central portion of the seal shall have to be made in the manner as shown in the diagram given below.
9. The seals should be heat resistant. The color of the seals should not fade or their quality deteriorate on exposure to steam under pressure at 121°C for half an hour and dry heat at 180°C for one hour.
10. The color coating of the seals should be resistant to denatured spirit.
11. Five thousand seals must be supplied, free of cost, to this Institute as sample, while submitting the tender documents by the respective firms, indicating details about the Batch No., Date of Manufacture, and Certificate of Analysis, failing which the tender may be liable for rejection.
12. The seals should strictly conform to the specified dimensions as they are to be run on Automatic vial washing filling & capping machine and the machine would not tolerate even slight variation in the dimensions. The aluminum seals should pass the machine suitability test failing which supply may be liable for rejection.
13. The seals must be packed in polythene bags and supplied in suitable wooden/ plywood boxes to prevent damage during transit. Boxes of seals must be doubly wrapped on the outside with polythene sheet.
14. The boxes should be appropriately labeled, mentioning at least the following: name of the manufacturer, type of seals, batch number, quantity and date of manufacture & packing.

15. Each consignment of supply should preferably be of one Batch only and not more than tv on any occasion.
16. From the supplies made by contractors, random samples shall be taken from all individual batches of seals and will be re-tested as per current IS/IP requirements to ascertain that the vials strictly conform to the specifications laid down herein.



Aluminium Seals Natural White Colour.

Annex-II

Specification and Important Notes:

1. Seals are required for affixing on glass vials of 5 ml to 50 ml capacities. External diameter of neck rings of vials would be $19.75 \text{ mm} \pm 0.25 \text{ mm}$. Dimensions of the seals are given below:-

<u>Particular</u>	<u>Dimensions</u>	<u>Identifications mark in the drawing.</u>
Height	$7.7 \text{ mm} \pm 0.2 \text{ mm}$	H
Internal diameter	$20.45 \text{ mm} \pm 0.05 \text{ mm}$	D
Thickness	$0.20 \text{ mm} \pm 0.02 \text{ mm}$	
* Diameter of perforation on the seals	$11.10 \text{ mm} \pm 0.2 \text{ mm}$	D

(Range of 9.50 mm to 11.30 mm can be accepted)

2. Seals should be manufactured from $0.20 \text{ mm} \pm 0.02 \text{ mm}$ thick aluminium alloy sheets or coils conforming to grade 19,000 or 19,500 of IS: 737-1974 and should be of temper $\frac{1}{2}$ H. Seals shall have to be manufactured from a single piece of aluminium and free from any fractures and cracks. The seals should be in new and clean condition.
3. The seals should pass all the tests as per IS requirements.
4. Seals shall have to be embossed as "C.R.I. KASAULI"
5. Seals should conform to ISI specifications IS:2123-1977 to the extent applicable. The seals prescribed herein correspond to the neck finish specified in IS:1984 (Part-I)-1971 and the rubber stoppers dimensions specified in IS:3692-1975.
6. Central portion of the seal shall have to be perforated. The provision for tearing off or breaking off Central Portion of the seal shall have to be made in the manner as shown in the enclosed drawing.
7. As regards finish, design and top perforation of the seal, the same should conform to the standard sample kept by us at this Institute. Final suitability of seals will be tested by us as per specifications and standards laid down herein and also by operating the seals on our Automatic Vial Filling and Sealing Machine.
8. Seals should be heat resistant. Colours of the seals should not fade nor their quality deteriorate on exposure to temperature of 421° to 180° C for half an hour to one hour duration. If decorative coating or finish has been applied to the seals the coating should be resistant to denatured spirit.
9. Quotations submitted by the manufacturer of vials Aluminium Seals or their authorized dealers/distributors will only be considered. Such quotes must, therefore, attach proper certificate to this effect with their tenders otherwise their tenders would be liable to rejection. Each batch of seals supplied must indicate about the Batch No., Date of manufacture and analysis report, failing which supply may be liable to rejection.
10. One thousand Aluminium Seals duly embossed with the letters/words as indicated in Clause No. 4 above must be supplied free of cost to this Institute as sample alongwith the tender for our test and approval otherwise tender would be liable to rejection.