Institute For Stem Cell Biology and Regenerative Medicine
Autonomous institute of the Department of Biotechnology, Government Of India

inStem

Ref: **INS/L-5861/2018-2019(Y)** **Date : 28/12/2018**

ENQUIRY

Dear Sirs,
Please let us have your lowest Quotation for the following :

Sl.No	Cat.No	Item Description	Make/Model	Item Qty	UOM
1		Colored Printer: Scan, Copy, Print (automatic bothside). Should be USB and LAN enabled (1. Automatic both side printer 2. Scanner 3. USB and LAN enabled 4. Printing capacity required less than 2000 pages/month)		1.00	No.
2		Black and white Printer: Scan, Copy, Print (automatic bothside). Should be USB and LAN enabled (1. Automatic both side printer 2. Scanner 3. USB and LAN enabled 4. Printing capacity required less than 2000 pages/month)		1.00	Nos.

Remarks: The Price quoted against this RFQ should be extended to Bangalore Life Science Cluster (BLiSc)of NCBS, Instem and C-CAMP for placing repeat order as per norms, by any one or all institutes of Bangalore Life Science Cluster (BLiSc)**inStem is a public funded research institute and is entitled to concessional rate of GST @ 5% for items supplied for research purpose. The offer should be submitted after fully considering the above notification. **The Tenders to be quoted in foreign currencies & any other currencies approved/traded by RBI - USD/Euro/JPY/GBP/SGD/CAD/INR.

Note :

1. The bids shall be enclosed in an envelope , and due date sealed duly marked "Tender for _____" Ref No : _____ . The bids should be addressed and to be mailed to **"THE HEAD-PURCHASE"**. The bids are liable to be rejected if the sealed envelope is not addressed to **"THE HEAD-PURCHASE"** with Tender Ref No and Item Description and due date. The bids delivered in person shall be dropped in Purchase Section. If the bids are sent through courier or mail , it should reach by submission Date and Time and inStem will not be responsible for the delay.

2. **DUE DATE FOR SUBMISSION OF QUOTATION AGAINST THIS ENQUIRY IS**
04/01/2019 till 2.30 p.m.
3. QUOTATIONS RECEIVED AFTER THE DUE DATE SHALL BE REJECTED.
4. The Validity of your quotation should be for 60 days from the date.
5. All duties,taxes,surcharge and cess as currently applicable must be sated in your quotation,seperately.Otherwise your quote is liable to be rejected.
6. Your quotation should indicate delivery period & Warranty period.
7. Delivery to be made to our Stores.Please indicate charges,if any extra.Transit Insurance should be done upto inStem Stores.
8. If you are unable to supply the quality,specifications or brand as mentioned in our enquiry,Please state so and then offer alternative to quality/Specifications.
9. Payment :within one month after delivery & acceptance/satisfactory installation.
10. Please ensure that the enquiry number and the due date is superscribed on the envelope failing which your quotation is liable to be rejected.
11. Since we are a public funded research institution,we are exempted from paying Customs Duty(Except advolerum duty of 5% + 2% cess and CVD @4% vide Notification No.51/96 with latest amendments) and excise duty vide Notification No.10/97 CENTRAL EXCISE dated 01-03-1997 for all scientific equipments,technical instruments,equipments(including computers),their accessories,spares,consumables and software.Hence,please offer your prices taking this option into consideration.

inStem * PURCHASE *

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12.**If the item is covered under DGS&D rate contract,please quote the rate as per the DGS&D rate contract with xerox copy of the DGS&D order.**

13.Any dispute or differences that may arise between the parties shall be referred to the sole arbitration of the Centre Director or his nominees.The decision of the arbitrator shall be final and binding on the parties.The venue for arbitration shall be Bangalore.The provisions of the Arbitration and Concillation Act,1996 as amended from time to time shall apply.The Courts in Bangalore shall have exclusive jurisdiction to deal with any or all disputes between the parties.

13. **If the items as per specifications in our P.O. is not supplied (shipped) within the specified delivery schedule, then liquidated damages (not in terms of penal-ty) will be imposed automatically and shall be deducted from the bill at the rate of 0.5% per week subject to a maximum of 10% of the order value.**

Yours faithfully

For and on behalf of Insitute For Stem Cell Biology and Regenerative Medicine

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inStem PURCHASE