



INSTITUTE OF ADVANCED VIROLOGY

Autonomous Institution under Science and Technology Department, Government of Kerala
Bio 360 Life Sciences Park, Thonnakkal, Thiruvananthapuram, Kerala - 695 317
E-mail: mail.iav@kerala.gov.in, Website: www.iav.kerala.gov.in, Contact No. 0471- 2996687

Notice No: IAV/PUR/2022/310/001

Date: 19-04-2022

NOTICE INVITING QUOTATIONS FOR CONCLUSION OF RATE CONTRACT

Institute of Advanced virology invites sealed competitive quotations from manufacturers/authorized dealers, suppliers towards supply of laboratory consumables like Chemicals, Reagents, Glasswares, Plasticwares, Cell culture wares, PCR and ELISA reagents, Oligonucleotides primers, probes etc. under annual rate contract basis.

The rates quoted should be valid upto 31st March 2023.

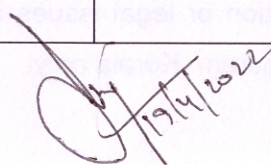
The envelope containing the quotation should be superscribed as “ **Quotation for Conclusion of Rate Contract - Laboratory Consumables/2022-2023**” and shall be addressed to “**The Director, Institute of Advanced Virology, Bio 360 Life Sciences Park, Thonnakkal, Thiruvananthapuram-695317.**”

The copies of PAN, GST registration, manufacturer's authorisation letter and other relevant certificates should be attached along with the quotation. Last date for the receipt of quotation via **Speed post/Registered Post** is **3.00 PM on 06.05.2022**. Quotations received By hand/through couriers/any other means shall not be entertained. Quotation received in the Institute after the due date will not be accepted.

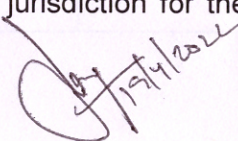
Terms & Conditions

1. The supplier should quote the price which is valid upto 31st March 2023.
2. The stores supplied should be covered with minimum of 1 year warranty from the date of supply, installation and commissioning, if not stated otherwise in purchase order.
3. Highest possible discount rates offered against the catalogue price (in Indian Rupee) for each brand of items should be quoted in the following format:

SL.No.	Items	Brand	Discount (%) offered against Catalogue Price	Delivery Schedule	Remarks, if any



4. The quotations are to be enclosed with recent price list with catalogue (hardcopy and or soft copy).
5. If the authorized distributor is supplying the items, an authorization letter from the manufacturer /principal company has to be submitted alongwith the quotation, failing which the quotation will be summarily rejected. Offers will be accepted only from manufacturers or authorized distributors who may quote along with the due authorization valid as on date of submission of bids.
6. The firm should have minimum five year experience in supply of similar products to Government Research Institutions. The proof of same has to attached along with the quotation.
7. The time required for the supply of items after the release of Purchase Order should also be mentioned in the proposal.
8. The rate quoted should be all inclusive, ie., inclusive of trasportation costs, installation costs etc. and **excluding GST**. There shall be no change in price structure during the currency of contract except of the statutory levies which are made applicable by the Government through notifications and regulations.
9. In case, the vendor lowers the price or increase the discount to any other Institute or party, the beneficial rate would be applicable to IAV.
10. **Earnest Money Deposit of Rs 10,000/- shall be submitted by way of Demand Draft and should be submitted along with the quote.** EMD should be in favor of IAV Thiruvananthapuram and with a validity of 90 days. **There will not be any exemption from payment of EMD for MSME/other firms.**
11. Delivery of the consignment should be made at IAV stores, Thiruvananthapuram between 9.00 AM- 5 PM on all working days.
12. The supplier/dealer should take all the necessary steps for the prompt delivery of the items for which they are awarded with rate contract.
13. If the consignment requires any site arrangement or modifications, the supplier /dealer should inform the Institute well in advance.
14. In case of supply of damaged or expired product, the Institute reserves the right to dispose or return the items. Replacement should be done by the supplier within one week at their cost.
15. For all arbitration or legal issues arising out of this contract, jurisdiction for the same will be at Thiruvananthapuram, Kerala only.


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16. Replacements - Damaged/Broken/Expired or any other reason which renders the goods of no use to IAV Thiruvananthapuram shall be replaced within a week time at no cost to IAV Thiruvananthapuram.
17. IAV Thiruvananthapuram also reserves right to test the chemicals and solvents or material supplied for its quality, if it so desires. If the items supplied are found to be of inferior quality and grade, the entire quantity supplied will have to be replaced by the supplier at their cost within the stipulated time period.
18. Payment Terms – Our payment terms are normally within 30 days of receipt and acceptance of goods at IAV Thiruvananthapuram. Payment will be made by NEFT/RTGS. No advance payment will be made under any circumstances.
19. IAV Thiruvananthapuram and/or the firms are entitled to withdraw/cancel the rate contract by serving one-month notice on each other. However, once a purchase order is placed on the supplier for supply of a definite quantity in terms of the rate contract during the validity of the rate contract, that purchase order becomes a valid and binding contract.
20. IAV Thiruvananthapuram does not guarantee or assure of any quantum of business during the contract period. The order will be issued only if the requirement of such items arises in the Institute.
21. IAV Thiruvananthapuram reserves the right to have parallel rate contracts.
22. **Penalty Clause for the delay delivery:** If the delivery is not effected on due date , the Director IAV will have the right to impose penalty at 0.5% per week subject to a maximum of 5 % of the order value.
23. In case of emergency, the Institute reserves the right to purchase the items under rate contract through an adhoc contract with another supplier/firm.
24. The inability to supply any item should be intimated within a week after the release of Purchase Order.
25. If the quote is not according to the above terms and conditions , the same will be summarily rejected.
26. The Institute reserves the right to accept or reject any quotation with or without assigning any reason.
27. Tender due date can be extended at the discretion of Institute.

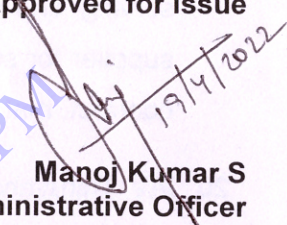

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28. The Institute reserves the right to conclude more than one rate contract for the same item.
29. The Director, IAV Thiruvananthapuram does not bind to accept the lowest quotation and reserves the right to reject or partly accept any or all the quotations received without assigning any reason.
30. Further details can be collected from office of the Institute between 10.00 AM- 5 PM in all the working days or may be mailed to **purchase@iav.res.in**

Sd/-
Director

Copy To: IAV website/Notice Board

Approved for Issue


Manoj Kumar S
Administrative Officer

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